

MINUTES OF THE UNIVERSITY SENATE MEETING, SEPTEMBER 12, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Affrunti, Annaballi, Basile, Bass, Boothe, Caniano, Dippel, Eads, Eliot, Geis, Hernandez, Huang, Koegl, Masnick, McFadden, Pandit, Pantry, Riordan, Salem, Santangelo, Schlegel, Shahani-Denning, Thier, Tomei, Tompkins, Valerius, Welch

I. The May 9, 2022, minutes were unanimously approved.

II. Report of the Provost, Charlie Riordan

Provost Riordan convened the meeting by asking for a moment of reflection to recognize yesterday's anniversary of the 9/11 attacks. He asked to take a moment to remember the 27 members of the Hofstra community who lost their lives on that day and the many more whose families have been impacted.

Provost Riordan reported that he is thrilled to be a part of this community and would like to thank everyone for the very kind welcome. He then gave a summary of his background of relevance to the Senate. He spent twenty-five years at the University of Delaware, which has a strong tradition of shared governance.

The provost reported that last week we welcomed our largest incoming class in about 15 years:

- 1726 at the undergraduate level, nearly 1000 of which are in residence (pre-census data)
- Residence halls are occupied to a level that hasn't been seen since several years before the pandemic
- The work that everyone has been doing collectively around student success has been very productive
- First year retention rate stood at just shy of 84% which compares to 80.7% one year prior
 - there is usually about one percentage point of a melt between this date and census
- We welcomed ~260 first year law school students and 97 first year medical school students
- Graduate program enrollments are flat to modestly decreasing in terms of new and returning students
 - the graduate program trends at Hofstra are similar to those seen nationally

The provost reported that he has had robust conversations with the faculty leadership group and looks forward to continuing and expanding them. Cornell Craig, Chief Diversity and Inclusion Officer, Elfreda Blue, Vice Provost for Undergraduate Studies, and the Office of Human Resources has continued to advance programming including faculty hiring workshops that explore best practices for recruiting a diverse and excellent pool of candidates. The expectations are that anyone who serves on a faculty search committee, or a dean search committee will participate in these workshops.

The provost reported that there are two dean searches commencing this fall:

- Hofstra College of Liberal Arts and Sciences (HCLAS)
- School of Health Professions and Human Services (HPHS)

The search firm, *Russell Reynolds*, has been identified to partner on both searches. More information will be shared as the searches progress.

The provost reported that the strategic planning effort is commencing this fall leveraging the work of last year's visioning exercise. President Poser is commencing discussions in her cabinet followed by engagement of academic leaders and the faculty. More information will be shared as it becomes available.

The provost reported that several years ago a Blue-Ribbon committee was commissioned to review and to make recommendations for improving the Course and Teacher Ratings (CTR) assessments tools. The Committee has completed its report and a draft has been submitted to the Provost's Office. The report will be posted online soon for the campus community to review and provide feedback. One of the recommendations from the committee is to continue the practice begun during COVID of completing the CTR's online.

The provost reported that the Presidential Symposium, *Solutions for a Sustainable Tomorrow* will take place Tuesday, September 20 – Thursday, September 22 and President Poser will be giving her State of the University address on Wednesday, September 28th at 1:00 p.m. He also reported that the research mixers, organized by the Provost's Office are continuing with the first mixer scheduled for October 6.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that over the summer, the chairs of the standing committees, Speaker of the Faculty, and the Secretary of the Faculty have been working steadfastly to review all governance documents and are now in the editing phase.

Action Items

1. Prof. Caniano presented for action, the 2023-2024 Academic Calendar. Evan Koegl, Registrar and Director of Academic Records, reported that because of the desire to keep calendar creation as consistent for both students and faculty members, depending on when dates and holidays fall, will sometimes result in additional meeting minutes within certain meeting patterns because of the way we have to satisfy minimum in other meeting patterns. Based on feedback from the Senate Executive Committee, it was recommended to give some additional explanation about this on the calendar when it is presented at the full faculty meeting. The following bullet was added to the calendar template:
 - The calendar is developed to ensure standard course meeting patterns meet required meeting minute minimums and have as consistent patterns as possible. Due to the structure and timing of weekdays and holidays, this may result in additional meetings for other standard meeting patterns over the required minimum meeting minutes.

The calendar was passed as amended.

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that the committee reviewed its bylaws and the purview of the committee. Jessica Eads, Vice President for Enrollment Management and Student Affairs attended the meeting and provided an update on the incoming class as well as continuing students. She also reported that a meeting with the Provost is being set up to discuss the change in the scholarship requirement for GPAs. The committee also discussed altering the verbiage to the Completion Ratio/Academic Probation language, that was

approved by the Senate at the end of Spring 2022. There was a concern raised at Senate that the B requirement was an arbitrary demarcation.

- B. Patricia Welch, chair of the Faculty Affairs Committee, reported that the committee will be meeting on Friday to review its bylaws and set the agenda for the year. She anticipates the committee will reviewing and revising some of the Faculty Policy Series, as many are outdated.
- C. There was no report from the Planning and Budget Committee
- D. Adallis Pantry, chair of the Student Affairs Committee, reported that the committee will review its bylaws and set the agenda for the semester and possibly picking up where they left off last semester, meetings with Public Safety.
- E. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee will set its agenda at their first meeting.

V. New Business

Prof Bass reported that given the fact that there are many new faces and members of the Hofstra community, he recommends that the Planning and Budget Committee have a conversation and plan with Public Safety, and in turn with the homeland security division of the Nassau County Police Department to bring about the information meetings we had about 5-6 years ago regarding procedures should be followed in the event of a tragic incident as well as be made aware of procedures that should be taken for individuals who were injured as a result.

Anthony Basile, President of the AAUP, reported on an issue with people parking in the charging stations for hybrid and electric cars all day long. A discussion followed.

Adjournment

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

MINUTES OF THE UNIVERSITY SENATE MEETING, OCTOBER 10, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

I. The September 12, 2022, minutes were unanimously approved.

II. Report of the Provost, Charlie Riordan

Provost Riordan convened the meeting by reporting that the first month of the fall semester has been quite successful and thanked the faculty, student, and staff representatives present for their engagement and leadership. He said he is tremendously impressed with many things about Hofstra and the level of student engagement is at the top of that list.

The provost reported that the last date of attendance (LDA) forms were completed at a very high rate, so he thanked the faculty for taking the time to complete them. The results are important to understand which students may not be engaged as the semester gets underway and to provide these students with the necessary resources to be successful in their studies.

The Presidential Symposium was a huge success thanks to the leadership of Martine Hackett, Bret Bennington, Athelene Collins, and the Cultural Center for a great event.

The provost thanked everyone for their attendance and participation at President Poser's State of the University address.

The provost reported that he will have open office hours for the Fall 2022 semester on the following dates:

- Friday, October 14th from 10:00 am to 12:00 pm
- Friday, November 11th from 10:00 am to 12:00 pm
- Friday, December 9th from 10:00 am to 12:00 pm

The President will be speaking at a full faculty meeting on Monday, October 17 at 1:00 p.m. in room 246 East Library Wing.

Faculty Research Day will be held on Wednesday, October 19 at 1:00 p.m. the Student Center Multipurpose Room. This is a day for our faculty to highlight some of their research, scholarly and creative activities that they are engaged in. We have opened the event up to students so that students have a better understanding of the research the faculty is involved in and to encourage our student to engage with our faculty in this research.

The first research mixer, "*Successful Collaborations at Hofstra*" was held on Thursday, October 6 and was well attended. The provost thanked all that were involved in leading those conversations. The next mixer, "*Innovation in STEM Education*" will be held on Wednesday, November 9 at 4:30 p.m. The December mixer topic is "*Justice*" to be held on December 7th from 1:00 pm to 2:30 pm.

