

MINUTES OF THE UNIVERSITY SENATE MEETING, SEPTEMBER 13, 2021
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Boothe, Boston-Hill, Caniano, Cassar, Chowdhury, Ciani, Craig, Dass, Dougharty, Eads, Eliot, Elkis-Abuhoff, Ghorayeb, Heiss, Hernandez, Huang, Lopez, McElroy, Santangelo, Seirup, Shahani-Denning, Sunik, Tarson, Tompkins, Valerius, Welch

Absent: Campbell, Dippel, Gounelas, McFadden, Miller, Schlegel, Tomei, Wallace

Guests: Van-Ess Grant, Peden-Christodoulou, Ploran

I. The May 3, 2021, minutes were unanimously approved.

II. Report of the Interim Provost, Janet Lenaghan

Interim Provost Lenaghan convened the meeting by thanking the faculty, especially faculty leadership for all their support on her first six weeks as Interim Provost. She asks the University Senate help to ensure that the faculty fully participate in the Inauguration Week activities which include the keynote address for the academic symposia “Building and Bridging Our Future Together: Hofstra University and Our Communities” on Monday September 27 at 1pm in Adams Playhouse, delivered by Charles Blow who is a New York Times Journalist, CNN commentator, and Former Presidential Visiting Professor at Yale University. Over the course of the week there are ten different sessions each of them showcasing the collaboration between the university and our border communities.

Interim Provost Lenaghan reported that the festivities culminate with the inauguration of Hofstra’s ninth President, Dr. Susan Poser, on Friday, October 1 at 11am. A faculty breakfast will occur at 9:45 a.m. in front of the Mack Arena. After which, faculty will robe for the formal procession. She requests that faculty please RSVP not only for the breakfast but to ensure a robe is available if needed.

The program for the inauguration ceremony includes many opportunities to highlight our students. She thanked Karyn Valerius for running an incredible poetry contest. The winner will be reading their poem at the inauguration. In addition, a student artist’s painting in honor of the inauguration of Dr. Poser will be highlighted as well as a performance of *Seasons of Love* performed by Hofstra Drama and Dance students. In addition, the students will perform our alma mater and the national anthem.

The Interim Provost reported that the President has asked her to lead an initiative to engage the Hofstra community around the question of how we want to define ourselves as a university. Specifically, she wants us to think about our ambitions and tackle questions including what we want to become, how do we get there, and what are the range of possibilities in front of us. These conversations will begin with the faculty and plan to hold discussions with the committees of the University Senate as well as faculty from across the schools. The plan is to start the initiative after the inauguration and will be a priority over the fall and early spring semester. Everyone will be engaged in the conversation.

The Interim Provost noted that the President is incredibly supportive of the academic enterprise and as such we have received approval to begin searches for faculty lines. She has asked Cornell Craig, Chief Diversity, and Inclusion Officer, and Elfreda Blue, Vice Provost for Graduate and Undergraduate Studies, to visit those DPCs to provide training as we think about how we can be intentional in support of our initiatives relating to diversity, equity, and inclusion.

The Interim Provost reported that an email from Stavros Valenti, Vice Provost for Accreditation and Assessment, about the provost’s office Research Mixers Series which is a new initiative the provost’s office is doing to bring faculty together who are interested in similar topics. Vice Provost Valenti has asked faculty to send him the research topics that would be of interest and if they are willing to make an informal (without

slides) 5- to 7-minute presentation about their research related to the topic. The first meeting will be held on Thursday, November 4th at 4:30 in the Institute of Innovation and Entrepreneurship in Guthart Hall.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the committee had their first meeting and will have more for the Senate in October.

IV. New Business

Jessica Eads, Vice President for Enrollment Management reported that her office has been working with faculty and the chairs to help manage their retention efforts and graduation rates. They have been working with departments when they notice things like substitution and waiver processes that they can help clean, they have brought the change of major forms online and other things they can do to help with getting students through to graduation as best as possible. One thing they have identified as a sticking point is when there are students who are counting as being enrolled when they aren't (registering and not showing up to class or the university) These students count against us, part of the students that have not yet been retained or graduate. Her office is working very hard to identify those students as early as possible so they can be removed from our accounts and is asking for help from the academic areas to help. An email went out on Friday, and they will continue to reach out to faculty to help with this effort.

W. Houston Dougharty, Vice President for Student Affairs reported that over the summer our Dean of Students Gabrielle St. Leger, has left the university to become the Vice President of Student Affairs at LaSalle University in Philadelphia, and we congratulate her on that. There was a very successful search this summer for a new Dean of Students and introduced Michelle Van Ess Grant, who is our new Dean of Students and Assistant Vice President for Student Affairs. She comes to Hofstra from the Fashion Institute of Technology (FIT), where she has served as Director of Student Life for a decade.

