

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY, MAY 6, 2013**

For attendees, please see attachment A1.

The meeting was called to order at 3:06 pm.

I. The minutes of the March 18, 2013 meeting were approved.

II. Report of the Provost, Herman A. Berliner

A. Enrollment

Incoming Freshman

- 1609 deposits for the fall which suggests an incoming class that is on target
- Engineering and Applied Science is presently up about 86% from 63 deposits last year to 117 this year.
- There will also be substantial increases in Business which is up 28% (189 deposits to 242 deposits)
- Health Sciences and Human Services 46 deposits to 78 (up 70%)
- Communication 212 deposits to 220 (Communication was up substantially this year when most other of our schools and colleges were not up.)
- Honors College is up from 203 deposits to 226 deposits.
- HCLAS slightly ahead (29%) 769-756
- School of Education is down slightly but Education is primarily not a first-year program.

Reasons for Increase

- Holding the Presidential Debate on campus
- New Schools
 - School for Engineering and Applied Sciences
 - School for Health Sciences and Human Services
- Better Admissions outreach
- Better use of faculty and chairs

The challenge is now September 2014 and whether we are able to repeat the numbers next year. We are impacted by what other institutions do. Tuition discounting will clearly be an issue.

Today's *Wall Street Journal* has a major front page article on this topic. The first few paragraphs are as follows:

Private U.S. colleges, worried they could be pricing themselves out of the market after years of relentless tuition increases, are offering record financial assistance to keep classrooms full.

The average "tuition discount rate" – the reduction off list price afforded by grants and scholarships given by these schools – hit an all-time high of 45% last fall for incoming freshmen, according to a survey being released Monday by the National Association of College and University Business Officers.

"It's a buyer's market" for all but the most select private colleges and flagship public universities, said Jim Scannell, president of Scannell & Kurz, a consulting firm in Pittsford, N.Y., that works with colleges on pricing and financial-aid strategies.

It is likely that some private colleges will be forced to be even more generous with discounts this fall. As of the May 1 deadline for many high-school seniors to commit for their freshman year of college, early reports suggest some non-top-tier schools fell 10% to 20% short of enrollment targets, said Mr. Scannell.

The jump in aid shows that many colleges are losing pricing power as more families focus on cost and value, with about 65% increasing their discount rate in the fall of 2012.

Except for the most exclusive schools, private colleges increasingly are vulnerable to the stagnant wages of many families, deepening student debt, the uncertain job market, growing questions about the value of costly four-year degrees and unfavorable demographics.

The article clearly outlines a major issue of concern for all of us.

Transfer Students

Applications and admits are down.

Deposits are up, however, 181 compared to 170 (6.4%) (but it is too early to tell what the final outcome will be)

It continues to be clear to me that we need continuing support of the faculty in successfully recruiting our students at all levels.

Price competition is escalating here as well. There is a new articulation agreement between Nassau Community College (NCC) and St. John's University featuring a special discount and other benefits for transfer students seeking a bachelor's degree. Students transferring to St. John's who have earned an associate degree from NCC will receive a minimum of 25% tuition discount.

If you look at other local institutions, Adelphi has seen a decline in transfer students. There is no data available for CW Post & Molloy and St. Johns has gone up 40% over the last five years.

Graduate Students

On schedule to make its numbers and budget, but it is still too early to tell for certain.

Law School

Nationally, applications are down by 20% and we are impacted by this change as well as a lower US News ranking. Tough decisions will have to be made: One possibility is to maintain the enrollment and take a substantial hit in LSAT scores and GPA. Another possibility is to reduce enrollment and maintain the LSAT and GPA. Maintaining out standards is for me the better option.

Medical School

The strong demand continues with 6,000 applications for 80 spots.

Within the next week, we should be receiving the admissions consultant report for both undergraduate and graduate admissions. The findings will be shared with the Speaker of the Faculty, the chair of the Senate Executive Committee, and the chair of the Chair's Caucus. There will also be an opportunity for those mentioned to speak with the consultant.

