MINUTES OF THE UNIVERSITY SENATE MEETING, SEPTEMBER 10, 2012

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

Present: Balson, Bass, Bergemann, Bhogal, Cordero-Rubinos, Davidow, Eads, Elkis-Abuhoff, Finnegan, Firestone, Flannery, Gennarelli, Giebel, Gianakis, Giuliani, Glasser, Johnson, Kamberova, Liang, Lopez, Papper B., Papper, C., Sample, Schelmin, Silver, Venuti

Absent: Berliner, Brown, Crosson, Goodman, Pillaiapakkannatt

Guests: Bohannon

The minutes of the May 7, 2012 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. She reported that the Presidential Debate which will be held on October 16th and classes have been cancelled for that day. She urges everyone to arrive early to campus, as Hempstead Tpke will be closed for safety reasons. In addition, parking near the Mack Arena will also be closed. Security will be tighter than in 2008 because we will have a sitting president on campus. There will be various events leading up to the Debate, including Christina Romer, Former Chairperson of the White House Council of Economics Advisors for President Barack Obama, and Former Florida Governor Jeb Bush.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass reminded all senators that according to Faculty Statute VII, The University Senate:

If an elected senator misses three meetings in one academic year of the Senate or of the committee to which the senator was assigned, the Senate Executive Committee has the right to declare that seat vacant and to appoint the individual receiving the next highest number of votes in the Senator's election, or, if that person is not available, to appoint another person from the same constituency to complete the senator's term.

Prof. Bass also asks that if any senators are expecting to be granted a special leave, to please alert Caroline Schreiner, Senior Support Specialist of the University Senate so that the Senate Executive Committee can plan accordingly.

He also reported that following the Faculty Affairs Committee report which will include an update regarding the recommendations on evaluation of academic administrators, the committee will move
forward with creating recommendations for evaluating non-academic administrators, and the Senate Executive Committee hopes to see this completed by the end of the academic year.

A. Action Items

1. Prof. Bass presented for action the Revisions to Faculty Policy Series #11. Last year, the full faculty passed recommendations created by the Task Force on Integrity and Responsibility Report which included the addition of a new Honor Board to deal with academic honesty issues. Therefore, there is a slight modification of the language in Faculty Policy Series #11 (Procedures for Handling Violations of Academic Honesty by Undergraduate Students at Hofstra University). The item passed with one abstention. Senior Vice Provost Schmelkin reported that Faculty Policy Series 11G (Procedures of Handling Violations of Academic Honesty by Graduate Students at Hofstra University) will also be revised by the Graduate Academic Affairs Committee.

2. Prof. Bass presented for action a proposal for Academic Credit for Significant Leadership and Service Positions On-Campus. Prof. Bass clarified that this proposal is separate and apart from the University Senate’s efforts to try and seek scholarship and other forms of financial support for students in key leadership positions. He went on to report that Alan Kelly, Vice President for Development and Alumni Affairs, is very receptive to the idea and has already made a commitment to look into certain resources that he feels would be appropriate. The action item is a separate issue onto itself, strictly a proposal to give academic credit such as an internship, to give additional experiential experience to students who are in those positions. The proposal lists examples of leadership and significant service positions on campus that may be eligible for academic credit but are not limited to these examples. Senior Vice Provost Schmelkin reported that this is simply a motion to encourage students to think about some of what they may be involved in as a vehicle that could actually get academic credit but they still have to go through the Office of Off-Campus Education (OCE) and our academic review process in order to see whatever proposal is coming forth should receive academic credit and who will supervise it. Prof. Lopez added that OCE will not oversee this process, but simply facilitate it and they may send a student to the appropriate academic department to fulfill either the requirements through OCE or the guidelines set by the individual department. Prof. Silver reported concern about the potential
for a conflict of interest. For example, students who are given credit for participating in governance issues that bear upon faculty and various aspects of the university, are appointed to the same committee as the faculty member who will be supervising them. In this case, a student might feel pressure about the positions they take because they are going to be evaluated by a faculty member in the position to coerce or suggest positions. Prof. Silver requested that language be added to the proposal to preclude those eventualities. A discussion followed and it was decided that since there is a potential for this conflict does exist, the proposal will be tabled and sent back to the Undergraduate Academic Affairs Committee for revision.

III. Committee Reports

A. Planning & Budget Committee

Chairperson Venuti reported that the committee will take up the issue of a full smoking ban with the Student Affairs Committee and also be discussing an issue that was brought up by several faculty advisors and several student groups regarding allocations of monies to the Student Government Association (SGA) and how SGA appropriates to groups. Prof. Venuti also reported that the committee will oversee the parking task force and ensure that they are back up and running as well as revisiting some of the parking issues brought up at last year’s Town Hall Meeting.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the committee had a successful year last year, having accomplished all of its agenda items. The committee will work on the guidelines for evaluation for deans and chairs which is essentially two parts, the substance and the process. The committee has put together a strong draft but before bringing it to the next level, they need to have a discussion on how it will all operate such as who will administer the evaluations and what will happen to the results.

C. Undergraduate Academic Affairs Committee

Chairperson Lopez reported that the committee has been reviewing the bylaws for the Undergraduate Academic Affairs Committee and will be updating them as necessary. The committee also had a lengthy discussion regarding the elimination of the Writing Proficiency Exam as a graduation
requirement, which was presented as an action item to the full faculty in March, 2011. The original proposal included language to shift the responsibility to enhance the written communication skills to the individual departments. The Undergraduate Academic Affairs Committee will work on creating an acceptable proposal different from the current system.

D. Graduate Academic Affairs Committee

Chairperson Davidow reported that the committee will be working on changing the language in the graduate bulletin regarding the unofficial withdrawal as well as language regarding graduate degrees. In addition, they will be revising Faculty Policy Series #11G - (Procedures of Handling Violations of Academic Honesty by Graduate Students at Hofstra University.) The committee will also creating a document about recommendations to pursue a professional development series for faculty to promote competency and sensitivity to issues of diversity.

E. Student Affairs Committee

Chairperson Cordero-Rubinos reported that the Student Affairs Committee is looking forward to working with Planning and Budget Committee on the smoking ban resolution as well as the Parking Task Force.

IV. New Business

Prof. Papper reported that he would like to see a university-wide committee created to address some of the issues faculty are having with international students such as issues and challenges on the academic side related to English preparation. Senior Vice Provost Schmelkin said the Graduate Academic Affairs Committee can work with the Graduate Directors and she will speak to Provost Berliner about whether or not to set up a separate committee. A slight discussion followed.

