MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING
Monday, November 7, 2016

Present: W. Caniano, G. Giuliani, D. Goodman, E. Maccarrone (Chair), B. Pickering, T. Shapiro, M. Silver

Absent: G. Simmons

A. After amending a minor typo, the minutes of the October 5, 2016 meeting were unanimously approved.

B. Chair’s Report
   Prof. Maccarrone convened the meeting by reporting that the two ad-hoc committees formed at the last Senate Executive Committee meeting are currently being populated. He reminds all chairs to submit their nominations to Caroline Schreiner.

   Prof. Maccarrone reported that the mid-semester grade policy was tabled at the October 24 faculty meeting. The Speaker of the Faculty is calling for a special informational faculty meeting to be held on Tuesday, November 22 at 2 p.m. in the Student Center Theatre. Representation from administration will be in attendance. As part of this discussion, he would welcome alternate proposals that would serve as a compromise reflecting that this will be a pilot project and work in progress. An email will go out to the faculty shortly.

   Prof Silver made a suggestion that the Senate withdraw this proposal and refer it back to the Undergraduate Academic Affairs Committee for further research and reworking on the proposal can be done. He reported that over the summer he had asked for some response from the leadership of the Senate to address a survey that went out from the AAUP. He felt the survey was disingenuous and inappropriate. He felt his request was ignored and rejected. This proposal went through the Senate with overall support; however no one from the Senate spoke up in favor of the proposal at the faculty meeting. According to Robert’s Rules of Order, the Speaker has the prerogative to accept an overture to withdraw the proposal. Prof. Maccarrone commented that he did not ignore Prof. Silver’s request, but felt since the faculty was in the middle of contract negotiations with the administration, it wasn’t the appropriate time. He believed such communication would have signaled to the administration, a lack of solidarity on the part of the faculty. He reported that at the most recent AAUP chapter meeting he spoke on behalf of the Senate, and the proposal, and made known that governance felt the union chapter’s activity regarding this matter was inappropriate. A discussion followed.

   Prof. Silver made the following motion:

   "The Senate Executive Committee by Motion duly made and seconded requests that the Speaker of the Faculty withdraw the proposal for mid-semester grading previously submitted by the Senate in order for the Senate to reconsider and re-research aspects of it, with the Senate to give due attention to the concerns that have since been expressed at Full Faculty meetings."

   The motion passed.
Prof. Maccarrone will communicate with the Speaker of the Faculty about this.

Prof. Maccarrone reported that he attended the Board of Trustees meeting on October 25
- Good student enrollment
- Good entering freshman class

C. Action Items
1. Prof. Maccarrone presented for action the revisions to the Repeat Course Policy. Prof. Silver, chair of the Undergraduate Academic Affairs Committee reported that this item was brought to his committee from the Honors Board asking for clarification and to reconsider language in the bulletin on the basis that there was indeterminacy about how the repeat course option would be utilized when there were acts of academic dishonesty. There are three documents that are affected:
   - bulletin text
   - undergraduate repeat course request form
   - online academic dishonesty form

   The language indicates that if the act of academic dishonesty was so severe, that the penalty is failing the course, then the student should not be eligible for grade forgiveness. He reported that there were faculty on the committee who felt that they didn’t want students with even less serious offenses taking the grade forgiveness policy. The committee decided to include a sentence that said:
   “In all other instances of academic dishonesty for which the penalty was not the grade of F, it is at the instructor’s discretion whether GPA exceptions will be permitted for that course.”

   The item passed unanimously.

2. Prof. Maccarrone presented for action, revisions to Faculty Policy Series #36- The Use of Human Subjects in Research which needed to be updated to align with actual practice. This item came to the Provost’s Office from the Institutional Review Board (IRB) and was sent to the Faculty Affairs Committee and Graduate Academic Affairs Committee for approval. A discussion followed and the item was passed unanimously.

3. A motion was made, seconded and approved to take the 2017-2018 and 2018-2019 Academic Calendars off the table. Prof. Maccarrone presented the calendars for action. A discussion followed and the items were passed.

D. Discussion Items
1. Caroline Schreiner reported that Christopher Dippel, from the Department of Drama and Dance is the new elected senator representing the School of Humanities, Fine and Performing Arts. Since Paul Fritz, who is the senator appointed to the Student Affairs Committee, will be substituting for Marc Silver as chair of the Undergraduate Academic Affairs Committee in the spring semester while Prof. Silver is on leave; the Senate Executive Committee has appointed Prof. Dippel to the Student Affairs Committee.
She also reported that there is still a vacant spot in the School of Humanities, Fine and Performing Arts.