The provost reported that an active shooter response training presented by the Nassau County Police Department will be held on Monday, October 24 during Common Hour. Location TBD.

The provost reported that on September 1 the university moved to a new electronic platform called *PeopleAdmin*. The provost's office is engaged and interested in understanding how this platform works and how they can work in collaboration with faculty department chairs, University Senate, the AAUP,

and Human Resources to streamline the hiring processes. William Nirode, chair of Chemistry, and Elisabeth Ploran, chair of Psychology, have agreed to work with the provost's office and Human Resources to assist in implementation and streamlining of the processes.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the faculty leadership group continues to meet with the provost regularly. The last meeting happened almost exclusively with *PeopleAdmin* tech. They will also be meeting with the president and provost on the 27th as they continue their conversations.

The Bylaw Review Committee has continued to work on Faculty Statute VII and hopefully have some finalized language sometime soon. The Special Committee on Recruitment, Elections, and Nominations (SCREAN) met on Friday and one of their major topics of discussion was also Faculty Statute VII, but the part that deals with how elections are handled. SCREAN will also be evaluating the Senate webpage and maybe creating a social media platform for the senate. Li Huang will be taking point on that.

Joseph Bartolotta, chair of the Special Committee on Education and Research Technology, is in attendance and will be presenting new business.

Action Items

1. The provost presented for action a recommendation on Alternate Registration Pins. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee heard that all graduate students are required to get pins before registering. Many graduate programs don't like having to send the graduate student pins because the original purpose of them was to slow down registration, so that there is an opportunity for counseling but only some programs want that to happen. Looking into whether it is technically feasible to have some programs using the pins and some not, they found it is fairly straight forward to implement. GAAC recommends that the blanket requirement for pins be removed, but that departments be able to opt into using the pins through a yes or no process. The default should be set each year to the previous year's selections so that a department does not need to select every year which option it will be using. To the extent possible, it should be communicated to students and everybody else in the bulletin pages for a school.
2. The provost presented for action revisions to the Study Abroad Policy. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that this was brought to the committee by Suzanne Pike, Associate Provost for Academic Affairs, who oversees the study abroad program. She clarified the requirements for students and ensuring that there are mechanisms for clear communication between the students and the university, especially with respect to getting permission to do multiple non-Hofstra study abroad program and making sure that once a student does a study abroad program that those credits will actually transfer back. That those credits will transfer back. There have been some instances where the communication hasn't occurred and then that leaves the student unhappy. The verbiage here, particularly with respect to the second page of attachment C. With your student attaining preapproval for some alternate choices, if things do not go as planned for the students, they already have some courses they could take, as well as some timing of when things should happen to make sure that the university has enough time to communicate with the students. In addition, language was inserted really delineating who is responsible for making sure that the university receives appropriate information and transcript information. A discussion followed and it was decided to table the item to discuss having the number of credits that a transfer student could come in with and still get a Hofstra degree nearer to the number of study abroad credits a student could have and get a Hofstra degree amongst other concerns.

3. The provost presented for action revisions to Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University and Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University. The revisions give a more thorough description of what academic dishonesty refers to, as well as language that if a violation is detected regarding any previous course offerings (including violations that occur after graduation), the student will receive an Honor Code Violation. The items passed unanimously.

Information Item

1. The provost presented for information, a document about Faculty Leadership & Chair Workshops. Kathleen Wallace, chair of the Planning and Budget Committee, strongly urges that the University develop an Organizational Chart of the university with clear explanation of lines of reporting and develop an annual Directory by department and by employee name in which employees are cross-linked with departments. The committee also propose the initiation of a series of workshops for Chair and Faculty Leadership training. The following workshop suggestions would be held annually and primarily be run by other faculty (members of the faculty leadership, experienced Chairs, union officers, etc.), and could in some cases involve bringing in an outside expert. A discussion followed.

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that the committee Prof. Santangelo reported that the committee will continue to review Faculty Policy Series #11. The committee will also be looking at Latin Honors and the way they are calculated particularly with respect to transfer credits. The committee will also be discussing ways that they can make the course repeat option more seamless for students than it currently is.
- B. Prof. Welch, chair of the Faculty Affairs Committee, reported that the committee met in mid-September to set an agenda for the year, and are going to continue to work on a number of the issues that they worked on last year including the review digital measures, and the special leave evaluation process. The committee will continue to review and update members in the Faculty Policy Series. The committee will also look again at the adjunct recognition system they created last year.
- C. Prof. Wallace, chair of the Planning and Budget Committee, reported and update on the issue brought up at Senate regarding electric vehicle charging stations. The committee has referred the issue to the Environmental Priorities Committee, which had a meeting with Joseph Barkwill, Vice President for Facilities and Operations who is dealing with the issue by installing some additional spaces as well as considering policy proposals.
The committee will also discuss support for students who have recently graduated to attend conferences to present research they completed in their senior year when the conference occurs after they have graduated as well as review description of the responsibilities of the Planning and Budget committee and whether they should be playing a more robust participatory role in planning and budget processes at the University.

Prof. Wallace reported that at its next meeting the committee will review the census with Rich Apollo, Associate Provost for Budget and Planning, and will be inviting Cynthia Langin, Senior Associate Provost Institutional Research & Assessment to update the committee on what is happening in her office.

The committee also had a discussion regarding policies for awarding scholarships because one of the mandates for P&B is that it should review policies for scholarships. They will have further consultation with the UAAC and GAAC about that issue. In addition, the committee had an extensive discussion about the role of the committee in the strategic planning process and will be communicating further with the administration about what that process is and P&B's role in it.

- D. Adallis Pantry, chair of the Student Affairs Committee, reported that the committee will work on increasing outreach to students, and will be discussing the various ways to accomplish that at its next meeting. The committee will also discuss the Town Hall Meeting, as well as items from left over from last year.
- E. Prof. Eliot, chair of the Graduate Academic Affairs Committee, reported the committee is looking at policies related to graduate student compensation, writing support for graduate students, and the general availability of academic and professional support for graduate students.

V. New Business

- 1. Joseph Bartolotta, chair of the Special Committee on Education and Research Technology, gave a brief overview of what is going on at IT/RT with the LMS Pilot.
- 2. Lincoln Anniballi, chair of the Appropriations Committee of the Student Government Association (SGA), gave the following report for SGA:
 - Academic Affairs Chair, Cristianna Giovanangelo Nicotera has been working on getting an 18th credit added to our tuition.
 - Equity and Inclusion Chair, Dallas Jackson, is working to get *EthicsPoint* and how to locate it onto professor's syllabi
 - Facilities and Operations Chair Sam Atlas is working to extend some of the hours of operation on some facilities on campus and is also working to get clocks into most classrooms on campus.
 - Wellness and Campus safety chair, Kayla Stadeker is working to get a lactation pod or a better lactation space on campus and is also working on a menstrual product initiative to get menstrual products in the restrooms, so they are easy, free and accessible to use.

In addition to these initiatives, SGA is looking forward to hosting more programs and events to further student engagement.