V. Adjournment

The meeting was adjourned at 3:38p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, OCTOBER 8, 2012

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

Present: Bass, Bhogal, Brown, Cordero-Rubinos, Crosson, Davidow, Elkis-Abuhoff, Finnegan, Flannery, Gennarelli, Gianarkis, Giuliani, Glasser, Johnson, Kamberova, Lopez, Papper B., Papper, C., Pillaipakkamnatt, Sample, Schmelkin, Silver, Venuti

Absent: Balson, Bergemann, Berliner, Eads, Firestone, Goodman, Liang

Guests: Bohannon, Jezina

After amending a typo, the minutes of the September 10, 2012 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. She reported that the Day of Dialogue presented by the Center for Civic Engagement will be held on Wednesday, October 10th from 9am to 9pm. A list of sessions being offered is provided on the Center for Civic Engagement’s website and she urges everyone to take a look, participate and recommend to students. Senior Vice Provost Schmelkin reminded everyone that the Presidential Debate will be held next Tuesday, October 16th and that there will be no classes held that day. Faculty should encourage their students to attend the various events happening on campus and several simulcasts of the debate will be held.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass reported that he continues to have discussions and have pending appointments with Sandra Johnson, Vice President for Student Affairs, regarding the student budgetary appropriation process, as well as a pending appointment with Alan Kelly, Vice President of Development to further look into the possibility for funding certain scholarship or stipends for students in unique leadership positions here at the university.

A. Action Items

1. Prof. Bass presented for action a resolution for a Full Smoking Ban on the south campus. Prof.
Bass prefaced the discussion by stating that two years ago, the Planning & Budget Committee engaged in an extensive and thorough investigation and researched some 25-30 major universities throughout the country that had, at the very least, a partial if not a full smoking ban on their entire campuses. The issue was tabled while the committee gathered more information to which the Planning and Budget Committee has thoroughly reviewed and passed the resolution being brought forward today. Elizabeth Venuti, chair of the Planning and Budget Committee reported that the restriction applies only to the south campus which is defined as south of Hempstead Turnpike. Sidewalks (California Avenue, Oak Street, Hempstead Turnpike, etc) are public property and do not apply. This item has been discussed for many years and the Planning and Budget Committee voted unanimously to pass the resolution.

An issue was raised that because there are classes held on both north and south sides of campus, why is there only a ban being placed on south campus. Prof. Venuti reported that it is not ruled out to have a full campus ban, but the committee decided to gradually introduce this ban first on the south campus and then eventually the whole campus. Kenny Cordero-Rubinos reported that the Student Affairs Committee also voted for a full campus smoking ban after much discussion about the existing smoking buffer zone. The buildings are already so close together, there is very little room left for students to actually smoke in, therefore, south campus is essentially already a “no smoking” area. A full ban on south campus would be easier to enforce than the buffer zone, however the committee would like to see a designated smoking area created. Prof. Bass reported that there were a minority of reports with regard to campuses with full smoking bans that had designated smoking zone. He feels the resolution being voted on today should be a good start and then a discussion on whether or not to create a designated smoking area, as well as a discussion on making the ban campus-wide, can happen at a later date. Prof. Venuti reported that the reason why the committee restricted the ban to the south campus was because many students live on the north campus and it becomes a safety issue should students want to smoke at night. She also noted that since Nassau County has banned smoking in public places and buildings, then this seems like a good step for the university. The item was passed with 18 in favor of, and 5 opposed and 0 abstentions.

III. Committee Reports
A. Planning & Budget Committee

Chairperson Venuti reported that both the Library Committee and the Academic Computing Committee, both subcommittees of the Planning and Budget Committee, are administering surveys. The Library Committee is continuing to evaluate the status of the 5 year plan Library report created by the Planning and Budget Committee a few years ago and will be sending out a follow up survey on faculty needs with respect to library resources. This survey is still in the development phase. Prof. Venuti also reported that the Parking Task Force has not been meeting so the Planning and Budget Committee will try and invigorate them. The Planning and Budget Committee will also be discussing admissions and enrollments.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the committee finished what they believed is a very strong working document for the Dean’s Evaluation which should be brought to the Senate by the next meeting. He reported that the committee has been having some conversation on how often should Deans be evaluated.

C. Undergraduate Academic Affairs Committee

Chairperson Lopez reported that at their last meeting, the committee discussed possible conflict of interest for students earning academic credit for significant student leadership which was discussed at the last Senate meeting. The committee has not yet come to a conclusion but has some language they are discussing via email between now and their next meeting.

D. Graduate Academic Affairs Committee

Chairperson Davidow reported that the committee has been working on revisions to the graduate study bulletin in regard to basic regulations governing graduate programs as well as the unofficial withdrawal policy. In addition, they will be revising Faculty Policy Series #11G - (Procedures of
Handling Violations of Academic Honesty by Graduate Students at Hofstra University) making it congruent with the changes made to Faculty Policy Series #11 for undergraduates which was just revised and will be presented to the full faculty in October. The committee will also creating a document about recommendations to pursue a professional development series for faculty to promote competency and sensitivity to issues of diversity.

E. Student Affairs Committee

Chairperson Cordero-Rubinos reported that the Student Affairs Committee met and discussed the full smoking ban resolution for south campus as well as creating more transparency between the University Senate and the student body so they are more informed about any new policies passed by the Senate and full faculty. Chairperson Cordero-Rubinos expressed how happy he is that a representative from the Chronicle is attending today’s meeting hoping this will be a good first step towards that goal. The committee also discussed recruitment for the Student Affairs Committee and how they could get more representation from different student leaders on campus.

IV. New Business

Kenny Cordero-Rubinos reported that a student approached him regarding the new commencement schedule and that she was disappointed that she will be separated from the friends she’s made during her time at Hofstra because they are enrolled in a different school. A discussion followed. Senior Vice Provost Schmelkin reported that in past years, the University held the ceremony in the Stadium. However, starting this year the university has moved the ceremony to the Mack Arena and have two separate ceremonies, one with HCLAS and the School of Education, and the other with the School of Business and School of Communication. The reason for the change was due to having to make adjustments to the event should the weather not cooperate. With the new system, tickets for each student is limited. A discussion followed. Sandra Johnson reported that they are working on doing an early survey as a way to know whether or not there will be extra tickets that students can apply for.

V. Adjournment

The meeting was adjourned at 3:58p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 12, 2012

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

Present: Balson, Bass, Bhogal, Brown, Cordero-Rubinos, Crosson, Davidow, Eads, Elkis-Abuhoff, Finnegan, Firestone, Flannery, Gennarelli, Giebel, Gianarkis, Giuliani, Glasser, Kamberova, Lopez, Lucito, Miller, Papper B., Papper, C., Schmelkin, Silver, Venuti

Absent: Berliner, Goodman, Johnson, Liang, Pillai, Sample

Guests: Jezina, Nirode

After amending a typo, the minutes of the October 8, 2012 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. She reported that Dr. Berliner is currently interviewing candidates for the Dean of the Law School today and cannot make the meeting. She also reported that President Rabinowitz has signed and approved the Full Smoking ban on the South Campus which will take effect in January. Discussions will follow on whether or not to impose a full campus ban on smoking.

II. Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass reported that as a result of the recent storm, his meeting with Sandra Johnson, Vice President for Student Affairs, to discuss and map out a clarification regarding the student budgetary appropriation process, has been postponed. Following this meeting, the clarification will be made available to the University Senate, as well as all of the units, colleges, chairs and advisors of student clubs. Likewise, Prof. Bass is meeting with Alan Kelly, Vice President of Development to further look into the possibility for funding certain scholarship or stipends for students in unique leadership positions here at the university has also been postponed. He hopes to have a definitive report by the December Senate meeting.

A. Action Items

1. Prof. Bass presented for action a revision to the Unofficial Withdrawal Statement for the
Graduate Student Bulletin. Jason Davidow, chair of the Graduate Academic Affairs Committee reported that this revision was completed to make the language in the Graduate Bulletin similar to the Undergraduate Bulletin, which was updated last year. The item passed unanimously.

2. Prof. Bass presented for action a revision to the Graduate Bulletin regarding basic regulations governing graduate programs. The item was passed unanimously.

3. Prof. Bass presented for action the University Senate Representation Resolution. He reported that as a result of the creation of the School of Engineering and Applied Sciences, the School of Health Sciences and Human Services, as well as a realignment for the School of Education and HCLAS, representation on the University Senate needed to be revised to allow for appropriate representation. A discussion followed and the following amendments were made:

The following sentence:

   ... in view of the establishment of new academic schools /colleges of Hofstra University, creating a shift in representation of faculty on the University Senate...

was changed to:

   ... in view of the establishment of new academic schools /colleges of Hofstra University, creating a shift in representation of full-time faculty on the University Senate...

An amendment was also made to add “within each unit” to the list as well as the addition of the sentence “Effective Fall 2013” to the resolution.

The representation is as follows:

- 1 - 29 Full-Time Faculty members within each unit of the University will have one representative on the University Senate
- 30 to 59 Faculty members within each unit of the University will have two representatives on the University Senate
- 60 or more Full-Time Faculty members within each unit of the University will have a maximum of three representatives on the University Senate.

In addition, The Senate Executive Committee further recommends that for purposes of monitoring any shifts or changes in faculty composition in any of the units, that a review of such changes occur every three (3) years to insure and maintain proper representation for all units of the university.
The item passed unanimously as amended.

4. Prof. Bass reported at that Bob Pallor, chair of the chair’s caucus raised a very vital and sensitive issue regarding the challenges facing the university and its international students. The Senate Executive Committee created a resolution to recommend the creation of a Special Task Force on the challenges facing the University and its international student population. This item was presented for action and a discussion followed. The following amendments were made:

The addition of:

   a) Services & Financial Aid

The following sentence:

   This Task Force shall study and propose recommendations on issues, such as:

was changed to:

   This Task Force shall study and propose recommendations on issues including, but not limited to:

The following sentence was added to the end of the resolution:

   The chair to be determined by the Senate Executive Committee

The item was unanimously passed as amended.

III. Committee Reports

A. Planning & Budget Committee

Chairperson Venuti reported that the Parking Task Force will meet on Thursday, November 29th. She also reported that Jessica Eads, Vice President for Enrollment Management, and Patricia Adamski, Senior Vice President for Planning and Administration, will be attending the next Planning and Budget Committee to discuss how enrollment affects the budget. The committee will also work with Sandra Johnson on the student budgetary appropriation process.
B. Faculty Affairs Committee

Chairperson Giuliani reported that the committee was scheduled to meet on October 30th and had to reschedule their meeting due last week’s storm. The committee will meet on Friday to continue work on the Dean’s Evaluation.

C. Undergraduate Academic Affairs Committee

Chairperson Lopez reported that the committee has completed work on possible conflict of interest for students earning academic credit for significant student leadership and hopes to present it at the next Senate meeting. The committee also continued work on revising its bylaws.

D. Graduate Academic Affairs Committee

Chairperson Davidow reported that the committee has been revising Faculty Policy Series #11G - (Procedures of Handling Violations of Academic Honesty by Graduate Students at Hofstra University) making it congruent with the changes made to Faculty Policy Series #11. He hopes to present it at the next Senate meeting.

E. Student Affairs Committee

Chairperson Cordero-Rubinos reported that the Student Affairs Committee will meet at the end of the month to reassess where they are now and what they hope to accomplish next semester. Mr. Cordero-Rubinos also reported that he too will be meeting with Sandra Johnson and Liz Venuti regarding the student budgetary appropriation process.

IV. New Business

There was no new business

V. Adjournment

The meeting was adjourned at 3:42p.m.
A

MINUTES OF THE UNIVERSITY SENATE MEETING, DECEMBER 10, 2012

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

Present:  Balson, Bass, Berliner, Bhogal, Brown, Cordero-Rubinos, Davidow, Eads, Elkis-Abuhoff, Finnegan, Firestone, Flannery, Gennarelli, Gianarkis, Giuliani, Glasser, Goodman, Johnson, Lopez, Miller, Papper B., Papper, C., Sample, Schmelkin, Silver, Venuti

Absent:  Crosson, Kamberova, Liang, Lucito, Pillaiapakkamnatt

Guests:  Jezina, Nirode

After amending a typo, the minutes of the November 12, 2012 Senate meeting were unanimously approved.

I.  Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by congratulating Hofstra University scholar and athlete Joseph Burg, who has been named a 2013 American Rhodes Scholar finalist, becoming the second student in the university's history to achieve this distinction. Mr. Burg is a pitcher for the Hofstra baseball team and is a Math & Physics major. On and off the baseball field, he is a role model for everyone.

Provost Berliner also reported that we have developed a series of New York City based courses that students can select from during the January session, which will be added to our traditional offering and takes advantage of our close proximity to New York City. The classes offered will be in a variety of areas, including fine arts, drama, literature, political science, history, music and finance, and offer students a unique opportunity to fulfill program requirements while exploring all that the city has to offer. The Provost is hoping this will become a continuing part of the January sessions.

II.  Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass reported that he along with Elizabeth Venuti, chair of the Planning and Budget Committee met with representatives from the Student Government Association, Sandra Johnson, Vice President for Student Affairs, and the Comptroller to discuss improving the communication between the student government and various executive boards. The Senate will look into certain provisions of the Student Government Association constitution, specifically what they refer to as the “exclusivity clause.”
Prof. Bass also reported that some faculty have raised an issue of potential racial profiling at certain campus social events over the last year or two, so he and William Nirode, Speaker of the Faculty, will have an open discussion with Karen O’Callaghan, Director of Public Safety, to determine what, if anything has been done to eliminate any possibility of racial profiling and if not, what can be done to alleviate that in the future.

