

**MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING**  
**Tuesday, September 4, 2018**

Present: W. Caniano, L. Filippi, P. Fritz, G. Giuliani (Chair), E. Koegl, N. Santangelo, G. Simmons

Absent: C. Ramirez, T. Shapiro

A. The September 4, 2018 minutes were unanimously approved.

**B. Action Items**

1. Prof. Giuliani presented for action, the 2019-2010 Academic Calendar. Evan Koegl, Registrar, reported that there was an issue brought to the Academic Calendar Committee primarily by the Chairs' Caucus. The concern was that in the spring semester due to the timing of holidays and the unforeseen closures due to the weather, that there wasn't much instruction time before students in general were able to register, but really the first-year students. To address this, the committee pushed back the spring break by two weeks. It takes it out of the registration cycle for students and effectively gives first-year students another week of instruction prior to their registration point. He reported that there should be a larger discussion about the timing of registration in general. Prof. Giuliani questioned having the last days of final exams on the same day as commencement in the fall semester, but the Provost reported that this happens frequently. Provost Simmons also suggested that the Academic Computing Committee reach out to any of the academic departments that are doing study abroad trips during the spring semester. The item passed unanimously.
2. Prof. Giuliani presented for action, Graduate Bulletin Revisions. Nicholas Santangelo, chair of the Graduate Academic Affairs Committee, reported that the Registrar thought it was better to clarify the change in terms of matriculation, so the committee added some language to the graduate bulletin. The old language was unclear to some students that once they matriculated they would need to do it again. The committee also added the sentence:

*In order to maintain matriculation, or if you have questions, contact the Office of Academic Records and Registrar.*

to the end of the paragraph. The item passed unanimously.

3. Prof. Giuliani presented for action, Senate Bylaws and Faculty Statutes Revisions. Caroline Schreiner, a member of the Ad-hoc Committee to Review and Update Governance Documents, reported that with regard to the Senate Bylaws, all the revisions are clerical such as additions of new schools and changes in titles. The committee also revised the bylaws format to make it more consistent. Lisa Filippi, chair of the Ad-hoc Committee to Review and Update Governance Documents, went through the minor substantial changes in the Faculty Statutes that the committee did make but reported that committee is not in charge of revising the Faculty Statutes, but to refer to the Faculty Affairs Committee, any statute they feel needs to be updated. The following amendments were made:

on Faculty Statute #III 5:

keep University College for Continuing Education. The Provost reported that right now there is an external consultant taking a look at the unit and will be making recommendations on perhaps restructuring it.

on Faculty Statute #III 6. k:

revise *survey and evaluate* to *actively monitor and communicate to the department*

on Faculty Statute #IV 2. a:

add *University Library* to list of adjunct faculty for Senate elections

remove the following from VII. 2. d:

The Executive Committee of each unit shall appoint in March a committee to nominate candidates for its vacant Senate seats, and submit those names to the Special Committee on Recruitment, Elections and Nominations (SCREAN).

In the Senate Bylaws, change *Dean of University Advisement* to *Dean for University Advising*.

add School of Natural Sciences and Mathematics to the bylaws of the following committees:

- Committee on the Library
- Committee on Environmental Priorities
- Faculty Affairs Committee

Caroline Schreiner reported that this is not the actual practice. SCREAN has always sent out a nomination ballot in the spring semester.

Prof. Filippi reported that the next thing the committee will do is review all of the Faculty Policy Series to determine which ones might need updating and refer them to the Faculty Affairs Committee.

The revisions passed unanimously as amended. This item will be presented at the next Senate meeting on October 8, and if passed, will be presented at the Full Faculty meeting on November 26.

### **C. New Business**

There was no new business.

### **D. Committee Reports**

1. William Caniano, chair of the Planning and Budget Committee, reported that the committee met two weeks ago with Joseph Barkwill, Vice President for Facilities and Operations, who will be joining the committee more often. Vice President Barkwill gave the committee an update on construction and renovations on campus which include
  - Berliner Hall has been completed
  - Gallon Wing has the Physician Assistant Studies Program as new residents
  - new Engineering building is in the design phase

- new building for the Frank G. Zarb School of Business will be open for touring for the Board of Trustees on December 18

Prof. Caniano reported that the Library Committee just finished a report updating the 2007 Report on the Future Direction of the Libraries. The Planning and Budget Committee will not see it until its next meeting.

Prof. Caniano also reported that the Academic Computing Committee has met.

Caroline Schreiner inquired about the Environmental Priorities Committee, which hasn't met for over a year. Provost Simmons reported that she believes that the committee has recommended that the Senate make it a standing committee. The Provost will follow up.

The Provost reported that last spring, the administration was given permission to increase the size of the Physician Assistant Studies Program. From what had been 50 students, in four years will grow into 75 students. With this program moving into the Gallon Wing, the New Opportunities at Hofstra Program (NOAH) program will be moving to the first floor of Hager Hall.

2. Nicholas Santangelo, chair of the Graduate Academic Affairs Committee, reported that the committee met on September 27 to discuss the Bulletin Revisions presented at today's meeting. The committee was scheduled to discuss the INTO Higher Education pathway program, but Robert Brinkmann, Vice Provost for Scholarship and Research, and Dean of Graduate Studies, was ill and could not attend the meeting. The committee will discuss it at the next meeting as an informational item.

Provost Simmons reported that Vice Provost Brinkmann will be hosting a series of sessions about pathway programs and how faculty can get involved with this initiative. An email went out today. A discussion followed.

3. Paul Fritz, chair of the Undergraduate Academic Affairs Committee, reported that over the summer he was contacted by Jacklyn Kuehn, Associate Dean of Academic and Student Affairs in the School of Health Professions and Human Services, about revisions to their school's Grade Appeal Policy. He questioned whether or not this should come to the Undergraduate Academic Affairs Committee since it is a university-wide committee, and this is not a university wide policy. The UAAC discussed the role of separate grade appeal policies among the different schools/units as well as issues with visibility of these policies. He also questioned why each unit writes its own grade appeal process when we have a university-wide governing document such as Faculty Policy Series #42 – Course Grade Appeal Policy? The committee also raised another issue about getting this information out to students and faculty. If one does a quick search on Hofstra's website, it is very difficult to find where the grade appeal policy resides. FPS #42 comes up pretty quickly, but the separate schools do not. Caroline Schreiner reported that a link to each individual school's policy is listed under the link for FPS #42. Prof. Fritz also raises the issue that there are Faculty Policy Series, such as #42, dealing with students and how are students supposed to know this? Provost Simmons suggested there should be a link to this policy in the Pride Guide.

Prof. Fritz reported that when the Mid-Semester Advisory was passed in the spring 2017 semester, a review was promised in two years. The committee began to discuss what that review might look like, and what is the best assessment method.

Prof. Fritz reported that another issue the Undergraduate Academic Affairs Committee will be working on is something Evan Koegl, Registrar, raised about dual degrees. When it comes to dual majors, we don't have an official number of how many hours have to be different, in the bulletin.

4. Caroline Schreiner reported for Carissa Ramirez, chair of the Student Affairs Committee that Ms. Ramirez was officially elected as the Student Affairs Committee chair for the year. There are a lot of new faces and everyone has ideas for new initiatives. The new senators are excited to potentially work in conjunction with other committees on the University Senate.
5. Kevin Boston-Hill, chair of the Faculty Affairs Committee reported that at its last meeting, he was elected as the chair. The committee also approved Emeritus Status for Professor Anita Feldman.

The meeting was adjourned at 3:16 p.m.