

MINUTES
Faculty Affairs Committee
September 14, 2020
Zoom

Voting Members Present:

Deborah Elkis-Abuhoff
Michael Heiss
Rina Hirsch (Chair)
Maureen Houck
Kris Lotier
Kevin McElroy
Brian McFadden
Rebecca Natow
Jean-Paul Rodrigue
Elisabeth Schlegel
Sylvia Silberger

Non-Voting Members Present:

Margaret Abraham (Sr Vice Provost for
Academic Affairs)
Elisabeth Ploran (AAUP President)
Holly Seirup (Dean, HPHS)

Absentees:

Xiang Fu

1. The meeting was called to order at 11:03 a.m.
2. Rina Hirsch brought to the committee's attention a scheduling issue in which faculty teaching on graduate courses on Tuesdays are teaching 15% more time than those teaching on Wednesday or Thursday. Those teaching on Mondays are teaching 7% more time than those teaching on Wednesday or Thursday. It appears the calendar was not adjusted appropriately in terms of conversion days or days off. Margaret Abraham requested that Rina send an email to her and Herman about this issue. Rina sent the email at 12:33pm the day of this meeting.
3. The committee then discussed Michael Heiss' proposal regarding recommending that the Student Affairs Committees and Provost's office amend the student Guide to Pride to reflect online standards of conduct.
 - a. One concern was that students are attending Zoom synchronous sessions in inappropriate or insufficient clothing or their Zoom picture is inappropriate, potentially rising to the level of sexual harassment. He expressed that adjunct other faculty members have come to him with similar concerns; because they fear for their jobs, adjunct faculty do not feel comfortable addressing students individually with regard to these issues (especially when the interaction is male instructor to female student).
 - b. Another concern expressed was that some students are not participating in a meaningful way because they are turning the camera off and there is no way to know if they are actually "attending" the whole class. Michael indicated that faculty should have some recourse when this issue arises in synchronous delivered online courses.
4. Margaret Abraham and Elisabeth Ploran updated the committee on the memo of agreement that the administration and the union are working on with regard to peer observations and CTRs for online courses for those up for tenure/promotion. Any agreement reached would be a short-term agreement for the Fall 2020 and Spring 2021 semesters. The FAC will work on any long-term agreement with respect to these issues.

5. The committee discussed having faculty pictures automatically associated with Outlook/Blackboard accounts with an opt-out option. Given the University's remote learning environment, the committee voted unanimously in favor of this idea.
6. The meeting was adjourned at 11:54 a.m.

Appendix A

Faculty Guidelines for Paper Use, Cameras, Attendance, and Makeups (revised further at 7/22/20 Senate Executive Committee meeting)

Paper Use:

In an effort to protect the health and safety of members of the Hofstra community, and based on the information available right now, we are discouraging the circulation and distribution of paper when possible. If instructors choose to circulate and distribute paper, we recommend that they follow Northwell guidelines (i.e., collect paper in shopping bags, seal and let it sit for 2 days before handling for grading or any other processing).

Cameras:

For synchronous classes, students are encouraged to initiate contact with faculty at the beginning of class with regard to camera use. Faculty are encouraged to use a camera and/or audio to connect with their students during their synchronous (non-exam) class times.

Attendance:

In the event that a student needs to be absent from an in-person class or synchronous online class, they should contact their instructor. We encourage faculty to specify their course requirements in their syllabi and to be flexible regarding student health related absences. Doctors' notes should not be required of any students that are not feeling well.

Makeups:

Faculty syllabi should specify policies related to missed assignments, quizzes, and exams. However, under no circumstances should faculty require doctors' notes. In responding to students' health related absences, faculty are encouraged to offer accommodations with regard to due dates; however, all course requirements should be completed. Students with long-term illnesses should coordinate with their academic advisors and Student Access Services (SAS).