A. Action Items

1. Prof. Bass presented for action a revision the Evaluation of Deans recommendations. George Giuliani, chair of the Faculty Affairs Committee, reported that the committee was charged with creating an evaluation of deans back in the fall 2011 semester and have been working on it for about 14-15 months. Since the Faculty Affairs Committee is made up of representatives from different disciplines, including the Provost’s Office, the deans, the AAUP, part-time and full-time faculty from all units, different views and thoughts about what a dean’s evaluation should look like were expressed. At each meeting, the committee went over what they thought was needed for a solid dean’s evaluation. The committee looked at about fifteen different university’s dean evaluation forms and took notes on what they liked about each evaluation. The committee then compiled a massive document which included what they considered to be the strongest type of evaluation using the information from various universities. The committee continued to narrow it down to the document presented today. Prof. Giuliani reported that these evaluations will happen every three years of the dean’s term through an online survey distributed through the Office of Institutional Research, and results sent to the Provost’s Office. Faculty will be able to see the quantitative scores of their particular dean. A discussion followed about how often the evaluations should be administered. Prof. Silver reported that from a faculty standpoint, he feels that once every three year is distant and there is something to be said that if this is going to be an exercise that deans themselves are sensitive to and faculty feel they have a vested interest in, every two year strikes him as creating a more consistent basis of feedback and review. Prof. Silver motioned to administer the evaluation three years after initial appointment, but every two years from then on. Senior Vice Provost Schmelkin reported that the committee did discuss that although the evaluations would happen every three years, there was a potential for actually having more, the Provost could ask for it. The amendment passed. A discussion followed the term “non
applicable” and what the faculty member would have direct knowledge of, with certain questions, such as how deans work with faculty chairs. The following friendly amendments were made:

NA (Not applicable) was changed to DK (Don’t Know)

#27. Was changed from:
The Dean is well informed about department needs.
to
The Dean is knowledgeable about department needs.

#46 was changed from:
Overall, I am very pleased with the effectiveness of the Dean
to:
Overall, I am pleased with the effectiveness of the Dean

Prof. Silver proposed a motion to send the item back to committee to regroup the items, but withdraws the motion.

It was also agreed that in the first administration of the evaluation, HCLAS will be included so there will be more information as to appropriate groupings and the instrument will be looked at specifically after it has been administered.

The item passed with one abstention.

2. Prof. Bass presented for action, the Academic Credit for Significant Leadership and Service Positions On-Campus with Added Conflict of Interest Policy. Victor Lopez, acting chair of the Undergraduate Academic Affairs Committee reported that he received and email from Greg Maney, who expressed a concern that this conflict of interest policy might present some problems from the Center for Civic Engagement. The feeling of the Undergraduate Academic Affairs Committee was that this would impact a very small number of students, but Prof. Lopez has not spoken to Prof. Maney, he feels this item should be tabled for Prof. Maney to have an opportunity
to address the Undergraduate Academic Affairs Committee at their first meeting in the spring. It was decided to table the item.

B. Information Items

For Information:

1. Parking Ban Resolution – this was a recommendation that was created in 2005 banning parking from residential students on south campus from 3-5pm. It was passed by the Senate but never made it to the full faculty. Since it went through the proper shared governance process, it will be brought to the full faculty for a vote in the spring. The original document has been updated to read:

   BE IT RESOLVED, that the University Senate recommend to the faculty and the President that all students residing in residence halls on the North Campus be prohibited from bringing any vehicle onto the South Campus for parking purposes when classes are in session during the fall and spring semester, on weekdays, Monday through Friday, between the hours 7AM to 4PM. This restriction shall not apply to students who have been issued a Person First Priority Parking permit.

III. Committee Reports

A. Planning & Budget Committee

Chairperson Venuti reported that Jessica Eads, Vice President for Enrollment Management, and Patricia Adamski, Senior Vice President for Planning and Administration, Provost Berliner and Senior Vice Provost Schmelkin, attended the committee’s last meeting to discuss how enrollment affects the budget. Vice President Eads gave a presentation on the status of enrollment for the fall semester. The objective of the meeting was to find a way that the Planning and Budget Committee can help with the enrollment effort. One suggestion was to find a way to measure and reporting on our outcomes, tracking our students as they leave Hofstra, as well as having a way where the university can promote successes in job placements and graduate school placements for students. Prof. Venuti also reported that the Parking Task Force has met and are discussing ways to alleviate the current parking pressures on campus. She also reported that the Town Hall Meeting will take
place on Wednesday, March 20th at 11:15am in room 246 East Library Wing and that it was decided to revert back to the original format, where attendees voice their opinions, and hear the responses from the administrators present.

B. Faculty Affairs Committee

Chairperson Giuliani reported that now that the evaluation of Deans has been approved, the committee will start discussing an evaluation of chairs. The committee also discussed adjunct representation on the University Senate but the item was tabled for the first committee meeting in the spring.

C. Undergraduate Academic Affairs Committee

Chairperson Lopez reported that the committee will continue its work on revising its bylaws. He also reported that as Paul Fritz will return to the chair the committee in the spring, it will work on the elimination of the Writing Proficiency Exam as a graduation requirement.

D. Graduate Academic Affairs Committee

Chairperson Davidow reported that the committee will continue discussing and making alterations to Faculty Policy Series #11G - (Procedures of Handling Violations of Academic Honesty by Graduate Students at Hofstra University) making it congruent with the changes made to Faculty Policy Series #11.

E. Student Affairs Committee
Chairperson Cordero-Rubinos reported that the Student Affairs Committee has discussed ways to alert student about the new smoking ban which will be implemented on January 1st. The committee also discussed possibly creating a smoking ban on the north campus and creating a designated smoking area. The committee also discussed another way of implementing the graduate students’ activity fee and a possible issue regarding graduate students attending campus-wide events intended for undergraduate students.

IV. New Business
   There was no new business

V. Adjournment
   The meeting was adjourned at 4:13p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, FEBRUARY 11, 2013

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


Absent:  Gennarelli, Gianarkis, Glasser, Liang, Miller

Guests:  Nirode

After amending a typo, the minutes of the December 10, 2012 Senate meeting were unanimously approved.

I.  Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by reporting that he along with President Rabinowitz, Senior Vice Provost Schmelkin and Michael Barnes from the Department of Psychology congratulated over 300 student athletes who have achieved over a 3.0 average as well as 28 student athletes who have a 4.0 average and have made the Provost’s list. This is a remarkable accomplishment by these terrific representatives of Hofstra University.

The Provost reported that the smoking ban on south campus is in effect and there are new signs indicated so across the south campus. Moving forward, the question of should there be smoking on the north campus will also be looked into.

The Provost reported that the sustainability conference, From the Outside In: Sustainable Futures for Global Cities and Suburbs will be held on March 7, 8 & 9th is a three-day conference focusing on the sustainable futures in global city-regions, taking the suburbs as its starting point and working its way inward to the city center. It is being directed by Robert Brinkmann, from the department of Geology, Environment and Sustainability, and Christopher Niedt, from the department of Applied Social Research. The original conference was scheduled immediately after Hurricane Sandy, and because of the hurricane was postponed. One whole day of the rescheduled conference will now be devoted to themes related to Hurricane Sandy and suburban resiliency.
The Provost also reported that the Black History Month opening reception will be held on Wednesday, February 13th during Common Hour in the Plaza Rooms. The reception will feature keynote speaker Sherley Cherenfant, former Hofstra student and controller/operations manager of Erase Racism.

