MINUTES OF THE UNIVERSITY SENATE MEETING, SEPTEMBER 12, 2011

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY


Absent: Jacobi, Johnson, Kamberova, Papper, Pillaiapakkamnatt, Sarno,

Guests: Nirode

The minutes of the May 9, 2011 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by asking Jessica Eads, Vice President for Enrollment Management and Dean of Admissions to give a brief update on the Fall 2011 incoming undergraduate student recruitment. Vice President Eads reported that the recruitment events were a huge success with an additional 250 undergraduate students over the year prior. There are 1682 first year full time students on campus right now with an average SAT score of 1172 and 3.5 GPA, which is a slight increase over last year. There are expected to be 505 transfer students this fall and recruitment for the 2012 class have already begun. Senior Vice Provost Schmelkin added that overall the graduate numbers are pacing and on target with last year’s numbers. She also reported that we have launched our first completely online MBA program with 18 students enrolled this fall and looks to be very successful. In addition Dr. Schmelkin noted deans for the School of Education, Health and Human Services is also developing online programs. Provost Berliner reported that the Law School has a new high mark in terms of LSAT at 159, and a new class of over 350. He also reported that the university and the faculty have negotiated a terrific five-year contract between the university and the AAUP.

Provost Berliner reported that President Rabinowitz made a very emotional and moving speech at this morning’s September 11th memorial.

Provost Berliner reported that over the summer, we lost two of our finest faculty members. Dana Brand, Professor of English and Vince Brown, Professor of Psychology. Both extraordinarily talented faculty members in terms of teaching & scholarship.
Provost Berliner highlighted a few events happening this semester

- **September 15th- 9:30am, Guthart Cultural Center Theater**
  - Michael D’Innocenzo, History Department

- **October 5, 2011, from 11:15 a.m. to 12:40 p.m., Leo A. Guthart Cultural Center Theater**
  - Elizabeth Glazer, School of Law
  - 40th Hofstra University Distinguished Faculty Lecture - “Sexual Reorientation”

The Fall Festival begins on September 23rd with the Alumni Achievement Award

- **Alumna of the Year**
  - Marilyn B. Monter, J.D. ’76 Executive Vice President, The Holiday Organization, Inc.

- **Alumni Achievement Award Recipients:**
  - Andrew F. Corrado, M.B.A. ’92 Senior Vice President and Market Manager; Market President — Nassau County Capital One Bank, N.A.
  - Gerard N. Giovaniello, B.A. ’64 Senior Vice President of Government Affairs and Chief Lobbyist, National Association of Realtors
  - Nancy F. Kaplan, B.A. ’73; M.A. ’91; Ph.D. Associate Professor, Hofstra University
  - Diana E. Lake, B.A. ’68; M.D. Medical Oncologist, Memorial Sloan-Kettering Cancer Center
  - Irwin E. Redlener, B.A. ’64; M.D. President and Co-Founder, Children’s Health Fund
  - Jack A. Weisbaum, B.B.A. ’64 Chief Executive Officer; BDO USA, LLP

- **Friday Evening:**
  - “Hofstra’s Got Talent”

- **Saturday Morning:**
  - Parade of Floats

- **Saturday Afternoon:**
  - Vibe Live Concert & Carnival Opens

- **Saturday Evening:**
  - Comedian Louis CK

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**II. Report of the Senate Executive Committee Chairperson Stuart Bass**

**A. Action Items**

Prof. Bass presented for action the revisions to the Course Completion Ratio. Paul Fritz, chair of the Undergraduate Academic Affairs reported that this is really just a clarification item. After the Senate & Faculty passed the revised Course Completion Policy in December 2010, the committee found a small problem with some of the language in that a first term student at Hofstra could essentially be placed on academic probation rather than the intended academic warning. These revisions would make any first term student that is below a certain threshold as established by the policy in the course
completion ratio would be placed on academic warning – which has significant differences in the consequences for the student than being placed on academic probation.

A slight discussion followed and an amendment was made to include the following footnote to the policy:

"Students should note that the completion ratio policy requirements are not necessarily equivalent to the federal aid satisfactory academic progress (SAP) requirements. Students should consult Student Financial Services with any questions."

The policy passed unanimously as amended.

Prof. Bass presented for action the revisions to Faculty Policies Series 42 – Course Grade Appeal Policy. Paul Fritz, chair of the Undergraduate Academic Affairs reported that looking at the language, which was recently modified, it would suggest a potential problem in a portion of the language that the Dean would have to either empanel or initiate a process to mediate for all cases. The Dean would not have the option to dismiss a frivolous case. The Undergraduate Academic Affairs Committee reworked the language to suggest that Dean’s are permitted to dismiss a case if they consider it to be frivolous. However, none of the changes that the committee is proposed would change the ability for a student to further their appeal to the Provost’s Office. The item was passed unanimously.

III. Committee Reports
A. Planning & Budget Committee

Chairperson Venuti reported that the committee will continue to discuss the possible Smoking Ban on South Campus. She also reported that she, along with Etana Jacobi, chair of the Student Affairs Committee, will be meeting with the Director of Public Safety to discuss several issues included the parking issue on campus as well as getting a traffic signal for California Avenue.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the Faculty Affairs Committee will be looking at the idea of having evaluations of chairpersons, Deans and the Provosts. Currently there is no evaluation process so the committee will research what other institutions do, etc.
C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee will be working on the composition of the Academic Records Committees as well as investigating the idea of creating a guideline for faculty suggesting that they do not assign additional work over breaks in the semester, that isn’t already outlined in the syllabus. The committee will also revisit the idea of eliminating the writing proficiency exam as a graduation requirement.

D. Graduate Academic Affairs Committee

Chairperson Lightfoot reported that the committee will continue with their diversity initiative and looking to incorporate the data they have collected through numerous focus groups with students of color & international backgrounds to create a faculty development series to increase faculty sensitivity and awareness around diversity issues. In addition, the Graduate Academic Affairs Committee will be working on the Unofficial Withdrawal Policy for graduate students.

E. Student Affairs Committee

There was no report from the Student Affairs Committee.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:29p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, OCTOBER 10, 2011

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY


Absent: Balson, Davidow, Finnegan, Firestone, Giebel, Jacobi, Moghadam, Pillaiappakammatt

Guests: Frisina

The minutes of the September 12, 2011 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by reporting that the Fall Festival held on September 23 through September 25th was extremely successful with a great turn out. This is its second year and it has become a wonderful tradition to Hofstra.

The Provost announcing that the Hofstra University will name its law school the Maurice A. Deane School of Law at Hofstra University to honor a distinguished alumnus with a unique, 30-year commitment to Hofstra. Recently, Deane has made a $20 million gift for the naming which is the largest gift in the history of Hofstra University. This is also the 40th anniversary of the law school. Maurice Deane came after a successful business career and graduated first in his class. He was an extraordinary student and has been extremely generous to the law school throughout the years in addition to bring a great role model and very accomplished individual.

Provost Berliner reported that over the summer, we lost two of our finest faculty members. Dana Brand, Professor of English and Vince Brown, Professor of Psychology. Both professors are extraordinarily talented faculty members in terms of teaching & scholarship.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

A. Action Items

Prof. Bass presented for action the recommended resolution regarding the traffic signal at the juncture of California Avenue and CV Starr Hall. Prof. Venuti, chair of the Planning and Budget Committee reported that the committee along with Etana Jacobi, chair of the Student Affairs Committee, and met with Karen O’Callahan, Director of Public Safety, to discuss the issue. Since this is a town road, and
not a Hofstra road, the only way to have a traffic signal installed is to take the issue up with the Town of Hempstead. They have been discussing this safety issue for a number of years and feel with the significant increase in pedestrian traffic at the crossing on California Avenue at Weller and CV Starr Halls, it creates a strong possibility of an accident occurring at the crossing. The committee suggests that the University petition the appropriate offices to undertake an analysis of this problem and request local officials approve the installation of a traffic signal. A discussion followed and the item was passed unanimously.