Summer Enrollment

- Undergraduate
 - tracking to be down substantially even from the significantly reduced budget for this year.
 - Last year we budgeted for 650 students and at this time we were 81% to budget.

- This year we budgeted for 585 and are only 77% to the budget.
- We are tracking to be down 28 full-time equivalent undergraduates (fte).
- Graduate
 - Will make up for this shortfall of undergraduate In graduate,
 - Last year we budgeted for 711 students and were 85% to budget.
 - This year we budgeted for 685 students and are 90.5% to budget.

Summer is a full-pay session for undergraduates used to a discount at other times (over 70% of our students are used to getting financial assistance.)

- If we build in a discount, would the demand expand accordingly and put us in a more favorable revenue situation?
- Trying to figure out some alternatives.
- Risky financially to discount summer sessions

B. Semester Hour Trends

Last four years (Fall to Fall comparison)

- Student semester hours are down 9.2%
- Full-time faculty are down about 8.9% (but within that aggregate there are great disparities.)
 - HCLAS - student semester hours down - 11%
faculty down - 13.4%
 - SOE student semester hours down - 19%
faculty down - 13%

Greatest disparity is in the sciences and we know that it is not possible to move resources from areas which are overstaffed to areas where we are short of faculty. Having too many lines in some areas doesn't help with the shortage in other areas. We will have to come to grips with this issue and have to create additional lines in a number of areas where there are very clearly shortages. If the enrollment picture looks in September the way it looks now, we should have the wherewithal to move forward. We have similar issues with space as well and here we can and will do some reallocation.

C. Department Visits

Provost Berliner along with Senior Vice President Adamski, and Senior Vice President Schmelkin have visited the following departments:

- Computer Science
- Drama/Dance
- Economics
- Engineering
- Health Professions
- History
- Information Technology and Quantitative Methods
- Management, Entrepreneurship, and General Business
- Marketing and International Business
- Rhetoric (formerly Speech Communication, Rhetoric and Performance Studies)
- Special Education
- Writing Studies and Composition

Will continue to visit:

- Psychology – May 7 9:30am
- Political Science – 5/8 3:30pm
- Journalism, Media Studies, and Public Relations - tba

Departments previously visited:

- Accounting, Taxation and Legal Studies
- Biology
- Chemistry
- Finance
- Global Studies and Geography
- Health Studies and Kinesiology
- Mathematics
- Radio, Television and Film
- Reference Department of the Library
- Collection Department of the Library
- Teaching, Literacy and Leadership

Remaining departments and University Studies will be visited in the Fall 2013 semester.

These visits have been enormously valuable in terms of discussion on areas of potentials well as areas of concern, recruitment and retention, and a clearer understanding of needs in terms of faculty as well as space and instructional equipment.

D. Communication

The departmental visits are an essential part of open communication and consultation and administration is doing more in this area before they even vote on bylaw changes.

- President meeting with Speaker of the Faculty, Chair of the Senate Executive Committee and Chair of the Chairs' Caucus twice a semester
- President meeting with deans at least once a semester
- President meeting with chairs at least once a year
- President speaking to the full faculty at least one of the four scheduled yearly meetings.
- President's open office hours (where there has been a limited faculty turnout)
- Provost's open office hours,
- The Provost's ongoing meeting with the Chairs' Caucus leadership and the Speaker
- The Provost serving on the Senate Executive Committee
- The Provost's departmental visits and addressing the full faculty at least one of the four scheduled yearly meetings
- Vice Presidents Hennessy and Fredrich meeting with Planning & Budget Committee.
- Vice President Eads meeting with Planning & Budget and Chairs' Caucus.
- Senior Vice Provost Schmelkin meeting with Graduate Academic Affairs Committee.

The Provost reported that there is a difference between shared governance and collective bargaining negotiations, and he is not supportive of blurring the distinction. Even though it has always been a respectful process for many years, collective bargaining is an adversarial situation. It is very clearly an opposite sides of the table model. He does not want this to be a regular governance model and am looking to a model that stresses communication, cooperation, collaboration, collegiality and shared governance.