Adjournment

The meeting was adjourned at 1:59 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 7, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Boothe, Boston-Hill, Caniano, Ciani, Eliot, Frisina, Geis, Hernandez, Huang, Liang, Masnick, McElroy, McFadden, Pandit, Riordan, Salem, Santangelo, Shahani-Denning, Thier, Tomei, Tompkins, Valerius, Wallace, Welch

Absent: Affrunti, Campbell, Craig, Dippel, Eads, Germaine, Gounelas, Miller, Pantry, Schlegel

Guests: Anniballi, Basile, Munoz-Isme

I. The October 10, 2022, minutes were unanimously approved.

II. Report of the Provost, Charlie Riordan

Provost Riordan convened the meeting by reporting that since the last Senate meeting, President Poser addressed the full faculty and mentioned that a steering committee for strategic planning/action, comprised of faculty from all the Schools and with representation of undergraduate and graduate students, will be created. The Committee's primary responsibility will be to recommend to the president and provost meritorious proposals from faculty in a variety of areas that will transform the student experience, faculty scholarly excellence and/or diversity, equity and inclusivity across the campus. Provost Riordan reported that the president and he met with William Nirode, Speaker of the Faculty, William Caniano, chair of the Senate Executive Committee and Karyn Valerius, chair of the Chairs' Caucus to ask for nominations for Steering Committee members. The Steering Committee will include faculty nominated by faculty leadership, including self-nominations. Faculty will also be identified and invited by the provost and the president. A conflict-of-interest policy will be developed for the steering committee, so that individuals who are on the steering committee can also participate by submitting proposals through the request for proposal process.

The next Provost's Office hours are Friday, November 11, 10:00 a.m. – 12:00 p.m. and Friday, December 9, 10:00 a.m. – 12:00 p.m. Another date/time should be announced soon.

The 59th Distinguished Faculty Lecture "*Developing Microbial Solutions to Complex Problems, One Microbe at a Time*," presented by Javier Izquierdo will be held on Wednesday, November 9, at 1:00 p.m. in the Guthart Cultural Center Theater, First Floor, Axinn Library.

The next research mixer is on Wednesday, November 9th at 4:30 p.m. the topic will be "Innovation in STEM Education."

The following research mixer will be held on Wednesday, December 7 at 1:00 p.m. and the topic will be "Justice."

The provost reported that an active shooter response training was held on Monday, October 24 and was presented by the Nassau County Police Department. It was sparsely attended. Unfortunately, the training session for "*Stop the Bleed*" on November 9th has been canceled. We will reschedule this training in the Spring 2023 semester.

The provost reported that he attended a Student Government Association (SGA) meeting and one of the topics discussed was lack of understanding about Hofstra's approach to and policies concerning religious observances. In examples given by the students they were questioning whether individual faculty

members were appropriately receptive to them missing class material because they were observing a religious event that aligned with their faith. He reminds the faculty that our expectations are that individuals should have those opportunities and faculty are encouraged to work with the student to achieve a reasonable accommodation for those events. The students were reminded to engage with faculty early in the semester to ensure robust communication.

The University is finalizing an external review of the libraries and in the final stages of setting up the external team membership. The team will meet with a variety of stakeholder groups, will review our programs and spaces and will deliver a set of actionable recommendations for our libraries that are designed to meet Hofstra's student success and faculty scholarly research goals.

The Women's Basketball Team will host a Faculty Appreciation at Women's Basketball Game, November 18th at 2 pm. We encourage faculty to attend. Bring your Hofstra ID and receive a free food voucher.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the review of the senate bylaws should be complete by the next Senate Executive Committee meeting.

Prof. Caniano reported that the SEC is also waiting for a recommendation of the LMS that was done by the Special Committee on Education and Research Technology, who have done an exemplary job of compiling information and making it presentable.

The Special Committee on Recruitment, Elections, and Nominations (SCREAN) met on Friday and reviewed the faculty census. All schools stayed within the same range, with the Lawrence Herbert School of Communication gaining one senator. The committee is moving on now to redesigning the University Senate webpage as well as designing from scratch, a social media presence.

Action Items

1. Prof. Caniano presented for action revisions to the Completion Ratio verbiage. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that last May, the senate passed revisions to the language. However, a concern was raised that the B requirement was an arbitrary demarcation and asked it be brought back to the UAAC for further review. The committee decided to recommend removing the clause "with a grade of B or better." This aligns this language with the other language which already exists in the bulletin that having a 2.0 GPA or better is sufficient, and there is no need to raise that standard for completion ratio issues. A friendly amendment was made to change "the term" to "the current term." The item passed as amended.

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that the committee is still doing some work on Faculty Policy Series #11. Revisions were passed at the last Senate meeting, but prior to the October 17 full faculty meeting, the committee received some excellent suggestions from colleagues, and it was decided to hold it for consideration by the faculty. In the meantime, both the UAAC and GAAC have been working on language to update FPS #11 and 11G to have a representative from Education Technology and/or ITS at ad-hoc appeal meetings should the alleged violation involve Hofstra-supported technology. The committee is also reviewing

Latin Honors calculations for transfer students, as well as looking again at the completion ratio probation language, and the course repeat option to possibly make it automatic.

- B. Prof. Welch, chair of the Faculty Affairs Committee, reported that the committee continued to discuss the adjunct recognition mechanism and formed a subcommittee to look further into it. The committee also discussed reviewing and revising various Faculty Policy Series including:
- FPS #6: Summer School Teaching
 - FPS #18: Annuity
 - FPS #19: Insurance
 - FPS #25: Faculty Loans

A subcommittee to discuss the faculty policy series has also been formed. The FAC will also have a discussion of the Course and Teacher Ratings (CTR's) Blue Ribbon report.

- C. Prof. Wallace, chair of the Planning and Budget Committee, reported the committee and had a preliminary review of the census for the fall. Rich Apollo, Vice Provost for Budget and Planning, walked the committee through various components of the census and the committee plans to continue the discussion. The committee also had a discussion on a report provided by the library subcommittee and is waiting receive some budget information to have an ongoing discussion with the provost. In addition, the committee is waiting to hear more about the Classroom Strategic Planning Committee.

Prof Wallace reported that the committee collected a lot of information from commuters and forwarded suggestions to Joseph Barkwill, Vice President for Facilities and Operations, regarding the Hofstra Shuttle with regard to the new LIRR schedules.

- D. There was no report from the Student Affairs Committee.

- E. Prof. Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee worked with the UAAC on revisions to FPS #11 & 11G. Otherwise, the committee's focus has been on surveying for ways in which the university could better support graduate students especially in academic and professional ways. Based on the feedback received they will discuss what kind of services are provided to graduate students within the Writing Center, as well as study space for graduate students.

V. New Business

The President's office is holding a Town Hall meeting on Wednesday, November 16 during common hour in the Student Center Multipurpose Room.

VI. Adjournment

The meeting was adjourned at 1:39 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, NOVEMBER 28, 2022
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Affrunti, Bass, Boothe, Caniano, Dippel, Eads, Eliot, Geis, Hernandez, Huang, Masnick, McFadden, Pandit, Pantry, Riordan, Salem, Santangelo, Schlegel, Shahani-Denning, Thier, Tomei, Tompkins, Valerius, Wallace

Absent: Boston-Hill, Campbell, Ciani, Craig, Frisina, Germaine, Gounelas, Liang, McElroy, Miller, Welch

Guests: Anniballi, Basile, Koegl

I. The November 7, 2022, minutes were unanimously approved.

II. Report of the Provost, Charlie Riordan

Provost Riordan convened the meeting by reporting that repairs to the Unispan started over the weekend and seems to be going fine. Although the work is being done overnight, from 10:00 PM to 6:00 AM, it's expected that the Unispan will be open for pedestrian traffic in the next couple of weeks. The provost thanks Joseph Barkwill, Vice President for Facilities and Operations and his team for their work.

The provost reported that the Strategic Directions Steering Committee, which was mentioned at the last Senate meeting, is being constituted and membership will be announced shortly. There are about 22 individuals on this committee, 20 of whom are faculty members. All the schools and colleges will be represented including the Law and Medical schools. In addition, one representative from the undergraduate student population, and one representative from the graduate student population will be members.