II. Report of the Senate Executive Committee Chairperson Stuart Bass
Prof. Bass reported that the Special Task Force on the challenges facing the University and its international student population is presently in formation and the Senate Executive Committee will notify everyone by email as to the ultimate composition of the task force. Paul Fritz, chair of the Undergraduate Academic Affairs Committee, and Jason Davidow, chair of the Graduate Academic Affairs Committee have agreed to co-chair the committee.

Prof. Bass reported that Elizabeth Venuti has resigned as University Senator and chair of the Planning and Budget Committee. She has been appointed as the new chair of the Accounting, Taxation, and Legal Studies. Prof. Bass thanks her for the excellent job she has done chairing the committee for the past year and a half. He reported that the Senate Executive Committee has appointed Meral Binbasioglu, from the Information Technology and Quantitative Methods Department to complete Prof. Venuti’s term and will serve on the Undergraduate Academic Affairs Committee. In addition, Prof. Lopez will be reassigned to the Planning and Budget Committee. The Planning and Budget Committee will hold an election at the end of February for a new chair. Prof. Bass also reported that Prof. Fritz has returned from leave and will continue to chair the Undergraduate Academic Affairs Committee.

Prof. Bass reported that back in the fall, several faculty members have approached him with a concern of racial profiling which was announced at the last Senate meeting. Unfortunately, a perception has been created that incidents of racial profiling have in fact taken place. Prof. Bass reported that he, along with William Nirode, Speaker of the Faculty have met with Karen O’Callaghan, Director of Public Safety, and John O’Malley, Associate Director of Public Safety Operations who have assured Prof. Bass & Prof. Nirode that Public Safety is constantly engaged in sensitive training and if indeed if there is any perception, even remotely, of any type of racial profiling they are urging those who have observed or witnessed it, to immediately report it to Public Safety as well as the Provost’s Office. There is a zero tolerance policy at the university and it has been assured there is no such activity taking place currently.
III. Committee Reports

A. Planning & Budget Committee

Chairperson Venuti reported that Dolores Fredrich, Vice President for Legal Affairs and General Counsel, and Catherine Hennessy, Vice President for Financial Affairs and Treasurer, will attend the first Planning and Budget Committee on February 27th to discuss the state of the university. An election for a new chair of the committee will be held at this meeting. The Planning and Budget Committee will also continue work on a possible smoking ban for the North Campus as well as outcome measurement instruments. The Town Hall meeting will be held on March 20th during common hour and we will be reverting back to the old format.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the committee will review slight revisions that were made to the Dean’s Evaluation, which should be presented at the next faculty meeting. The committee is also working on an evaluation of chairpersons. Provost Berliner suggests working closely with the chairs’ caucus.

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee met with Greg Maney and Mario Murillo from the Center for Civic Engagement about how the conflict of interest policy that was inserted into the recommendation for Academic Credit for Significant Leadership and Service Positions On-Campus may affect them. The committee made clear that intention of the policy was not to apply to the Center for Civic Engagement but more for students serving in organizations that fulfill some critical function to the university’s operation such as the University Senate. The Undergraduate Academic Affairs Committee agreed to assert some language into the policy to make it clearer. He also reported that the committee started some discussion about the NR grade and its impact on the Completion Ratio. There have been recent examples where this has had a negative impact on the students. Through no fault of their own, the students were placed on Completion Ratio Probation because a faculty did not report a grade. A discussion was started about whether or not the NR
should be included in the Completion Ratio calculation but will request more data from Academic Records before making this recommendation.

D. Graduate Academic Affairs Committee

Chairperson Davidow reported that the committee will continue to revise Faculty Policy Series #11G - (Procedures of Handling Violations of Academic Honesty by Graduate Students at Hofstra University). The committee will also look at an issue regarding the repeat grade policy for graduate students.

E. Student Affairs Committee

Chairperson Cordero-Rubinos reported that the Student Affairs Committee reported that the committee will discuss the anticipated smoking ban on North Campus and possibly creating a designated smoking area. The committee will also discuss an issue regarding graduate students attending events meant for undergraduates.

IV. New Business

Provost Berliner reported that the Honor Board is ready to elect its faculty members. A nomination ballot will go out through Blackboard shortly. The three co-chairs of the Honor Board include Warren Frisina, Dan Seabold, and Aaron Richman who is a sophomore that has been on the Dean’s List three times in a row as well as an athlete.

V. Adjournment

The meeting was adjourned at 3:33 p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, MARCH 11, 2013

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

Present: Bass, Berliner, Bhogal, Binbasioğlu, Cordero-Rubinos, Davidow, Eads, Elkis-Abuhoff, Flannery, Fritz, Gennarelli, Giuliani, Glasser, Goodman, Johnson, Kamberova, Lopez, Lucito, Miller, Papper B., Papper, C., Sample, Schmelkin,

Absent: Balson, Brown, Crosson, Finnegan, Firestone, Gianarkis, Liang, Pillaiapakkamnatt, Silver,

Guests: LaFiora, Nirode

After amending a typo, the minutes of the February 11, 2013 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by reporting that last Sunday’s undergraduate admissions event was enormously successful with a well attended, positive crowd, that seemed very interested in Hofstra. Jessica Eads, Vice President for Enrollment Management, reported that in total, approximately 800 students attended who brought entire families along with them, creating an exciting and energized atmosphere. The Admissions office received positive feedback. She reported that the Honors College Dinner will be held on Saturday night and is expected to have record high attendance, as there is a lot of interest joining the Honors College population. Warren Frisina has reached out to faculty members to join the dinner and speak with families. She also reported that on Sunday, March 17th is our 2nd large scale admitted student program, followed by an additional program in April. Prof. Bhogal reported that he had technology issues while trying to play films he had prepared for his presentation and suggests that in the future, technical staff should check the equipment in each room prior to the events.

Provost Berliner reported that the National Center for Suburban Studies held their Celebration of Suburban Diversity on Wednesday, March 6, 2013 at the Long Island Marriott with 500 people in attendance. Honorees included David Powell from the Romance Language Department who has received an award for all his efforts on behalf of the LGBT Community and the University. In addition, a conference, From the Outside In: Sustainable Futures for Global Cities and Suburbs will be held on March 7, 8 & 9th. It is a three-day conference, hosted by the National Center for Suburban Studies, in conjunction with Columbia University and NYU, focusing on the sustainable futures in global city-
regions, taking the suburbs as its starting point and working its way inward to the city center. It is being
directed by Robert Brinkmann, from the department of Geology, Environment and Sustainability, and
Christopher Niedt, from the department of Sociology. Provost Berliner noted that the National Center for
Suburban Studies has been a wonderful addition to Hofstra University.

II. Report of the Senate Executive Committee Chairperson Stuart Bass
Prof. Bass reported that Victor Lopez, has been elected as chair of the Planning and Budget Committee.

Prof. Bass also reported that Karen O’Callaghan, Director of Public Safety, has assured him that very
shortly, the Office of Public Safety will issue a new statement on zero tolerance regarding racial
profiling.

