

MINUTES OF THE UNIVERSITY SENATE MEETING, SEPTEMBER 12, 2016
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Balson, Caniano, Curtiss, Dougharty, Dumas, Firestone, Ghorayeb, Giuliani, Goodman, Herold, Hoover, Lopez, Maccarrone, Miller, Persky, Pickering, Santangelo, Shapiro, Shepard, Silver, Simmons, Sorrentino, Wallace

Absent: Basile, Eads, Gennarelli, Mazzocco, Munoz, Sample

Guests: Bass

The May 2, 2016 minutes were approved.

I. Report of the Provost, Provost Gail Simmons

Provost Simmons convened the meeting by reporting that the Provost's Office welcomes two new Vice Provosts:

- Neil Donahue – Vice Provost for Academic Affairs
- Bob Brinkman – Vice Provost for Scholarship and Engagement

In addition, Terri Shapiro became Senior Vice Provost for Academic Affairs on September 1. The Provost reported that she and Senior Vice Provost Shapiro spent the summer in the University Club Boardroom successfully negotiating a contract with the AAUP. She thanked her colleagues in the AAUP for a very cordial and productive set of negotiations and is looking forward to working with them over the next few months to fully implement the new Collective Bargaining Agreement (CBA).

The Provost reported that Vice Provost Brinkman has been working on developing policies and procedures to strengthen and expand the work of Hofstra's centers and institutes. He also has been working with Associate Provost Sofia Kakoulidis, Assistant Provost Alice Diaz-Bonhomme, Assistant and Monalisa Fuller, from the Office of Research and Sponsored Programs to strengthen support for faculty who wish to pursue grant funding. He is also leading the search for the university's first full time Environmental Health and Safety Officer. Interviews will be held this week.

The Provost reported that Vice Provost Donahue has immersed himself in several projects this summer, including overseeing the work of the Academic Review Committee (ARC) to make the process more streamlined to set deadlines, and to communicate important information to department chairs who will work with students who go through the ARC process. They are also working to ensure consistent information on each student who is being evaluated by the ARC is sent from the Center for University Advising to the ARC. Vice Provost Donahue has been involved in the new Common Insight Program during First Year Orientation. There has been a First Year Common Reading for a number of years. This year we had "Common Insight," which is an opportunity for every first year student to go to the Hofstra University Museum and look at a selected piece of artwork and to react to it in a formal way. In addition, Vice Provost Donahue, has been working with Academic Computing to publicize the rollout of the E-Portfolio feature in Blackboard, which promises to be a great resource for students and faculty.

The Provost reported that both Senior Vice Provost Shapiro and Vice Provost Donahue have been involved in the next phase of the Internationalization Lab. In the spring, the team surveyed faculty and staff and received a robust feedback with 435 responses:

- 131 full-time faculty
- 63 part-time faculty

- 193 administrators
- 48 staff

A student survey is set to go out this fall.

The Provost reported that Senior Vice Provost Shapiro has headed a new highly engaging faculty orientation in late August, which included a small reception for the faculty which gave a good opportunity to sit down and socialize a little bit with new faculty. The hope is to make this an annual event. One of Senior Vice Provost Shapiro's mandates is to concentrate on faculty development which includes development opportunities for department chairs. She start the series earlier in the day with a workshop along with Kathleen Wallace, chair of the Chairs' Caucus, for new department chairs. Ongoing opportunities for chairs to receive more support for their work as well as workshops for new and existing faculty that will be planned will be publicized as they come along.

The Provost reported that the President has charged her with examining our course scheduling patterns and processes, to find a way to make better use of our space and facilities resources. The Registrar is currently engaged in developing some additional information for us to better understand what our current situation looks like. Once it is available the Provost will work with the University Senate to convene a working route to dig into the problem and develop possible solutions.

The Provost reported that the Library faculty and staff have completed the weeding process in the Library for a total of approximately 53,000 volumes. Even with the loss of the third floor, this amount of weeding allows us for 5-6 years of continued growth of new acquisitions before we encounter another choke point (?) It opened up some space for additional expansion of our holdings in certain areas. Consultants who are experts on library space figured out how to consolidate the books that we were keeping from the third floor, moving them upwards in Axinn Library.

Floors 8, 7 & 6 have been compressed and floors 4 & 5 are underway. Floor 3 is expected to be clear by the end of October. She reported that the task force has met a couple of times over the summer along with some consultation with Library and Center for Academic Excellence staff about the design of the third floor, exploring a couple of alternatives. It was discovered that these alternatives had structural problems that would make it difficult to design well in those spaces. The Provost is working with members of the task force to schedule an open forum for anyone who has an interest in this endeavor to see what the next to final design looks like before it is implemented.

II. Report of the Senate Executive Committee Eugene Maccarrone

Prof. Maccarrone reported that he attended Trustees meeting on April 23rd. At this meeting, President Rabinowitz reported that the 2015-2016 year ended on budget, net tuition/revenue is anticipated to have increased 1% but wages and benefits are up 3%. This is subject to audit. With regard to the 2016-2017 budget, depending on enrollment, the final census is expected on October 1, but we are pacing according to the President at 1650 new freshman with an average SAT/ACT at about 1181 which puts us into the 77-78 percentile, which is down a bit from last year at 1192. The President attributes this to the discount rate staying the same. 41% of new students are "students of color" by self-identification, approximately 50% live within the state, and 95 students are new international students (this is up from 71 last year). Retention is pacing at about 81%. Continuing undergraduate and graduate looks strong and new graduation entrance seems "ok." The Law School is down 60 students below budget.