The provost thanks everyone who took place in the November 9th research mixer on STEM education, which was very well attended. The December mixer on “justice” has been postponed and will be reschedule for early February. An announcement will be sent out as soon as possible.

The provost reported that the issue of the ability for undergraduate students to take 18-credit hours in a single semester came up recently in a setting the president was in with students and some others. The conversation has led several groups to investigate the issue, including the Undergraduate Academic Affairs Committee, and the SGA Academic Affairs Committee, as well as the Provost’s Office. He hopes that sometime in early 2023, those three bodies can convene to better understand what they are learning about this issue and to generate proposals. He also reported that the Provost’s Office is not finished with its data collection and analysis, yet believes that part of the solution will be a review of curricular requirements.

Two other topics the provost reported on related to the president's town hall meeting with students a couple of weeks ago were that students observed that it was hard to secure advising appointments, particularly at this time of year. The other comment from one student who was very concerned that her classes were “repeatedly” being cancelled at the last minute, which is particularly problematic for commuting students who were already on their way to the campus.

The provost reported that the Academic Calendar Committee is working on the 2024-2025 academic calendar, and he and President Poser have made some observations and made the following requests:

- Particularly with the fall semester and some of the conversation around the fall calendar that came up at the full faculty meeting on October 17 with respect to conversion days, and Thanksgiving week. and to think about how to. Optimize that, that calendar.

- Another topic that has been raised by different groups on campus, including academic administrators, is that the committee should look at the length of the fall and spring semesters with regard to optimizing student learning outcomes. Though not unique to the Hofstra, it has been observed that the length of our semesters has decreased over time.

The committee has agreed to look into these two issues.

The provost reminded everyone that winter commencement will be held on Tuesday, December 20 at 7:00 p.m. The program this year is slightly modified so that each doctoral mentor/advisor who has been encouraged to attend the ceremony and sit with the student(s) and present their degree.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that the Classroom Strategic Planning Committee is set to meet for the first time in December. He also reported that the bylaws ad-hoc committee has largely completed its work and is now waiting for recommendations from the Provost's Office.

Prof. Caniano reported that the Special Committee on Education and Research Technology is co-sponsoring a Teaching and Learning Conference on January 25 from 9:00 a.m. – 3:25 p.m. in C.V. Starr Hall. There will be 16 presentations by Hofstra faculty as well as a Keynote speaker, Derek Bruff, Former Director of the University Center for Teaching at Vanderbilt University.

Information Item

1. Prof. Caniano presented for information, the LMS recommendation from the Special Committee on Education and Research Technology. Joseph Bartolotta, chair of the committee, reported that the recommendation is based on the fact that faculty and students seem to like the *Canvas* LMS structure better than *Blackboard Ultra*. The recommendation of the committee is to transition to *Canvas*, starting the 2023 fall semester. A discussion followed. It was noted that when we move over to *Canvas*, it comes with 24/7 technical support. Mitch Kase, Director of Educational & Research Technology Services, briefly outlined the migration plan.

Action Items

1. Prof. Caniano presented for action revisions to Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University and Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that there is still work to be done on these policies, so the GAAC and UAAC are bringing in members from the Honor Board to discuss some issues. The revisions being presented today to include an EdTech/IT representative at Ad Hoc Appeals Board Hearings, as a non-voting member, when an academic integrity violation involves technology. The item passed unanimously.
2. Prof. Caniano presented for action revisions to Latin honors designations for transfer students. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that currently the way that Latin honors are calculated for transfer students is a little bit complicated. When students transfer to Hofstra, we accept their credits but do not do anything with their prior GPA, except when it comes to Latin honors. We only do so if their Hofstra GPA, combined with their transfer GPA, brings their overall GPA down. When the combined GPA brings the over GPA up, we do not consider the prior GPA with respect to conferring Latin honors. Therefore, the committee decided to simplify it and

recalculate Latin honors for students who completed at least 60 hours in residence at Hofstra, and only the coursework at Hofstra is considered when conferring Latin Honors. The item passed unanimously.

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that the committee is considering further revisions to FPS #11, and is reviewing some information regarding the study abroad language and working on re-drafting that language, taking into account suggestions made at the last Senate meeting. The committee is still looking at the completion ratio, probation issues and adding a mechanism that would send students who have been on completion ratio probation for a period of time, to the Academic Review Committee.
- B. Caroline Schreiner reported for Prof. Welch, chair of the Faculty Affairs Committee, that the The FAC met earlier this month to continue work on updating Faculty Policy Series items that they believe to be outdated, to bring them into compliance with the CBA or otherwise reflect current practice. The committee had hoped to be able to finalize their discussion on most of them by the December meeting, but that may no longer be possible, so are now focusing on revisions to the rubric for the special leave applications, which they plan to complete by the end of the semester, prior to review of applications in January. At the next FAC meeting, the committee will have three guests: Stavros Valenti and Shaun Thelen with respect to the Blue-Ribbon CTR report, and Jennifer Mone, Vice President for Legal Affairs and General Counsel regarding process for the Special Committee on Grievances.
- C. Prof. Wallace, chair of the Planning and Budget Committee, reported that the committee and had a preliminary discussion about some of the bylaw's reform, specifically some of the changes that might be coming forward in Faculty Statute VII. The committee is continuing with gathering data regarding student conference attendance (both undergraduate and graduate) Karyn Valerius, chair of the Chairs' Caucus, sent out a request to all chairs for this information. The committee also continued its discussion of trends in the census report, looking at some specific areas where there were enrollment declines, they discussed the impact of accreditation on some of the resource issues ion areas. The committee hopes to meet with Cynthia Langin, Senior Associate Provost for Institutional Research and Assessment, soon.
- D. Prof. Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee will continue to discuss what kind of services are provided to graduate students within the Writing Center, as well as study space for graduate students. He explained that the Writing Center, in some official Hofstra documents, just. has the mission of serving all Hofstra students, including graduate students. Yet structurally, in terms of the personnel that they have, it's not well set up to support dissertations in areas especially remote from the College of Liberal Arts and Sciences. Additionally, the writing center is an HCLAS unit supported by HCLAS money and yet also has the mission supporting the full university. The center itself is engaged in a self-study right now, so the GAAC has not moved forward with a recommendation but are participating in their discussion and hopes to have a proposal next semester about how the Writing Center supports graduate students better.
- E. Adallis Pantry, chair of the Student Affairs Committee reported that the committee is working on its agenda for next semester.

V. New Business

Lincoln Anniballi, chair of the Appropriations Committee of the Student Government Association (SGA), gave the following report for SGA:

- continue to work on diversity, equity and inclusion and visibility, and have done taking many steps met with administration regularly to keep in the loop about what is happening both in SGA and what's happening with the university, as well as advocate for students about their concerns that have been brought up to them
- had a variety of guests at Senate meetings including Provost Reardon, Vice President Eads, and Mr. Craig.
- provided more funding for clubs to the Appropriations Committee and have recognized 13 new clubs. Continue to grow its social media engagement. He was gone and programs and events mainly the Colin the Student Appreciation Week survey received 700 results that they hope to bring to the university to advocate for their initiatives.
 - some of the big initiatives that SGA has worked towards this year is creating more identity-based celebrations with Intercultural Engagement and Inclusion (IEI).
 - The 18th credit initiative
 - doing more academic programs with the Center for University Advising (CUA)
 - advocating for accessibility on campus on the clocks and classrooms which they have been successful in getting 30 clocks, which the Facilities Committee has been working on distributing those.
 - Held “Fresh Check Day,” an event for mental health awareness
 - Working with the Department of Public Safety and Title IX

VI. Adjournment

The meeting was adjourned at 1:36 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, FEBRUARY 13, 2023
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

- Present: Bass, Boston-Hill, Caniano, Ciani, Craig, Dippel, Eads, Eliot, Frisina, Geis, Hernandez, Huang, Masnick, McElroy, McFadden, Riordan, Santangelo, Shahani-Denning, Valerius, Wallace, Welch
- Absent: Affrunti, Boothe, Campbell, Germaine, Gounelas, Liang, Miller, Pandit, Pantry, Salem, Schlegel, Thier, Tomei, Tompkins,
- Guests: Anniballi, Basile, Koegl, Marcus, Rigel, Van-Ess Grant

I. The November 28, 2022, minutes were unanimously approved.

II. Report of the Provost, Charlie Riordan

Provost Riordan began the meeting by thanking the campus community for their engagement with the Hofstra College of Liberal Arts and Sciences (HCLAS) dean candidates.

