

**MINUTES OF THE UNIVERSITY SENATE MEETING, OCTOBER 13, 2014**  
**THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY**

Present: Balson, Bass, Berliner, Davidow, Dougharty, Dresner, Eads, Elsey, Elston, Espinal, Filippi, Fincham, Firestone, Gennarelli, Ghorayeb, Giuliani, Glasser, Hoover, Jernigan, Laggan, Lopez, Maccarrone, Olson, Sample, Sarcka, Silver, Yohn,

Absent: Goodman, Lucito, Mehta, Morales

Guests: Barkwill, Mazzocco, Nirode, O'Callaghan, Pertuz

Provost Berliner convened the meeting by reporting that since Susan Yohn, chair of the Chairs' Caucus has to leave the meeting by 4pm, and there are guests attending the meeting to discuss the Smoking Ban, that the Senate moves to hold off on approval of the minutes and the report of the Provost.

**I. Report of the Senate Executive Committee, Stuart Bass**

**A. Action Items**

1. Prof. Bass presented for action, the Chairperson Evaluation. He reported that the item was presented and discussed at the May Senate meeting. George Giuliani, chair of the Faculty Affairs Committee, asked for anyone to email him any questions or concerns they might have. The item was brought back to the Senate Executive Committee last week and approved. A discussion followed about how often the evaluation is administered and whether or not the evaluation should start the first year of a Chairperson's first term or the second year. Prof. Yohn pointed out that if there were a small number of chairs being reappointed to a second term, it wouldn't make sense to wait until the second year of a chair's three-year term. Provost Berliner reported that approximately 2/3 of chairs are reappointed to a second term, perhaps a little higher in percentage. Prof. Yohn also strongly urged that the evaluation be administered online, to ensure confidentiality. Prof. Giuliani reported that the reason why the Faculty Affairs Committee recommended the evaluation be administered annually is because Article 23.3 of the Collective Bargaining Agreement between Hofstra and the AAUP states: "Chairpersons shall be evaluated annually according to the procedures established by the University Senate." Prof. Yohn recommended amending the administration process of the evaluation where in a chairperson's first year, the evaluation will be done by the Dean and the quantitative/qualitative instrument be used every year thereafter. A discussion followed and Prof. Yohn withdrew her motion.

Prof. Yohn made a motion to amend the administration process of the evaluation and that it be done online. Dennis Mazzocco, President of the Hofstra chapter of the AAUP reported that back when the Deans evaluation was being discussed, many faculty members expressed concern over an electronic footprint of an online evaluation. The Provost reported the response rate of the Deans Evaluation was approximately 1/3. The amendment passes 17 in favor of, 4 opposed, and 1 abstention.

The item passed unanimously as amended.

2. Prof. Bass presented for action the Smoking Ban Resolution. Since the ban on South Campus was passed in the fall 2012 semester, there has been a lot of concern raised over how effective it is. Last year, the Senate, at the recommendation of the Senate Executive Committee, passed a series of recommendations for future enforcement of the ban, which included a \$25 fine for those observed violating said ban. This resolution was passed by the Senate last spring, and Karen O'Callaghan, Director of Public Safety, and Joseph Barkwill, Vice President for Facilities and Operations, who were in attendance at the Senate meeting, said they would conduct research over the summer on what other colleges and universities do as far as enforcing its smoking ban and present their findings to the Senate. Prof. Bass reported that the \$25.00 fine has been removed from the new policy with the rationale that as a university community, we want to avoid difficult situations between faculty, staff, administration and visitors. He reported that Public Safety Officers will inform anyone observed smoking that South Campus is a smoke-free zone and instruct the person to stop smoking immediately. Prof. Bass reported that this policy is still a work in progress and if it is believed that the program has not been successful, the Senate can always come back and revisit the option to impose fines. A discussion followed and the following sentence was added to the end of the policy:

*It is the sense that this policy be reviewed in one year (January 1, 2016) by the University Senate.*

The item passed as amended with 16 in favor of, 2 opposed, and 3 abstentions.

3. Prof. Bass presented for action the revisions to Faculty Statute VII – The University Senate with regard to adjunct representation on the University Senate. He reported that the issue was brought up last year, Donna Balson, the adjunct representative on the University Senate came before the Senate Executive Committee advocating for increased representation for the adjuncts. This item was discussed at length through the Faculty Affairs Committee and the Senate Executive Committee and the Senate Executive Committee decided to increase representation from one to three members elected from the adjunct faculty, not more than one from each school and/or division (Frank G. Zarb School for Business, The Lawrence Herbert School of Communication, School of Education, School of Engineering and Applied Science, School of Health Sciences & Human Services, and Hofstra University's College of Liberal Arts and Sciences Division of Humanities, Social Sciences, and Natural Sciences). Provost Berliner clarified that the specific wording was selected to ensure that representation is spread among the schools and divisions of the university as much as it can be. The item passed with one abstention.
4. Prof. Bass presented for action the Revisions to T- Designation for Transfer Credit. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that current Hofstra policy is to include a "T-" designation on transfer student transcripts for courses at other institutions when the student earns a C- grade or lower. Previously, a T- could be used for distribution course requirements for a transfer student but this practice has ended. Along with it no longer being used, the committee noted the T- designation often causes confusion among both students and faculty and there is a larger question of whether the University would want D or D+ grades used for any requirement. The revisions to the language will remove the T- designation from the Bulletin. Removing this designation would still allow chairs to manually override the system and provide some transfer credit for courses where the grade was a C- or below if a student has a