IV. Committee Reports

- A. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee is scheduling their first meeting and will update the Senate at its next meeting.
- B. Patricia Welch, chair of the Faculty Affairs Committee, reported that the committee met on Friday and reviewed business from last year and began discussion of some initiatives for this year including reviewing and updating Faculty Policy Series #43 – Harassment Policy, participating in President Poser's self-study project, reviewing, and creating some language on recognition systems for adjunct and part-time employees, and examining digital measures.
- C. Caroline Schreiner reported for Kathleen Wallace, chair of the Planning and Budget Committee, that the committee will be meeting at the end of the month and will set their agenda.
- D. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee will meet this week but will be looking into the possibility of course tagging regarding our internationalization courses as well as the *Race and Ethnicity in America* courses to see the viability as well as it will plan out. The committee is very close to completing the wording for the completion ratio. They will also look more into *Gradescope* as a potential replacement for *Scantron* in a way to build assessments, grade assessments, and as a better efficiency tool when it comes to all things academic.

VI. Adjournment

The meeting adjourned at 1:34 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, OCTOBER 11, 2021
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

I. The September 13, 2021, minutes were unanimously approved.

II. Report of the Interim Provost, Janet Lenaghan

Interim Provost Lenaghan convened the meeting by asking those present to introduce themselves. She then introduced President Susan Poser who reported that she is a big believer in shared governance and is looking forward to working with everyone. She spoke briefly on her initiative for the future of Hofstra University and reported that it is very important that there is a lot of participation and hopes that the Senate as a representative body will spend some time thinking about who we are as a university, what should our ambitions for the future be, and what are some ideas on how to get there. She also reported that we should be thinking about who our peers are, what should our aspirations be, and what other universities would we want to be more like.

The President reported that she thought the Presidential Inauguration Celebration Week Symposia: *Beyond the Campus: Learning by Engaging and Serving the Surrounding Community* was fantastic, and it was interesting to see what each school chose to talk about and for her it was a great insight into some of what is going on within the individual schools, that she may not have been able to access otherwise.

Interim Provost Lenaghan gave an update on the *Blue Ribbon Committee* that has been tasked with evaluating Hofstra's current Course and Teacher Ratings (CTR) process and making recommendations for how it may be changed to better serve the community. Now that we have transitioned to the online form, the committee is looking at testing different items. Since the committee was working on the content of the form, they will do some validity testing around them this semester. She will keep the Senate posted on this process.

III. Committee Reports

A. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee has cemented its agenda for the semester and the two items they plan to work on are:

- Double counting of credits between the undergraduate and graduate level. There are circumstances when Hofstra undergraduate students might be seriously disincentivized from enrolling in Hofstra graduate programs because courses that they have taken as undergraduate can't count for them at the graduate level which is a problematic situation, so the committee wants to think about what the solutions to that might be along with other issues related to our policies on double counting.
- thinking about the ways in which we review online and remote instruction and specifically should there be standards for oversight which we don't now have for what counts as a course offered well into our standards. Even though it's online, going forward as we transition from an emergency period of online offerings to a period where that's more normalized.

B. Caroline Schreiner reported for Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, that:

- The committee is working in conjunction with the Special Committee on Education and Research Technology to introduce *GradeScope* as a more robust replacement for Scantron. Anyone interested in attending the *Gradescope* Demo can email her for the link

- The committee is looking into new wording regarding the completion ration as relates to students on academic probation who have made satisfactory academic progress.
- The committee is researching the impact of creating a course tag requirement for the Race & Ethnicity in America and Internationalization/Cross Cultural clusters. In addition, the committee is looking to clearly define Internationalization and Cross Cultural.

C. Patricia Welch, chair of the Faculty Affairs Committee, reported that the committee has a meeting next week and will be:

- reviewing and updating Faculty Policy Series #43 – Harassment Policy
- working on language for the LDA rosters so that people understand how it works alongside the mid-semester advisory.
- participating in President Poser’s self-study project however is requested
- working on how understanding of how digital measures works post-tenure and for departments that need something like this for accreditation and so forth as well as recognition systems for adjuncts or non-tenure track non-tenure people

Prof. Welch also reported that the committee who was working on the digital measures project has already begun collecting information, but she has not received their report yet.

D. Kathleen Wallace, chair of the Planning and Budget Committee, that the committee is interested in getting a better understanding of the big picture in the state of the university, so Rich Apollo, Associate Provost for Budget and Planning, helped by reviewing census reports so that they are better prepared to read them. They want to get a better handle on what enrollment trends are in the university to be better informed and can contribute in a more meaningful way to some of the discussions about important efforts about retention that are going on in the university, as well as being able to contribute to President Poser’s initiative to really think about what our future goals and aspirations are as a university. The committee has also asked for reports from Institutional Research on majors and duplicate majors. She also reported that the committee concern expressed from some faculty who use a Hofstra van for field trips and there are some issues apparently with the safety of the van. She has reached out to Joseph Barkwill, Vice President for Facilities and Operations, to follow up.

