MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING  
Monday, April 2, 2018

Present: D. Balson, W. Caniano, L. Filippi, G. Giuliani (Chair), C. Ramirez, T. Shapiro, M. Silver, G. Simmons

Absent: D. Goodman

A. The December 4, 2017 minutes were unanimously approved.

B. Action Items
1. Prof. Giuliani presented for action, revisions to the Senate bylaws and the Faculty Statutes. Lisa Filippi, chair of the Ad-hoc Committee to Review and Update Governance Documents reported that the revisions are mostly clerical. This includes updating names of schools and keeping the language and style consistent throughout. Not many changes of substance were made. Any time there were, the ad-hoc committee reached out to necessary parties. Prof. Filippi summarized some of the changes and a discussion followed. There was a question on how Faculty Statute VII is written. Caroline Schreiner will revise the statute and send to the Faculty Affairs Committee. It was decided to table the item.

2. Prof. Giuliani presented for action, a proposal to create an Associate Speaker of the Faculty. Prof. Balson, chair of the Faculty Affairs Committee, reported that Speaker of the Faculty Stuart Bass approached the committee about implementing a role of Vice Speaker to help him with his duties. The committee decided instead to change the role of “Secretary of the Faculty” to “Election and Communications Officer” who will supervise and edit the minutes of full faculty meetings, oversee the Special Committee on Recruitment, Elections and Nominations (SCREAN), and take an active role in recruitment. A discussion followed and it was decided to send the proposal back to the Faculty Affairs Committee for a more detailed description.

C. Information Items
1. Prof. Giuliani presented for information, the status of UNIV001, which was passed by the Full Senate and will be brought to the Full Faculty at its next meeting on April 10.

2. Prof. Giuliani presented for information, the status of the Repeat Course Policy. Provost Simmons reported that she doesn’t yet have all the logistics of the implementation to a point where she could present. This item will not be sent to the Senate yet.

D. Discussion Items
1. Prof. Giuliani presented for discussion, the CV Starr Computer-to-VDI conversion issue that Prof. Silver brought up at the last meeting. Prof. Caniano reported that there is information on this in the minutes of the last Academic Computing Committee meeting. He reported that this is a trial program and they haven’t done anything yet. Provost Simmons reported that they plan on discussing this with the IT Department tomorrow. Prof. Silver reported that one of the concerns that came up in his committee was any broad scale shift in this direction, has the potential to severely disadvantaging students of lower economic standing.
2. Prof. Giuliani presented for discussion, an update on the arbitration ruling announced by AAUP concerning Senate Bylaws. The issue is with the Dean senator sitting on the Faculty Affairs Committee and having a vote. Prof. Giuliani said he wants to hold off on commenting until a ruling has been made. A discussion followed.

E. New Business
Prof. Balson reported that a colleague of hers sent a letter to the Faculty Affairs Committee because she had been accosted by a person from off campus, in her office. She felt as though as soon as Public Safety was made aware of the issue, the faculty in the department should have received a text of the incident. She received no formal notification of what happened. A discussion followed about safety and protocol. Prof. Giuliani reminded the committee that the Speaker of the Faculty is trying to schedule a special faculty meeting with Joseph Barkwill, Vice President for Facilities and Operations, and Karen O'Callaghan, Director of Public Safety, and representatives from the Nassau County Police Department to discuss safety.

Prof. Balson also commented that we need to move forward on some protocol about senator absences. Prof. Giuliani reported that Caroline Schreiner put together a list of senators and their attendance records with the University Senate. Only two senators have gone over the three-meeting limit. One is a student who cannot attend Senate meetings due to her class schedule but remains very active on the Student Affairs Committee. The issue will continue to be monitored.

Prof. Balson reported that the Faculty Affairs Committee is prepared to move forward with the Adjunct Teacher of the Year award and discussed the requirements. The committee has come up with a formula that is equivalent to the full faculty, only more stringent. This item does not need to go through the Senate. The Provost reported that each school in HCLAS should have a Teacher of the Year Award.

F. Committee Reports
1. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that at its last meeting, the committee discussed the CV Starr issue. The next meeting will be held on April 17, prior to the Senate meeting.

2. William Caniano, chair of the Planning and Budget Committee, reported that the committee met with Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer, and Dolores Fredrich, Senior Vice President for Legal Affairs and General Counsel, who updated the committee on the university’s budget. Next week, the committee is meeting with W. Houston Dougherty, Vice President for Student Affairs.

3. Carissa Ramirez, chair of the Student Affairs Committee, reported that due to scheduling conflicts the SAC had to reschedule all of its meetings. One of the senators has an event planned on Friday with the Student Health and Counseling Center (SHACC). This is geared towards helping students get to know the people who are working at the SHACC and also the services that are available to them. She also reported that the committee is working on switching the Town Hall Meeting to the fall semester and holding SGA’s “What’s Happening at Hofstra” meeting in the spring.
4. Prof. Giuliani reported for Debra Goodman, chair of the Graduate Academic Affairs Committee, that the committee is continuing to review Graduate Bulletin copy and may have recommendations for the next Senate Executive Committee meeting.

5. Donna Balson, chair of the Faculty Affairs Committee, reported that the committee has been discussing the pilot program for an electronic delivery system for Course and Teacher Ratings (CTRs). They reviewed Faculty Policy Series #49 - Course and Teacher Ratings (CTRs) and the process for delivering CTRs. The committee also started a discussion on concerns about data protection and consideration of the Professor Watch List and the frequency of security breaches of digital information. Prof. Balson also reported that the committee also discussed peer evaluations for online courses, looking at Faculty Policy Series #46 - Peer Observation of Teaching.

The meeting was adjourned at 3:55 p.m.