MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING
Monday, December 5, 2016

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

A. The following corrections were made to the November 7, 2016 minutes:

The following portion from the report of the Graduate Academic Affairs Committee was deleted:

One issue is that some of our advanced certificates are 6 hours and can be done as electives through a Master’s Degree. In the School of Business there is an issue for MBAs in Finance and Marketing. These are 41-48 s.h. degrees with overlapping coursework. Students in an MBA in Finance or Marketing who take a second masters with the other concentration need to complete 15 s.h.; a substantial amount but not 50% of the total semester hours.

and replaced with:

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).

The minutes were unanimously approved as amended.

B. Chair’s Report

Prof. Maccarrone convened the meeting by reporting on the October 24 Full Faculty Meeting:

- the 2017-2018 & 2018-2019 Academic Calendars were passed
- a motion was made and passed to send Faculty Policy Series #36- The Use of Human Subjects in Research back to the Institutional Review Board (IRB) for further review regarding school representation on the IRB.
- a motion was made and passed at the October 24 full faculty meeting, to withdraw the mid semester grading proposal and that it go back to the Undergraduate Academic Affairs Committee for further review.

Prof Maccarrone reported that the two ad-hoc committees discussed at prior meetings have been populated and Caroline Schreiner will be working on scheduling their first meetings.

Prof. Maccarrone reported that the Repeat Course Policy Revisions were passed at the full faculty, but were sent back to committee by the Provost’s Office. Provost Simmons reported that in and around the time of the discussion of the Repeat Course Policy, she had concerns that were raised to her about the possible impact of the policy and then learned in some discussion within her office, that there were some things about the existing policy had been administered and felt that further discussion with the Undergraduate Academic Affairs
Committee (UAAC) on what was actually happening in her office under the previous policy, and on some of the issues that people have raised about the potential impact of the new policy before she recommends it to the President. Procedurally, her proposal will be to outline the concerns that have been raised and bring the new information that she learned after the revisions were passed, to the UAAC for discussion. It is up to the UAAC whether or not they want to continue to put forth the recommendations. A discussion followed.

Provost Simmons gave a brief update on the third floor of Axinn Library:
- Academic Writing decided they may want some involvement with the final design to provide some services on the third floor. Jean Peden-Christodoulou, Assistant Vice President for Student Affairs will be meeting with them to see if their request can be accommodated.
- The task force will hold a final meeting in the spring to present the final design to all interested parties
- relatively little demolition
- Asbestos abatement will occur during Christmas Break
- The University Senate office and conference room will be relocated to newly renovated spaces on the 4th floor.

C. Action Items

1. Prof. Maccarrone presented for action revisions to the Basic Regulations Governing Graduate Programs in the Graduate Bulletin that deals with overlapping coursework in Hofstra graduate degrees. Prof. Goodman, chair of the Graduate Academic Affairs Committee (GAAC) briefly outlined the revisions
   - eliminated “not including elementary school student teaching” in #19 of the basic regulations governing graduate programs
   - added the sentence to #19 of basic regulations governing graduate programs: “In cases where graduate students have completed a previous graduate degree at Hofstra, there may be an overlap of coursework. Under advisement of the program director, coursework taken for a prior graduate degree may be applied to additional master’s or certificate degrees. In the case of master’s degrees, at least 50% of coursework must be unique.”
     - accommodates those courses where overlapping does happen

Prof Goodman reported that she sent out a survey to all graduate programs and Graduate Directors and received responses that included individual cases for the committee to review. The intent of the committee is to allow as much transfer as possible in the case of advance certifications and to have a policy that was as liberal as possible in order to allow students to get the certifications they’ve earned through taking coursework. Prof. Goodman pointed out that this is just the basic regulations; any graduate program can stipulate a more stringent requirement. A discussion followed and it was decided to have Bob Brinkman, Vice Provost for Scholarship and Engagement, reach out to the Deans for input before presenting it to the Senate.
D. Committee Reports

1. Bianca Pickering, chair of the Student Affairs Committee, reported that she will continue to work with Karen O’Callaghan, Director of Public Safety. She also reported that she will be participating in Pride Unleashed Week, and will be handing out Hofstra sweatshirts to students in an attempt to promote the University Senate.

2. Debra Goodman, chair of the Graduate Academic Affairs Committee, reported that the committee approved the revisions to the Graduate Bulletin that were discussed at today’s meeting.

3. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that the committee passed a proposal concerning the awarding of Departmental Honors and how it is designated. The committee proposed to change the titles of “Departmental Honors Courses” to “Departmental Honors Candidacy.” Further, the committee agreed that the notes section of the Official Transcript should contain clarifying language pertaining to the awarding of Departmental Honors. Prof. Silver also reported that the committee is prepared to start considering the mid semester grade proposal and suggests that the Student Affairs Committee collaborate with the committee on how to reach out to students on where they stand on this issue.

4. George Giuliani, chair of the Faculty Affairs Committee, reported that the committee will meet the first week in January to review Special Leave Applications. A brief discussion followed about including an adjunct in the Teacher of the Year Awards. Provost Simmons reported that they are considering using the same process as the Teacher of the Year Awards for Full Time Faculty, but ask for nominations from the full time faculty, and having an adjunct award for each school.

5. William Caniano, chair of the Planning and Budget Committee, reported that the committee invited Joseph Barkwill, Vice President for Facilities and Operations to its last meeting where he updated the members on all ongoing construction projects. They are also considering bids from Compass Group for a new ten-year contract.

The meeting was adjourned at 4:00 p.m.