B. Information Items

Prof. Bass presented for information the preliminary report of the Task Force on Integrity and Responsibility. This is a critical document and first major step in terms of addressing issues of academic dishonesty and integrity on campus. This task force was co-chair by Dean Warren Frisina, Assistant Dean Barbara Bohannon, Vice President Sandra Johnson and Prof. Susan Martin. Dean Frisina reported that this has been the product of about two years worth of conversations on the task force. They began by researching into what both peer and aspirational institutions have done, and then went into a close examination of what the Hofstra community thinks. The survey response rate was quite high giving the task force concrete evidence that academic integrity is an issue at every institution in the country but not an out of control issue. In general, Hofstra’s circumstances regarding academic integrity are consistent with what has been found on most other campuses of its size and type. In an effort to extend and deepen the commitments outlined in the P.R.I.D.E. Principles, the Task Force on Integrity and Ethics is recommending that Hofstra faculty and students adopt an Honor Code. Senior Vice Provost Schmelkin reported that depending on how this plays out, in terms of the actual implementation and policies, it will have an impact on existing policies (such as Faculty Policy Series 11 and 11G,) and will have to be taken into account. A discussion followed. Prof. Bass reported that this item will be brought up as an information item at the next faculty meeting and then brought back to the Senate for a vote to be adopted as a formal policy. A discussion followed.

III. Committee Reports

A. Planning & Budget Committee

Chairperson Venuti reported that a major thing that came out of the committee was the formation of a special task force on parking and transportation. Both Prof. Venuti and Etana Jacobi, chair of the Student Affairs Committee, met with Karen O’Callahan, Director of Public Safety, and Peter Libman, Dean of Students to discuss the parking problem on campus and agreed that it would be best to move
forward with a fully fledged examination of the demands on parking, availability of parking and ways of getting additional parking spaces on campus. Representatives for the task force are coming from the Planning and Budget Committee, the Student Affairs Committee, Public Safety, Facilities and Operations, Off Campus Living & Commuting Students, Residence Life and the Provost’s Office. Prof. Venuti also reported that the committee will continue to work on the Smoking Ban. The university already has a 20-foot no smoking buffer zone, but there have been problems with trying to enforce it. There are ash trays right outside of buildings which gives a mixed message of whether or not it is alright to smoke outside of buildings. Also, she reported that public safety does not want to have the enforcement role, as they want to have more of a collegial and protective role with the students, and not an adversarial role. The committee believes that second hand smoke is a safety hazard and therefore public safety should be enforcing this ban. A discussion followed. Provost Berliner reported that ultimately it is President Rabinowitz’s decision in terms of recommendations and the committee should go forward with their terms. Stuart Bass suggested that the committee recommend the ban and let negotiations go further on what the fines and penalties will be if a person is found violating this ban. Further discussion followed on creating a smoking cessation program. Jessica Eads reported that there is already a cessation program set in place.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the Faculty Affairs Committee addressed three issues at their last meeting. The Faculty Affairs Committee unanimously supported making the recommendation to the Provost’s Office to grant Emeritus status to Roy Simon from the Law School. The committee also discussed the idea of evaluating Deans and how it would be done and who would be monitoring it. They discussed the idea of putting all materials on Black Board and that he spoke to Amy Masnick, of the Psychology Department, because they have done something similar. Prof. Giuliani reported that the committee will be creating guidelines and some suggested templates, and Paul Carson, the Instructional Designer, will be attending the next meeting. A discussion followed.

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee has made some progress on the issue of the Academic Records Committee. Since the Dean of Academic Records has retired, we need to change the bylaws to reflect who will actually be chairing the committee. The committee will also discuss membership
issues as well changing the name from the Academic Records Committee to The Academic Review Committee. The Undergraduate Academic Affairs Committee had a productive discussion on the role of this particular committee and the importance of it. Prof. Fritz gave a brief explanation of the role of this committee which is to assure that academic standards are maintained in the areas of readmission, grading, probation, retention, separation and graduation and, after study.

D. Graduate Academic Affairs Committee

Chairperson Lightfoot reported that the committee will continue their discussion on how international and domestic students of color experience Hofstra. Since their last meeting, Prof. Lightfoot has contacted Susan Martin, Director of the Center for Teaching and Scholarly Excellence, who has agreed to sponsor some Graduate Academic Affairs Committee activity regarding its work on professional development series for faculty. The goal of these series is to increase cross-cultural and multi-cultural awareness, which the committee hopes to be an ongoing series of events in lieu of mandatory faculty participation. In addition, the Diversity Task Force has agreed to sponsor some events.

E. Student Affairs Committee

Kayln Gambord reported that the Student Affairs Committee has created two subcommittees. One will be looking at the Hofstra Shuttle, possibly adding an additional mid-week shuttle and how to improve service. The other committee will focus on the issue of smoking on campus including the smoking ban and the possibility of adding more signage across campus. Ms. Gambord also reported that the Student Affairs Committee also discussed how much influence the committee could have over Lackmann policies and resources to get more student input using virtual and physical suggestion boxes as well as surveys. The will continue to work closely with the Student Government Association on student satisfaction. A discussion followed about food prices on campus.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:55p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 14, 2011

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY


Absent:  Bhogal, Brown, Gambord, Hewitt, Johnson, Meredith, Moghadam, Pillaiakamnatt, Sarno,

Guests:  Nirode

The minutes of the October 10, 2011 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by reporting that the Commission on Presidential Debates announced that it had chosen Hofstra University for the site of its October 16, 2012 Presidential Debate, which will be in the “town meeting” format. He commented that not only is this an honor to be selected twice in a row to host a Presidential Debate, but is a great experience for Hofstra’s students. All tickets to the debate will be made available to students only. The President will be watching from simulcast. In addition, there will be a series of programs scheduled leading up to the debate itself. This promises to be an exciting experience.

The Provost reported that last week, the Business Week rankings came out of the top part-time MBA programs in the country with Hofstra ranked 49th in the country which is a high and impressive ranking.

The Provost reported that we are working with accreditors coming to campus. Last week the Commission on Accreditation of Athletic Training Education (CAATE) visited our campus and as we speak the Engineering Accreditation Commission of ABET is on campus.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass reported that the standing committees are working on numerous issues which will be summarized during their committee reports. Prof. Bass also reported that he, along with Prof. Venuti, chair of the Planning and Budget Committee will be meeting with Financial Aid as well the director of Public Safety on two issues discussed at a previous meeting and will update the Senate as soon as possible.