The provost gave the following updates:

- the resolution to look at cluster hiring specifically as it relates to topics of diversity and inclusivity, which was passed with widespread support at the December 5 faculty meeting, was shared with the president who, like the provost, is very supportive generally and particularly as a component of a holistic faculty hiring plan. Since the provost and the president have arrived at the university, they have been prioritizing the recruitment and retention of faculty from underrepresented/marginalized groups. The best practices of inclusive hiring is just one component. They both feel that the resolution brought forth is a welcome indicator of their shared commitment towards these goals of faculty retention and support while they are at Hofstra. As currently written, they do feel the goals in the resolution are a bit too narrowly tailored with regard to the scholarly topics. They want to include all disciplines and subject matters of scholarly topics. The provost and president welcome proposals through the RFP process, which is now underway.
- The Council at Hofstra for Ensuring Student Success (CHESS) launched in January with a steering committee, which includes faculty leadership, all the deans (aside from the School of Medicine), as well as several vice provosts. The structure is designed to pair academic affairs leaders with student affairs leaders. This collaborative structure is designed to accelerate Hofstra's goals of increasing student retention and graduation rates. The subcommittees, co-chaired by a leader from academic affairs and a leader from student affairs, are:
 - First-Year Experience
 - Curriculum
 - Advising
 - Data
 - Graduate Education
 - Non-Consumer Pathways
- The Provost announced personnel changes in the Provost's Office designed to align the work of the Office to support institutional priorities in faculty excellence, undergraduate and graduate/professional education, and research/scholarly and creative activities. Comila Shahani-Denning, who has been serving as interim Senior Vice Provost for Academic

Affairs and Graduate Studies since summer 2021, will serve as the Senior Vice Provost for Academic Affairs. Dr. Shahani-Denning's portfolio will include all aspects of faculty affairs, including appointments, promotion and tenure and professional development along with strategic initiatives. A search will commence this spring for a Vice Provost for Graduate Studies, likely a faculty member, whose focus will be to support and ensure excellence and impact of Hofstra's graduate and professional programs. To help build and sustain research excellence, a Senior Vice Provost for Research will be appointed this semester. Additionally, on the research infrastructure front, Hofstra has engaged a third-party vendor, Global Proposal Solutions to support faculty in developing proposals, to bring faculty awareness to external funding opportunities, and to provide technical writing review and graphical design support. Finally, as part of the reorganization of the Provost's Office a search is underway for a Chief of Staff. This position will include administrative functions, as well as aiding the provost and senior vice provost broadly in project management and ensuring initiatives are executed in a timely fashion.

- Dean searches are well underway.
 - The last of the four candidates for HCLAS will be on campus on Friday (Feb. 17th). Faculty who have had an opportunity to meet with the candidates are encouraged to provide the search committee with feedback through a questionnaire that is available online.
 - The School of Health Professions and Human Services dean search committee is conducting *Zoom* interviews for ten candidates this week. The committee intends to invite three to four candidates to campus during the first half of March.
 - Dean Gail Prudenti has announced she will step down at the end of the spring semester as dean of the Law School. An interim dean will be appointed this semester. The interim will serve until a national search identifies the next dean of the Law School.
- The library program review was held last week and the provost thanks everyone who had an opportunity to engage with and offer feedback to the Library Review Committee. An executive summary (and report) is expected from this committee within the next few weeks. The provost will share the committee's findings with the senate as well as the library faculty/staff and other campus stakeholders.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that he attended the dean search interviews and asked the candidates about their experience with shared governance and working with senates, which they all had experience with.

Prof. Caniano reported that he met with the Library Review Committee twice. Once as a librarian and once as the chair of the Senate Executive Committee. Questions about paying for open access publishing did come up and there was a long conversation about it. Once the report is received from the external reviewers, he will continue to work on the issue. Sasaki, a space planning firm, will be on campus tomorrow to review the library and the student center spaces to give the university some ideas about how to best use and re-envision those spaces for Hofstra's future.

Prof. Caniano reported that the elections for various senate seats will be held earlier than normal to prepare for transition of committee chairs. Nominations will be held Monday, February 13 - Friday, February 24 and elections will be held Monday, February 27 – Friday, March 10.

Action Item

1. Prof. Caniano presented for action revisions to the Summer 2023 calendar. Evan Koegl, Registrar and Director of Academic Records reported that this is a minor revision that needed to be made to account for the new observance to the Juneteenth holiday. It puts us out of compliance with the 4-week options in Summer Session I. The Academic Calendar Committee found that easiest way to remedy that was to move the 4-week class period by one day and puts us back into compliance with most courses being offered at that time. There are still 9 courses that are going to be under the required meeting minutes. His office plans on working with those courses to either amend their meeting patterns to account for those minutes or otherwise memorialize how they are going to meet. The item passed.

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that the committee met on Friday and has language that they will be sending to the Senate Executive Committee regarding the completion ratio probation. We have a mechanism by which a student can be dismissed and appeal to the Academic Review Committee, but no such mechanism for students on completion ratio probation so the committee revised the language. She also reported that the committee received data from the registrar on the number of credits required to graduate for different programs across campus which range from 120 – 134. The committee is starting the process of understanding why that range exists to make sure we are not putting barriers in the way of students graduating.
- B. Prof. Welch, chair of the Faculty Affairs Committee, that the committee’s first meeting is on March 3 where they will have the chairs and co-chairs of the Blue-Ribbon CTR Committee. Between the fall semester and now, the FAC met to review the special leave applications, and tried out a new rubric they created and will be discussing that at their next meeting. In addition, the FAC will continue to review various faculty policy series and revise as necessary.
- C. Prof. Wallace, chair of the Planning and Budget Committee, reported that the committee is waiting for some financial information from the provost’s office for review. The committee is also planning to finish reviewing information from departments about students attending conferences in connection with the research that they’ve done.
- D. Prof. Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee is evaluating the university wide guideline standards for dissertations and dissertation defenses having done some comparative research over the break. The committee have ongoing issues relating to making sure the Writing Center supports graduate student writing and hearing back from the Honor Board about the questions they had about online sharing especially after graduation as it relates to Faculty Policy Series #11G.

V. New Business

1. Anthony Basile, president of the AAUP, reported that he has asked Prof. Caniano and Prof. Welch to review Faculty Policy Series #43 - Hofstra University Harassment Policy. It was discovered that the appeal rights under this policy are only for full-time faculty and not adjuncts. He also reported that regarding Faculty Policy Series #49 - Course and Teacher Ratings (CTRs), there was an annual joint MOA between the union and the administration during COVID because the faculty were not back on campus and therefore could not comply with the policy. Now that we are back on campus, faculty can comply the way it was originally written before the pandemic.
2. Prof. Caniano reported that an at-large senator was told they could not attend full senate meetings. He clarified that this is untrue and asked the senate to encourage senators at-large to attend. Prof. Santangelo recommended that all senators-at-large be added to the distribution list for meetings.