cumulative grade point average of 3.0 or better at the previous institution on an individual case basis. The Provost reported that perhaps we should look at the transfer policy at other institutions, particularly aspirant schools, and whether this revision potentially puts the university at a disadvantage of attracting students. It was moved to table the item until the next Senate meeting.

Prof. Bass reported that the county and the Town of Hempstead have officially approved the instillation of a traffic signal on California Avenue near Weller Hall and CV Starr. This came from a resolution passed by the University Senate and Full Faculty back in 2011. He also reported that over the summer, he has observed much media attention on sexual assaults occurring on college campuses throughout the country. He raised the issue at the Senate Executive Committee and charged the Student Affairs Committee to work with the Office of Student Affairs, to research what programs are in place right now to educate and inform the student body and make them aware of these issues, as well as ensure that precautionary steps are in place so as to avoid an victimization on campus. He reported that W. Houston Dougharty, Vice President of Student Affairs and Jean Peden-Christodoulou, Assistant Vice President of Student Affairs have informed him about the "It's On Us" initiative - an awareness campaign to help put an end to sexual assault on college campuses. Prof. Bass reported that they also discussed the Student Government Association budget and the appropriations process.

## **II. Approval of the Minutes**

The minutes of the September 15<sup>th</sup>, 2014 Senate meeting were unanimously approved.

## **III. Report of the Provost, Herman Berliner**

Provost Berliner reported that the Office of Admissions had a very success fall open house today with a lot of families taking advantage of it being a public school holiday. Having potential students and their families tour the campus while classes are in session gives a real sense of the vitality of the University.

## **IV. Committee Reports**

### **A. Faculty Affairs Committee**

Chairperson Giuliani reported that the committee discussed the chairperson evaluation as well as adjunct representation, which were both passed today. The committee also started reviewing its bylaws and will make any necessary revisions they feel needed, including membership.

### **B. Planning & Budget Committee**

Chairperson Maccarrone reported that the committee met with Provost Berliner on October 6<sup>th</sup> regarding budgetary matters for the academic operating budget, particularly with regard to needs of the various Deans and Schools. The committee will then meet with Catherine Hennessey, Vice President for Financial Affairs and Treasurer, on November 5<sup>th</sup>.

Prof. Maccarrone reported that the Outcomes Assessment Subcommittee met on October 8<sup>th</sup> and will meet again with Terri Shapiro, Associate Provost for Accreditation and Outcomes Assessment, and Stephanie Bushey, Vice President for Institutional Research and Assessment. They will discuss how to get coordination with the other units on campus started in a manageable way.

The Town Hall Meeting has been tentatively scheduled for March 4<sup>th</sup> and the committee will start to coordinate with the Student Affairs Committee and the Student Government Association to start planning. The committee is also working on a mission statement regarding the Town Hall Meeting.

C. Graduate Academic Affairs Committee

Chairperson Davidow reported that the Graduate Academic Affairs Committee viewed a presentation by Carol Drummer, Dean of Graduate Admissions, about enrollment and some of the initiatives that her office is working on. The committee will also review the Graduate Academic Policies to see if there is anything that can possibly have an impact on recruitment or retention of students, as well as what other area universities are doing. He also reported that Vice President Eads asked the committee to look into graduate student orientation programs.

D. Undergraduate Academic Affairs Committee

Chairperson Silver reported that the committee took up a brief issue with bulletin language concerning what is now stated as “a minimum 2.0 in introductory coursework,” which seemed redundant. There was also language in the same section regarding New College, which no longer exists. Prof. Silver reported that the committee continues to deal with Departmental Honors, specifically how to handle students who are in honors courses but fail to achieve honors designation. The committee will be making language changes to present to the Senate. He also reported that the committee will look at a request from Gary Miller, Executive Director of the Career Center about creating a one-credit academic success course. In addition, the committee will also look into foreign language requirements for international students, as well the potential impact of changes in class size across the university.

E. Student Affairs Committee

Chairperson Laggan reported that the committee discussed creating social media pages, specifically Facebook and Twitter pages, to keep the student body aware of the issues that arise in the University Senate as well as to increase awareness about the University Senate itself. The committee will also look into speed bumps on North Campus, specifically the height and width of some which have done damage to cars, as well as where the committee feels speed bumps are needed. The committee is looking forward to collaborating with the Planning and Budget Committee on creating a North Campus Smoking Ban and will start work on the sexual assault issues presented at today’s meeting.

**V. New Business**

There was no new business.

**VI. Adjournment**

The meeting was adjourned at 4:29p.m.