III. Committee Reports
A. Planning & Budget Committee

Chairperson Venuti reported that the Parking Task Force has met twice so far and has become a very productive group. She reported that the committee continues to discuss the possible smoking ban on campus the committee is looking at moving towards a smoking ban but starting with having only designated smoking areas on campus. They are waiting to review the data collected from the Student Government Association before they make a recommendation to the Senate. Prof. Venuti also reported that the committee discussed some issues regarding students and Financial Aid to which she and Prof. Bass, chair of the Senate Executive Committee will follow up on. She also reported that the Academic Computing Committee will be meeting shortly. David Zuniga, president of the Student Government Association gave a brief summary of their results with the Smoking Ban survey. A discussion followed.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the Faculty Affairs Committee has been discussing evaluations of Deans and how that process might work. He also reported that starting next year, according to the Collective Bargaining Agreement, faculty up for promotion or tenure will have to upload their materials to a Blackboard type of site. The Faculty Affairs Committee has invited Amy Masnick, from the Psychology Department to their next meeting on December 13th to give the committee an overview on how this works since the Psychology Department has this process already in place. The administration can determine the instructions on how it will be done and then the Faculty Affairs Committee will work on guidelines based on the administrators’ instructions. Prof. Giuliani also reported that there is a concern from faculty about being logged out of the network when their computer is inactive for 15 minutes. Prof. Giuliani has reached out to Bob Juckiewicz, Vice President for Information Technology, for a statement to explain why it works this way. Bob Papper reported that he did a survey of all of the chairs on campus on technology issues and problems and through his research on other institutions concluded that this is an industry standard, but not the only standard. A discussion followed. A discussion also followed regarding book orders for courses

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee is discussing the Academic Records Committee and how it functions. The main task is to revise the bylaws of the committee. They passed a resolution which should be brought to the Senate at the next meeting that include changes such as name of the
Committee to the Academic Review Committee, who chairs it, and its representation. They also altered the bylaws to better reflect what the committee does. The committee has also discussed the issue of “surprise assignments” during breaks and will create guidelines for faculty to limit these. This does not include assignments already listed on the syllabus. The committee also discussed the issue of possibly giving students credit for chairing Senate committees.

D. Graduate Academic Affairs Committee

Chairperson Lightfoot reported that the committee continues working on their plans for creating a professional development series for faculty in addition to an online video archive of graduate students addressing diversity issues and looking for outside expertise to specifically address the faculty on diversity issues. Some of the committee members proposed having a sensitivity to diversity and cross cultural conferences factored into tenure. The committee is also looking for a graduate student to serve on their committee.

E. Student Affairs Committee

Chairperson Jacobi reported that the Student Affairs Committee is looking at research and how are they determining what community is dealing with and has invited Stephanie Bushey, Vice President for Institutional Research and Assessment, to attend a meeting to report what students needs are and student satisfaction of the university. They will also be looking at Financial Aid and the quality of packages offered to students and how they are treated. She also reported that the Student Affairs Committee will continue its work on the smoking policy as well as issues with student dining.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:35p.m.
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MINUTES OF THE UNIVERSITY SENATE MEETING, DECEMBER 5, 2011

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Balson, Bass, Bergemann, Berliner, Brown, Davidow, Elkis-Abuhoff, Fritz, Giebel, Giuliani, Glasser, Hewitt, Jacobi, Johnson, Kamberova, Lightfoot, Lopez, Macy, Meredith, Miller, Papper B., Papper C., Sample, Sarno, Schmelkin, Venuti,

Absent: Bhogal, Eads, Finnegan, Firestone, Gambord, Gennarelli, Moghadam, Pillaiapakkammatt, Zuniga

Guests: Nirode

The minutes of the November 14, 2011 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by reporting that the university has started working on the upcoming Presidential Debate which will be held on October 16th, 2012, and all the university activities (along the lines of Educate ’08) that will come before and after the actual debate. He reported that we would once again like to have a series of courses that focus on the Presidency and the election, and are looking to relate what is happening in the election to our classes. The Provost urges the faculty to think about what presidential/country related content would fit including an existing course. The Provost reminded the Senate that the seats to the debate provided to the university will once again go to students.

The Provost also reported that the university will also have a major speaker series before and after the debate and requests that the faculty come forward and suggest speakers on any of the issues that will be critical issues in 2012 such as healthcare, the economy, foreign policy and immigration etc. Suggestions can be sent to the Provost or Melissa Connolly, Vice President for University Relations. Since the university is the host of this debate, the expectation of the Commission on Presidential Debates is that the university remain as impartial and balanced as possible overall. This does not mean an individual speaker must be impartial.

The Provost reported that the university will cover the cost of two students attending the Republican National Convention as well as the Democratic National Convention. A competition to select such students will be coordinated by the Dean of Students Office.
A discussion followed. Classes will not be held on the day of the debate, specifically because Hempstead Turnpike will be closed at certain points during the day for security purposes.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass reported that during the Collective Bargaining session last year, the AAUP raised the issue of evaluations of University Academic and Non-Academic Administrators. It was determined that these evaluations was not going to be a Collective Bargaining issue but rather a governance issue. As a result the Senate Executive Committee passed a resolution to create a Senate Task Force on an Evaluation Process for Non-Academic University Administrators.

The Task Force shall consist of eleven (11) members as follows:
   a) Speaker of the Faculty (Co-Chair)
   b) Chair, Senate Executive Committee (Co-Chair)
   c) Provost
   d) Chair, Faculty Affairs Committee
   e) President of AAUP
   f) Two tenured faculty members (to be selected by the Senate Executive Committee)
   g) Two administrators (to be selected by the Senate Executive Committee)
   h) Two students (to be selected by the Senate Executive Committee)

The Provost clarified that this motion is for Non-Academic Administrators. The Faculty Affairs Committee will be working on an evaluation system for Deans and Provosts which are separate to this item. A discussion followed and the item passed unanimously.

Prof. Bass presented for action proposed changes to the Academic Records Committee bylaws which was worked on by the Undergraduate Academic Affairs Committee. Paul Fritz, chair of the Undergraduate Academic Affairs Committee reported that the proposed changes include:

- Changing the name of committee to Academic Review Committee
- Changes to the charge of the committee to more accurately reflect the ARC’s duties
- Changing the chair of the ARC from Dean of Academic Records or his/her designate to designate of the Provost
- Replacing the Dean of Students as a voting member to Dean of University Advisement or designee
- Eliminating the student member of the ARC

Provost Berliner reported that Vice President Eads is completely supportive of these proposed changes. The item passed unanimously.
Chairperson Venuti reported that from the discussion at the last Senate meeting regarding
scholarships and financial aid, Prof. Venuti has met with Vice President Eads who made some
clarifications regarding endowed scholarships and replacement that could happen from one
Presidential Scholarship to an Endowed Fund. Prof. Venuti will present the minutes of this meeting
to the Planning and Budget Committee at their next meeting tomorrow. Prof. Venuti also reported
that she and Stuart Bass will be meeting with Karen O’Callahan, Director of Public Safety regarding
the traffic signal proposal and the discussion of smoking policy. Provost Berliner added that Director O’Callaghan has asked whether there is any evidence that California Avenue is a dangerous crossing.
A discussion followed about who should be in charge of monitoring this crossing. Prof Venuti
commented that she does not feel it is the faculty member’s responsibility and it should be the
responsibility of either the Plant Dept or Public Safety and she has indicated so in an email to Direct
O’Callaghan. Prof. Venuti also reported that she, along with Etana Jacobi, chair of the Student
Affairs Committee are working on putting together a proposal which will say that the Senate would
like to have Public Safety enforce the existing smoking bans on campus.

Prof Venuti reported that the Academic Computing Committee has met to which Prof.. Venuti has
received a detailed report. Bob Juckiewicz, Vice President for Information Technology, reported to
Prof. Venuti that in order for Hofstra to maintain and improve the quality of academic computing,
they need more money in the budget and how to go about getting that money is something for the
Senate to discuss. Vice President Juckiewicz is proposing a $20.00 increase in the Student
Technology Fee. Prof. Venuti clarified that this has not yet been discussed within the Planning and
Budget Committee, but will soon.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the Faculty Affairs Committee has invited Amy Masnick, from the
Psychology Department to their next meeting on December 13\textsuperscript{th} to give the committee an overview
on the process of uploading materials for tenure onto Blackboard. Instructional Designer Paul Carson
attended the Faculty Affairs Committee’s last meeting to discuss the technical piece of this, but now
the committee wants to hear from actual faculty members who have done this. Prof. Giuliani
reported that the Faculty Affairs Committee will also have a discussion on the evaluation of academic
verses non-academic. Prof. Giuliani also reported that the committee has received a response from
Bob Juckiewicz about why faculty are being logged out of the network when their computer is inactive for 15 minutes. At this point Will Nirode, Speaker of the Faculty, is evaluating it and will present it to the full faculty at their next meeting in the spring. The committee will also review an Emeritus Status application submitted by David Weiss.

