

MINUTES OF THE UNIVERSITY SENATE MEETING, DECEMBER 7, 2015
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Basile, Balson, Curtiss, Davidow, Dougharty, Dresner, Eads, Elston, Fincham, Gallagher, Gennarelli, Ghorayeb, Giuliani, Guarino, Herold, Hoover, Jernigan, Lopez, Maccarrone, Munoz, Nirode, Sample, Sarcka, Silver, Simmons, Sorrentino, Wallace

Absent: Dumas, Elsey, Firestone, Glasser, Goodman, Laggan, Miller, Moskow, Persky, Pickering, Sampedro

Guests: Bailin, Bass, Grafstein, Mazzocco, Peden-Christodoulou, Pertuz

The November 9th, 2015 minutes were approved.

I. Report of the Provost, Provost Gail Simmons

Provost Simmons convened the meeting by congratulating Jared Sarcka, chair of the Student Affairs Committee on his upcoming graduation.

Provost Simmons reported that the Library Task Force has had two successful meetings. At the second meeting, the task force took a “walk through” of the library, starting on the 8th floor, looking at a variety of spaces where students currently study. The task force also looked over some proposals from Howard Graves, Senior Assistant Dean of Library Systems, on how we can accommodate pieces of the collection that are currently on the 3rd floor, on other floors. They will be formally dividing into subcommittees at its next meeting which include:

- Issues of the collection
- Issues of how to design the space to best serve the students

Senior Assistant Dean Graves continues to keep the task force updated on the work of the consultants who have been analyzing the collection and on the work on the other consultants who are the people designing the move. Faculty will be asked by the two subcommittees for their input, in the early part of the spring semester. Another meeting has been scheduled before the conclusion of the fall semester.

Provost Simmons reported that the Internationalization Laboratory Task Force has had a number of meetings and are expecting to reach out to the campus community for input in the early spring semester.

Provost Simmons reported that she, along with Terri Shapiro, Associate Provost for Accreditation and Outcomes Assessment, met with members of the Middle States Commission on Higher Education, at its annual meeting in Washington D.C. There are a couple of changes on the horizon that the university community needs to be aware of including a change to the standards, which has already been implemented. The new standards have gone from fourteen to seven, and are configured differently. Hofstra comes up for its next decennial self-study in 2019, which will be under the new standards. The other change to the standards, not yet formally approved by the commission, is a fundamental change in the way the cycle of accreditation goes, looking to eliminate the periodic review report. An annual update will focus on recommendations that remain at the last decennial self-study. The accreditation cycle would go from a ten year cycle to an eight year cycle. What happens in between would probably be less work for institutions that are in good shape. The Provost will keep the Senate updated on this change as the commission moves forward.

III. Report of the Senate Executive Committee Eugene Maccarrone

Action Items

1. Prof. Maccarrone presented for action, the Incomplete Grade Bulletin Text Amendment. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that this concerns bulletin copy pertaining to the administration of Incomplete. He reported that the only substantive change is language that the incomplete grade should only be given when the instructor has the expectation that satisfaction of the incomplete would lead to a passing grade. A discussion followed. The following sentence:

An instructor may grant, at her/his discretion, a grade of Incomplete ('I')...
was changed to:

At the discretion of the instructor, a grade of Incomplete ('I')...

The item was pass unanimously as amended.

Prof. Maccarrone reported that as requested, all major religious holidays are being linked onto Hofstra's website along with the new calendar. For the time being, we are staying with the present Faculty Policy Series (FPS #48 – Attendance Taking) on both missed exams and excused absences as they may relate specifically to respecting students or faculty missing classes and/or exams/assignments because of observances of respective religious holidays.

Prof. Maccarrone reported that the Sonocent Committee will be meeting on December 15th. The committee includes:

- Amy Catalano from the Graduate Academic Affairs Committee
- George Giuliani from the Faculty Affairs Committee
- Elyse Miller from the Undergraduate Academic Affairs Committee
- Jean Peden-Christodoulou, Assistant Vice President for Student Affairs
- W. Houston Dougharty, Vice President for Student Affairs
- Lisa Ross, Associate General Counsel
- Marc Silver from the Undergraduate Academic Affairs Committee
- Kathleen Wallace from the Chairs' Caucus
- Julie Yindra, Director of Student Access Services (SAS)

He reminded the Senate that Sonocent is the audio-note taking software that is being made available through SAS, to students needing a note-taking accommodation. The committee is looking into matters that may affect faculty concerns.

Prof. Maccarrone reported that there are a number of Faculty Policy Series as well as a Faculty Statute that needs to be amended for clerical reasons. Under our Collective Bargaining, Hofstra moved from a 12hr basic load to a 9hr basic load and some Faculty Policy Series and Faculty Statutes have not been updated to indicate as such. They include:

- Faculty Policy Series #4 - Base Teaching Programs and Overload
- Faculty Policy Series #5 - Work Above Base Load
- Faculty Policy Series #20 – Sick Leave
- Faculty Policy Series #22 – Special Leave
- Faculty Statute V - Appointments, Reappointments, Promotion, Tenure, and Termination

The Senate Executive Committee will introduce these amendments for action at the first Senate meeting on February 8th. They will be brought to the full faculty at its meeting on February 29th.