E. Lila Campbell, chair of the Student Affairs Committee, reported that the committee met on October 9 with W. Houston Dougharty, Vice President for Student Affairs, and Michelle Van Ess-Grant, Assistant Vice President for Student Affairs and Dean of Students as their guests. The committee will continue work on an initiative started last spring by Mercedes Jasterzenski, a student Senator-at-large, regarding the Hofstra night shuttle. The committee will also be working on disability and universal design throughout Hofstra and on a smaller note the committee is working on mandating that *EthicsPoint* being put in the syllabi.

IV. New Business

Prof. Ghorayeb reported that right before students graduate many of them work with the faculty on honors thesis research for one semester. Some get accepted into a conference, but the university is not willing to pay any conference fees because the student has just graduated. A discussion followed.

Adjournment

The meeting adjourned at 1:37 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 8, 2021
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Boothe, Caniano, Cassar, Chowdhury, Ciani, Craig, Dougharty, Eads, Eliot, Hernandez, Huang, Lenaghan, Lopez, McFadden, Santangelo, Schlegel, Seirup, Shahani-Denning, Tarson, Tompkins, Valerius, Wallace, Welch

Absent: Boston-Hill, Dass, Dippel, Elkis-Abuhoff, Ghorayeb, Gounelas, Heiss, McElroy, Miller, Tomei, Sunik

Guests: Blue, Peden-Christodoulou, Ploran, Van-Ess Grant

I. The October 11, 2021, minutes were unanimously approved.

II. Report of the Interim Provost, Janet Lenaghan

Interim Provost Lenaghan convened the meeting by reporting an update on the Vision Project, which will be led by Comila Shahani-Denning, Interim Senior Vice Provost. She reported that this will be internally focused. It is about who we think we are and where we want to go. It is not strategic planning. It is right now trying to understand what we are collectively thinking as a community. By the end of this academic year, we will have collected the input and ideas of our entire community. This information will inform our strategy and goals for the future of the university.

She reported that the first phase will be a series of focus groups which will run across the campus with all constituents represented. The Chairs Caucus will be the first focus group on Monday, November 15. In February, this will be followed up with a survey which can be completed by everyone. Melissa Connolly, Vice President of University Relations, and her team will be working on a communications strategy around the survey.

Interim Provost Lenaghan reported that Jean Peden-Christodoulou, Associate Vice President for Student Affairs, and her team have asked the Provost's Office if we could use the tool *Navigate* to house and store office hours, as it is more assessable for students to see. There is a feature in *Navigate* that would allow faculty to schedule appointments, should they want. However, that feature will be turned off in the default. She reported that she is going to work with Associate Vice President Peden-Christodoulou and Jessica Eads, Vice President for Enrollment Management, to create some training opportunities for faculty because the tool is phenomenal and has a lot of useful data. William Nirode, Speaker of the Faculty, has agreed to have both Associate Vice President Peden-Christodoulou and Vice President Eads present at the next faculty meeting on December 6.

III. Report of the Senate Executive Committee, William Caniano

Action Items

1. Prof. Caniano presented for action, revisions to the *Graduate Bulletin* subsection "Academic Leaves/Withdrawals and Maintaining Matriculation" regarding leave duration. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that this was motivated by a suggestion from Monica Florio, Dean of Graduate Admissions. Her office normally recommends that graduate students not take leaves exceeding one or two semesters. The graduate studies bulletin currently allows graduate leaves up to three semesters for a typical leave and it was suggested that this might be a little bit long, so the committee considered things like encouraging continuity and retention and making sure that a typical leave was long enough to account for things like a pregnancy for example and decided to recommend that the maximum typical leave be changes to two consecutive fall and spring semesters. The item passed.

2. Prof. Caniano presented for action, revisions to the *Undergraduate Bulletin* subsection “Graduate Courses Taken by Undergraduates,” regarding double-counting. Prof. Eliot reported that there is an odd situation where there is currently a prohibition on students who are undergraduates using core credits for graduate courses they are taking as undergraduates towards graduate programs at Hofstra. Students get into this situation because they are eligible in some cases to take graduate courses and are sometimes encouraged to take graduate courses by faculty. However, the bulletin currently says that credit earned in this way will only count toward undergraduate degrees. Meaning that if a student goes onto a graduate program at Hofstra, they find that they have taken a course which they can't count towards their graduate program. This seems to create a disincentive for Hofstra students to continue at Hofstra for graduate programs because if they apply to other graduate programs, they find that their courses taken as an undergraduate at the graduate level, do count towards those other programs. The committee decided that even though there is a potential loss of revenue for courses we are charging students for, and there is a danger of potentially cheapening the graduate degree slightly by requiring fewer courses, however the committee’s answer to this is that the revenue might actually increase because ideally we would attract more graduate students by not disincentivizing Hofstra students to continue, and these courses that we are currently not counting from Hofstra undergraduates, we are counting from students who come from other universities. The revision removes the inconsistency of treating Hofstra undergraduates more harshly. A discussion followed about accelerated programs and dual degrees, and the following amendments were made:

Striking bulletin point 3: *“Provisions 1 and 2 does not apply to students pursuing dual-degree undergraduate/graduate programs”*

the title *“Graduate Courses Taken by Undergraduates”*

was amended to:

“Graduate Courses Taken by Undergraduates (does not apply to students pursuing dual-degree undergraduate/graduate programs)”

The item passed as amended.