Prof. Bass also reported that he, along with Will Nirode, Speaker of the Faculty, Bob Papper, chair of the
chairs’ caucus, met with the President and Pat Adamski, Senior Vice President for Planning and
Administration, along with Provost Berliner and Senior Vice Provost Schmelkin. The President
reemphasized the concerns regarding enrollment and the related issues and its impact on the budgetary
process. The President will address those items at the meeting with the full faculty which has been
confirmed for Monday, March 18th at 3pm in room 246 East Library Wing.

A. Action Items
1. Prof. Bass presented for action a revision to Faculty Policy Series #11G, - Academic Honesty
Policy. When the full faculty passed recommendations created by the Task Force on Integrity and
Responsibility Report that included the addition of a new Honor Board to deal with academic honesty
issues, a slight modification of Faculty Policy Series #11 was made by the Undergraduate Academic
Affairs Committee. The revisions to FPS #11G were made to keep the structure of the policy similar
to the undergraduate policy. A discussion followed and the following amendments were made:
The following sentence was removed from the first paragraph:

The goal of most graduate study is synthesis and analysis, and the independent evaluation by students
of others' work.

The following sentence:
If the instructor or program faculty previously prepared and issued to students a predetermined academic honesty policy, which includes specific penalties for certain violations, then the instructor should abide by the provisions of this policy.

was changed to:

If the instructor or program faculty previously distributed to students in writing a predetermined academic honesty policy, which includes specific penalties for certain violations, then the instructor should abide by the provisions of this policy.

III. B 1. (as amended) was switched with III. B. 2.

The item passed with one opposed as amended.

2. Prof. Bass presented for action revisions to Faculty Policy Series #33A, Financial Conflict of Interest Policy in Relation to Sponsored Projects and Faculty Policy Series #41 Policy for Dealing With and Reporting Possible Misconduct in Research. In late August, these were updated by Sofia Kakoulidis, Associate Provost for Research & Sponsored Programs in order to comply with Federal regulations. Senior Vice Provost Schmelkin reported that there were no real substandard changes, the language was cleaned up so it is consistent with the law. These revisions need to go through the shared governance process. The items have already been looked at and approved by the Faculty Affairs Committee. Both items were passed unanimously.

III. Committee Reports

A. Planning & Budget Committee

Chairperson Lopez reported that Dolores Fredrich, Vice President for Legal Affairs and General Counsel, and Catherine Hennessy, Vice President for Financial Affairs and Treasurer, attended the first Planning and Budget Committee on February 27th to discuss the state of the university. Provost Berliner reported that Vice President of Legal Affairs Fredrich and Vice President Hennessy will come back to the next Planning and Budget Committee meeting and answer questions regarding the financial condition of the University and the financial report that was given by Dr. Howard Bunsis at a recent AAUP meeting. Prof. Lopez reported that the Planning and Budget Committee will also continue work on a possible smoking ban for the North Campus as well as outcome measurement.
instruments. The Town Hall meeting will be held on March 20th during common hour and we will be reverting back to the old format.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the Dean’s Evaluation will be presented at the next faculty meeting. The committee is also working on an evaluation of chairpersons. Once a draft is completed, Prof. Giuliani will contact Prof Papper for review and feedback. He also reported that the majority of the conversation at the last Faculty Affairs Committee meeting was on adjunct representation on the Senate. There was a general consensus in the committee that adjunct representation is not proportionate to what is going on at the university so the committee will continue to explore this issue.

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee started discussion about the NR grade and its impact on the Completion Ratio. Representatives from the Academic Records Department came to the meeting to present some data which revealed that just under 50% where almost entire classes are NRs. Clearly this is a problem on campus, but the fundamental question is whether the policy is in the abstract and whether NRs should be included in the completion ratio. The committee has not been able to come to a resolution on this, but will continue to look at data. A small discussion followed on how the data is broken down by Academic Records. Prof. Fritz also reported that the committee is also working on inserting language into the conflict of interest policy (that was inserted into the recommendation for Academic Credit for Significant Leadership and Service Positions On-Campus) so that the bodies of the Center for Civic Engagement aren’t excluded. The committee will also look at an issue that came from the Student Affairs Committee on issues not receiving feedback during the term. The committee will look at Faculty Policy Series #10 - Examinations, Final Grades, and Student Absences, to see if somehow the language can be strengthened.
D. Graduate Academic Affairs Committee

Chairperson Davidow reported that the committee spent their last meeting completing the revisions to Faculty Policy Series #11G - (Procedures of Handling Violations of Academic Honesty by Graduate Students at Hofstra University). The committee also looked at an issue regarding the repeat grade policy for graduate students. A student who may receive a poor grade in a program where there aren’t a lot of credits, would have difficulty staying off academic probation. Evan Koegl and Carol Drummer did research on other schools’ repeat course policy and found that out of the eleven schools they solicited, only one allows a graduate student to repeat a course and excludes the grade from the student’s GPA. Prof. Davidow also reported that the committee will resume its work on as well as continuing their work on creating a professional development series for faculty to promote competency and sensitivity to issues of diversity.

E. Student Affairs Committee

Chairperson Cordero-Rubinos reported that the Student Affairs Committee reported that the committee discussed a possible smoking ban for the north side of campus. The committee decided that the five elected senators would brainstorm on where to create a designated smoking area. The committee also agreed to move forward with looking into the Graduate Student Activity fee to take a small percentage to be allocated for campus wide programming such as: Weekend Movies and Musicfest. The committee also discussed the concept of a “State of the Hofstra” by the President to show where we are as a university, possibly working with HEAT (Hofstra television club or the Hofstra filmmakers club on an annual basis) will provide a greater connection with the school.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 3:57p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, APRIL 15, 2013

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


Absent: Bhogal, Finnegan, Flannery, Gianarkis, Liang, Miller, Pillaipakkamnatt,

Guests: Dalton, Kasmir, Maney, Mwaria, Nirode

After amending a typo, the minutes of the March 11, 2013 Senate meeting were unanimously approved.

I. Report of the Senate Executive Committee Chairperson Stuart Bass

A. Action Items

1. Prof. Bass presented for action the 2015-2016 Academic Calendar. Lynne Dougherty, chair of the Calendar Committee reported that since Labor Day is on September 7th, classes will begin the week before Labor Day. There will be no classes on the Wednesday before Thanksgiving and the fall semester has no conversion days. The Spring semester is pretty standard and there is a full week of classes between the end of the spring break and the beginning of final exams. Prof. Silver pointed out that in the beginning of the fall semester, because of the holidays, Monday classes do not meet for 2 weeks and this could really disrupt the academic flow and could create problems. Provost Berliner reported that this has been presented of number of times to the faculty and students and have not gotten support in changing the calendar, though this does not preclude us from presenting it again. He also reported that the Calendar Committee is governed by the calendar guidelines. The item passed with 2 abstentions.