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee has discussed creating a guideline for faculty on assigning students additional assignments over breaks. The committee has tried to gather as much data on this as they could from University Advisement and the Writing Center to see if this was actually a problem that students were facing and were unable to really find anything along these lines. Since there is not much data that would suggest this is a problem, the committee is still discussing whether or not they should pursue creating guidelines and summarized some of the potential problems in doing so. For now, the committee has decided to table the issue and will reconsider it down the road if it becomes apparent that “surprise assignments” does become an issue.

Prof. Fritz reported that the committee talked about devising a system for giving credit to students who chair Senate standing committees. There are several options available including the internship models, and the committee will make attempts to contact past student chairs to gather their input.

Prof Fritz also reported that the Undergraduate Academic Affairs Committee briefly discussed how the committee can communicate its activities change in policies more effectively to students. Representatives from the Academic Records Department was in attendance at the last Undergraduate Academic Affairs Committee meeting to explain the different ways they do this which is fairly extensive.

D. Graduate Academic Affairs Committee

Chairperson Lightfoot reported that the committee has met and continued their discussion on planning a professional development series for faculty to promote competency and sensitivity to issues of diversity. Even though the impetus for this project came from a series of focus groups the Graduate Academic Affairs Committee held with international students and domestic students of
color, the development series will be focused on diversity broadly speaking to include race, ethnicity, gender, sexual orientation, religion, class, disability, etc. The Graduate Academic Affairs Committee will also continue its search for internal and external expertise to guide them in this process as well as invite them to be involved in programming for this project. The goal is to institutionalize the University’s commitment to diversity. Each member of the Graduate Academic Affairs Committee will reach out to various units within the institution such as the Faculty Affairs Committee, the Multicultural International Student Program’s Office, the Center for Civic Engagement, the Services for Students with Disabilities, the Center for Teaching and Scholarly Excellence, the Diversity Advisory Board, and Graduate Directors.

E. Student Affairs Committee

Chairperson Jacobi reported that the Student Affairs Committee reported that 76%, of the students surveyed, voted that they supported some form of smoking policy including a full ban, the 20-foot buffer zone, and designated smoking areas. The committee felt that with this information, along with the controversial issues arise during discussions on establishing a full smoking ban or smoking areas, it would be best to enforce the policy at hand which has been approved by the President. In addition to calling upon Public Safety, the Student Affairs Committee would also like to call upon the Plant Department to help enforce these rules, as well as University Relations and Health and Wellness, to promote smoking cessation programs. There are already a lot of cessation materials available to students that they might not be aware of. The committee is hoping to have a campaign that promotes the policy that is in place as well as promotes the facilities that students do have access to.

Chairperson Jacobi also reported that although the Student Affairs Committee has become quite active in recent years, the current members are looking to get it even more active. Most students know about Student Government Association but do not know the Student Affairs Committee exists. Since the Student Affairs Committee has such a great role in the shared governance process, Ms Jacobi feels students should want to be involved and play a more active role. Therefore, the Student Affairs Committee is looking to reach out to faculty Senators to approach their students in class, etc. as a way to better promote student involvement in the University Senate. Provost Berliner suggested also reaching out to Bob Papper and the Chairs’ Caucus. Senior Vice Provost Schmelkin commented that when students are informed about all the different opportunities for clubs and activities, could
there possibly be an entry that also lists opportunities in terms of shared governance, which is different from the Student Government Association. A discussion followed.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:45 p.m.
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MINUTES OF THE UNIVERSITY SENATE MEETING, FEBRUARY 13, 2012

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY


Absent: Balson, Berliner, Elksis-Abuhoff, Gambord, Glasser, Johnson, Macy, Meredith, Pillaiapakkamnatt, Sample

Guests: Nirode

The minutes of the December 5, 2011 Senate meeting were unanimously approved.

I. Report of the Provost, Liora Schmelkin, Senior Vice Provost.

Senior Vice Provost Schmelkin convened the meeting for Provost Berliner.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

A. Action Items

1. Prof. Bass presented for action revisions to Faculty Statute VII, which calls for a modification in the term of elected university senators and student senators. Currently what the language of Faculty Statute VII provide is that a senator shall serve for no more than two terms (a term being 3 years) but no longer than eight consecutive years. The Senate Executive Committee has found this to be somewhat incongruous and requests that the language be changed to nine consecutive years, and that no student senator shall serve more than three successive academic years. In addition, revisions were made to allow additional terms for Senators-At-Large appointments and will be subject to the confirmation of the Senate Executive Committee. After a few clerical amendments, the item passed unanimously. This item will be brought to the full faculty as an action item.

2. Prof. Bass presented for action revisions to the Academic Calendar Committee. Since the Dean of Academic Records has retired, the committee needed to be looked at and a few changes were made to the membership including replacing the Dean of Academic Records with the Registrar, and removing the Staff member. An amendment was made to change the following sentence:

   The Committee shall consist of the Dean of Academic Records, one designate appointed by each of the Provost,

   to
The Committee shall consist of the Dean of Academic Records, one designate appointed by the Provost,

The item passed unanimously as amended, and will be brought to the full faculty as an information item.

III. Committee Reports
A. Planning & Budget Committee

Chairperson Venuti reported that the Town Hall Meeting will be held on Wednesday, March 28th during Common Hour in the Plaza Rooms in the Student Center. President Rabinowitz has been confirmed to speak. There has been discussion about changing the format to the meeting to where the President addresses the students and then having different tables where various administrators discuss different issues. Sandra Johnson, Vice President for Student Affairs, will be attending the next Planning and Budget Committee to discuss this possibility.

Prof. Venuti also reported that the Special Task Force on Parking and Transportation has two new co-chairs, Richard Apollo, Associate Provost for Budget and Planning, and Dom Lavin, Director of Campus Operations and they will be meeting on Tuesday morning.

Prof. Venuti reported that Catherine Hennessy, Vice President for Financial Affairs and Treasurer, and Dolores Fredrich, Vice President for Legal Affairs and General Counsel, attended the last Planning and Budget Committee meeting and gave the committee a very thorough presentation on the financial health of the university. It was the charge of the Planning and Budget Committee to assure the University Senate that the money saved from the elimination of the football program was being reallocated towards scholarship. Prof Venuti reported that the administration has increased scholarships by more than 4.5 million and the committee sees a significant increase in the amount of discounted student tuition.

Prof. Venuti reported that she, along with Stuart Bass have met with Karen O’Callaghan, Director of Public Safety, to discuss the crosswalk on California Avenue and the smoking issue. She reported that they do see a lot more involvement on the part of Public Safety now and will be drafting a note that public safety will give to the two municipalities who are in charge of California Avenue. She explained that The Town of Hempstead controls one side of California Avenue, while the Village of Hempstead controls the other, therefore getting some form of traffic signal at that juncture is not an easy task. Alternatives to having a traffic signal including grooves in the road that slow traffic down,
and increase the painting warning that there is a stop sign coming up, have also been discussed with Director O’Callaghan. Public Safety is aware of the safety situation on California Avenue and are working on improving it.