IV. Committee Reports

- A. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that in addition to working on the previous motions, the committee has been working on standards for online instruction.
- B. Jessica Santangelo reported for Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, that the committee has: updating the language for the completion ratio
- Updated the language for the completion ratio as it relates to students on academic probation who have made satisfactory academic progress
 - Held a university wide demo of *GradeScope*, which is a grading platform that help faculty grade more efficiently.
 - Discussed Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University, because there were several situations where students who were no longer in a course were selling their notes and exams, etc. online after having taken the course

- Discussed the Internationalization work that had been done and figure out with how it aligns with some of the work that's been going on in terms of courses with special definitions

C. Patricia Welch, chair of the Faculty Affairs Committee, reported that the committee has been reviewing Faculty Policy Series #43 – Harassment Policy. They would like to incorporate the language that covers chairs as it was worked out in the Memorandum of Agreement (MOA) between the AAUP and the administration. The subcommittee has worked out the language and are almost ready to send it to the Senate for action. They have worked out a recommendation, but after discussion the committee decided to look at the original proposal which was discussed a few years ago

Another subcommittee has been working our parameters of a recognition system for part-time faculty members on the line of the Faculty of the Year Awards.

In addition, another subcommittee has been looking at how digital measures are used by departments that need it for accreditation purposes. There seems to be a desire for alternatives as long as it doesn't happen midstream. The subcommittee will meet with Steve Fabiani, Vice President for Digital Innovation and Technology, about possible alternatives. There was also some discussion about the limitations that Hofstra has with DM that are related to the fact that we don't pay for the full package.

D. Kathleen Wallace, chair of the Planning and Budget Committee, reported that the committee has been continuing to collect and study data, concentrating mainly on enrollment and retention data. They had a meeting with Rich Apollo, Associate Provost for Budget and Planning, to go over census figures, and are meeting with Chavon Stuparich, Executive Director for Institutional Research, and Jessica Eads, Vice President for Enrollment Management, tomorrow, to discuss some of the retention and enrollment data. The committee also had a meeting with Sofia Kakoulidis, Associate Provost for Research and Sponsored Programs, who gave a thorough and illuminating report on grants received, and how recovery of indirect costs is handled by Hofstra. The committee will report to the Senate on some of this soon.

Prof. Wallace reported that some faculty have approached the committee about upgrading classrooms. The committee plans to find out what they have in mind and will then speak with Associate Provost Apollo. She also reported that the van mentioned at the last Senate meeting is still being repaired. Therefore, faculty are using their own vehicles for field trips, or renting vehicles.

E. Lila Campbell, chair of the Student Affairs Committee, reported that the committee will continue working on the shuttle initiative Senator-at-large Jasterzenski start last semester, as well as reaching out to eh Race and Equality Council that was also started last semester to check on how they are doing, since they are separate from the Student Affairs Committee. The committee also talked a lot about disability and universal design and started looking at what designs other schools have started to implement. The committee will be setting up a meeting with Julie Yindra, Director for Student Access Services, to discuss this further. The committee is also working on mandating that *EthicsPoint* being put in the syllabi.

V. Adjournment

The meeting adjourned at 1:28 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 29, 2021
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Boothe, Boston-Hill, Caniano, Cassar, Ciani, Craig, Dass, Dippel, Dougharty, Eads, Elkis-Abuhoff, Ghorayeb, Hernandez, Huang, Lenaghan, Lopez, McElroy, McFadden, Santangelo, Seirup, Shahani-Denning, Sunik, Tarson, Tomei, Tompkins, Valerius, Wallace, Welch

Absent: Chowdhury, Eliot, Gounelas, Heiss, Schlegel, Miller

Guests: Peden-Christodoulou, Ploran, Van-Ess Grant

I. The November 8, 2021, minutes were unanimously approved.

II. Report of the Interim Provost, Janet Lenaghan

Interim Provost Lenaghan convened the meeting by thanking the faculty, chairs, and deans for an amazing job this semester. The students seem happy to be back and the vibrancy of our campus has returned. This only happened because of efforts by the whole Hofstra community, and she thanks everyone on behalf of President Poser, for making her first semester a huge success.

Interim Provost Lenaghan reported that an email went out from President Poser regarding the new Omicron variant that has been found in several countries but has not yet been detected in the United States. She reported that she and the president have been talking to our Northwell Health colleagues about how we make sure our campus stays as safe as it is. She notes that the ability to adapt is one of Hofstra's strong suits and that will continue to be as we go through this. Right now, there is no mandate around the booster shot, but administration will embark on an education effort around the booster and remind everyone to stay masked. Hofstra remains very safe and where there were areas of concern, they were addressed. The faculty have done a terrific job of reminding students to wear their masks. She reported that they will continue to monitor this situation and keep everyone informed.

