

MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 11, 2019
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Abraham, Berliner, Boston-Hill, Burnett, Caniano, Cassar, Chun, Ciani, Craig, Crofts, Dippel, Dougharty, Eads, Elkis-Abuhoff, Ghorayeb, Harb, Heiss, Hernandez, Hirsch, Houck, Lopez, McElroy, Mercado, Schlegel, Seirup, Shapiro, Tarson, Sunik, Tompkins, Wallace

Absent: Dimes, Donefer, Harley, Huang, Eliot, Lotier, Ortiz-Jimenez, Rose

Guests: Koegl, Ploran, St. Leger

I. The October 14, 2019 minutes were unanimously approved.

II. Report of the Provost, Provost, Herman Berliner

The Provost convened the meeting reporting that from the next meeting on, the Senate will be meeting in the Exchange Room of the Business School Building.

The Provost reported that tomorrow night is the Celebration of Suburban Diversity dinner presented by the National Center for Suburban Studies. It is the largest diversity dinner on Long Island. The honorees this year include:

- Sadri Altinok, President, Turkish Cultural Center
- Gloria Baca, Director of Business Development, Boulevard Home Care Associates
- Tariq Khan, Chief Operating Officer, Sentar Fuel Company, Inc.
- Lutisha Vickerie, Department of Management and Entrepreneurship, Hofstra University
- Richard Hayes, Department of Management and Entrepreneurship, Hofstra University

The keynote speaker and honoree will be Anthony Boutin, Chief Medical Officer, NuHealth, and Cornell Craig, Hofstra's Chief Diversity and Inclusion Officer, will be presenting.

The Provost reported that he has received extensive feedback on the proposed modifications to the existing class schedule and is hoping to send out an updated draft by the end of this week. Included will be a note explaining the whole process. Included in these modifications are building in two common hours a week into the schedule. The thought is perhaps having a Monday common hour for faculty meetings, (full and department), and a Wednesday common hour for student-faculty activities and promoting those activities. Students will be able to utilize the Monday common hour for a full array of student activities. He hopes that in five years we will look at revising the schedule again and will make whatever modifications would be necessary. A discussion followed.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano welcomed two new senators to the University Senate:

- Nicholas Mercado, senator representing the adjunct faculty
- Zoran Sunik, senator representing the School of Natural Sciences and Mathematics

Action Items

1. Prof. Caniano presented for action, an amendment to Fall 2020 academic calendar. Evan Koegl, Registrar, reported that the 2020-2021 Academic Calendar was originally passed by the Senate on May 6, but since Columbus Day is a large recruitment date for the Office of Admissions, they have asked the Academic Calendar Committee to move the mid-semester break. There were a few changes made to the Fall 2020 calendar accommodate this request:
 - The Mid-Semester break was kept during the week of October 12th but moved to the Thursday (15th) and Friday (16th) of that week from the Monday (12th) and Tuesday (13th).
 - To offset the changes to the days of the break the December 10th Snow/Study day was removed, leaving only one Snow/Study day on December 11th so we had enough Thursday meeting dates.
 - The conversion day on October 14th was changed from running on a Monday schedule to a Friday schedule to address the lack of Friday meetings due to the change of the break.

The item passed unanimously.

2. Prof Caniano presented for action, revisions to Course and Teacher Ratings (CTRs) survey form. Prof. Hirsch reported that the Faculty Affairs Committee has reviewed the CTR instrument and made some minor changes for CTR's that will be geared towards online and hybrid delivery courses. The item passed unanimously.

IV. New Business

Prof. Heiss, a senator representing the adjunct faculty reported that adjunct faculty have reached out to him asking if the Senate can address the issue of parking on campus, and possibly if more "faculty only" parking can be established on campus. Several adjunct faculty teach at multiple institutions; therefore, it is difficult to find parking during the afternoon. A discussion followed. Provost Berliner reported that the Planning and Budget Committee could look into it and invite Joseph Barkwill, Vice President for Facilities and Operations, in on these discussions.

V. Committee Reports

- A. There was no report from the Graduate Academic Affairs Committee.
- B. Rina Hirsch, chair of the Faculty Affairs Committee, reported that the committee discussed the CTR Diversity ad-hoc initiative. This was brought forth by Prof. Chun, the senator representing the Lawrence Herbert School of Communication. The proposal was to develop a CTR measure of diversity and inclusion. Cornell Craig, Chief Diversity and Inclusion Officer, attended the meeting. The committee decided to create an ad-hoc committee to work on this and figure out proper language to revise the CTR forms and send back to the FAC. The Senate Executive Committee suggested the committee be formed of the chairs of all executive committees.

Prof. Hirsch reported that the committee also began discussing Faculty Policy Series #9 - Classes, Faculty Absences, Lateness, Office Hours, Syllabi, Course and Teacher Evaluations

as it relates to adjunct faculty office hour requirements and the office hours for online delivery courses, and will continue discussion at their next meeting,

Prof. Hirsch reported that the committee will continue to discuss changing the Secretary of the Faculty position, as outlined in Faculty Statute IX, to a Deputy Speaker position, as well as having photos attached to outlook emails, with an “opt out” option.

- C. David Harb, chair of the Student Affairs Committee, reported that the committee met on November 5 and are working on initiative to be 100% smoke and tobacco free campus on all Hofstra facilities
- created a Subcommittee on Cessation & Enforcement for the smoke/tobacco-free campus initiative.
 - identify how we can align Hofstra policies with other campuses that have enacted similar policies
 - approved and submitted questions regarding smoking and tobacco use on campus to be included in the Student Appreciation Week survey to identify usage and if they would support.
 - working on a survey for faculty and administration to identify if there will be resistance.

Mr. Harb will be presenting the initiative to President Rabinowitz and W. Houston Dougharty, Vice President for Student Affairs, on November 13. The committee will meet again on November 19.

- D. Craig Burnett, chair of the Planning and Budget Committee, that the committee met with representatives from the Office of Student Affairs as well as the Office of Residential Life to discuss Living-Learning Communities and how we can get more faculty involvement. The committee also discussed Faculty in Residence programs and how to expand it, as well as giving faculty service time. The committee will discuss the proposed changes to the class schedule at their next meeting.
- E. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee briefly discussed the possibility of having some type of “travel stipend” for students that are in internships. Another idea is to have a designated bus to travel to and from the city. He also reported that the committee continues to review the mid-semester advisory and is looking into ways to have a concerted effort going that would address the needs of those students who were impacted. Provost Berliner suggested inviting Diane Herbert, Dean for the Center for Academic Excellence, and Marc Oppenheim, Dean for the Center for University Advising to a meeting. Prof. Boston-Hill reported that they are looking into bringing the Academic Review Committee to be apart of these discussions.

VI. Adjournment

The meeting was adjourned at 3:31 p.m.