

**MINUTES OF THE UNIVERSITY SENATE MEETING, APRIL 13<sup>th</sup>, 2015**  
**THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY**

Present: Balson, Bass, Berliner, Davidow, DiMartino, Dougharty, Dresner, Eads, Elston, Filippi, Fincham, Firestone, Gennarelli, Ghorayeb, Glasser, Herold, Jernigan, Laggan, Lucito, Maccarrone, McGinnis, Sample, Sarcka, Silver, Wallace

Absent: Atkinson, Elsey, Espinal, Hoovert, , Mehta, Morales, Olson

Guests: Nirode

The minutes of the March 9<sup>th</sup>, 2015 Senate meeting were unanimously approved.

**I. Report of the Provost, Provost Herman Berliner**

There was no report from the Provost.

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

Prof. Bass reported that Joseph Barkwill, Vice President for Facilities and Operations, has confirmed that by the end of April/beginning of May, the new traffic signal will be installed on California Avenue near Weller Hall and CV Starr.

Prof. Bass reported that Conrad Herold, from the Department of Economics, has been elected as a senator for HCLAS, Division of Social Sciences, which had a vacant seat. He will be sitting in for the remainder of the spring semester, with his term officially beginning in the fall.

**Action Items**

Prof. Bass presented for action revisions to the Academic Computing Committee bylaws, which removed specific parameters for populating the committee to eight faculty members, not more than one from each school and/or division. The item passed unanimously. This item will be presented to the full faculty as an information item at its May meeting.

**Discussion Items**

Prof. Bass presented for discussion, the 2016-2017 Academic Calendar. Provost Berliner reported that we are trying to come up with a new framework for the academic calendar which will be presented to the faculty and students for consideration. He reported that in the new revisions creates a secular calendar for the university, for the first time; however, the Senate Executive Committee discussed removing the phrase "secular calendar." The Senate Executive Committee created the following parameters as a framework for the 2016-2017 calendar:

- Academic Calendar
- No conversion days, if possible. One if needed, if you must go to two, no same day off in the same week
- Columbus Day as a four day weekend (Mon/Tues) if possible
- No class on Wednesday before Thanksgiving
- December 21st as an end date
- After Labor Day start day. If not possible, no later than the Wednesday before Labor Day
- Two snow study days

A discussion followed. Jessica Eads, Vice President for Enrollment Management, reported that historically, Hofstra has always been in session during Columbus Day, and has been one of the largest open house days for the Office of Admissions, since most schools are off. The following amendment was made to the parameters:

*Columbus Day as a four day weekend (Mon/Tues) if possible*

was revised to:

*a fall break four day weekend*

Provost Berliner reported that the Senate Executive Committee will create language that will be used in terms of gathering input from the students and faculty. This item will be brought to the next Senate meeting as an action item and to the faculty at its first meeting in the fall. Prof. Ghorayeb reported that many faculty in the School of Engineering and Applied Science, often use snow/study days to make up classes. Yet, in this calendar, the two snow study days are on Tuesday, December 13<sup>th</sup> & Wednesday, December 14<sup>th</sup> with finals beginning the day after. He believes students will complain that they do not have enough time to study, especially if the final exam falls on that Thursday. Prof. Wallace suggested that if the four day weekend in the fall were a Thursday and Friday that may change the need for holding classes on the Monday before the end of the semester. Prof. Nirode reported that this will create the need for a conversion day, as there will only be twelve Thursday and Friday classes, and 13 are needed. Provost Berliner reported that conversion days have created problems for students and faculty, because of other obligations, and don't work very well, so best to avoid them if possible. Provost Berliner reported that Lynne Horgan, Registrar, will be asked to create a fall Friday-Monday four day weekend that doesn't interfere with a major Admission event. A slight discussion followed about starting classes before Labor Day. Provost Berliner reported that in term of graduate students, many of them look for after Labor Day, especially if they are part time and have family responsibilities. Also, it works better in terms of the admissions outreach, allowing us to recruit some additional students. He suggested that for now, to the extent possible the Senate should all agree on the parameters, which will be the framework that will be sent out in terms of people to respond to. The following parameters were approved:

- Academic Calendar
- No conversion days, if possible. One if needed, if you must go to two, no same day off in the same week
- a fall break four-day weekend
- No class on Wednesday before Thanksgiving
- December 21st as an end date
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### **III. Committee Reports**

#### **A. Graduate Academic Affairs Committee**

Chairperson Davidow reported that the committee worked on Faculty Policy Series #36 – The Use of Human Subjects in Research, which deals with the Institutional Review Board (IRB) and its procedures. Amendments needed to be made because of the new schools on campus, specifically the School of Health Sciences and Human Services and the School of Graduate Nursing and Health Professions. There were a few questions for Richard O'Brien, who is the head of the IRB committee at Hofstra, so he compiled the changes created, and emailed them to him.

#### **B. Planning & Budget Committee**

Chairperson Maccarrone reported that the Library sub-committee of the Planning and Budget Committee has been investigating what repurposing the third floor of Axinn Library might look like and to that end, a survey to the faculty was composed and should be emailed for an April 24<sup>th</sup> deadline. Essentially the issue is should the stacks be moved to accommodate other learning tools such as a Math Lab and Writing Center. He also reported that on April 1<sup>st</sup>, North Campus "Field Trip" was held to explore designated smoking locations; and to begin to determine how to better realign the shuttle routes and improve parking in ways that will relieve south campus congestion. Prof. Maccarrone also reported that the chairs of the Planning and Budget Committee sub-committees

& task forces (Library Committee, Academic Computing Committee, Environmental Priorities Committee, Task Force on Parking and Transportation, and the Task Force for Outcomes Assessment) will be invited to its next meeting regarding their committee reports for the Senate Annual Report. Additionally, with the help of Prof. Elston and Prof. Glasser, the committee will move the Town Hall Mission Statement to the table for a vote and should have it brought to the Senate at its next meeting.

#### C. Undergraduate Academic Affairs Committee

Chairperson Silver reported that the committee continues to work on the same items reported at the last Senate meeting. He has reached out to the Chairs' Caucus to receive additional feedback on Departmental Honors. Some thought is now being given to attempting changing the language of Departmental Honors' courses in a way that might make it clearer on the transcript that it basically doesn't confer Departmental Honors with a grade rather than what was in the works up until now, which was the possibility of switching students who did not achieve Departmental Honors out of an Honors section. He also reported that the committee will continue its work on the possible introduction of mid-semester grade reporting. It is too early at this juncture to say where that is going within the committee, but it is considering all options including that fact that many comparable and local institutions have some form of mid-semester grade reporting to students. Prof. Silver reported that the committee has begun considering the role of UNIV 1; for students who are underperforming in various contexts and has invited Holly Seirup, the instructor for this course, to the next committee meeting.

#### D. Student Affairs Committee

Jared Sarcka, chair of the Student Affairs Committee, reported that at its last meeting the committee met with Vice President Barkwill to discuss some issues, including the shuttle service. He also reported that as an effort to promote the University Senate and the Student Affairs Committee, the committee is looking into creating a logo for the committee and some type of slogan or mission statement, so that students can easily recognize that the committee is here for the students. He also reported that the committee is also exploring the feasibility of creating some sort of proposal to appropriate funds from the University Senate budget, and act as a co-sponsor for select events that promote student success/retention with student clubs or organizations who may not receive much monetary support from the Student Government Association. This is an effort to not only promote the Student Affairs Committee but also the Pride Principles of the University. He believes it could make the body as a whole, a lot stronger. He also asks the faculty to approach students they may have in their classes who they feel could be a good fit for the Student Affairs Committee and University Senate, and urge them to get involved. Chairperson Sarcka also reported that an email went out to all students announcing the upcoming elections for new student senators, which will be held on April 28<sup>th</sup> & 29<sup>th</sup>. A slight discussion followed about the Monday 3pm meeting time not being convenient for students.

#### E. Faculty Affairs Committee

Chairperson Sample reported that the committee has primarily has been working on revising its bylaws. The committee has also deferred the possible introduction of mid-semester grade reporting, to the Undergraduate Academic Affairs Committee, as the committee feels it is not right for them to weigh in on at this moment.

### IV. New Business

There was no new business.

### V. Adjournment

The meeting was adjourned at 3:47p.m.