Interim Provost Lenaghan reported that her office is establishing a campus wide committee to look at grants on our campus. Sponsored research is an opportunity here at Hofstra to expand, and we have some terrific grant writers who do amazing work. However, there is an opportunity for us to do even more. The committee will be looking at what are best practices and what are the barriers that we currently have for us to reach that next level of grant writing. The committee will be chaired by Sofia Kakoulidis, Associate Provost for Research and Sponsored Programs and will begin their work shortly.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the University Senate is getting two focus groups of about 8-10 people for President Poser's vision project. Any senators interested should contact the senate office.

IV. Committee Reports

A. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee has been finalizing wording on academic probation and the completion ratio so that we don't double penalize students that have done well in their courses, but just may not have met the completion ratio requirements. The committee is also working on a modification to Faculty Policy

Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University dealing with students who have had posted exams and papers online. The committee is also putting together an ad-hoc committee to review first year programming to come up with best practices for retention of first year students. He also reported that a lot of people attended the *Gradescope* demo and have been receiving many requests to see how they can bring it into their department or if Hofstra can purchase it campus-wide. It will now be handed over to the Special Committee on Education and Research Technology.

- B. Patricia Welch, chair of the Faculty Affairs Committee, reported that the committee is finalizing wording on some of the initiatives they have been working on including Faculty Policy Series #43 - Hofstra University Harassment Policy, and a recognition system for part-time faculty. The committee will also be looking at the title of Secretary of the Senate and that role. The description of the position can be found in Statute IX of the Faculty Statutes of Hofstra, but that the position as described in the statutes had changed considerably because over the years few people ran for the position.
- C. Kathleen Wallace, chair of the Planning and Budget Committee, reported that the committee met on November 19 with Jessica Eads, Vice President for Enrollment Management and Chavon Stuparich, Executive Director for Institutional Research, to review retention data and had a very helpful discussion. The committee made some suggestions for some additional factors that could maybe be looked at. Vice President Eads was very informative about what is being done so far.
- D. Caroline Schreiner reported for Lila Campbell, chair of the Student Affairs Committee, that the committee will be meeting on Friday, and her report from last month stands.
- E. Caroline Schreiner reported for Christopher Eliot, chair of the Graduate Academic Affairs Committee, that the committee is meeting tomorrow morning and has no report at this time.

V. Adjournment

The meeting adjourned at 1:18 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, FEBRUARY 14, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Boothe, Boston-Hill, Campbell, Caniano, Cassar, Ciani, Craig, Dass, Dougharty, Eads, Eliot, Elkis-Abuhoff, Ghorayeb, Heiss, Hernandez, Huang, Lopez, McFadden, Santangelo, Schlegel, Seirup, Shahani-Denning, Sunik, Tarson, Tomei, Tompkins, Valerius, Wallace, Welch

Absent: Chowdhury, Dippel, Gounelas, McElroy, Miller

Guests: Koegl, Nirode, Peden-Christodoulou, Ploran, Sobel, Van-Ess Grant

I. The November 29, 2021, minutes were unanimously approved.

II. Report of the Interim Provost, Janet Lenaghan

Interim Provost Lenaghan convened the meeting by reporting the survey for President Poser's Vision Project was launched today and asks that everyone help encourage our students and colleagues to complete the survey. The goal is to get a broad view and all voices heard. Comila Shahani-Denning, Interim Senior Vice Provost, has done a phenomenal job leading this effort, and the survey was built off the findings of the various focus groups. The survey will be open for three weeks and the expectation is that the results of this exercise will drive our strategic plan. This data will give us an indication of where we think we are as a community and where we think we should go.

Interim Provost Lenaghan reported on retention efforts with Jessica Eads, Vice President for Enrollment Management, and Jean Peden-Christodoulou, Associate Vice President for Student Affairs. The entire chairs' breakfast in the spring will be dedicated to a discussion of retention efforts. She, along with Vice President Eads, Interim Senior Vice Provost Shahani-Denning came up with themes that will be used for discussion purposes by each of the working groups at the chairs breakfast. The working groups will be comprised of the chairs and other constituents that work with our students. In addition, Interim Provost Lenaghan, Vice President Eads, and Associate Vice President Peden-Christodoulou have put together a small working committee with a broad section of stakeholders across the university focused on retention. This committee will make recommendations in terms of the best model to move forward on our retention efforts.

Interim Provost Lenaghan reported that an email went out from President Poser this morning about masks following Governor Hochul's announcement removing the indoor mask mandates in most businesses and public venues across the state. She reported that we are working very closely with our partners at Northwell Health, as we have always done, to discuss the best way to move forward, recognizing all the factors that impact those decisions.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the University Senate is getting two focus groups of about 8-10 people for President Poser's vision project. Any senators interested should contact the senate office.

Action Item

1. Prof. Caniano presented for action, revisions to Faculty Policy Series #43 - Hofstra University Harassment Policy. Prof. Welch, chair of the Faculty Affairs Committee reported that as a committee, the FAC decided that it made sense to update FPS #43 so that it reflected the language of the Memorandum of Agreement (MOA) between the union and Hofstra University, as it was

developed. Any revisions made incorporate the elements of the MOA that was signed in February 2020. The MOA considers the somewhat ambiguous role of chairs as somewhere between administration and faculty. The revised FPS #43 incorporates the language, so it reflects the MOA clearly. It was decided to amend the document to be gender neutral. The item passed unanimously as amended.

