

**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 28<sup>th</sup> 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 7<sup>th</sup> 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 27<sup>th</sup> 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 59<sup>th</sup> 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 9<sup>th</sup> 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 9<sup>th</sup> 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 18<sup>th</sup> 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.