

**MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 9, 2015**  
**THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY**

Present: Basile, Balson, Curtiss, Davidow, Dresner, Dumas, Eads, Elsey, Elston, Firestone, Gallagher, Ghorayeb, Giuliani, Glasser, Goodman, Herold, Hoover, Jernigan, Laggan, Lopez, Maccarrone, Miller, Moskow, Munoz, Nirode, Persky, Sample, Sarcka, Silver, Simmons, Sorrentino, Wallace

Absent: Dougharty, Fincham, Gennarelli, Lopez, Pickering, Sampedro

Guests: Bass, Brown, M. Caniano, DiMartino, Filippi, Frisina, W. Graves, Levinthal, Lopatin, Rabie, Santangelo, Sikarski, Spieler, St. Angelo, Tabron, Wanderman, Weingartner

The following sentence was removed from the October 12<sup>th</sup>, 2015 minutes:

*Prof. Silver noted that all three of the issues mentioned have been discussed at the Senate Executive Committee, so while the follow up was not ideal, the body has been aware of these issues.*

The amended minutes were approved.

**I. Campus Safety Discussion, Joseph Barkwill, Vice President for Facilities and Operations & Karen O'Callaghan, Director of Public Safety**

The Provost convened the meeting by introducing Vice President Barkwill and Director O'Callaghan to discuss campus safety.

Vice President Barkwill reviewed some of the campus safety and security enhancements the university made over the last 4-5 years.

- Hiring Karen O'Callaghan five years ago. Director O'Callaghan served for 27 years in the Nassau County Police Department and achieved the position of Chief of the Nassau County Police Department. The relationship she holds with the NCPD, and the Village of Hempstead is invaluable.
- In 2010, the university hired Margolis Healy & Associates LLC, a professional services firm specializing in campus safety, security, and regulatory compliance for higher education. They review procedures, especially in light of Virginia Tech and other university issues. They were here for about a six month period, reviewed our procedures, training and equipment and gave us recommendations as to what we can do to improve safety.
- Redesigned security access to residence halls
  - Double card access going into the residence hall
  - Turnstile to control people exiting the building
- Installed building lockdown devices for academic buildings
  - ability to lock the entrance doors to a building should a circumstance arise that a building needs to be secured. In particular if there was a shooting on campus.
  - does not preclude someone from getting out
- Added numerous security cameras as well as Hempstead Turnpike
- Added a man security booth at our facility 773 Fulton Street
  - evenings
  - provides presence on Hempstead Tpke near the pub area.
  - provides students immediate access to public safety should they have an issue
- Lighting improvement

- results of campus surveys that are conducted every year
- new lights were added on campus as well as off campus property and roadways in particular on California Avenue and the back streets along the Meadowbrook Parkway.
- LED lighting- very high intensity lighting
- tree trimmings were completed to provide for more light.
- Instituted the Night Shuttle
  - runs through the neighborhoods surrounding Hofstra during the overnight hours, from 10 p.m. until 5 a.m., traveling from various points on North and South campus, to local eating and entertainment establishments, and through areas of Hempstead and Uniondale where many students live.
  - accessible with a campus ID
  - shuttle can be tracked via smartphone or online via GPS
- Developed “Preferred Walkways”
  - provide access to most university buildings
  - Physical Plant department has provided lighting for the whole pathway and Public Safety has lined the pathway with emergency telephones and increased the patrols
- New traffic signal on California Avenue, outside Weller Hall

Director O’Callaghan gave a brief overview of the Public Safety Department:

- Not a police department, but are licensed by the State of New York as security guards
- Almost 50% of the patrol staff are retired or former Law Enforcement, most from New York City
- 40 fulltime Public Safety Officers, 20 part-time officers, 2 supervisors and an administrative staff including the Emergency Management Officer
- Administrative staff have a variety of tasks including conducting investigations in relationship to new regulations and amendments to regulation involving Title 9, Violence Against Women Act
- Offer a variety of services for students
  - Hire close to 300 students every year
    - Resident Safety Representatives - security booths in residence halls 24/7
    - Student Patrol Officers who assist in maintaining order on campus.
  - Student escorts are available daily between dusk and dawn to walk any member of the Hofstra community to his or her car or residence hall.
    - receive special training, are equipped with Hofstra University radios, and assist the Department of Public Safety in reporting any suspicious activity.
    - wear blue shirts and yellow jackets for easy identification
    - only work on campus
  - Night Shuttle
  - Victim Assistance Program
    - The Department of Public Safety will assist in reporting incidents to the police and, if necessary, will also provide assistance dealing with the court system
    -

A discussion followed.