E. Hofstra Gala

The Annual Hofstra Gala will be held on Thursday, May 2nd and is in honor of Lawrence Herbert, Hofstra alumnus and former CEO of Pantone, which developed a world famous: matching system. \$900.00 in scholarships were raised and the Teacher of the Year recipients were honored.

Teacher of the Year Recipients

- Mary Ann Allison, Ph.D., Associate Professor, Journalism, Media Studies and Public Relations
School of Communication
- Xiang Fu, Ph.D., Associate Professor, Computer Science
School of Engineering and Applied Science
- Robert P. Guttmann, Ph.D., Professor, Economics
Hofstra College of Liberal Arts and Sciences
- Corinne M. Kyriacou, Ph.D., Associate Professor, Health Professions
School of Health Sciences and Human Services
- Maureen O. Murphy, Ph.D., Professor, Teaching, Literacy and Leadership
School of Education
- Glen M. Vogel, J.D., Assistant Professor, Accounting, Taxation and Legal Studies in Business
Frank G. Zarb School of Business
- Juliana Campagna, J.D., Associate Professor of Legal Writing
Maurice A. Deane School of Law
- Dr. David E. Elkowitz, Assistant Professor, Department of Science Education and Pathology and
Laboratory Medicine
Hofstra North Shore-LIJ School of Medicine

F. Claflin Experience

Exchange of faculty with Claflin University continues.

- Nesan Sriskanda is visiting Hofstra from Claflin University this semester and he is teaching Engineering 026 “Mechanics: Dynamics”. Dr. Sriskanda earned his PhD, MS and BS in Mechanical Engineering.
- Carol Simon from the Hofstra Library has been visiting Claflin University and has done a major assessment of the Claflin Library.

G. Provost’s Diversity Speaker

Provost’s Diversity Speaker for this semester was Nira Yuval-Davis who is the Director of the Research Centre on Migration, Refugees and Belonging at the University of East London. The topic of her speech and also her latest book was the politics of belonging.

H. Commencement

All ceremonies will take place at the David S. Mack Sports and Exhibition Complex, located on Hofstra’s North Campus.

Sunday, May 19

- 9 a.m. Undergraduate Ceremony for Hofstra College of Liberal Arts and Sciences, School of Education, School of Health Sciences and Human Services and School of Engineering and Applied Science, featuring Roland Fryer, award-winning Harvard economist, education activist and collaborator on the bestselling book *Freakonomics*.

- 1:30 p.m. Undergraduate Ceremony for Frank G. Zarb School of Business and School of Communication, featuring Debra A. Sandler Hofstra Class of '82 and President of Mars Chocolate North America
- 6 p.m. Graduate Ceremony, featuring Julio A. Portalatin Hofstra Class of '81, President and CEO of Mercer, a global consulting leader in talent, health, retirement and investments.

Monday, May 20

- 7 p.m. Maurice A. Deane School of Law at Hofstra University Ceremony, featuring The Honorable Nicholas G. Garaufis, United States District Judge for the Eastern District of New York

I Five Year Plan - 2013-2018

The draft has just been reviewed by the deans and will be circulated to the Planning & Budget Committee shortly. The Plan was delayed last year when we encountered our enrollment shortfall.

J. Renovations

Major renovations recently completed, presently underway, or underway shortly:

- Weed and Davison Halls
- Constitution and Alliance Halls
- 2nd floor library lounge space

This summer:

- Hammer Lab
- Vanderpool and Estabrook Halls
- Multipurpose Room
- Additional renovation of the Library lower level
- Beginning of the Medical School addition construction (63,000) square feet

Next summer (or sooner) and the following summer:

- Adams Hall
- Barnard Hall

K. University Senate

The 2013-2014 standing committee chairs are as follows:

- Senate Executive Committee - Stuart Bass
- Graduate Academic Affairs Committee - Jason Davidow
- Undergraduate Academic Affairs Committee - Paul Fritz
- Planning and Budget Committee - Eugene Maccarrone
- Faculty Affairs Committee - George Giuliani
- Student Affairs Committee - William Finnegan
- Chair of the Chairs' Caucus – Susan Yohn

In addition, William Nirode has been re-elected as the Speaker of the Faculty

IV. Report of the Senate:

Action Items

1. Prof. Bass presented for action the 2015-2016 Academic Calendar. Prof. Niode proposed a friendly amendment to change the Wednesday, May 4th conversion day to Wednesday March 23rd. He reported that because the Natural Sciences try to keep the labs that they offer (which are typically held on Fridays,) in sequence with their lectures, so it makes more sense to have the conversion day earlier in the semester, rather than at the end. The amendment was accepted. Prof. Yohn reported that she feels the amount of holidays in the fall semester disrupts the class. Senior Vice President Schmelkin reported that we are constrained by the guidelines we have in place for building the calendar but perhaps we the issue of holidays need to be revisited. The last academic survey was administered in the spring of 2011. A discussion followed. The item passed as amended with 25 in favor of, 24 opposed and 11 abstained.
2. Prof. Bass presented for action the resolution on Completion Ratio Calculation. Prof. Fritz, chair of the Undergraduate Academic Affairs Committee, reported that the resolution is to remove the "NR" from calculation of the completion ratio. The "NR" is just a place holder that the Office of Academic Records used when faculty do not submit grades for students on time. This has potential negative consequences for students with regard to the completion ratio. The Undergraduate Academic Affairs Committee requested data from the Office of Academic Records and it was decided it was better to eliminate the "NR" from the completion ratio calculation. The Committee will continue to track the situation through various reports. The item passed with one opposed.

Prof. D'Innocenzo presented for discussion the amount of students that "disappear" from class, and faculty giving them an F grade instead of an Unofficial Withdrawal (UW.) Senior Vice President Schmelkin clarified that the UW grade cannot be given after the 10th week of class. It was agreed that faculty should try to reach out to students as best they can.

3. Prof. Bass presented for action the Parking Ban Resolution. He reported that this was a recommendation that was created in 2005 banning parking from residential students on south campus from 3-5pm. It was passed by the Senate in May 2005, but never made it to the full faculty. Since it went through the proper shared governance process, it is being presented to the full faculty as an action item. A discussion followed about enforcement and lack of with regard to the smoking ban. Prof. Bass reported that he along with Prof. Niode have been meeting with Karen O'Callaghan, Director of Public Safety over the issue of enforcement with the Smoking Ban. A friendly amendment was made to change:

Monday through Friday, between the hours 7AM to 4PM.

to:

Monday through Thursday, between the hours 7AM to 4:30PM, and Friday between the hours 7AM to 3PM.

The item was passed as amended with 1 abstention.

4. Prof. Bass presented for action the revisions to the Senate Committee Bylaws, specifically the Undergraduate Academic Affairs Committee, the Planning and Budget Committee and the Graduate Academic Affairs Committee. He reported that there is a need to redefine and reassert the priority and powers of the various standing committees of the University Senate. It was requested that each committee be voted on individually. The revisions are language changes that ensure that there is consultation between the Senior Dean or Senior Vice President from administration who is in charge of particular areas to which the Senate committees relate.

The revisions to the Undergraduate Academic Affairs Committee passed unanimously.

The revisions to the Graduate Academic Affairs Committee passed unanimously.

The revisions to the Planning and Budget Committee passed unanimously.

5. Prof. Bass presented for action the resolution on Informational Meetings with the President. The item was passed with 1 abstention
6. Prof. Bass presented for action the Deans Evaluation. Prof. Giuliani, chair of the Faculty Affairs Committee reported that the committee was charged to create an evaluation of Deans back in 2011. Since the Faculty Affairs Committee is made up of representatives from different disciplines, including the Provost's Office, the deans, the AAUP, part-time and full-time faculty from all units, different views and thoughts about what a dean's evaluation should look like were expressed. The committee looked at various universities' dean evaluation forms and created a draft of an evaluation that consisted of about 150 items to which they narrowed down. He reported that after this item is passed, the Office of Institutional Research will work with the Provost's Office to get the evaluation online hopefully for the Fall 2013 semester. The scores will be reported back to the Provost's Office and each faculty member will be able to see the quantitative scores of their particular dean. These evaluations will be conducted every two years. Adjuncts and full-time faculty will be separated in the report.