VI. Adjournment

The meeting was adjourned at 3:10 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, MARCH 13, 2023
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Boston-Hill, Caniano, Ciani, Craig, Dippel, Eads, Eliot, Frisina, Geis, Hernandez, Huang, Masnick, McElroy, McFadden, Riordan, Salem, Santangelo, Shahani-Denning, Tomei, Tompkins, Valerius, Wallace, Welch

Absent: Affrunti, Boothe, Campbell, Gounelas, Liang, Miller, Pandit, Pantry, Schlegel, Thier

Guests: Anniballi, Basile, Cardona, Dores, LaSala, McCummings, Fanelli, Mcleod-Sordjan, Lemp, Marcus, Natow

I. The February 13, 2023, minutes were unanimously approved.

II. Report of the Provost, Charlie Riordan

Provost Riordan began the meeting by reporting that today, candidate 2 of 4 was on campus for the School of Health Professions and Human Services dean search. The final two candidates will be on campus Thursday and Friday. The open forums will be held at 1:00 p.m.

The provost reported that the strategic directions RFP process is underway with letters of intent received by the steering committee. The deadline for full proposals is Monday, March 27. Anyone who has submitted a letter of intent received from the steering committee documentation to help them as they're putting their proposals together. The steering committee has asked the proposal writers to identify which of the thirteen areas their full proposal is responsive to. He reported that there was also a fourteenth category which doesn't fall into one of the first thirteen but meets the spirit and intent of the broad call for proposals. Within that, there is some language in the documentation that went out to everyone who committed the proposal to really focus on the review criteria.

The provost reported that in the fall, the Course and Teacher Ratings (CTRs) were online, as they have been throughout the pandemic. They will continue online for the spring semester while the Senate reviews the Blue-Ribbon Task Force report and receives faculty input and considers updates to Faculty Policy Series 49. He reported there are good strategies to be deployed to have high response rates specifically for online CTRs. The Faculty Affairs Committee and the AAUP are planning an open session on March 29 where the faculty will have an opportunity to provide feedback on CTRs, both the instrument and the process.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that senator elections have concluded and welcomed the new senators:

- Carolyn McCummings, Adjunct
- Holly Seirup, School of Health Professions and Human Services
- Michael Dores, School of Natural Sciences and Mathematics
- Brian Galli, Fred DeMatteis School of Engineering and Applied Science

In addition, he reported that the following senators have been re-elected:

- Chris Eliot, Peter S. Kalikow School of Government, Public Policy & International Affairs
- Li Huang, Frank G. Zarb School of Business
- Brian McFadden, Lawrence Herbert School of Communication

SCREEN is still looking for a faculty member to represent the School of Humanities, Fine and Performing Arts.

Action Items

1. Prof. Caniano presented for action revisions to the Study Abroad Program. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that this item was brought to the committee some time ago because study abroad language is not consolidated in one place, so a request was made to come up with language that would be included in the bulletin, basically describing all of the ins and outs of the study abroad program making it easier for students as well as faculty and administrators to know where to look for things. . No policy changes were made, they just consolidated the information so that students have one place to go find all the information they need and made sure the intent was clear. Warren Frisina, Dean of Honors College, reported that it surprises him that there isn't any reference to the Hofstra scholarship policy when it comes to funding study abroad at another institution. There has been the policy that students can take their scholarship money and bring it to whatever institution they happen to be connecting with for their study abroad. He also noted that this particular policy is not always spoken about, and student rarely know about it so including it in the document may attract students to study abroad.

Prof. Santangelo questioned whether or not the bulletin ins the right place for this information.

After a brief discussion, it was decided to vote on the proposed language with the promise that the UAAC will follow up with Financial Aid, whether we have a written policy and report back to the Senate and amend the document if necessary. The item passed with this understanding.

2. Prof. Caniano presented for action revisions to the completion ratio. Prof. Santangelo reported that the revision includes revisions under the dismissal portion of the policy to add "For Low GPA" and changing verbiage from "Students will be dropped from the roles of the University..." to "Students will be dismissed from the University..." Also, adding "For Low Completion Ratio - Students remaining on Completion Ratio Probation for the most recent three consecutive terms of attendance (excluding January and Summer) will be dismissed from the University." This way, we have built a mechanism by which students who are then on a low completion ratio probation for some period of time to give a student the opportunity to appeal that dismissal, for it to go through the Academic Review Committee (ARC) for review. A discussion followed about referring students to advisors. Prof Santangelo reported that the UAAC will talk more about it. The item passed.

Discussion Item

1. Prof. Caniano presented for discussion, revisions to Faculty Statute VII & IX. He reported that these revisions were presented at the December full faculty meeting as an information item. The statutes cover the organization of the Senate, and their roles, and the faculty officers (Speaker of the Faculty, etc..) With regard to Faculty Statute IX, revisions include changing the name and role of the Secretary of the Faculty to the Vice Speaker of the Faculty and they shall chair regular meetings of the Communication, Outreach and Elections Committee, which is currently named the Special Committee on Recruitment, Elections, and Nominations (SCREAN). The committee will oversee the website, social media platforms, and the new *Canvas* site that will be developed. This item will be brought to the Senate for action in time for the full faculty to vote on it at its May 1 meeting. A discussion followed.

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that the committee tabled discussion of the number of credits required for various degrees because there are a couple of groups on campus already looking at this to which the provost's office will coordinate. The committee has been working closely with the Graduate Academic Affairs Committee on more revisions to Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University and Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University and has been reaching out to the Honor Board through Suzanne Pike, Associate Provost for Academic Support and Study Abroad. The committee is also considering a simplification of the Repeat Course Policy to maintain the spirit of the policy while making the process easier for students.
- B. Prof. Welch, chair of the Faculty Affairs Committee, that the committee met on March 3 mostly to discuss the work of the Blue-Ribbon Committee on CTRs and proposed changes to Faculty Policy Series #49 - Course and Teacher Ratings (CTRs). She reported that on Wednesday, March 29, from 11:05 am - 12:30 pm, the FAC and the the AAUP will hold a faculty forum to get input on possible revisions to the CTR instrument and administration. She also reported that the committee is also going to be looking at Faculty Policy Series #43 - Hofstra University Harassment Policy. They have learned that people who are covered under Appendix A in this policy have no right of appeal, so the committee is thinking of this with adjuncts in particular because they believe it reflects a time in the university where there was bias against adjuncts and others in the FPS. Historically, in the last couple of years, the FAC has been reviewing the various Faculty Policy Series attempting to remove bias of this sort. Last year, FPS #43 was revised to cover the unique role of chairs in their position which is primarily faculty. Two subcommittees were formed to address these issues (FPS 43 & FPS 49).
- C. Prof. Wallace, chair of the Planning and Budget Committee, reported that the committee is meeting on Friday, March 17 with Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer, Jennifer Mone, Vice President for Legal Affairs and General Counsel, and Provost Riordan to discuss the university's budget. They have meetings scheduled after spring break with Jessica Eads, Vice President for Student Enrollment, Engagement and Success, and Frank Gaughan, Academic Director for INTO, to discuss enrollment and INTO, as well as Cynthia Langin, Senior Associate Provost for Institutional Research and Assessments. The committee has also been reviewing what the role of P&B is and examining best practices on that score. Prof. Wallace reported she has also had some conversations with Joseph Barkwill, Vice President for Facilities and Operations and Public Safety regarding the shuttle and the new train schedules.
- D. Prof. Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee identified an issue that there seems to be a disconnect between how the disconnect between how the Writing Center conceives its mission and the needs of graduate students for support with writing on things like dissertations, theses, grant applications and even research articles. The committee corresponded with the Writing Center, and they have reported that they just hired a graduate student from MHA and are interviewing some graduate students from IO psychology. They have served 86 graduate students this past year between fall 22 and January 23, so they are serving graduate students, albeit a small scale and are expanding in terms of their hiring in this area to which GAAC is satisfied for the time being but hopes to hear from anybody who thinks

that they need to do more to support graduate students in this area working with the Writing Center.