Prof. Venuti reported that the Academic Computing Subcommittee has prepared a very detailed report. The chair of the committee was Gary Moore from the Law School but since he is the Assistant Dean for Information Systems, and not a faculty member, he cannot chair the committee and will continue to serve on the committee as a special advisor to the Provost. The committee will be meeting soon to elect a new chair. The committee will continue to discuss issues such as the status of Academic Computing, the number of classrooms that have computers, the speed that they operate a, amount of downtime, etc. and report back to the Planning and Budget Committee. There was some discussion with Catherine Hennessey about an increase in the student technology fee, but Financial Affairs is opposed to this idea. Senior Vice Provost Schmelkin reported that the Provost is putting together a task force looking at computing in general so that these issues are dealt with in a broader way than just the Academic Computing subcommittee. A small discussion followed.

Prof. Bass reported that he and the Speaker of the Faculty have met with Bob Juckiewicz, Vice President for Information Technology, regarding the issue that if someone is away from their computer for more than a few minutes, they are required to log back in which has caused concern and frustration to many faculty members. While they are sensitized to security measures and issues that are of concern to the administration, they want to reach a compromise that satisfies the faculty’s needs and concerns.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the Faculty Affairs Committee met at the end of December and continued to work on the issue of uploading material for tenure and promotion to Blackboard, which will start in the fall. Amy Masnick, from the Psychology Department attended the meeting to speak about the process as the Psychology Department has been uploading materials to Blackboard for some time now and it seems to be a positive experience. The Faculty Affairs Committee has requested that the administration supply them with very specific directions regarding how to upload these materials and task analysis such as who is responsible for setting up the accounts and uploading the material, etc. Once the committee receives this information they will begin to create guidelines for the faculty.
Prof. Giuliani also reported that a task force has been created to look into the issue of evaluating non-academic administrators and the Faculty Affairs Committee will be responsible for creating an evaluation system of chairs and deans. The committee will begin by looking at what other universities do. A discussion followed about uploading materials to Blackboard. Senior Vice Provost Schmelkin reported that certain things, such as books will be excluded from the upload to Blackboard. A discussion followed about journal articles and gaining permission to upload them to Blackboard for tenure purposes. Senior Vice Provost Schmelkin commented that if it’s in Blackboard for the purpose of review it may not be an issue but this will be looked at as these procedures move forward.

Senior Vice Provost Schmelkin also reported that the Course and Teacher Ratings will be made available online, in pdf form, through the portal within the next couple of weeks.

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee discussed models for how to allow students to earn academic credit for significant on-campus service, specifically students who chair Senate standing committees or Student Government Association. There are severable workable options that the committee is considering. The committee will hopefully meet with a representative from the Office for Off-Campus Education that runs the internships, to see if it is a workable solution to bring on-campus service into the internship model. The committee’s consensus was that this could be a really good thing for the students. At the Senate Executive Committee, it was discussed whether or not it was possible to establish some sort of scholarship to encourage student service.

D. Graduate Academic Affairs Committee

Chairperson Lightfoot reported that the committee has met and continued their discussion on planning a professional development series for faculty to promote competency and sensitivity to issues of diversity. This is broadly speaking to include issues of gender, race, sexual orientation, religion, class, etc. The committee has contacted different units on campus that have a stake of these particular areas of diversity and are now planning a meeting with these representatives to talk about developing a curriculum. This particular curriculum can address professor’s knowledge, skills and dispositions so the committee needs to identify resources and funding to initiate and to ensure ongoing professional development for the faculty.
E. Student Affairs Committee

Chairperson Jacobi reported that the Student Affairs Committee discussed smoking in brief but did not pass a resolution last semester as they wanted to discuss it with the Planning and Budget Committee first. However, the Plant department has purchased new signs and have placed them outside of the unispan on the academic side alerting students of the 20-foot smoking buffer zone, and the committee is hoping to get additional signs on other parts of campus. The committee is also looking into coming up with a type of resolution to address the “hot spots” in areas such as the Netherlands where the 20-foot buffer of one building goes into the 20-foot buffer of another building, and having designated areas for smoking.

Ms. Jacobi also reported that the Shuttle Subcommittee has met and will be reaching out to the Plant Department and Public Safety to meet and have a coordinated effort to talk about extending the shuttles and having the shuttles in the mid week make runs to surrounding shopping areas such as Target and grocery stores. The subcommittee will also be working with the Student Government Association and hopefully a marketing class to conduct surveys on the bus service.

Stephanie Bushey, Vice President for Institutional Research and Assessment, came to the last Student Affairs Committee to present on Student Satisfaction at Hofstra. Having a “campus atmosphere” and students feeling safe on campus were the two biggest things Hofstra needs to work on. Ms Jacobi will be meeting with Sandra Johnson, Greg Maney, Mario Murillo, from the Center for Civic Engagement, and Pete Libman to look at establishing some type of way to promote local businesses, local museums and facilities within walking or biking distance from the campus.

Ms. Jacobi also reported that the Chronicle has interviewed her for an article about the Student Affairs Committee and the university at large and are hoping to attend Senate meetings on a regular basis to better promote the University Senate to students.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:45 p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, MARCH 12, 2012

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Balson, Bass, Bergemann, Berliner, Bhogal, Davidow, Eads, Elkis-Abuhoff, Finnegan, Fritz, Gambord, Gennarelli, Giebel, Giuliani, Glasser, Jacobi, Johnson, Kamberova, Lightfoot, Lopez, Macy, Papper B., Papper, C., Sample, Sarno, Schmelkin, Venuti

Absent: Brown, Firestone, Hewitt, Meredith, Moghadam, Perry, Pillaiipakkamnatt, Zuniga

Guests: Kakoulidis, Nirode,

The minutes of the February 13, 2012 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by reporting on the Presidential Debate that will be held on campus on October, 16th 2012. While publicity is helpful to the University, the key reason why Hofstra has secured the Presidential Debate was because we want our students to be more involved in the democratic process. Provost Berliner reported on some of the speakers who will be on campus within the next couple of months

- February 29th - Newark Mayor Cory Booker
- March 20th - Watergate Journalists Woodward & Bernstein
- March 29th - Lead CNN political anchor Wolf Blitzer
- April 19 – “Change in the White House? Comparing the Presidencies of George W. Bush and Barack Obama. - a panel featuring Kalikow Center Senior Presidential Fellows Howard Dean and Ed Rollins, and ProPublica reporter Kim Barker

In addition, Jeb Bush and MSNBC Anchor Chris Matthews will also be speaking on campus this coming fall on dates to be announced.

The Provost also reported that our incoming Freshman Reading this summer will be Jim Lehrer’s
fascinating book *Tension City: Inside the Presidential Debates, from Kennedy-Nixon to Obama-McCain.* Jim Lehrer will be on campus during welcome week and speak to our freshman.

Provost Berliner reported that the Hofstra’s Roller Hockey Team, will be holding their annual St. Baldrick's, fundraiser on Wednesday March 14th in the Student Center.

**II. Report of the Senate Executive Committee Chairperson Stuart Bass**

Prof. Bass reported that he has spoken to Bob Juckiewicz, Vice President for Information Technology, about why faculty are being logged out of the network when their computer is inactive for 15 minutes. They have reached a tentative compromise that the log out time will extended to 30 minutes for faculty members only. Faculty who wish to take advantage of this extension may do so by calling the help desk.

Prof. Bass also reported that as a result of conversations between himself, the Speaker of the Faculty, and the President of the AAUP, it was the consensus that it is not necessary to have a Task Force on an Evaluation Process for Non-Academic University Administrators. A motion was made to dissolve the Senate Task Force on an Evaluation Process for Non-Academic University Administrators. The motion was approved unanimously.