A friendly amendment was made to change the Likert Scale from 5 4 3 2 1 DK to 1 2 3 4 5 DK. The item passed unanimously as amended.

7. Prof. Bass presented for action the revisions to Faculty Policy Series #11G. The item was passed with 4 abstentions.

V. Old Business

Prof. Nirode presented for action the Faculty Resolution of Hofstra University on Faculty Consultation and Inclusion. This item was originally presented in the fall by Prof. Silver, but tabled for faculty input. Prof. Silver withdrew points 1-5 from the resolution and to revise the following sentence:

Toward that end, the faculty endorses the following recommendations for the University Senate to adopt as official changes to the Senate Bylaws:

to

Toward that end, the faculty endorses the following recommendations.

Prof. Wallace reported that the resolution as it currently stands requests Board membership as an elected faculty representative. She also reported that faculty should open up a discussion with the Board of Trustees about other ways in which there can be productive Board/Faculty interaction. Prof. Wallace submitted amendments to Prof. Silver's resolution (Attachment M1). Prof. Silver accepted the friendly amendment and reported that he thinks it retains the important request for consideration of elected faculty representation on the Board of Trustees as well as opportunities for the Board to communicate with faculty in a novel and interesting ways. The following amendment was made:

Since faculty are dedicated and committed to the long-term well-being of the institution...

was revised to:

Since we are all dedicated and committed to the long-term well-being of the institution

A discussion followed and the item was passed as amended with 2 abstentions.

VI. Report of the AAUP, Dennis Mazzocco

Prof. Mazzocco reported that a number of faculty have submitted requests for a one course reduction opportunity that is listed in the contract, but because of canceled sections, this opportunity will be available next year as well as the last year of the contract. He also reported that the AAUP is moving forward with the Graduate Directors' Committee and he will give the Provost a list of names for each of the units this Thursday. The contract calls for a decision by the end of August.

May 10th is the closing date for chapter elections. There is one contested seat for Recording Secretary. He asks that all faculty members submit their ballots by Friday, if they have not done so already.

Prof. Mazzocco reported that as of today there are:

- 444 Faculty Members (including approximately 35 chairs)
- 724 Administrators
- 723 Adjuncts

He reported that the administration hired Proskauer Rose in 2006 to enter into contract negotiations, and the three most powerful administrators in the University are lawyers as well as the chair of the Senate Executive Committee, chair of the Faculty Affairs Committee and chair of the Planning and Budget Committee. Despite the fact that some issues being made of the Collective Bargaining Agreement, the AAUP has had a fruitful relationship with the administration for 40 years. Hofstra is the largest private university with a Collective Bargaining Agreement which puts us at the top of a very small group of institutions and we have a rich history of collegial relationships that have worked towards the benefit of this institution over time.

VI. Report of the Chairs' Caucus, Bob Papper

Prof. Papper reported that the Caucus has had a very busy year involved in:

- working with Jessica Eads and the Admissions Department as well as Scannell and Kurz, a higher education consulting firm.
- tracking down Hofstra graduates as part of the recruiting process.
- dealing with budgets as far as departments are concerned
- worked on issues with International Students and providing some support and study of how we can address some of the problems that those students face when they come to our campus.
- dealt with Human Resources
- continued on issues with technology and class schedules.
- Met with a variety of vice presidents and directors to talk about issues they share in common with the Caucus

Prof. Papper announced that Susan Yohn will be the new chair of the Chairs' Caucus.

VII. Adjournment

The meeting was adjourned at 5:03p.m.