Prof. Eliot reported that as mentioned, the GAAC put out a memo both with proposed language and with a series of questions to the Honor Board to which they replied with some revised proposed language. Nearly all of it was acceptable to the committee and will be coming back with revisions to FPS#11G.

Prof. Eliot reported that they will also continue to study how dissertations and defenses are conducted at Hofstra in comparison with other institutions.

V. New Business

1. Lincoln Annabelli, undergraduate student senator at-large, reported that he was selected to work as a campus scholar for the Foundation for Individual Rights and Expression, which do a lot of advocacy on college campuses for free speech and expression for both faculty and students. As part of his role in this position is working on a Hofstra focused project to research students' views on free speech, free speech and expression on campus, and research are current policies in the student handbook. This project will culminate in a longer form written project about the history of student demonstrations on campus, students views and speech policies. This week he has been in analysis of all of Hofstra's speech policies and code of conduct in the student handbook.

VI. Adjournment

The meeting was adjourned at 3:45 p.m.

MINUTES OF THE UNIVERSITY SENATE MEETING, APRIL 3, 2023
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY

Present: Bass, Campbell, Caniano, Craig, Dippel, Eliot, Frisina, Geis, Hernandez, Huang, Masnick, McFadden, Miller, Pantry, Riordan, Salem, Santangelo, Schlegel, Shahani-Denning, Thier, Tomei, Tompkins, Valerius, Wallace

Absent: Affrunti, Boothe, Boston-Hill, Ciani, Eads, Germaine, Gounelas, Liang, McElroy, Pandit, Pantry, Salem, Schlegel, Their, Welch

Guests: Anniballi, Basile, Cardona, Dores, Fanelli, Huang, Lopez, McCummings, Natow, Riccardi, Sobel, Zammit

I. The March 13, 2023, minutes were unanimously approved.

II. Report of the Provost, Charlie Riordan

Provost Riordan began the meeting by reporting that the Obama Presidential Conference is coming up later this month, specifically April 19 – 21, and a full agenda is posted on the Hofstra website. He encourages everyone to look at the agenda and register for any or all events that meet their schedules and interests.

The provost reported that all full-time faculty will be receiving a message later this week from Educational & Research Technology Services (EdTech) and Information Technology Services (ITS), who have partnered with the Provost's Office on a new faculty computer replacement program for full-time faculty called the Faculty Computer Refresh Program. Any questions can be directed to Mitchell Kase, Director of Educational & Research Technology Services, or Jesse Webster, Chief Information Officer.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that according to the last meeting between the president and faculty leadership, a formation of the library dean search committee has begun with Sally Glasser, Interim Associate Dean for the Library and Warren Frisina, Dean of Honors College, serving as co-chairs. The higher education search firm, Witt Kieffer, has been contracted to run the search. An email will be sent shortly asking for nominations and self-nominations to serve on the search committee. Nominations are to be submitted to provost@hofstra.edu by Wednesday April 19th. The Committee's work will commence shortly, will include several meetings over the summer with the bulk of the work occurring in Fall 2023. The new dean will commence their term in the first half of 2024.

Prof. Caniano reported that Joseph Barkwill, Vice President for Facilities and Operations, will be meeting with library faculty and staff and Wednesday, April 5 to inform them about the upcoming exterior renovations to Axinn Library.

- The project is scheduled to begin this week and continue through November 2023.
- Periodic noise and construction-related impacts will happen during the work hours of 7 a.m.-3 p.m. (Monday -Friday).
- Over the next few weeks of April, the library perimeter will be fenced off to establish a safe work zone.
- Building scaffolding will be erected on the library's exterior starting mid-April.

- The Library's 10th floor penthouse has been taken out of service starting April 1st through the entire 2023 calendar year.
- The Unispan/Library south entrance will have a protective overhead bridge scaffold installed over the walkway in late April.

This substantial renovation project to upgrade the library's exterior, including façade repair/painting, and replacement of the library tower single-pane windows with new energy-efficient windows.

Prof. Caniano reported that the Faculty Affairs Committee will be meeting on Friday, April 7 to finalize revisions to Faculty Policy Series #49.

Action Items

1. Prof. Caniano presented for action revisions to the probation notification timeline. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that this is a minor change in accommodating the timeline for the notification of probation in particular for the Physician Assistant program, which is on a slightly different timeline. The main change is that instead of specifying that the notification goes out specifically by the third week of January following the fall semester and by the third week of June following the spring semester, the student is notified of their status within three weeks of the end of the grading period for the fall and spring terms. The item passed.

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that the committee will be meeting on Friday, April 7
- B. Prof. Wallace, chair of the Planning and Budget Committee, reported that the committee had a productive and informative meeting on Friday, March 17 with Catherine Hennessy, Senior Vice President for Financial Affairs and Treasurer, Jennifer Mone, Vice President for Legal Affairs and General Counsel, and Provost Riordan to discuss the university's budget. They discussed some of the long-term challenges that higher education faces, with Vice President Hennessy explaining Moody's and S&P ratings agencies, and the challenges on both revenue and the cost side and some of Hofstra's strategies to address some of those issues. Also included in the discussion was retention and graduation rates to improve our ratings. Although there was a shortfall for the spring in graduate student revenue, and an increase in utilities cost, the university will still be able to balance their budget for the academic year. The committee also discussed the process and some of the challenges of making a transition to an R2 university.

Prof. Wallace reported that the committee is planning to meet with Jessica Eads, Vice President for Student Enrollment, Engagement and Success, and Frank Gaughan, Academic Director for INTO, to discuss enrollment and international students and the INTO program. They also plan to meet with Cynthia Langin, Senior Associate Provost for Institutional Research and Assessments.

Prof. Wallace whether there is any feedback from members of the Senate as the committee is finalizing a proposal for undergraduate conference presentation support which she has reported on in the past. The committee surveyed chairs of departments to get some sense of how many students there might be and got some responses. One potential question that came up in that was that people expressed some concern about the impact on support for faculty conference travel if we also try to support undergraduate research conference presentation. P&B still thinks they

should go ahead with the proposal, that supporting undergraduate research is a potential differentiator for Hofstra that could support retention and graduation efforts but would like to know if there are specific concerns they should address.

- C. Prof. Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee will have two items coming forward:
- that the Hofstra Northwell School of Graduate Nursing and Physician Assistant Studies is interesting in adopting a new grading scheme
 - Some follow up on the revisions to the alternate registration pin policy that was passed last semester. It ended up creating difficulties for a couple of graduate programs, so the committee made some adjustments to the policy.

In addition, the committee will also continue to study how dissertations and defenses are conducted at Hofstra in comparison with other institutions, as well as revise language for Faculty Policy Series #11G.

- D. Lila Campbell, chair of the Student Affairs Committee reported that she will be chairing the committee this semester since Adallis Pantry had to step down. The committee will focus on upcoming student senator elections.