2. Prof. Bass presented for discussion revisions to the Senate Committee Bylaws, and two faculty resolutions, including the inclusion of faculty representation on the Board of Trustees. He reported that at a faculty meeting in the fall, Prof. Silver presented a resolution calling for greater inclusion, collaboration, and transparency on the part of the administration. The resolution was tabled so that the various issues could be discussed and potential revisions proposed to the bylaws. The Senate leadership incorporated the issues into revisions of the bylaws that would guarantee greater
participation of faculty in the overall governance process, specifically as it relates to the Undergraduate Academic Affairs, Graduate Academic Affairs and the Planning and Budget committees. The revisions and resolutions being presented are strictly for discussion purposes and will be brought back to the University Senate at its April 29th meeting as an action item.

Prof. Silver reported that the language of the original proposal brought before the full faculty, was reworked in consultation with Prof. Bass, Prof. Nirode, Prof. Papper and Provost Berliner. At a subsequent full faculty meeting, he made a motion to untable his original resolution and in the context of discussion, a substitute resolution, with very different tone and six points were reintroduced at the meeting. This resolution was then discussed and the proposed amendments are on the floor of the full faculty at this time however, the items being introduced at today’s meeting is not the resolution that is currently on the floor of the full faculty. Prof. Bass reported that it was the judgment of the Senate Executive Committee to propose the changes made. A discussion followed. The original resolution, along with its revision was presented to the full faculty on a Blackboard site where an online discussion ensued. Questions were raised why the Senate Executive Committee is not presenting what was posted and discussed on Blackboard. Provost Berliner clarified that the resolution is first presented to the Senate Executive Committee to review and make amendments which is the normal shared governance process. The University Senate will ultimately decide at its next meeting on April 29th what to send to the full faculty, but the item being presented today is a starting point. Prof. Papper presented and handed out a revision he created that he believes will strengthen the revisions in line with the six points that were posted on Blackboard. (See attachment M1). In addition, Prof. Silver presented and handed out the original resolution as well as the first revision. All versions of the resolution will be posted on Blackboard for further discussion by the faculty and the Senate Executive Committee will make a decision on what to present to the Senate, next Monday.

III. Committee Reports
   A. Planning & Budget Committee

Chairperson Lopez reported that Catherine Hennessy, Vice President for Financial Affairs and Treasurer gave a presentation at the last Planning and Budget Committee regarding the financial
condition of the University and the financial report that was given by Dr. Howard Bunsis at a recent AAUP meeting. All members of the faculty were invited to attend and ask questions. The committee will meet again in May. The Parking Task Force will be meeting on April 24th. Provost Berliner noted that the presentation was the most detailed briefing that has ever been given to the Planning and Budget Committee and is an important step forward.

B. Faculty Affairs Committee

Chairperson Giuliani reported that the next Faculty Affairs Committee meeting is on Monday, April 22nd at 12:15pm. The committee is prepared to present the Dean’s Evaluation which will be presented at the next faculty meeting. It was tabled at the last faculty meeting in March. The committee is also working on an evaluation of chairpersons and should have it finished by the end of the semester. The committee is also involved in a very detailed discussion on adjunct representation.

C. Undergraduate Academic Affairs Committee

Chairperson Fritz reported that the committee completed their resolution on the NR grade and its impact on the Completion Ratio. The committee voted unanimously to eliminate NRs from the completion ratio calculation for the purposes of determining academic probation for failure to meet completion ratio requirements. The committee also decided to continue to monitor the NR situation on campus by requesting the Academic Records run periodic reports that may help to identify ways to reduce the application of NRs on campus. Prof. Fritz also reported that the committee passed the conflict of interest policy (that was inserted into the recommendation for Academic Credit for Significant Leadership and Service Positions On-Campus.)
D. Graduate Academic Affairs Committee

Chairperson Davidow reported that the revisions to Faculty Policy Series #11G - (Procedures of Handling Violations of Academic Honesty by Graduate Students at Hofstra University) was tabled at the last faculty meeting and therefore will be vote on at the May faculty meeting. The committee will be discussing what they intend to do with regard to creating a professional development series for faculty to promote competency and sensitivity to issues of diversity. A theme came up at their last meeting that graduate students need to be better informed about campus-related activities and policies, so the committee will discuss different ways they can get out this information.

E. Student Affairs Committee

Chairperson Cordero-Rubinos reported that at the last Student Affairs Committee meeting, Dean Libman reported that Student Affairs is providing a proposal to Vice President Johnson, (Vice President of Student Affairs) to take a portion of Student Activities fee from the Graduate Student fund in order to provide Programming, Sports Clubs, and other activities on campus. The committee also discussed the Course and Teacher Ratings (CTRs) and their effectiveness and whether there should be one done mid-semester. The committee also discussed Lackman and their meal plans, which was a long discussion that came out of the Town Hall Meeting, as well as the recommendation to install a traffic signal on California Avenue that was passed by the full faculty last year. The committee believes this is a huge safety risk. Mr. Cordero-Rubinos also reported that the SGA President, Ron Singh, mentioned creating a proposal to create a connection between SGA and University Senate.

IV. New Business

There was no new business.

V. Adjournment

The meeting was adjourned at 4:35p.m.
MINUTES OF THE UNIVERSITY SENATE MEETING, APRIL 29, 2013

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

Present: Balson, Bass, Berliner, Bhogal, Binbasioglu, Brown, Cordero-Rubinos, Crosson, Davidow, Eads, Elkis-Abuhoff, Finnegan, Firestone, Flannery, Fritz, Gennarelli, Gianarkis, Giuliani, Glasser, Goodman, Johnson, Kamberova, Lopez, Lucito, Miller, Papper B., Papper, C., Sample, Schmelkin, Silver,

Absent: Liang, Pillaiapakkamnatt

Guests: Nirode, Laggan, Maccarrone, Maney, Mazzocco, Mwaria, Ruiz, Yohn

The minutes of the April 15, 2013 Senate meeting were unanimously approved.

I. Report of the Provost, Herman Berliner

Provost Berliner convened the meeting by congratulating Jesse Crosson, Kenny Cordero-Rubinos and Rebecca Gianarkis on their upcoming graduation and thanked them for their hard work throughout the years on the Senate.

The Provost reported that the Annual Hofstra Gala will be held on Thursday, May 2nd and is in honor of Lawrence Herbert, Hofstra alumnus and former CEO of Pantone, which developed a world famous: matching system. The Teacher of the Year recipients, which will be recognized at the Gala, is as follows:

- Mary Ann Allison  School of Communication, Journalism, Media Studies and Public Relations
- Xiang Fu  School of Engineering and Applied Science, Computer Science
- Robert Guttmann  HCLAS, Economics
- Corinne Kyriaco  Health Sciences and Human Services, Health Professions
- Maureen Murphy  School of Education, Teaching, Literacy and Leadership
- Glen Vogel  School of Business, Accounting, Taxation and Legal Studies in Business
- Juliana Campagna  School of Law
- Dr. David Elkowitz  School of Medicine
II. Report of the Senate Executive Committee Chairperson Stuart Bass

Prof. Bass requests that the University Senate suspend the formal standing committee reports in order to fully discuss the action items on the table. There were no objections.