Prof. Maccarrone reported that the mid-semester grade policy, which was tabled at the last full faculty meeting in April, will be presented at the October 24 faculty meeting. He strongly encourages faculty

members to attend this meeting. The President will address the full faculty on November 14. Therefore, the November 14 Senate meeting has been rescheduled for November 21.

Prof. Maccarrone congratulates William Caniano for being elected as the Planning and Budget Committee's new chair.

Action Items

1. Prof. Maccarrone presented for action, the University Senate Budget Allocations Checklist. He reported that this matter was passed in May 2015 and has to do with a need that the student activities events have with regards to shortfalls in financing. The Student Government Association (SGA) evaluates and allocates funds which are very scarce. A decision was approved that when student activities are falling short of what SGA can afford, they can apply to the Student Affairs Committee who will bring up their request in a timely fashion through governance. The item being presented is a simpler form of the original policy. The item passed unanimously.
2. Prof. Maccarrone presented for action, the Audio Recordings Policy. This item was worked on by an ad-hoc committee that included himself, members of Student Access Services (SAS), Legal Affairs, and members from the Faculty Affairs Committee, the Undergraduate Academic Affairs Committee and the Graduate Academic Affairs Committee. The item was passed unanimously.
3. Prof. Maccarrone presented for action, the revisions to the Grievance Committee Bylaws and population of the committee. A potential grievance and possibly more than one came up over the summer. Since there was no Grievance Committee populated this matter needed to be expedited. Since the School of Education has been folded into HCLAS, the item needs to be amended. A discussion followed and the following amendments were made:

The Special Committee on Grievances shall consist of twelve tenured members of the Faculty, ~~four~~ five from the Hofstra College of Liberal Arts and Sciences, at least one from the School of Natural Sciences and Mathematics, the Peter S. Kalikow School of Government, Public Policy and International Affairs, and the School of Humanities, Fine and Performing Arts, and the School of Education, one each from the Frank G. Zarb School of Business, the Lawrence Herbert School of Communication, ~~the School of Education~~, the Hofstra Northwell School of Graduate Nursing and Physician Assistant Studies (~~including the or the~~ School of Health Professions and Human Services),....

The list of committee members was amended to read as follows:

- School of Communication: Kristal Zook
- HCLAS: Fine Arts/Humanities: Claire Lindgren
- HCLAS: School of Natural Sciences/Math/Psychology: Phyllis Ohr
- HCLAS (At-Large): Zuyan Zhou
- HCLAS: School of Education: Judith Kaufman
- HCLAS: Kalikow School: Stefanie Nanes
- Health Professions and Human Services: Genevieve Weber
- Law School: James Sample
- Library: Margaret Burke
- Medical School: David Elkowitz
- School of Engineering and Applied Science: Chuck Liang
- Zarb School of Business: Ehsan Nikbakht

A discussion followed on grievance processes. The item passed unanimously as amended.

Information Items

1. Prof Maccarrone presented for information, the 2015-2016 Senate Annual Report. He thanks everyone who participated. A link to the report, as well as past reports, can be found on the University Senate website.

Discussion Items

1. Prof Maccarrone presented for discussion, the language that was sent out via email regarding the 2016-2017 academic calendar and guidelines related to absences for religious observances. At the Senate Executive Committee he proposed that members from the Faculty Affairs Committee, Student Affairs Committee, the Provost's Office (in communication with Legal Counsel), can work on minimizing the wording. Prof. Silver has also volunteered help from the Undergraduate Academic Affairs Committee as well. A discussion followed.

III. New Business

There was no new business.

IV. Committee Reports

- A. George Giuliani, chair of the Faculty Affairs Committee reported that the committee will continue to discuss course evaluations, particularly online courses. Right now when it comes to course evaluations, the standard Course and Teacher Ratings (CTRs) form is used for online courses. The committee will research what other schools are doing and create a draft.
- B. Debra Goodman, chair of the Graduate Academic Affairs Committee, reported that the committee continue to discuss the issue of a student pursuing a secondary Master's Degree at Hofstra and how many credits can be applied, if the student already achieved a Master's Degree from Hofstra.
- C. Bianca Pickering, chair of the Student Affairs Committee, reported that the committee will be working on improving Spring Fest, possibilities of making the residential side of campus more student friendly, and making the campus more inclusive for students of color.
- D. Marc Silver, chair of the Undergraduate Academic Affairs Committee, reported that the committee discussed the mid semester grade proposal, which was sent back by the faculty in April and an old issue with departmental honors. Recently the committee was asked to look at the need for clarification of wording in the bulletin concerning what currently exists as a restriction the ability to students to use the repeat course option for courses in which they have committed acts of academic honesty.
- E. Prof. Caniano, chair of the Planning and Budget Committee that the committee met today to elect a new chair and will put their agenda together shortly.

V. Adjournment

The meeting was adjourned at 4:11p.m.