A. Action Items

1. Prof. Bass presented for action revisions to Faculty Policy Series #36. Sofia Kakoulidis, Associate Provost for Research & Sponsored Programs, reported that the revisions are primarily due to the fact that we have the School of Medicine now and have a significant amount of IRB applications that have come forward. Bob Papper asked what if the request came from the Humanities or Social Sciences, which are not represented on the IRB? Provost Berliner reported that before this proposal came forward, to formally incorporate the Medical School it was covered under section III. A. 3. “The President also may appoint additional ad hoc members to deal with specific issues that might arise.” A small discussion followed on the membership of the IRB. The item passed unanimously. It was decided to send only the revisions to Faculty Policy Series #36 to the full faculty, and the procedures will follow for information at the May faculty meeting.
2. Prof. Bass presented for action revisions to the Library Committee from the following sentence:

three from the University Library, including a senator-at-large representing the University Library

to

three from the University Library, including a senator, or senator-at-large representing the University Library

The item passed unanimously.

Provost Berliner suggested that every committee of the Senate take a look at its bylaws and revise them if needed.

III. Committee Reports

A. Planning & Budget Committee

Chairperson Venuti reminded everyone that Town Hall Meeting will be held on Wednesday, March 28th during Common Hour in the Plaza Rooms in the Student Center and urges everyone from the Senate to attend. While it is an opportunity for shared governance, the Town Hall Meeting is primarily a forum for students to express their concerns to the administration. She reported that they are following a different format this year. The President will address everyone in the beginning and then the audience will be broken up into focus groups centered in topics that have been suggested by the students ahead of time. Student have been asked to submit their suggestions via the virtual suggestion box on the Student Affairs website. The Planning and Budget Committee will be meeting again next week to review the suggested topics by students and assign topics to each table. Each table will include a representative from the Planning and Budget Committee and the Student Government Association to moderate the flow of discussion as well as take notes and report back to the entire community what transpired at each table.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the next Faculty Affairs Committee meeting will be held strictly to address the evaluation of the chairs, deans, provost and the President’s office. The committee will review the form used in the past as well as look at what other institutions use. The committee will also continue work on the issues surrounding uploading materials to Blackboard for tenure and
promotion. The committee came to the agreement that at least in the next year, this will be a hybrid, such that certain materials can be posted to Blackboard, while others will remain in hard copy.

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee continued their discussion on the possibility for students to receive academic credit for significant on-campus service. Rene Giminiani-Caputo, Assistant Dean & Internship Coordinator, attended their last meeting to explain how the internship model works and how it could apply to on-campus service. The committee will be looking at some guidelines from HCLAS and the Office of Off-Campus Education and will hopefully be able to identify certain mechanisms that can bring the policy forward. The committee will also be bringing forward some rewording and clarification of probation standards by the next Senate meeting.

D. Graduate Academic Affairs Committee

Chairperson Lightfoot reported that the committee had representatives from various units on campus attend their last meeting to discuss the planning of a professional development series for faculty to promote competency and sensitivity to issues of diversity. The committee discussed issues such as how to develop programming and make distinctions between workshops academic construction, training, assessments for teaching and learning, as well as different formats such as lecture, vs. online & face to face. The committee also suggested having current faculty, tenured and non-tenured, be given incentives for participating.

E. Student Affairs Committee

Chairperson Jacobi reported that the Chronicle has interviewed her and other student senators as well as the Provost for an article they are writing on the Student Affairs Committee of the University Senate. The committee hopes this article will spark some interest in the Universtiy Senate. Ms. Jacobi also reported that the student committee members will be in attendance at the Town Hall Meeting in hopes to recruit more students. There will be sign in sheets for everyone who participates
in the Town Hall Meeting so the Senate can reach out to those students and invite them to attend a Student Affairs Committee meeting.

Ms. Jacobi reported that she has met with Ashley Gray, Assistant Director of University Advisement this week to promote the University Senate by speaking at the PRIDE a la carte series and other leadership training events on campus.

A representative from the Parking Task Force briefed the committee on some of the progress and asked for input on what was being discussed. The committee is pleased with where the conversation is going and supported the idea of breaking up the large lot by the towers into specific area assigned to specific residents, potentially using paint as an inexpensive and easy way to label the areas of the new lots. The committee also stresses the enforcement and proper communication and advertisement to make sure these new policies are sustainable.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:53p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, APRIL 16, 2012

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY


Absent: Balson, Bhogal, Eads, Gambord, Jacobi, Macy, Meredith, Moghadam, Papper, Perry, Pillaiapakkamnatt, Sarno, Zuniga

Guests: Dougherty

The minutes of the March 12, 2012 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by reminding everyone that the spring 2012 Faculty Lecture Series presentation will be on Wednesday, April 18th during common hour. Leslie Feldman, from the Department of Political Science, is presenting the lecture, "Spaceships and Politics: Lessons from The Twilight Zone, “ based on her 2010 book, "Spaceships and Politics: The Political Theory of Rod Serling."

The Provost reported that the Teacher of the Year recipients for this academic year have been decided. Teachers of the Year are selected by current, graduating students in each school and it is an enormously important honor. The teachers will be recognized at the annual Hofstra Gala and will be honored again at Hofstra’s Spring Commencement activities. At the present time in the Senate, there are four previous recipients, Stuart Bass, Bernard Firestone, Bob Papper, and Elizabeth Venuti, plus one of this year’s winners.

The Provost reported that the search for the Dean for Engineering and Applied Sciences is reaching its conclusion. The committee, which consists of six faculty members, four trustees and three administrators, have reached a consensus in terms of the best candidate. In addition, searches are about to begin for a dean for the School of Law and a dean for the School of Education.
The Provost reported that the Anniversary Awards Dinner, which is for individuals who have served Hofstra for over 10 years, is being held on Tuesday, April 17th. Among the recipients are:

- Ron Alvarez, Department of Engineering has been at Hofstra for 50 years
- Barry Berman, Department of Marketing & International Business, has been at Hofstra for 45 years
- William Metlay, Department of Psychology, has been at Hofstra for 45 years
- Stuart Rabinowitz has been at Hofstra for 40 years.

This dinner is recognition and acknowledgement of a job well done for its recipients, and reinforces the sense of the Hofstra community.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass reported that he, along with Paul Fritz, chair of the Undergraduate Academic Affairs Committee and Etana Jacobi, chair of the Student Affairs Committee, will be meeting with Alan Kelly, Vice President for Development and Alumni Affairs, to discuss potential scholarship money that can be secured through the Development office, for outstanding student leaders at the higher echelon level. Prof. Bass will discuss which student leaders are eligible with Sandra Johnson, Vice President for Student Affairs, and other appropriate administrators.

A. Action Items

1. Prof. Bass presented for action the 2014-2015 Academic Calendar. Senior Vice Provost Schmelkin briefly summarized the highlights of the calendar and the item was passed unanimously. She reminded the Senate that as a result of a survey about the academic calendar, it was decided that if possible, we would try to have Spring Break in towards the end of March. In the Spring 2015 calendar, spring break will be at the beginning of April, because the holy holidays fall so early. The item passed unanimously.