Prof. Maccarrone reported that he along with Stuart Bass, Speaker of the Faculty, Kathleen Wallace, Chair of the Chairs' Caucus, met with President Rabinowitz, Patricia Adamski, Senior Vice President for Planning and Administration, Provost Simmons and Vice Provost Jernigan. The President gave an overview of current activities regarding the University, most important of which is the decision that the School of Education will stay in Hagedorn Hall and that there will be a new building for the Frank G. Zarb School of Business. The funding for which has to be approved at the Board of Trustees meeting on December 15th. The new building will most likely be an attachment to CV Starr Hall. There was also a discussion about a new building for the School of Engineering and Applied Science, which is subject to state funding, etc.

A discussion followed about a new building for the School of Engineering and Applied Science.

III. New Business

Prof. Ghorayeb reported that over the years he has noticed that through the years, undergraduate students in the School of Engineering and Applied Science have been taking courses that have a corequisite. The students have been signing up for both courses, drop the corequisite, and remain in the other course. The system is not catching this. Jessica Eads, Vice President for Enrollment Management, reported that this is more of an active advisement issue and will be looked at.

A discussion followed about the repurposing of the 3rd Floor of Axinn Library. Prof. Bailin wondered to what extent do books not intended to be removed permanently need to be boxed and for how long, and will the work of the consultants who have been analyzing the collection be made available for the faculty. Provost Simmons said the report can be shared once completed.

Prof. Mazzocco reported that at the Lawrence Herbert School of Communication on Friday, the dean made a few comments about the Axinn Library. The faculty in the School of Communication were told that there is a deprofessionalisation effort underway currently in the library. One piece of evidence is the loss of the Dean of the Library over the last year. There is also a substantial reallocation of space away from traditional library usage with whole floors being taken up by other uses. Prof. Mazzocco says he raises these points today before the Senate, because they contradict other public messages that have been discussed through the Senate over the last several months as we discussed the library, the collection, the space and other issues. Last week, the AAUP filed a grievance on the matter of inter-library loans being reassigned to non-faculty supervision, which first time in the history of the library at Hofstra that this is being done. The AAUP believes that if the University library is deprofessionalized, that there must be a master plan for that kind of organizational reorientation. This has not been discussed at the Planning and Budget Committee nor the Senate or full faculty. Prof. Mazzocco reiterates the AAUP's concern for transparency and openness particularly with budgetary changes that are going to diminish the capacity for scholarship and integrity of our academic mission and calls upon the Senate leadership to demand that the administration plans for full deprofessionalisation not only in the library, but in all academic units.

IV. Committee Reports

A. George Giuliani, chair of the Faculty Affairs Committee reported that he will representing the committee on the Sonocent Committee. The Faculty Affairs Committee will start to review the Special Leave applications and meet on will meet on January 8th to make a recommendation to the Provost's Office.

- B. Jason Davidow, chair of the Graduate Academic Affairs Committee, reported that Amy Catalano will be representing the committee on the Sonocent Committee. He also reported that the committee also discussed increasing enrollment numbers for graduate programs. The committee also discussed issues within the School of Education. The committee also discussed scholarships, fellowships and what the difference is between the two and what graduate programs are able to do with their scholarship money, as well as graduate retention. Prof. Davidow also reported that someone brought up the issue of a secondary master's degree and how many credits are allowed to be transferred in, specifically if a student already has a master's degree from Hofstra.
- C. Jared Sarcka, chair of the Student Affairs Committee, reported that the committee submitted a draft of a proposal for relieving travel costs for students with for-credit internships, to the Senate Executive Committee and it was decided to make it a joint effort between the Student Affairs Committee and the Planning and Budget Committee. The committee also started talking to students about their concerns and will be reporting on these conversations in the future. There was a meeting with President Rabinowitz earlier in the day with students which went very well. The committee is also reviewing its bylaws and looking to redefine roles for its elected senators. He also reported that the committee will continue to collaborate with the Student Government Association and the Residential Student Association. Chairperson Sarcka announced that Gabriella Munoz will be taking over as chair of the SAC.
- D. William Nirode, chair of the Planning and Budget Committee, reported that the committee will work with the Student Affairs Committee on the proposal previously mentions. The committee continues to discuss the Mineola Train Bus Shuttle with regard to the timing of the schedule and drop off point. A possible solution is having two shuttle buses running during peak hours. At its last meeting, the Planning and Budget Committee invited Dolores Fredrich, Vice President for Legal Affairs and General Counsel, Office of General Counsel, Catherine Hennessey, Vice President for Financial Affairs and Treasurer, and Provost Simmons to discuss the budget and look at a wide variety of things including enrollment, how Hofstra expenses are made up, scholarships, discount rates, etc.
- E. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that the committee has been focusing on the anticipated phasing out of the School for University Studies which had a structured support program for students in their first year that would allow them the opportunity to move into mainstream programs. The committee is concerned about the loss of key elements of support for students at risk particularly during their first year. The committee has met with Diane Herbert, Dean for the Center for Academic Excellence, to which she presented on what the Center is doing with regard to these issues. Prof. Silver also reported that the committee discussed the Incomplete Policy which was brought to the Senate today, and another issue that they are just beginning to discuss concerning minors. It appears that there is nothing written in the bulletin that actually establishes minimum requirements in terms of grading for minors. There is language for majors. The committee will reach out to the chairs' caucus to get a sense of what the common practice is now, and will continue to discuss this issue.

V. Adjournment

The meeting was adjourned at 3:58pm