A. Action Items

1. Prof. Bass presented for action the resolution on Completion Ratio Calculation – NRs. The item passed unanimously.

2. Prof. Bass presented for action, revisions to the Senate Committee Bylaws, specifically the Undergraduate Academic Affairs Committee, the Planning and Budget Committee and the Graduate Academic Affairs Committee. He reported that there has been enormous involved, hardworking and vigilant discussion and debate on these proposed revisions and thanks everyone who has been involved in these negotiations. Prof. Silver has made certain recommendations in collaboration with the Senate Executive Committee, the Speaker of the Faculty and the Provost’s Office. Presented were several different versions of the revisions and a discussion followed. Prof. Silver made a motion to amend the bylaw changes to which he handed out requesting that the chair of the UAAC shall be consulted and informed of all developments by the Vice President for Enrollment Management, etc. A discussion followed about the chair of the specific standing committee having to be involved in all decisions made by the appropriate administrator.

Prof. Bass reported that committee chairpersons, who are elected by their committee members, will insert their roles and carry out their charge based upon the language of these bylaws. He suggests that the chair of the UAAC contact the Vice President for Enrollment Management for updates between meetings, as needed. This puts the responsibility on both the Vice President and the chair of the UAAC.

Prof. Silver reported that Faculty Statute VII, D. 5 clearly states: “The members of each standing committee, with the exception of the Student Affairs Committee, shall choose from its elected faculty senators a chairperson to preside over its deliberations, expedite its business, and serve as a member of the Executive Committee of the Senate.” He feels that his proposed language actually adds something that is not presently in the Faculty Statutes and Senate bylaws.
Provost Berliner reported that he believes that a key office to keep the committee updated to date would be the Provost’s Office. The reason is because every committee has a representative from the Provost’s Office who advises the chair of the committee. If something comes up between meetings, he feels it should be the Provost’s Office responsibility to work with the chair of the committee, and faculty leadership, regarding relevant developments.

Prof Silver reported that the intent of the bylaw changes are to create a more direct and clearer line of Senate input into the establishment of policies and strategies bearing on these various issues and feels the best way to do that is to establish communication and consultation between these committees and the Vice Presidents directly in charge of those key areas that relate to the work of those particular committees and inserting the Provost’s Office as an intermediary, simply removes the committee one step further away from that involvement and will not serve the purpose of the proposed changes as stated. Senior Vice Provost Schmelkin commented that key Vice Presidents directly in charge of those key areas are advisors to the appropriate standing committees. More discussion followed and the following amendments were as follows:

The bylaws for the Undergraduate Academic Affairs Committee were amended to:

Starting at the beginning of the recruitment cycle, the Vice President for Enrollment Management shall consult with the UAAC on a regular basis on current undergraduate admissions practices, trends, developments, financial aid and scholarships (excluding matters of confidentiality). Between meetings in which the Vice President for Enrollment Management consults with the committee, the chair of the UAAC shall be consulted and informed of pertinent developments by the Vice President for Enrollment Management. The Chair of UAAC shall also contact the Vice President for Enrollment Management for updates on an as needed basis. The UAAC shall make recommendations, as appropriate, to the Vice President for Enrollment Management. All matters affecting these issues shall be reported to the Senate and the full faculty.

The bylaws for the Graduate Academic Affairs Committee were amended to:

Starting with the beginning of the recruitment cycle and throughout the academic year, the Dean of Graduate Studies and the Dean of Graduate Admissions shall consult with the Graduate Academic Affairs Committee on graduate admissions practices, developments and trends (excluding matters of confidentiality). Between meetings in which the Dean of Graduate Studies consults with the committee, the chair of the GAAC shall be consulted and informed of pertinent developments by the Dean of Graduate Studies. The Chair of GAAC shall also contact the Dean of Graduate Studies and the Dean of Graduate Admissions for
updates on an as needed basis. The GAAC shall make recommendations, as appropriate, to
the respective deans and shall report to the Senate and full faculty.

The bylaws for the Planning and Budget Committee were amended to:

Starting at the beginning of and throughout the academic year, the Vice President for
Financial Affairs shall consult and advise the P & B committee on matters being considered
in preparation of the University budget, including but not limited to income, expenses, fund
raising and development projects and other matters as deemed appropriate by the P & B
committee. Between meetings in which the Vice President for Financial Affairs consults with
the committee, the chair of the P & B Committee shall be consulted and informed of pertinent
developments by the Vice President for Financial Affairs. P & B shall report to the Vice
President for Financial Affairs and where appropriate, the President, on all matters
pertaining to policy positions of the Senate. The Committee shall review and recommend its
view regarding long range goals and planning by the University. Matters affecting salaries
and compensation shall not be subject to consideration and review. All other matters shall be
reported to the Senate and full faculty on a regular basis.

The amendments passed with 26 in favor of and 4 opposed and 2 abstentions.

The action item passed with 22 in favor of, 3 opposed and 3 abstentions.

2. Prof. Bass presented for action, the Resolution on Informational Meetings with the President.
Prof. Silver proposed to change the word “regularly,” to “twice a semester.”
A discussion followed. Prof. Giuliani commented that mandating a number specifying the
amount of time the President must meet with the assign individuals may not be in the faculty’s
best interest. Prof. Lopez commented that the word “shall” personalizes the sentiment and should
be revised. Prof. Yohn reported that she believes one should always nudge leadership to meet
with constituents as often as possible and suggests leaving the word “regularly” and adding
“preferably at the beginning and the end of the semester.” Student Senator Crosson reported that
since this is shared governance, student input should be on the same ground as faculty input.
Provost Berliner reported that by inserting “when appropriate, other shared governance
leadership” makes the resolution much more inclusionary though he encourages the Student
Affairs Committee to come up with a parallel proposal.
Prof. Silver changed his amendment to:

*It is the sense of the University Senate and the Faculty that the President shall meet regularly (preferably at the beginning and the end of the fall and spring semesters,) with the Speaker of the Faculty, the Chair of the Senate Executive Committee, the Chair of the Chairs’ Caucus and when appropriate, other shared governance leadership, to provide informational updates on developments concerning University strategies and policies.*

The amendment passes with 21 in favor of, 2 opposed, and 1 abstention.

3. It was decided to table the Board Representation Resolution until the Fall semester.

**IV. Adjournment**

V. Adjournment

The 2012-2013 was adjourned at 3:33p.m. The Provost then asked the members of the 2013-2014 Senate to elect a chair for their committee. A discussion followed about other committee members of the standing committees (senators-at-large) being present at the Senate meeting to select the chair. It was decided that going forward, all senators and senators-at-large of the standing committees shall be invited to the last meeting of the Senate in the spring. The 2013-2014 chairs are as follows:

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<tr>
<td>SEC</td>
<td>Stuart Bass</td>
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<td>Paul Fritz</td>
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<td>P &amp; B</td>
<td>Eugene Maccarrone</td>
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