B. Information Items

1. Prof. Bass presented for information the revisions to the Probation Standards and the Cumulative Grade Point Average.
III. Committee Reports
   A. Planning & Budget Committee

Chairperson Venuti reported that the Town Hall Meeting was held on Wednesday, March 28th. The Planning and Budget Committee will now take the comments that they received from students and see if any would be appropriate for next year’s committee agenda. This Thursday, the committee will receive a detail report from each of the Planning and Budget subcommittees, the Academic Computing Committee, the Library Committee and the Environmental Priorities Committee. Prof Venuti also reported that the Planning and Budget Committee will also meet next week to go over the Provost’s Five year plan with members from the Senate Executive Committee.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the committee has been working very hard on the guidelines for evaluation for deans and chairs. The committee has been looking at a number of other universities and their guidelines, and has put together a draft which is currently being reviewed. Prof. Giuliani reported that he has a concern over certain emails and comments that he has received from various professionals involved. Prof Bass, chair of the Senate Executive Committee reported that during spring break there has been a flurry of emails and comments made by various individuals, some of whom, with respect to them and their positions, made some inflammatory remarks and misrepresentations. The issue of evaluating administrators is a highly debatable, very sensitive area which is in the purview of the Faculty Affairs Committee and needs to be deliberated by the committee and brought to the Senate as a formal resolution. There is almost unanimous support that administrators, going up to the Provost and the President, should be evaluated, and that these misrepresented remarks have made people concerned about the nature of the remarks and the political agenda that maybe being sought. Prof Bass commented that this is a community of ideas and whoever wishes to discuss the idea or criteria of evaluations is encouraged on a collegial and professional manner. To do anything less, would be unacceptable.
C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee is still working on the issue of the possibility for students to receive academic credit for significant on-campus service and will be drafting a resolution for their next meeting. He also reported that since the faculty passed the recommendations from the Task Force for Academic Integrity at their last meeting, the Undergraduate Academic Affairs Committee is working on revising Faculty Policy Series #11 - Procedures of Handling Violations of Academic Honesty by Undergraduate Students at Hofstra University, making it consistent with the recommendations.

D. Graduate Academic Affairs Committee

Caroline Schreiner reported for Chairperson Lightfoot that the Graduate Academic Affairs Committee has not met since March 9. A regularly scheduled meeting during the 2nd week of the month was not possible during April because of spring break. The next meeting is now scheduled for this Friday April 20. The spring 2012 agenda has been devoted to planning a faculty professional development series designed to improve faculty’s level of sensitivity, awareness and competence around diversity issues inside and outside of the classroom. Several units across campus attended the last GAAC meeting to contribute to the Faculty Professional Development Series planning efforts. These units included representatives from the Center for Teaching and Scholarly Excellence (CTSE), Faculty Affairs Committee (FAC), Multicultural and International Student Programs Office (MISPO), Center for Civic Engagement (CCE), Hofstra Cultural Center (HCC), Services for Students with Disabilities (SSD) and the Graduate Directors. The Graduate Academic Affairs Committee, of course, already includes representatives from various academic and administrative departments throughout the university. The committee is confident that with such a broad spectrum of ideas and interests, we can work towards building a structure through which new and veteran faculty can embrace institutional diversity.

E. Student Affairs Committee
Caroline Schreiner reported for Chairperson Jacobi that after debriefing the Town Hall Meeting, the Student Affairs Committee began drafting a resolution for a new Town Hall framework. They hope to have the resolution ready for the last meeting of the semester. It will include recommendations for the implementation of a State of the University, in which the President addresses the entire Hofstra community at the start of the second semester each year. The committee hopes to collaborate with the School of Communications and host a press conference following the address, utilizing students’ skills to promote civic engagement (ie. having film/tv production students film the event, WRHU and Chronicle reporters conduct interviews, etc.) The committee will also recommend having two Town Halls in the traditional format, one per semester with the first concerning non-academic concerns, the latter for academic concerns. Finally, the committee is recommending additional break out forums to discuss hot issue topics that come out of the Town Hall meetings and the virtual suggestion box.

The Chronicle recently reported that students are still not satisfied with the advertisement and enforcement of the smoking policy and we are drafting a resolution now about addressing those concerns.

The Student Affairs Committee is currently accepting applications for next year’s senate so Ms. Jacobi urges faculty members to please reach out to any and all students they think may be interested. Ms. Jacobi will be outside of Axinn Library tomorrow from 10-2 to answer questions about the University Senate and the application process.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:32p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, MAY 7, 2012

THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Bergemann, Berliner, Bhogal, Cordero-Rubinos, Davidow, Eads, Elkis-Abuhoff, Finnegan, Fritz, Gennarelli, Gianarkis, Giebel, Giuliani, Glasser, Jacobi, Lightfoot, Lopez, Macy, Mandel, Papper B., Papper, C., Schmelkin, Venuti,

Absent: Balson, Brown, Firestone, Gambord, Hewitt, Johnson, Kamberova, Meredith, Moghadam, Pillaiapakkamnatt, Zuniga

Guests: Nirode

The minutes of the April 16, 2012 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

The Provost convened the meeting by reporting that the Teacher of the Year recipients, which were recognized at the annual Hofstra Gala, are as followed:

- Charles McMellon  Zarb School, Marketing and International Business
- Susan Yohn    HCLAS, History
- Kristal Zook    School of Communication, Journalism, Media Studies and Public Relations
- Judith Kaufman    School of Education, Teaching, Literacy and Leadership
- James Sample    Law School

Each spring, members of Hofstra’s current academic graduating classes help select the faculty members from each school and college who will receive the annual Teacher of the Year awards. The official awarding will take place at Spring Commencement activities and the Teacher of the Year award is a tremendous honor and tremendous achievement for the recipient.

The Provost reported that the Hofstra Gala was held on May 3rd and raised one million dollars which will be used primarily for undergraduate scholarships. The Gala honored Robert & Florence Kaufman, generous benefactors for the university.
The Provost reported that spring commencement will take place on Sunday, May 20th and the speakers are as followed:

- **11 a.m. Undergraduate Ceremony**  
  Leslie Moonves, president and chief executive officer of CBS Corporation

- **3:30 p.m. Graduate Ceremony**  
  Dr. Douglas Brinkley, historian, author and professor  
  Dr. Brinkley taught American Arts and Politics at Hofstra in the early 1990’s. His course was spent on a bus travelling across the United States, studying its history and culture. From this course emerged the book, *The Majic Bus: An American Odyssey*. His new book, a biography about Walter Cronkite, will become public on May 29th.

- **7:30 p.m. Maurice A. Deane School of Law Ceremony**  
  Jonathan Lippman, appointed in 2007 as the Appellate Division of the Supreme Court Justice of New York and appointed in 2009 as the Chief Judge, New York State Court of Appeals

The Provost reported that the Presidential Debate will be held on campus on October 16th, 2012. The University will again host an election-themed event series leading up to and following the debate, making this a fully textured and fascinating educational experience for our students and community.

This semester, the following speakers have been on campus:

- Cory Booker, Newark Mayor
- Wolf Blitzer, anchor of CNN’s The Situation Room
- Julian Bond, former NAACP Chairman of the Board and professor of history at the University of Virginia
- Woodward & Bernstein, Pulitzer Prize-winning journalists

Next semester:

- Jeb Bush, Former Governor of Florida
- Christina Romer, Economist

At the 2008 Debate festivities, the university held a fascinating event called “Democracy in Performance.” These were professional living history performers and scholars who reenacted a series of historical vignettes that highlight key moments in our nation's story. The university will once again hold this performance the day before the 2012 debate.
The Provost reported that through the hard work of Michael D'Innocenzo and the Center for Civic Engagement, twenty of our students will become facilitators for discussions on key issues confronting the country and the globe. These discussions will take place in High Schools, Libraries, etc.

The Provost also reported that once again, the university will also have a series of courses that tie into the 2012 debate and election. They include:

- **Mathematical Excursions** taught by Daniel Seabold, Department of Mathematics
  
  "As Tom Stoppard wrote, "It's not the voting that's democracy, it's the counting." When we count one hundred million votes to choose a president, or a thousand votes to choose a town council member, the outcome of the election may depend on what methods we use. In this course on the mathematics of democracy, we examine the apportionment of the Electoral College and the relative power of individual states to affect the presidential election, and we weigh the benefits of alternate voting systems such as preference balloting and cumulative voting."