## **II. Report of the Provost, Provost Gail Simmons**

Due to time constraints, Provost Simmons presented for information the International Student Task Force Final Report. Prof Davidow, chair of the Graduate Academic Affairs Committee and (co-chair, along with Paul Fritz,) of the task force reported that this task force originated at the Senate Executive Committee about 2 years ago, and were asked to provide recommendations to the Provost's Office on how to retain more international students. He reported that the committee was formed with members who generally work with International students and started by creating questions to survey the students. From that survey data, the task force identified three main areas, and three subcommittees were formed:

- pre-arrival and practical issues
- language and writing issues
- social and cultural issues

The three subcommittees were then asked to create recommendations for actions on how to retain international students. The task force tried to create the report as concise as possible, and have very specific things for the offices and departments that would receive the report to actually implement. The main areas that the recommendations address are as follows:

- Improve Resources for Enhancing English Language Abilities
- Increase Opportunities for Interaction on Campus and with Native English Speakers
- Improve Communication about, and Resources for, Pre- Arrival and On-Campus Assistance for International Students
- Increase Personnel and Funds for Pre-Arrival and On-Campus International Support Resources
- Increase Opportunities for International Students to Share Their Cultures
- Improve Transfer Credit Evaluation Process
- Increase the Number of Course Offerings to International Students

For each recommendation, there are approximately 5-10 specific steps of action. The task force met with Provost Simmons earlier in the semester, and also provided a list of departments and offices they thought would benefit from these recommendations. These recommendations will also go into the American Council on Education (ACE) Internationalization Laboratory process. In the meantime, some of these recommendations can be implemented. Provost Simmons reported that at Manhattanville College, which has a long tradition of recruiting international students, each spring, in conjunction with recruitment events, holds an "International Bazaar." This is an opportunity for community to try cuisines from many parts of the world while enjoying and evening of musical and theatrical performances, by the international students. It has been a very effective and fun event for continuing students that also gives students who are being recruited to the college, a chance to participate and see the diversity of the current population of the school. A discussion followed. Provost Simmons reported that her office will disseminate this report to a variety of offices, and bring these issues back for discussion and action when plans are set in place.

Prof. Davidow reported on the Graduate Academic Affairs Committee. The committee will continue its discussion on the IRB issues, as well as some issues with graduate program directors.

The Provost reported that in the wake of what the President announced about a decision not to try to swap the spaces of the School of Education and the School of Business, people such as Dean Firestone, Holly Seirup, Vice Dean of the School of Health Sciences & Human Services, and Kathleen Gallo, Dean of the School of Education, are working on making some changes internally

in Hagedorn Hall so that we can accommodate some other programs in the building, without asking the School of Education to leave.

The Provost also reported that the Library Task Force is meeting on Wednesday, November 11<sup>th</sup>. Therefore, she will report more at the next Senate meeting in December. In the interim, the representative from the Office of Student Affairs will be coming with a draft proposal about the kinds of student support services that might be housed on the third floor. This draft will serve as a basis for discussion at the meeting. She also reported that Howard Graves, Senior Assistant Dean of Library Systems, received money from the Provost's Office to initiate a variety of collection analyses that will look more deeply at books throughout the library that we may be able to weed in order to make more space. The emphasis that the collection analysis is not just about how often things get checked out, but what is the importance of a particular book to the field, how frequently is the book found in neighboring libraries, where it may be available through inter-library loan, and what are the relative importance of these books to the fields that they serve. This is a very sophisticated collections analysis, being done by a professional organization. She reported that money has also been allocated to digitize all of our theses and dissertations so that they will be more accessible and take up less space in the library.

The Provost reported that Hofstra has hired its first full-time Title IX coordinator, Lara Nochomovitz, who is starting some educational programming on campus. W. Houston Dougharty, Vice President for Student Affairs, reported that Ms. Nochomovitz comes to us from Denver, CO, and has a background in legal work that included a significant amount of higher education work. Prior to being hired at Hofstra University, she practiced law for six years at a national commercial firm.

The Provost reported that the Internationalization Laboratory Task Force has met and is being led by two administrators and two faculty members:

- Terri Shapiro, Associate Provost for Accreditation and Outcomes Assessment
- Neil Donahue, Senior Associate Dean of Honors College
- Anthony Santella, Assistant Professor in the Department of Health Professions
- Brenda Elsey, Associate Professor in the Department of History

### **III. Report of the Senate Executive Committee Eugene Maccarrone**

Prof. Maccarrone reported that the next Senate Executive Committee will be held on Monday, November 30<sup>th</sup>.