Information Item

1. Prof. Caniano presented for information, a revision to the spring 2022 calendar. The revisions bring registration in line with the mid-semester advisory. There were also concerns raised about the time of day that registration started, which is traditionally at 10 pm on Sunday, and the availability of departments during that period so the revision was to Sunday during the day. The proposal moves the start of the registration period three weeks later in the term from March 6, 2022, to March 27, 2022, changes to a more compressed timeline for each class's registration start and moves the start time to the afternoon. This item was reviewed and passed by the Academic Calendar Committee and the Senate Executive Committee.

IV. Committee Reports

- A. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee is working towards cleaning up language for Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University dealing with students who have had posted exams and papers online. The committee looked at the requirements for the study abroad program and realized that there are a couple of loopholes that they want to close up so that students don't end up taking a major of their coursework overseas, and still get a Hofstra degree. The committee will also be finalizing the language to the completion ratio. The committee also took a final look at the internationalization proposal for course tagging and realized that the UAAC probably wasn't the proper route for that particular initiative, so although the committee agrees to some degree that all faculty should be incorporating some kind of cultural responsiveness within their curriculum so students will be able to get the benefit of international type of exposure through the curriculum as opposed to requiring a course tag that the students have to take.
- B. Patricia Welch, chair of the Faculty Affairs Committee, reported that the committee met in January to review special leave applications and submitted their recommendations to the provost's office. The committee has been looking at digital measures as well as working on an adjunct recognition system. The committee also hopes to update more faculty policy series over the course of the semester.
- C. Kathleen Wallace, chair of the Planning and Budget Committee, reported that she and Prof. Santangelo formed a small committee of faculty to discuss classrooms that are used generally on campus, and identified several issues that they thought were important to try and create spaces that were more flexible, can improve scheduling, etc. As they discussed it, they thought it would be a good idea to have a strategic planning process for classrooms, not just around IT, which is the purview of the Special Committee on Education and Research Technology, but to try to be more comprehensive about classrooms overall. They met with Janet Lenaghan, Interim Provost, who was very receptive. P&B also talked about updating and to try and have a really good inventory of classrooms so that faculty know what is in a room when they request a space. The committee is also meeting on March 11 with Interim Provost Lenaghan, Catherine Hennessy, Senior Vice

President for Financial Affairs and Treasurer, and Jennifer Mone, Vice President for Legal Affairs and General Counsel to discuss the budget.

- D. Lila Campbell, chair of the Student Affairs Committee, that she is waiting to hear from Jiovanni Ortiz, the student representative for public safety to discuss a proposal by one of the student senators regarding the night shuttle.
- E. Christopher Eliot, chair of the Graduate Academic Affairs Committee, that the committee will coordinate with the UAAC about revisions to FPS #11 to address selling course materials online as previously mentioned, to make sure that Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University, to make sure they are parallel. The committee is also working on a recommendation regarding changes in graduate registration pins.

V. Adjournment

The meeting adjourned at 1:18 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, MARCH 14, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Boston-Hill, Campbell, Caniano, Cassar, Chowdhury, Dippel, Dougharty, Eads, Eliot, Huang, Lopez, McElroy, McFadden, Santangelo, Seirup, Tarson, Tomei, Tompkins, Valerius, Wallace, Welch

Absent: Ciani, Craig, Dass, Elkis-Abuhoff, Ghorayeb, Gounelas, Heiss, Hernandez, Miller, Schlegel, Shahani-Denning, Sunik

Guests: Peden-Christodoulou, Van-Ess Grant

I. The February 14, 2022, minutes were unanimously approved.

II. Report of the Interim Provost, Janet Lenaghan

Interim Provost Lenaghan convened the meeting by giving an update on the following:

- The Retention Committee met for the first time last week and consists of faculty and representatives across the schools, as well as administrators across the campus. In addition to reviewing data, this committee will also look at and recommend a model going forward.
- The Grants Committee, charged to look at our sponsored research, has met a few times. The Carnegie Classification is based on sponsored research, as well as institutional investment in research. The committee is looking at what are the structural roadblocks and key points around grant management. Those selected to serve on the committee were selected based on their engagement with sponsored research. The committee has already made a number of recommendations.
- Since last September's inaugural symposium, *Building and Bridging Our Future Together: Hofstra University and Our Communities*, received such positive feedback, the Provost's Office is considering having an annual academic symposium in late September which will bring faculty, students, and our community together to explore a current issue of local, national and international importance. They are looking for all schools to engage around the topic chosen and encourage interdisciplinary panels and/or discussions. The primary purpose is to engage in academic discourse around the topic chosen. The Faculty Affairs Committee came up with some great suggestions and one that seems to be getting the most support is sustainability and community engagement. She welcomes thoughts and suggestions on other topics.
- The Vision Project survey received a good response rate. Her office is reviewing the data and should have a report to share with the faculty at the last faculty meeting on May 2. She also notes that President Poser will be presenting at this meeting.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the Special Committee on Recruitment, Elections, and Nominations (SCREAN) ratified the following schedule for senator elections:

