

**MINUTES OF THE UNIVERSITY SENATE MEETING, SEPTEMBER 14, 2020**  
**THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY**

Present: Abraham, Berliner, Boston-Hill, Burnett, Caniano, Cassar, Burnett, Dippel, Distefano, Eads, Eliot, Elkis-Abuhoff, Ghorayeb, Gounelas, Heiss, Hernandez, Hirsch, Houck, Jasterzenski, Kinney, Lopez, Lotier, McElroy, McFadden, Seabold, Schlegel, Seirup, Sunik

Absent: Ciani, Dimes, Dougharty, Huang, Miller, Ortiz-Jimenez, Tarson, Tompkins

Guests: Greenberg, Mone, Peden-Christodoulou, Ploran, St. Leger

I. The May 6, 2020 minutes were unanimously approved.

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

The Provost announced that the report of the Provost will be given at the Wednesday faculty meeting and he encourages everyone to attend, as he will be talking in detail about many important topics.

**III. Report of the Senate Executive Committee, William Caniano**

**Action Items**

1. Prof. Caniano presented for action, revisions to Faculty Policy Series #47 - Policy on Personal Relationships Between Faculty/Other Employees and Students. (Included in this revision is a change in the title of the policy to Romantic and Sexual Relationships Between Faculty/Other Employees and Students). Prof. Caniano reported that the policy is being updated to bring it more in line with what has become best practices, and policies at other universities were reviewed when drafting this revision. He highlighted a few sections:
  - Section III. A. is an across the board ban on non-pre-existing relationships between Hofstra employees and undergraduate students of the University
  - Section III. B. states that employees must disclose to the Provost's Office a sexual or romantic relationship with a student that existed prior to the student's enrollment at Hofstra
    - An employee enrolled in a course or courses is not exempt from this policy, as their role as an employee supercedes their role as a student
  - In Section III. C. with regards to graduate-level and professional school students, relationships are permitted, but discouraged, as long the employee does not have instructional, supervisory or evaluative responsibility over the student
  - Section V. states that sanctions will be governed by the Collective Bargaining Agreement (CBA).

A discussion followed, and the item was passed unanimously.

2. Prof. Caniano presented for action, the Adjunct Faculty Remote Survey, which was created by the Special Committee on Educational Technology, at the behest of Steve Fabiani, Vice President for Digital Innovation and Technology, to identify any problems the adjunct faculty have encountered, so that he may assist. The survey was then reviewed and amended by Institutional Research and Assessment, and the Senate Executive Committee. Michael Heiss, a senator representing the adjunct faculty, reported that he received a lot of positive feedback from adjunct faculty that the university is trying to figure out what their needs are, working as a remote instructor, and if there are more similar documents checking in on adjunct faculty for

both their needs and well-being, it is something that the University Senate could positively do to reinforce the remote faculty. It was passed unanimously.

3. Prof. Caniano presented for action, the Faculty Guidelines for Paper Use, Cameras, Attendance, and Makeups. Prof. Seabold commented that the guidelines specific to paper use seems like it is written from the perspective of the instructor and asked if it is being considered how the student may feel receiving a paper from a professor. Prof. Caniano reported that another document would have to be created through the Student Affairs Committee, working with the Student Government Association (SGA). The Provost reminded everyone that the university is asking faculty to not use paper, to the extent possible, but do not want to prohibit paper use, they want that to be at the discretion of the faculty member.

Prof. Ploran pointed out that in two different places in the document, that doctor's notes are not required. She reported that the administration has agreed and encouraged that faculty ask students to self-report positive test results if they need to miss class, but the faculty member needs to know that the student has been cleared by the Department of Health to rejoin class and questions how are they to know? The Provost reported that he believes that the Department of Health also notifies the Wellness Center that the student has been cleared. A discussion followed about the legality of how to notify the faculty member that the student has been cleared and the Provost suggested that they tabled the item to look into this issue in more detail and decide how the document can be modified. The item has been tabled.

#### **IV. Committee Reports**

- A. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that over the summer, the committee worked on the specific concerns of graduate instruction and research. The committee will continue their review of the guidance that the university provides for online instruction focused in particular on faculty awareness and use of the universal design for learning modules that our tech provides. The committee, in consultation with Elfreda Blue, Vice Provost for Undergraduate and Graduate Academic Affairs, will also focus on how the university supports graduate students, specifically with respect to career support evaluating the strength of those resources and what more we might be doing.
- B. Rina Hirsch, chair of the Faculty Affairs Committee, reported that the committee met over the summer to draft the Faculty Guidelines for Paper Use, Cameras, Attendance, and Makeups, and in light of the previous discussion, will continue to work on it and adjust accordingly. She reported that the committee met earlier in the day and worked on an issue that was brought to their attention with regard to the calendar and a discrepancy in the teaching minutes for those teaching graduate courses. Margaret Abraham, Senior Vice Provost for Academic Affairs, said she would bring it to the Provost's Office. The Provost reported that it was a calendar modification, when it was decided to condense the semester, it changed the alignment and these discrepancies will exist. Prof. Hirsch also reported:
  - the committee had a discussion about changing the Guide to Pride to reflect online standards of conduct.
  - Senior Vice Provost Abraham and Prof. Ploran gave the committee an update on the Memorandum of Agreement between the administration and the AAUP with regards to Peer Observations and Course and Teacher Ratings (CTRs) for online courses for those up for tenure and promotion. This would be pertaining to this semester and next semester only.

- passed a resolution to have faculty photos automatically associated with their outlook and Blackboard accounts with an opt out option.
- C. Undergraduate Senator Rocco Distefano reported for Kaylor Dimes, chair of the Student Affairs Committee, that the committee will have their first meeting on Friday and will report to the Senate in October.
- D. Craig Burnett, chair of the Planning and Budget Committee, reported that the committee has their first meeting tomorrow and will begin to look at ways under the new conditions we do things, what they can do with regard to retention
- E. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee met a couple of times over the summer in May in July to discuss a lot of the issues that they have already been brought forward to this body. In addition, the committee will discuss how to further support other faculty members with the shift in going to a technology-based teaching method as opposed to being in person by working with Ed Tech and to get some additional webinars set up and a faculty forum where they can reach out to each other and get best practices on how do certain things, especially when it comes to how to give a closed book test through virtual means. Prof. Boston-Hill reported that at their meeting today, the committee discussed an initiative coming forward by SGA regarding Racial Equity Training. The committee will look to bring in Cornell Craig, Chief Diversity and Inclusion Officer, and the Black Faculty Council (BFC) for review of this initiative and any current developments.

## **V. Adjournment**

The meeting was adjourned at 3:40 p.m.