

**MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING**  
**Monday, December 3, 2018**

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

Absent: C. Ramirez, T. Shapiro

A. The November 5, 2018 minutes were unanimously approved.

Prof. Giuliani convened the meeting by reporting that at the last full faculty meeting, Lisa Filippi, chair of the Ad-hoc committee to review and update Governance Documents, presented the changes to the bylaws and Faculty Statutes that were discussed by the Senate Executive Committee in October. There was one question brought up about voting rights for clinical lines which we will look into.

Prof. Giuliani reported that at the last Senate Executive Committee meeting, we discussed the FPS #11G - Procedures for Handling Violations of Academic Honesty by Graduate Students at Hofstra University which was also presented to the Undergraduate Academic Affairs Committee. The committee had some issues with it, so Paul Fritz will attend a Graduate Academic Affairs Committee and the two committees will come to a consensus. The item will then be brought to the Faculty Affairs Committee for review.

**B. Information Items**

1. Prof. Caniano presented for information the Library Subcommittee Final Report. He reported that this was an update of the 2009 Report on the Future Directions of the Hofstra University Library. The report is for informational use only. An amendment was made to change *EXECUTIVE SUMMARY* to *INTRODUCTION*. A discussion followed. Provost Simmons noted that the report does not describe the process for renovating the third floor. Prof. Caniano reported that the third-floor renovation was not in the original document and will send the report back to the subcommittee to update.

**C. New Business**

Caroline Schreiner gave an update on the vacant senator positions. Still in need of representation from:

- Peter S. Kalikow School of Government, Public Policy and International Affairs
- Lawrence Herbert School of Communication
- Adjunct Professors

She will reach out to the deans.

Prof. Giuliani thanked Prof. Boston-Hill for chairing the Faculty Affairs Committee, and Prof. Santangelo for chairing the Graduate Academic Affairs Committee. He reported that Rina Hirsch will be taking over as chair of the Faculty Affairs Committee and Erin Ward-Ciesielski will be taking over as chair of the Graduate Academic Affairs Committee in the spring semester.

Prof. Giuliani also reported that he will be meeting with Prof. Boston-Hill to discuss Special Leave Applications.

#### **D. Committee Reports**

1. William Caniano, chair of the Planning and Budget Committee, reported that on November 16<sup>th</sup>, the committee met with Alan Kelly, Vice President for Development and Alumni Affairs, and Meredith Celentano, Assistant Vice President for Development and Alumni Affairs, to discuss what their office does, as well as fundraising and the endowment and finances of the university. There is a 12% participation rate for alumni donations and 5% of the endowment is used for scholarships every year. Prof. Caniano is working on coordinating a liaison between departments to Alan Kelly's office to help with fundraising. In February, the committee will meet with Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer, and Dolores Fredrich, Senior Vice President for Legal Affairs and General Counsel.
2. Nicholas Santangelo, chair of the Graduate Academic Affairs Committee, reported that the following items will role over into the spring:
  - Revisions to FPS #11G - Procedures for Handling Violations of Academic Honesty by Graduate Students at Hofstra University
  - scholarship allocations that the Provost's Office makes to all the graduate programs
  - help with rolling out graduate handbooks
3. Paul Fritz, chair of the Undergraduate Academic Affairs Committee, reported that the committee worked on revisions to Procedure for Handling Violations Of Academic Honesty By Undergraduate Students At Hofstra University. Most changes were just tweaking the language and not substantial changes. He reported that one thing that came out of the committee's discussions is that there is misinterpretation and lack of understanding by faculty members of certain things, and that students don't know about FPS #11. The committee is working on ideas on how to get information out there, maybe some discussions on how the policy should be used and how that information should be disseminated from faculty to students. Prof. Fritz is working on this with Neil Donahue, Vice Provost for Undergraduate Academic Affairs and Internationalization.

Prof. Fritz reported that the committee continued discussions on the dual degree program and received some good data from the Office of Academic Records.

4. Caroline Schreiner reported for Carissa Ramirez, chair of the Student Affairs Committee:
  - A majority of the committee is able to come to the Town Hall at someone point on Wednesday
    - members are spreading the word to as many students as possible
  - Students are in various stages of their initiatives
    - many senators are starting to have meetings with Deans and various administrators and offices on campus about their initiatives
    - will be continuing to work over the winter break so they can pick right back up in the Spring
    - Depending on what is discussed at the Town Hall on Wednesday, might focus efforts more or add new initiatives to work on

- The committee as a whole is also undertaking more work than years past and it's awesome to see
  - If there is any more information about when Mid-Semester Advisory Reports are being discussed, she would love to be looped into the conversation
5. Kevin Boston-Hill, chair of the Faculty Affairs Committee, reported that at its last meeting, the committee continued its evaluation of Course and Teacher Ratings (CTRs) software companies. This time, the committee reviewed software from Assessment, Evaluation, Feedback & Intervention System (AEFIS). The committee may look at one more company. The committee is looking to pilot the program in the spring semester and will put together a criterion as far as who would be tact to be in the program.

Prof. Boston-Hill reported that the committee briefly addressed FPS #11 from the standpoint of faculty publication procedures, and reputable publications. The committee is considering drafting a statement to send to departments to be a little more diligent. Provost Simmons reported that her office has had some discussions about this with the deans.

Prof. Boston-Hill reported that the committee approved Emeritus Status for Margaret Burke. The committee would like to review the criteria for Emeritus Status.

The meeting was adjourned at 2:53 p.m.