E. New Business
There was no new business.

F. Committee Reports
1. Bianca Pickering, chair of the Student Affairs Committee, reported that she, along with other student senators, W. Houston Dougharty, Vice President for Student Affairs, Sofia Pertuz, Dean of Students, and Prof. Maccarrone met with Karen O’Callaghan, Director of Public Safety. From the discussion held, there will be a change to the website so students will know how to report Public Safety Officers. Vice President O’Callaghan explained that when a student report’s a Public Safety Officer, it goes straight to her and then to Human Resources to investigate. Prof. Silver questions whether or not these incidences get registered with the Office of Student Affairs. Another outcome of the meeting was initiatives to increase relations between students and Public Safety, such as holding “meet and greets” once a semester, which will be co-sponsored with student organizations on campus. She reported that it is important for students to get to know the night staff. Ms. Pickering also reported that the committee plans to give away 25 hooded sweatshirts to give away during the Pride Unleashed Week opening basketball game. This is to promote the Student Affairs Committee and University Senate.

2. Debra Goodman, chair of the Graduate Academic Affairs Committee, reported that the committee approved the revisions to Faculty Policy Series #36 - The Use of Human Subjects in Research, as well as continued to work on the language on overlapping classes where a student takes a second Master’s degree or advanced certificate from Hofstra. She met with Karin Spencer, Senior Associate Dean of the School of Education, and Stacy Zalewski, Associate Dean for Certification and Educational Support Services, and looked at programs and case studies. They learned that a general practice has been 50% needs to be new content. After looking into this further, it is not possible to take two MBA degrees. The MBA has a number of 15 s.h. concentrations, but additional concentrations must be completed while enrolled in the MBA. It is possible to take an MS or an AC in Business in order to complete additional concentrations. Three are also students who complete MBA/MHA or MHA/MPH degrees with 15 to 21 s.h. overlapping coursework. However, overlaps would be less than 50% in these cases. In practice, the business school has used a 40% overlapping coursework limit (60% unique coursework) per Liora Schmelkin. Information confirmed by Lisa Welch (Asst. Dean of Graduate Advisement, Business) and Holly Seirup (Vice Dean of HPHS). While they could put together a dual degree, there still might be students who complete one degree and decide afterwards to apply for the second masters. Prof. Goodman reported that she is sending out a draft of proposed language to all of the Graduate Directors to see if there are other cases that they don’t know about. A brief discussion followed about compliance and state certification.

3. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that the committee is still working on revisions to the Departmental Honors and are considering having a notation on the backside of the transcript as a footnote, as well as a name change
for Departmental Honors that would make it clear that the student is in a course for which, just getting a grade in a course does not signify that they’ve received departmental honors. Prof. Silver also announced that he will be on leave next semester and Paul Fritz will be interim chair of the Undergraduate Academic Affairs Committee.

4. George Giuliani, chair of the Faculty Affairs Committee, reported that the committee approved the revisions to Faculty Policy Series #36 - The Use of Human Subjects in Research. The committee also continued working on online evaluations from students taking distance learning classes. The committee looked at the current Course and Teacher Ratings (CTR), evaluating every questions currently on them, and then had an in-depth discussion regarding the whole process of CTRs and how if they create a difference type of evaluation for a distance learning course then the numbers would be different than the current one. The committee questioned whether or not it is time to evaluate the CTRs in general, and find an evaluation that works for all classes in some manner. They reached out to the Provost’s Office that perhaps an ad-hoc committee needs to be formed. Prof. Giuliani also reported that the committee discussed having a “Teacher of the Year” award for the adjunct faculty. A brief discussion followed.

5. William Caniano, chair of the Planning and Budget Committee, reported that the committee had Provost Simmons present to the committee last month and had a meeting today with Bob Juckiewicz, Vice President for Information Technology, to give an overview of what projects they are working on. Next month, the committee will invite Joseph Barkwill, Vice President for Facilities and Operations present. Catherine Hennessey, Vice President for Financial Affairs and Treasurer, will present to the committee in the spring semester. A brief discussion followed about technology.

The meeting was adjourned at 4:02 p.m.