

MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING
Monday, May 1, 2017

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

A. The April 3, 2017 minutes were unanimously approved.

B. Chairs Report

Prof. Maccarrone convened the meeting by reporting that on April 17 the Senate Executive Committee held a special meeting to discuss the Mid-Semester Advisory Policy that had been unanimously passed by the Undergraduate Academic Affairs Committee earlier in the day. It was sent over to the Faculty Affairs Committee for review and brought to the SEC table today. A special full faculty meeting was scheduled for April 26 to discuss the policy, but was canceled since the FAC needed to review the policy.

Prof. Maccarrone reported that Revisions to the Athletic Policy Committee Bylaws were passed by the Senate on April 17.

Prof. Maccarrone reported that the Ad-Hoc Committee on Academic Calendar and Religious Observance Policy and the Ad-hoc Committee to Review and Update Governance Documents both met on April 19 and have been making progress.

Prof. Maccarrone reported that on April 20, the Middle States Reaccreditation Steering Committee met for the first time and will be meeting with the liaisons for Middle States on May 11.

Prof. Maccarrone reported that the Special Committee on Recruitment, Elections and Nominations (SCREAN) met on April 24 to determine the committee assignments for 2017-2018 to which Caroline Schreiner will address when the assignments are presented for action later in this meeting.

Prof. Maccarrone reported that on April 25, Student Access Services (SAS) Sub Committee on the Student Academic Experience met. He reported on two matters he feels the SEC need to be made aware of

- attendance modification guidelines that faculty and students are going to be expected to honor
 - genuinely difficult area because there are so many different issues that students over at SAS have that need to be accommodated and when either on a sudden accident or illness basis, or chronic condition basis, students need to be accommodated, it almost becomes a one on one problem. Trying to make a policy that addresses this, is a difficult challenge.
- question of testing schedules at SAS and the facilities
 - there is a facilities subcommittee
 - this question is part of the academic experience and cannot be separated from the adequacy of timing, availability of testing, who supervises and the quality of the facilities.

Prof. Maccarrone reported on the following upcoming dates:

- Wednesday, May 3, the Senate will meet for the last time for the 2016-2017 academic year. Elections of the standing committee chairs will take place. Prof. Maccarrone formally announced he will not be running for chair of the Senate Executive Committee. He plans to nominate George Giuliani to stand for election.
- Thursday, May 4 is the annual Hofstra Gala. Alan Bernon, class of 1976 and chair of the Board of Trustees, is being honored this year.
- Friday, May 5 is the last full faculty meeting for the academic year. The Provost will be addressing the faculty.
- Thursday, May 11 is the ground-breaking ceremony for the new Frank G. Zarb School of Business
- Wednesday, May 17 is the reception honoring Dean Firestone, at 4pm in the University Club
- Sunday, May 21 is Commencement

C. Action Items

1. Prof. Maccarrone presented for action, the revisions to Faculty Policy Series #10 - Examinations, Final Grades, and Student Absences. Paul Fritz, interim chair of the Undergraduate Academic Affairs Committee reported that the revision is simply inserting language from the AAUP's Collective Bargaining Agreement (CBA) into the FPS.

The following sentence:

Final grades shall be recorded with the Office of Academic Records within six (6) business days from the time the final examination is given

was amended to:

submit grades as soon as possible from the time the final examination is given, but in any event, no later than December 29 for the fall semester, and the first Friday after graduation for the spring semester.

This amendment was also unanimously approved by the Faculty Affairs Committee. The item passed unanimously.

2. Prof. Maccarrone presented for action, the Mid Semester Advisory. This item was previously approved at the special Senate Executive Committee meeting on April 17 but needed to be reviewed by the Faculty Affairs Committee. George Giuliani, chair of the Faculty Affairs Committee reported that the item was approved 8-2 in favor of the policy. This is a provisional policy that will be attempted and evaluated. Based on the results, there may be a proposal for a permanent Faculty Policy Series (FPS) or a permanent modification of an existing FPS. A discussion followed and the following amendments were made:

the following sentence in #1:

The policy would apply to all regularly scheduled UG courses.

was changed to:

The policy would apply to fall and spring full-term UG courses.

In #2, “satisfactory” / “reasons for concern” was changed to “satisfactory” / “reason for concern”.

In #6, *an mid-semester advisory* was changed to *a mid-semester advisory*

The item passed unanimously as amended.