- Accepting nominations through Qualtrics from March 7 – March 18 for the following constituencies:
 - School of Health Professions and Human Services (one seat)
 - School of Education (one seat)
 - School of Humanities, Fine and Performing Arts (one seat)
 - School of Natural Sciences and Mathematics (one seat)
 - Fred DeMatteis School of Engineering and Applied Science (one seat)
 - Library (one seat)
 - Hofstra Northwell School of Graduate Nursing and Physician Assistant Studies (one seat)

- Adjunct Faculty (one seat)
- Staff/Local 153 (one seat)
- Elections will be held April 4 – April 18

SCREEN is still looking for a Parliamentarian so a request for nominations will be sent shortly.

IV. Committee Reports

- A. Patricia Welch, chair of the Faculty Affairs Committee, reported that committee discussed the adjunct recognition system and voted to amend the Teacher of the Year voting process to include all adjuncts who met the eligibility criteria for the award. The recommendation will be brought to the Senate after the new Provost is in office.
- B. Kathleen Wallace, chair of the Planning and Budget Committee, reported that the committee met with Interim Provost Lenaghan, Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer, and Jennifer Mone, Vice President for Legal Affairs and General Counsel to discuss university finances and budget. The committee also touched on a number of issues within the university including the decline in students who are residing in the residence halls and discussed ways to turn this into positive revenue streams such as taking one building offline as a residence and used for other purposes. Vice President Hennessey described the general budget process to the committee, which usually starts around October, and they had a more general discussion on other factors in the budget. The committee also discussed and will continue to discuss the strategic planning committee for classrooms.
- C. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee continues to work on revising the language for academic probation and the completion ratio so that students that have done well in their courses, but may not have met the completion ratio requirements aren't penalized. The committee is also working on a modification to Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University dealing with students who have completed their coursework and have posted exams and papers online. They will work with the GAAC to modify FPS #11G. He reported that the committee also continued to look at the requirements for the study abroad program. There are loopholes that they want to close up so that students don't end up taking a major of their coursework overseas, and still get a Hofstra degree.
- D. Lila Campbell, chair of the Student Affairs Committee, reported that the committee is mainly focused on submitting a proposal to Public Safety about the night shuttle, and had a preliminary meeting with them on March 7.
- E. Christopher Eliot, chair of the Graduate Academic Affairs Committee, that committee submitted a recommendation regarding changes in graduate registration pins but will hold off on sending it to the Senate until the new Provost is in office. The committee will also coordinate with the UAAC about revisions to FPS #11 to make sure that Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University, to make sure they are parallel.

V. Adjournment

The meeting adjourned at 1:18 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, APRIL 11, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

I. The March 14, 2022, minutes were unanimously approved.

II. Report of the Interim Provost, Janet Lenaghan

Interim Provost Lenaghan convened the meeting by reporting that commencement will be held on Sunday, May 22, and asks the Senate to please encourage the faculty to participate as students really look forward to seeing their professors and it makes for a much more meaningful celebration.

Interim Provost Lenaghan reported that an email from President Poser went out this morning reminding everyone to continue good hand hygiene and monitor your health and stay home if you feel sick or have a fever. As of now, masks are still optional on campus with no changes to our current COVID protocols.

Interim Provost Lenaghan reported that the revision of the spring 2022 registration dates was a huge success. By 3:00 p.m. that day, over 1,300 1st year students had registered. Jessica Eads, Vice President for Enrollment Management, reported that although moving the registration process three weeks later in the semester was a tremendous success, they are considering a few changes. A discussion followed regarding possible changes.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the senator elections are ongoing. He asks that everyone please make themselves available in person at the final senate meeting as we will be electing chairs of the standing committees for the 2022-2023 academic year. It was decided to reschedule the meeting for Monday, May 9 at 1pm. Prof. Caniano also reported that the Senate Executive Committee formed a working group to review all governance documents and met for the first time on Friday, April 1. The committee consists of chairs of the standing committees as well as the Speaker of the Faculty and the Secretary of the Faculty. Right now, the group is collecting data on what other universities do.

Action Items

1. ! Prof. Caniano presented for action, a survey from the Environmental Priorities Committee. The goal of this survey is to gauge campus-wide interest in certain kinds of sustainability, and to make sense of which initiatives we are already pursuing members of the campus community are already aware of. Once this is passed by the Senate, it will most likely be deployed in the fall. The item passed unanimously.

IV. Committee Reports

- A. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee is working on the modification to Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University dealing with students who have completed their coursework and have posted exams and papers online. They are working in conjunction with the Honor Board and the Graduate Academic Affairs Committee. The committee is also looking into cleaning up some of the wording regarding the Study Abroad Policy. As of right now, the way it is written it is conceivable that students could end up taking the majority of their coursework abroad as opposed to on campus. The committee will also look into the delay between students dropping classes and picking up mid semester classes. It relates to the mid semester advisories as well and could impact financial aid for those courses.