V. New Business

Members of the 2023-2024 Senate were asked to elect a chair for the sec, as well as the standing committee they serve on

The 2023-2024 chairs are as follows:

- SEC Christopher Eliot
- UAAC Jessica Santangelo
- GAAC Li Huang
- P&B Kathleen Wallace

The FAC will elect its chair at their meeting on Friday.

VI. Adjournment

The meeting was adjourned at 1:23 p.m.

**MINUTES OF THE UNIVERSITY SENATE MEETING, APRIL 24, 2023
THESE MINUTES SHOULD BE READ IN REFERENCE TO THE AGENDA OF THE DAY**

I. The April 3, 2023 minutes were unanimously approved.

II. Report of the Senior Vice Provost for Academic Affairs, Comila Shahani-Denning,

Senior Vice Provost Shahani-Denning convened the meeting by reporting for the provost that the Obama presidential conference was held last week and what a huge success. She thanks everyone who was involved especially Meena Bose, Executive Dean, Public Policy and Public Service Programs.

She reported that the provost encourages all faculty to attend commencements and all those who plan to attend should register and pick up their attire as soon as possible. Also, as a reminder, they encourage doctoral advisors to sit with their candidates which was done at the December graduation.

III. Report of the Senate Executive Committee, William Caniano

Prof. Caniano reported that Christopher Dippel has served his final year as an elected senator for the School of Humanities, Fine and Performing Arts and presented him with a plaque as a thank you for his commitment to shared governance for nine years.

Action Items

1. Prof. Caniano presented for action the 2024-2025 Academic Calendar and the 2024-2025 Academic Calendar. Evan Koegl, Registrar and Director of Academic Records, reported that they are pretty standard Both have:
 - Labor Day falls early in the month of September
 - include snow/study days in both fall and spring
 - no conversion days save for one in January 2026

Both calendars passed unanimously.

2. Prof. Caniano presented for action, Faculty Policy Series #49 - Course and Teacher Ratings (CTRs). Patricia Welch, chair of the Faculty Affairs Committee, reported that over the last year there has been a Blue-Ribbon Committee that proposed revisions to the instrument and the method of administration. The FAC decided to separate out the two issues and focus on the way the CTRs are delivered and discuss the instrument in the fall semester. The biggest changes to note CTRs will be given online and in the interpretation and use of CTR results there was a paragraph added that states that departments are responsible for developing specific policies on the use of CTRs for summative purposes, and for sharing these policies with all instructors and the dean's office. One other change was that the language was made clearer that evaluations from any source that are negative in the aggregate must be viewed as a cause for concern, but no single source (including CTR scores) should be viewed as privileged or automatically warranting greater weight than other sources. For instance, CTR scores must not be treated as a uniquely privileged source that outweighs other measures of information.

A friendly amendment was made to strike "These summary ratings are also available in the library where students can access them at the reference desk. Student responses, excluding the open-ended comments, will be retained by the Provost's office." the first paragraph.

In addition, the following sentence:

The open-ended comments will not be copied and will be returned to the faculty member.

was changed to:

The open-ended comments will not be read by administration and will be available online to the faculty member.

A discussion followed and the item passed as amended.

3. Prof. Caniano presented for action revisions to the graduate alternate pin policy. Christopher Eliot, chair of Graduate Academic Affairs Committee reported that the previous policy recommended by the Graduate Academic Affairs Committee in November 2022 was approved by the President and adopted by the Registrar. After implementation, two issues have arisen, affecting multiple schools. This update makes two necessary changes:
 - it permits programs to opt into or out of using PINs. This helps where departments would at that level make one choice about whether to require PINs, but some of the programs within them would make different choices
 - it permits units to opt individual students out of the PIN requirement on an individual basis. This accommodates some units' interest in requiring or not requiring PINs for students according to the stage of their academic progress. For example, PINs may be required for first-year students or students having difficulties, but not others. The proposal accomplishes this latter function by moving the control of opting students in or out to programs themselves, against the background of a program's default

The item passed unanimously.

4. Prof. Caniano presented for action, revisions to Faculty Statute VII. After correcting a few clerical errors the item passed.
5. Prof. Caniano presented for action, revisions to Faculty Statute IX. The item passed.

Prof. Caniano stated the following:

“As this is my final Senate meeting as the Chair of the Senate Executive Committee, I would like to like make a few comments. I want to thank everyone who has made the University Senate a priority. What we do, even though at times seems tankless, is important. Never forget the Senate is an active body. Finding problems and finding solutions resist the temptations of succumbing to a top-down mentality that had previously been forced upon us. Shared governance only works if we as the faculty are present and demand governance to be shared. Anything is possible. Be engaged, be entrepreneurial, build a better university. Finally, I would like to end this report the same way ended the way my very first report to the Senate when I was chair of the Planning and Budget Committee and remind everyone in the words of Cato the Elder, “the Carthage must be destroyed.”

IV. Committee Reports

- A. Jessica Santangelo, chair of the Undergraduate Academic Affairs Committee, reported that Warren Frisina, Dean of Honors College, brought up a couple of excellent points for the committee to discuss about the study abroad language and scholarship financial aid. The discussion was tabled due to a key committee member could not attend. Another point that Dean Frisina brought up was that in the

probation language it mentions students only going to their CUA advisors and why are we not also including their faculty advisors. The committee decided that rather than change anything in the respective policy, they will reach out to Marc Oppenheim, Dean for the Center for University Advising, and the CUA advisors so that when reach out to Mark Oppenheim and the CUA advisors so that when they develop an academic plan with a student, that academic plan is then immediately shared with the appropriate faculty or major advisor. This prevents the student from having to jump through too many hoops in terms of number of people they must see and it also helps us. The committee is still looking at the course repeat option.

- B. Prof. Welch, chair of the Faculty Affairs Committee reported that the committee has been working very hard on FPS #49 and they will continue to discuss the policy taking into account the feedback they received from holding a faculty forum on the topic. The committee has a forum also with the chairs of the Blue-Ribbon Committee. The committee will continue review the rest of the Faculty Policy Series.
- C. Prof. Wallace, chair of the Planning and Budget Committee, reported that the committee will be meeting with Jessica Eads, Vice President for Student Enrollment, Engagement and Success and Frank Gaughan, Academic Director for INTO, to discuss enrollment and international students and the INTO program. P&B also plans to meeting with the Library Committee to discuss the external reviewer report of the library and recommendations going forward. Other work the committee is working on includes reviewing information from departments about students attending conferences in connection with the research that they've done, they were supposed to have a meeting with Cynthia Langin, Senior Associate Provost for Institutional Research and Assessment, but it was rescheduled. The committee is also reviewing other R2 universities.
- D. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that the committee was considering the details of a proposed merger Faculty Policy Series #11 - Procedures for Handling Violations of the Honor Code by Undergraduate Students at Hofstra University and Faculty Policy Series #11G - Procedures for Handling Violations of the Honor Code by Graduate Students at Hofstra University. A lot of parallel changes have been made to both documents, both being ultimately pretty similar and relatively easy to merge. we are. He reported that the last GAAC meeting was dominated by working with the Nursing School on their proposed alternative grading scheme. The doctoral nursing programs in particular has a competency-based model that they think fits awkwardly with the A through F traditional grading scheme. Although they had what seemed to be good arguments about why we should entertain an alternative grading scheme, there are a number of points of friction that technical details of how that might be implemented and how it may be conflicts with some existing language in the bulletin that the committee is trying to work through.
- E. Lila Campbell, chair of the Student Affairs Committee reported that the committee will be holding elections for undergraduate and graduate student senators.

V. Adjournment

The meeting was adjourned at 1:34 p.m.