#### **Information Items**

1. Prof. Maccarrone presented for information, the Religious Holidays Wording for the Academic Calendar document. Vice President Dougharty has gathered information from other schools, some language that can be included with the calendar and its promotion, regarding our policies. He has asked the chairs of the standing committees to review this information, and language he included at the end of the document. Since the new calendar was passed, at the October 19<sup>th</sup> Full Faculty meeting, it was also decided that when posting it on the website, indication would be given as to policy regarding accommodation for both faculty and students who wish to observe religious holidays. In an effort to come up with a policy and appropriate language, that this information has been supplied. He asks the members of the Senate to review the

information and language and offer feedback as to what they feel might be appropriate wording for such a policy.

2. Prof. Maccarrone presented for information, Senate Executive Committee consideration to amendment to the Senate bylaws. He reported that a little over a year ago, members of the SEC, and decided that they should take a new look at all of their bylaws. There are a number of issues that have come up, and at the latest SEC meeting, the matter of whether or not an academic dean should be allowed to serve on and vote on the Faculty Affairs Committee, has been discussed extensively. It was decided for the time being, we would retain the status quo that the dean could be appointed and vote on a committee. All of the standing committees are being encouraged to continue to look at its bylaws so that we can bring any appropriate amendments to the Senate as needed.
3. Prof. Maccarrone presented for information that at the last Board of Trustees meeting held on October 20<sup>th</sup>, President Rabonowitz has indicated that the 2014-2015 budget did balance and the 2015-2016 budget is anticipated to balance. He also indicated that there might be some subsidy in effect because of under enrollments in graduate admissions. At the same meeting, Catherine Hennessey, Vice President for Financial Affairs and Treasurer, reported that the 2014-2015 independent financial statement audit was completed and she was anticipated a clean audit opinion. This means that what is being presented by the university, is appropriate under generally accepted accounting principles for a university such as Hofstra. He also reported that Peter Kalikow, a Hofstra trustee and alumnus who previously endowed a premier center for presidential studies at the university, has endowed a ten million dollar new gift in order to fund the new School of Government, Public Policy and International Affairs.
4. Prof. Maccarrone presented for information that he has asked the chairs of the Undergraduate Academic Affairs Committee, Graduate Academic Affairs Committee and Faculty Affairs Committee to please ask their committee members for one representative each to join with Julie Yindra, Director of Student Access Services to help address the Sonocent issue which was discussed at the last Senate Executive Committee meeting.

Anthony Basile noted that as a senator representing the Frank G. Zarb School of Business, and as the First Vice President of the AAUP Chapter, that he is not in favor of having an academic dean vote on the Faculty Affairs Committee. The committee deals with issues regarding wages, compensation, workload and faculty grievances, and we have the Collective Bargaining Agreement, not the Faculty Policy Series for resolution of those things.

### **III. New Business**

There was no new business.

### **IV. Committee Reports**

- A. George Giuliani, chair of the Faculty Affairs Committee reported that Prof. Silver attended the last FAC meeting and did a great job summarizing the mid-term grade proposal and what the Undergraduate Academic Affairs Committee had been working on. The FAC voted to approve the proposal and it would be moved on to the Senate Executive Committee. The committee also discussed the Sonocent Audio Note Taking System as previously reported, as well as a

discussion on the School of Education and possible building changes, however as Provost Simmons previously mentioned, it has been assessed.

- B. Gabriella Munoz reported for the chair of the Student Affairs Committee, that the committee has been reviewing the answers given to a student survey on satisfaction of residential students. The committee is also working on creating weekend events for students. Since there are already weekend events happening on campus, the committee will look into better ways to get such information out to students.
- C. William Nirode, chair of the Planning and Budget Committee, reported that the committee has met with Vice President Barkwill and Director O'Callaghan, Director to discuss the Mineola Train Bus Shuttle with regard to the timing of the schedule and drop off point. The committee also discussed safety and security as well as the library task force, making sure there is ample opportunity for faculty input throughout the process.
- D. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that the committee also discussed the Sonocent Audio Note Taking System as well as working on the issue of Departmental Honors and reporting on transcripts. The committee also continued its discussions on the role of UNIV 001, a course that is mandatory for students who fall under academic probation. The committee will be discussing an examination of bulletin copy pertaining to incomplete grades. The issue in part being that the framework and parameters is not detailed enough to give students a clear understanding of how incomplete grades operate.

## **V. Adjournment**

The meeting was adjourned at 4:36pm