

**MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING**  
**Monday, February 4, 2019**

Present: H. Berliner, P. Fritz, G. Giuliani (Chair), R. Hirsch, C. Ramirez, T. Shapiro, E. Ward-Ciesielski

Absent: W. Caniano

A. The December 3, 2018 minutes were unanimously approved.

Prof. Giuliani convened the meeting by reporting that all committees have had a successful semester in the fall and in the processes of setting their spring schedules.

Provost Berliner requested that the Senate Executive Committee get an update on all subcommittees that don't tend to meet as frequent as standing committees.

Caroline Schreiner reported that the Environmental Priorities Committee has not been active and she will speak to Robert Brinkmann, Vice Provost for Scholarship and Research, and Dean of Graduate Studies, about getting it started again.

**B. Discussion Items**

1. Prof. Giuliani presented for discussion, Faculty Policy Series #47 - Policy on Personal Relationships Between Faculty/Other Employees and Students. The Provost reported that the policy should include relationships between students and any employee at Hofstra. Prof. Giuliani pointed out the section that needs to be revised is III. A. This item will be sent to the Faculty Affairs Committee, and the Provost suggests that Jennifer Mone, Deputy General Counsel and Equal Rights and Opportunity Officer, be invited to that meeting, as well as student representatives from the Student Affairs Committee.
2. Prof. Giuliani presented for discussion, the Online Course Evaluations. Terri Shapiro, Senior Vice Provost for Academic Affairs, reported that the Faculty Affairs Committee have been working on developing a pilot program for the spring semester, and online instrument. Nothing will be changing in the collectively bargained instrument at this point. The committee has looked at vendors and Steve Fabiani, Vice President for Digital Innovation and Technology, attended the last meeting. He seemed to think that there may be an option to do this inhouse. Senior Vice Provost Shapiro reported that they are not changing anything except how you check the box. The process will still be under complete control of the faculty member. A discussion followed.
3. Prof. Giuliani presented for discussion senator assignments.
  - Russell Chun, Lawrence Herbert School of Communication, has returned to the Senate and will resume
  - Geoffrey Tarson, Lawrence Herbert School of Communication, was appointed to the Planning and Budget Committee
  - Christopher Eliot, Peter S. Kalikow School of Government, Public Policy and International Affairs was appointed to the Graduate Academic Affairs Committee

- Kristopher Lotier, School of Humanities, Fine and Performing Arts, was appointed to the Faculty Affairs Committee

### **C. New Business**

There was no new business.

### **D. Committee Reports**

1. Caroline Schreiner reported for William Caniano that the Planning and Budget Committee has scheduled a meeting for Thursday, February 21 with Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer, and Dolores Fredrich, Senior Vice President for Legal Affairs and General Counsel.
2. Erin Ward-Ciesielski, chair of the Graduate Academic Affairs Committee, reported that the committee will meet next week, and Prof. Fritz, chair of the Undergraduate Academic Affairs Committee will be in attendance to work on revisions to Faculty Policy Series #11 and 11G.
3. Paul Fritz, chair of the Undergraduate Academic Affairs Committee, reported that the committee discussed the honor code, Faculty Policy Series #11 - Procedures for Handling Violations of Academic Honesty by Undergraduate Students at Hofstra University, and language to appear on Blackboard Assignments. The committee also talked about the Global Citizen's Designation proposal from the Provost's Office. The committee will be collecting data and reaching out to the Student Affairs Committee to discuss its review of the Mid Semester Advisory.
4. Carissa Ramirez, chair of the Student Affairs Committee, reported that senators were working through the break on their initiatives. She also reported that the Town Hall Meeting was a great success and the committee will be following up with some of the concerns raised.
5. Rina Hirsch, chair of the Faculty Affairs Committee, reported that the committee made recommendation for the Special Leave Applications and the 6.19 Load Reductions. The committee will discuss vendor options for the CTR pilot program at it's next meeting and what the criteria will be. The committee will also finalize revisions to Faculty Policy Series #46 - Peer Observation of Teaching. At its last meeting, the committee discussed creating a recommendation for individual departments to examine their faculty publication procedures.

The meeting was adjourned at 2:57 p.m.