- **Seminar in American Politics: Race for the Presidency**, Meena Bose and Richard Himelfarb from the Department of Political Science and Ed Rollins, Kalikow Center Senior Presidential Fellow

- **Religion & the Media -- "I'm Voting For God:" Religion and the 2012**, Hussein Rashid, Department of Religion

  "The wall between church and state can get thin on the election trail; candidates are constantly invoking religion in obvious and subtle ways. The course will look at the ways in which religious discourse shapes the presidential election. Specifically, we will look at islamophobia, homophobia, and christianism. The first part of the course will look at events as they unfold, from television, Twitter, blogs, and magazine articles. After the election, we will focus on the historical context of many of the cultural debates, from the Know-Nothings to Park 51."

- **Social Media and the Presidential Debate**, Kelly Fincham, Department of Journalism, Media Studies, Public Relations

  "the 2012 Presidential election is widely considered the first social media election where platforms like Twitter and Facebook will have arguably as much influence as television in electing the next President of the United States ."

- **Public Relations and the Presidency**, Jeff Morosoff Department of Journalism, Media Studies, Public Relations
• Political Advertising, Paulette Brinka, Department of Speech Communication and Rhetorical Studies

The Provost reported that this summer, Weed Hall, will be fully renovated and will become the home of the new School of Engineering and Applied Science.

The Provost also reported that the university has received a one-million dollar grant from New York States to build a Bioengineering lab in the renovated Weed Hall.

The Provost acknowledged the following faculty who are retiring at the end of the year:
• Charles H. Forsberg, Department of Engineering
• Vincent J. Guarnaccia, Department of Psychology
• Fatemah Moghadam, Department of Economics
• Larry Russell, Department of Speech Communication and Rhetorical Studies
• Ron Silverman, School of Law
• Stephan Waner, Department of Economics
• Lou Kern, Department of History

II. Report of the Senate Executive Committee Chairperson Stuart Bass
A. Action Items
1. Prof. Bass presented for action the Resolution to Increase Funding to Maintain and Update Classroom Technology. Prof. Venuti, chair of the Planning and Budget Committee, reported that the Academic Computing subcommittee of Planning and Budget, along with other groups on campus have been doing a yearlong analysis of the technology resources. As a result they have presented this item to her committee and decided to pass a resolution to increase funding by $300,000 annually, as calculated by University Information Technology, to properly maintain and upgrade technology in our existing one hundred and fifty classrooms. Provost Berliner reported that the President has approved a program to update the technology in all classrooms that currently have technology. This will take place during the summer months. In addition, the administration has identified 40 additional general purpose classrooms that will be modified with technology within the next three years, starting with 11 additional classrooms this summer. In addition, the President has approved a maintenance fund that will allows for replacement of items such as computers, and projectors on a regular schedule. The departmental labs will also be reviewed updated on a regular basis. This was an effort that came from various directions, the chairs’ caucus, and the Academic Computing Committee to resolve a major problem on campus.
Provost Berliner is glad to report that even before this resolution is presented to the President, he has already taken action and has done what is necessary to update technology on this campus. Grammatical amendments were made and the item was passed unanimously as amended.

III. Committee Reports

A. Planning & Budget Committee

Chairperson Venuti reported that at their last meeting, the Planning and Budget Committee received updates from their three subcommittees, the Academic Computing Committee, the Library Committee, and the Environmental Priorities Committee. The Library committee gave the Planning and Budget Committee an updated status of the Library Report that was passed through the full faculty in December 2010. There has been progress made though some things haven’t been done due to budgets. For the most part they are making headway on achieving the goals laid out in the report. Provost Berliner suggested taking a fresh look at the report and possibly update it as technology changes so rapidly.

Prof. Venuti also reported that the Environmental Priorities Committee is working on various initiatives and have assisted on the hiring of someone in the Plant Department who deals with making “green” initiatives. From their report, the Planning and Budget Committee has learned that Hofstra’s campus is in fact very “green” and the committee discussed ways to get the word out to the community via the campus website and monitors. She also reported that Robert Brinkmann, Professor of Global Studies and Geography and Director of Sustainability Studies, will be chairing the committee. Prof. Venuti commented that the Planning and Budget Committee should be able to get the initiatives of the Environmental Priorities Committee moving faster such as being able to broadcast Hofstra’s accomplishments which is very important as we try to attract new students.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the committee that the committee will continue working on guidelines for evaluation for deans and chairs and finalizing recommendations for uploading items to blackboard for tenure and promotion.
C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee has passed two resolutions at their last meeting which will be coming to the Senate in the fall.

A recommendation for students to receive academic credit for significant on-campus service and minor revisions of Faculty Policy Series #11 - Procedures of Handling Violations of Academic Honesty by Undergraduate Students at Hofstra University, making it consistent with the recommendations from the Task Force for Academic Integrity that was passed at the last faculty meeting.

D. Graduate Academic Affairs Committee

Chairperson Lightfoot reported that the committee reviewed the data they collected from the meeting where representatives from various groups on campus (the Center for Teaching and Scholarly Excellence (CTSE), Faculty Affairs Committee (FAC), Multicultural and International Student Programs Office (MISPO), Center for Civic Engagement (CCE), Hofstra Cultural Center (HCC), Services for Students with Disabilities (SSD) and the Graduate Directors) to help plan the professional development series for faculty to promote competency and sensitivity to issues of diversity. Much of the time was spent discussing how faculty would respond to these series and what kind of incentives we can offer to encourage them to participate in professional development, particularly around issues of diversity without having to institute mandates. They discussed how K-12 teachers have much more comprehensive preparation to enter their classrooms than professors have entering theirs. Most of the time K-12 teachers have courses in methodology, foundations and multiculturalism whereas in higher education don’t often.

E. Student Affairs Committee

Chairperson Jacobi congratulated the newly elected student senators and appointed senators-at-large and reported that this year was the most robust student election in the history of the Student Affairs
Committee. She also reported the Student Affairs Committee is currently working on preliminary discussions for faculty and trusteeships so if anyone is interested in pursuing a conversation on the topic she welcomes them to reach out to her. She reported that she has had preliminary conversations with the two student trustees from Cornell University and talked about a lot of the sensitive issues that came up in their discussions and what would happen if students sat on the Board of Trustees at Hofstra.

IV. New Business

Provost Berliner reported that as of September 1st, 2012, the new School of Engineering and Applied Science will be officially implemented and we will need to have a seat on the University Senate for this school. There will need to be a discussion whether or not this will be an additional senator or one that comes out of HCLAS. For the time being we may ask for a representative to attend Senate meetings as an observer from the school and not change the composition of the Senate. After that, we will need to discuss the new School of Health and Human Services (the name has not yet been established) and will require a representative from there as well.

V. Adjournment

The 2011-2012 was adjourned at 3:33p.m. The Provost then asked the members of the 2012-2013 Senate to elect a chair for their committee. The chairs are as followed:

<table>
<thead>
<tr>
<th>SEC</th>
<th>Stuart Bass</th>
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<tbody>
<tr>
<td>GAAC</td>
<td>Jason Davidow</td>
</tr>
<tr>
<td>UAAC</td>
<td>Victor Lopez, until Paul Fritz returns from sabbatical in the spring</td>
</tr>
<tr>
<td>P &amp; B</td>
<td>Elizabeth Venuti</td>
</tr>
<tr>
<td>FAC</td>
<td>George Giuliani</td>
</tr>
<tr>
<td>SAC</td>
<td>Kenny Cordero-Rubinos</td>
</tr>
</tbody>
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The meeting was adjourned at 3:45p.m.