MINUTES OF THE SENATE EXECUTIVE COMMITTEE MEETING
Tuesday, September 8, 2020

Present: M. Abraham, H. Berliner, K. Boston-Hill, C. Burnett, W. Caniano, C. Eliot, R. Hirsch

Absent: K. Dimes

A. Chair's Report
Prof. Caniano reported that the Fall Contingency Task Force met consistently. He also reported that the Special Committee on Educational Technology completed a survey and circulated it to the department of Institutional Research and Planning.

B. Action Items
Prof. Caniano presented for action; a survey developed by the Special Committee on Educational Technology to shed light on any difficulty that adjunct faculty may have faced in the spring. The following amendments were made:

Question #2: Did you teach remotely during the Spring 2020 semester?

was changed to:

Did you teach during the Spring 2020 semester?

Added a question:

What types of classes are you teaching this Fall 2020 semester? (Select all that apply.)
- *In Person - Classes typically meet in person as a full group.*
- *Hybrid - A combination of in-person and online.*
- *A/B – A combination of in-person and online instruction, with each half of the class alternating between online and in person attendance.*
- *Synchronous learning – Online or distance education that happens in real time.*
- *Asynchronous learning – Occurs through online channels without real-time interaction.*

Question #5: How easy was it to do the following during the Spring 2020 semester?

was changed to:

Given the unusual circumstances of the spring 2020 semester, how easy was it to do the following?

Question #5.1: If any of the items above are especially difficult, please describe why.

was changed to:

If any of the items above were especially difficult, please describe why.

Question #6: Have you experienced any of the following obstacles while teaching remotely? (Select all that apply.)

was changed to:

Did you experienced any of the following obstacles while teaching remotely during the spring 2020 semester? (Select all that apply.)

Insufficient access to support (i.e., You feel like you are solving technology related issues on your own.)

was changed to:

Insufficient support to solve technology related issues

Question #6.1: What types of training, tools, community building, etc. can we provide to help you overcome the obstacles to your remote/online teaching?

was changed to:

What types of training, tools, community building (i.e., online faculty forums, webinars, workshops), can we provide to help you overcome the obstacles to your remote/online teaching?

Question #7: How frequently did you use the following resources to facilitate your remote teaching?

was changed to:

How frequently do you use or plan to use the following resources to facilitate your remote teaching this semester?

Question #8 & 9 were removed

Questions #10: Of the following technologies, with which would you like more training to effectively manage your remote/online class(es)? (Select all that apply.)

was changed to:

Of the following technologies, which would you like more training to more effectively manage your remote/online class(es)? (Select all that apply.)

Removed*: Donald and Barbara Zucker School of Medicine at Hofstra/Northwell from the choices in question 12.*

Questions #13: Can we contact you for additional information?

was changed to:

Can we contact you to clarify additional support you may need?

The item passed unanimously as amended.

C. **Discussion Items**
Provost Berliner reported that there have been a lot of faculty, chairs and other administrators who have reached out that there are a number of peer observations that are needed for a significant number of faculty. In addition, Course and Teacher Ratings (CTRs) are needed since a number of faculty are coming up for tenure and promotion or "Professor Plus." His suggestion for faculty leadership is for this semester, for both we have a Memorandum of Agreement

(MOA) with the AAUP which will supersede the Faculty Policy Series. However, this will be a one-year way of dealing with peer observations, and CTRs. Through the governance structure, starting with the University Senate, we have to come up with a peer observation policy which deals with hybrids and remote classes, as well as in person, and CTRs which deal with remote as well as hybrid. A discussion followed.

D. Committee Reports
1. Caroline Schreiner reported for Kaylor Dimes, chair of the Student Affairs Committee, that the committee will be meeting on September 18.

2. Prof. Burnett, chair of the Planning and Budget Committee, reported that the committee will be meeting with Joseph Barkwill, Vice President for Facilities and Operations, on September 15.

3. Prof. Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee has met with Cornell Craig, Chief Diversity and Inclusion Officer, regarding a diversity statement. The committee will also continue assessment on the universal design for learning modules that are available to faculty in terms of the quality of guidance that they give to faculty for online instruction.

4. Caroline Schreiner reported for Prof. Boston-Hill, chair of the Undergraduate Academic Affairs Committee that the committee is meeting on Monday, September 14.

5. Prof. Hirsch, chair of the Faculty Affairs Committee, reported that the committee has a number of left-over items and will prioritize them as they see fit. The committee is interested in hearing feedback from faculty in terms of concerns and difficulties.

The meeting was adjourned at 3:44 p.m.