3. Prof. Maccarrone presented for action, revisions to the Basic Regulations Governing Graduate Programs. Debra Goodman, chair of the Graduate Academic Affairs Committee, reported that the committee reviewed the basic regulations governing graduate programs and had a number of minor modifications they thought should be made. When the committee finished reviewing these programs, they found that these programs are followed by basic regulations governing doctoral programs, as well as a number of other regulations. The committee plans to review and reorganize these in the future. Prof. Goodman summarized the amendments, and a brief discussion followed. The item was passed unanimously.
4. Prof. Maccarrone presented for action, the SCREAM Appointments. Caroline Schreiner presented the appointments made by the committee as well as the results of the current elections:
 - Anthony Basile, from the Frank G. Zarb School of Business, was re-elected for a three-year term and reappointed to the Planning and Budget Committee
 - Russell Chun, from the Lawrence Herbert School of Communication, was re-elected for a one-year term and reappointed to the Faculty Affairs Committee
 - Christopher Dippel, from the School of Humanities, Fine and Performing Arts was re-elected for a 3-year term and reappointed to the Student Affairs Committee
 - Conrad Herold, from the Kalikow School of Government, Public Policy & International Affairs, was re-elected for a three-year term and reappointed to the Faculty Affairs Committee

Prof. Maccarrone reported that someone needs to run for Secretary to the Faculty, which is an extremely important position potentially in as much as if the Speaker of the Faculty cannot serve, the Secretary has to step in. This is a genuinely important provision and will be discussed. SCREAM also needs to meet more throughout the year and governance needs to be promoted generally and we need to recruit people who are willing to serve. A discussion followed.

The appointments and election results were unanimously approved.

D. New Business

There was no new business

E. Committee Reports

1. Bianca Pickering, chair of the Student Affairs Committee, reported that elections were held for new student senators:
 - Torie Amalathas has been re-elected as a senator representing the undergraduate students
 - Carissa Ramirez has been re-elected as a senator representing the undergraduate students
 - Bianca Pickering has been re-elected as a senator representing the undergraduate students
 - Pak Ho Wong has been elected as a senator representing the undergraduate students
 - Hammad Imran has been elected as a senator representing the graduate students

In addition, four undergraduate and four graduate students have been appointed as senators at-large and will most likely serve on the Student Affairs Committee.

Prior to the election, a meeting was held for all applicants explaining the election process, and was a huge success. Everyone involved seemed enthusiastic about joining the University Senate and were exchanging ideas for the upcoming academic year.

Ms. Pickering reported that two weeks ago, the committee held a meeting with the Office of Public Safety, the Dean of Students, and representatives from the Black Student Union (BSU), the National Association for the Advancement of Colored People (NAACP), the Muslim Student's Association (MSA), and the Transgender Collation. The committee is trying to plan an event for next semester, holding an "obstacle course" event with Public Safety. The goal is to have students interact with Public Safety on a more social level.

2. Debra Goodman, chair of the Graduate Academic Affairs Committee, reported that Amy Catalano, GAAC member serving on the Ad-hoc Committee to Review and Update Governance Documents updated the committee on their progress. Prof. Goodman also reported that Bob Brinkmann, Vice Provost for Scholarship and Engagement, asked for volunteers for a committee to work on a university-wide graduate orientation, planned for Fall.
3. Paul Fritz, interim chair of the Undergraduate Academic Affairs Committee, reported that the committee will meet on Wednesday and will be addressing UNIV 001. Suzanne Pike, Associate Provost for Academic Affairs, and Ellen Miller, Associate Dean, University Advisement Pre-Health Advising, will be in attendance to offer their expertise. Prof. Fritz reported that a member of the committee has requested that there be more mid-semester courses offered during the fall and spring semesters.
4. George Giuliani, chair of the Faculty Affairs Committee, reported that the committee met earlier to discuss the Mid-Semester Advisory which was approved 8-2. Anything else the committee had on its agenda was tabled.
5. William Caniano, chair of the Planning and Budget Committee, reported that Provost Simmons attended its last meeting and updated the committee on a number of things, especially the Excelsior Program. The Provost reported that it has been decided that the spring Distinguish Faculty Lecture is going to be "rebranded" as the Provost's Lecture on Innovation on Pedagogy. The previous years' winners will be used as a selection committee. A discussion followed. Prof. Caniano also reported that the representative from Middle States will be on campus on May 11 to meet with faculty. He also reported that this year, the largest dollar amount of submissions of grants in the history of Hofstra University. Prof. Caniano reported that the committee will continue to discuss the full campus smoking ban. Jessica Eads, Vice President for Enrollment Management, will be attending the next Planning and Budget Committee meeting.

The meeting was adjourned at 3:47 p.m.