- B. Patricia Welch, chair of the Faculty Affairs Committee, reported that committee has been working on getting a bit more information about digital measures and how it is being used and what might we use in place of it. The FAC has formed two subcommittees at its last meeting to look primarily at the process of application for special leaves. One of the subcommittees will be meeting with Dia Whyte, Coordinator for the University Bulletin and Curriculum, to look at the possibility of doing the FAC applications through *Curriculog*. The other subcommittee is looking at the review process.
- C. Prof. Wallace, chair of the Planning and Budget Committee, reported that the committee has met with Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer, Jennifer Mone, Vice President for Legal Affairs and General Counsel and Interim Provost Lenaghan to talk about the university's finances and budget. Vice President Hennessy described to the committee the budget process which they develop a projected budget in starting in October and then invite proposals from VPs for their different areas and then develop a preliminary budget to determine whatever the tuition will be by March. The final budget is adopted by June. In terms of reporting right now enrollment and tuition revenue are down for spring 2022 but they will come in without a deficit mostly because at the moment we have some savings with personnel as there are a number of jobs that are posted, but they haven't been filled. They have also seen some dips in second- and third-year students, as well as a decline in students in the residence halls.

Prof. Wallace reported that the committee is meeting with Joseph Barkwill, Vice President for Facilities and Operations, at its next meeting for further discussion about planning for the Classrooms Strategic Planning Committee. P&B has also started a discussion about what kinds of things would be helpful for faculty development in terms of people having a better understanding about the different committees across the university, what kinds of training in orientation faculty might find helpful. The committee is also looking into an issue with the night shuttle with regard to field trips.

- D. Lila Campbell, chair of the Student Affairs Committee, reported that the committee has been working with Public Safety about the night shuttle regarding overcrowding, certain routes not being followed, as well as reworking the app that students use. The hope is that the app will be finalized within six months. The committee will gather student feedback and see if there is anywhere else they can improve.
- E. Christopher Eliot, chair of the Graduate Academic Affairs Committee, that committee continues to work with the UAAC about revisions to FPS #11 to make sure that Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University, to make sure they are parallel.

V. Adjournment

The meeting adjourned at 1:46 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, MAY 9, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

I. The April 11, 2022, minutes were unanimously approved.

II. Report of the Senate Executive Committee, William Caniano

Action Items

1. Prof. Caniano presented for action, revisions to the Completion Ratio regarding the Probation Standards. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee reported that there is a small contingent of students each term who qualify for Completion Ratio probation because of their past course history, but who are making as much forward progress academically as they can. This past term, there were seven students placed on Completion Ratio probation for their overall completion percentages but completed at least 12 credits in that term. Five of those students were also on Dean's List in the same term they were placed on probation. The recommendation is to modify the requirements that it should only apply to students who fail to complete all coursework within a term as well as fall below the required credit percentages. A discussion followed and the item passed. The "B or better in all classes" was questioned as an arbitrary demarcation. The UAAC will revisit the document in the fall to use more specific language.

III. Committee Reports

- A. Kevin Boston-Hill, chair of the Undergraduate Academic Affairs Committee, reported that the committee completed the modification to Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University dealing with students who have completed their coursework and have posted exams and papers online as well as revisions to the Study Abroad Policy. As of right now, the way it is written it is conceivable that students could end up taking the majority of their coursework abroad as opposed to on campus. Prof. Boston Hill also reported that he will be stepping down as chair and a new one will be elected for the fall semester.
- B. Patricia Welch, chair of the Faculty Affairs Committee, reported that the committee had a productive discussion with student senators on the revised registration schedule and will most likely recommend we move to a Sunday-Wednesday schedule, as well as earlier registration times for graduate students, particularly for the spring semester when it is also part of recruitment. The committee also discussed special leave applications and formed two subcommittees to look at the workflow process primarily and hope to have a meeting before the end of the semester.
- C. Kathleen Wallace, chair of the Planning and Budget Committee, reported that the committee is meeting this week with Joseph Barkwill, Vice President for Facilities and Operations. She also reported that the committee has requested more budget information from Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer and Janet Lenaghan, Interim Provost. Once this information is received, she will be meeting with Interim Provost Lenaghan to discuss.
- D. Lila Campbell, chair of the Student Affairs Committee, reported that the committee is working on creating a continuous meeting schedule with Public Safety.

- E. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee worked on Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University and were reconciling language with the UAAC.

IV. Adjournment

The 2021-2022 University Senate was adjourned at 1:20p.m. Comila Shahani-Denning, Interim Senior Vice Provost then asked the members of the 2022-2023 Senate to elect a chair for the committee they serve on.

The 2022-2023 chairs are as follows:

- UAAC Jessica Santangelo
- GAAC Christopher Eliot
- P&B Kathleen Wallace
- FAC Patricia Welch
- SAC Adallis Pantry

The meeting was adjourned at 1:43 p.m.