

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY, OCTOBER 17, 2022**

I. The minutes of the May 2, 2022 minutes were approved.

II. Report of the Speaker of the Faculty, William Nirode

Prof. Nirode convened the meeting by recognizing our new provost Charlie Riordan and welcomes him to the university. thanking all his colleagues for their help the last couple of challenging semesters with the pandemic.

Prof. Nirode reported that included in today's agenda is the Sponsored Programs Committee summary, which have developed a list of recommendations. This document was referred to President Poser's State of the University address. Any questions or concerns can be directed to the speaker of the faculty.

Prof. Nirode reported that the faculty leadership group which includes Anthony Basile, President of the AAUP, William Caniano, chair of the Senate Executive Committee, and Karyn Valerius, chair of the Chairs' Caucus have been meeting with members of the provost's office. Included in their discussions is the Course and Teacher Ratings (CTRs) and Peer Observations of Teaching: Draft Report of the Blue-Ribbon Committee. A link was provided via email and included in the email with today's agenda. He strongly encourages his colleagues to read the report and fill out the *Qualtrics* survey provided.

Prof. Nirode reported on faculty searches. The university has moved to a new electronic platform called *PeopleAdmin* which is being used as a new applicant tracking system and he strongly encourages faculty to sign up for the training sessions being offered by Human Resources to become familiar with the platform. He reported that the provost and Denise Cunningham, Chief Human Resources Officer, have been listening to comments and concerns presented.

Prof. Nirode reported that there will be a special meeting of the full faculty on Monday, October 24 at 1:00 pm - 2:30 pm in the Fortunoff Theater of the Monroe Hall. This meeting will be an active shooter response training presented by the Nassau County Police Department. He thanks Prof. Bass for raising this issue, and the provost's office, Vice President Barkwill and the Office of Public Safety for arranging the event. "Stop the Bleed" training will be presented on Wednesday, November 9 at 1:00 pm - 2:30 pm in the Fortunoff Theater of the Monroe Hall. This training consists of a short overview on the "ABCs of Bleeding Control" followed by hands-on-training by certified instructors. This training requires registration.

Prof. Nirode reported that he has been involved in conversations with Geraldine Hart, Director of Public Safety, about conducting building specific training for faculty on what to do in a particular building in case of an emergency. Details are still being worked out.

Prof. Nirode reported that the Mid-Semester Advisories are due on October 25.

III. Address by President Susan Poser followed by Q&A

President Poser spoke briefly and took questions from the faculty.

IV. Report of the University Senate, William Caniano

Prof. Caniano reported that the University Senate has created an ad-hoc committee to review all governing documents and revises as necessary.

Prof. Caniano reported that the University Senate has received a report from the Blue-Ribbon Committee for CTRs and is reviewing the document for anything actionable.

Prof. Caniano reported on the work of the various committees and subcommittees of the University Senate:

- the Special Committee on Recruitment, Elections, and Nominations (SCREAN) is planning to overhaul the Senate webpage and designing a social media presence to better notify the faculty of the senate's ongoing work
- the Planning and Budget Committee has begun an effort to collect and review university-wide reports such as the university census and financial data
- the Environmental Priorities subcommittee, in conjunction with Public Safety, is exploring policies involving the new charging stations for for hybrid and electric cars.
- the Library subcommittee meets on Wednesday, October 19 to discuss the state of the university library
- the Faculty Affairs Committee is looking to add onto the Teacher of the Year awards with a way to recognize adjunct faculty

Prof. Caniano reported that the faculty leadership group continues to meet regularly with the provost to discuss matters of interest to the faculty, the chairs, and the union. The group will also meet with the president before the end of the month.

Action Items

1. Prof. Caniano presented for action, the 2023-2024 Academic Calendar. Evan Koegl, Registrar and Director of Academic Records, reported that this calendar is very much in line with the 2017-2018 calendar as well as current calendar practices. A discussion followed and the item was amended to change the October break from Thursday, October 12 and Friday, October 13 to Monday, October 16 and Tuesday, October 17. This will eliminate the need for conversion days on Monday, October 20 & Tuesday, October 21. The item passed as amended.
2. Prof. Caniano presented for action, the revisions to Graduate Alternate Registration Pins. The recommendation is 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.

V. Report of the Chairs' Caucus, Karyn Valerius

Prof. Valerius, chair of the Chairs' Caucus reported that there are 11 new department chairs this year, so the caucus has taken a few steps to address the need for training. Over the summer, she worked with the provost's office to organize an orientation session for new chairs and updated a handbook for department chairs to reflect the many changes at the university since the last revision in 2019. At its most recent meeting, the caucus had a helpful session with Andrea McDonough, Senior Associate Registrar, about the process of creating the master schedule. At its September meeting, Registrar Evan Koegl attended to walk the chairs through the new automated waitlist and to answer any questions. There is also a new digital waiver substitution process that is currently being piloted in some departments in coordination with the Office of Academic Records. The Chairs Caucus also discussed the draft report on CTRs and Teaching Observations from the Blue-Ribbon Task Force, as well as the new faculty recruitment protocol.

VI. Adjournment

The meeting was adjourned at 2:27 p.m.

UNIVERSITY FACULTY MEETING MINUTES
MONDAY, DECEMBER 5, 2022

I. The minutes of the October 17, 2022 minutes were approved.

II. Report of the Speaker of the Faculty, William Nirode

Prof. Nirode convened the meeting by reporting that nominations have gone out for the RFB steering committee President Poser mentioned in her report to the full faculty and is in the process of contacting all nominees. The committee will most likely meet before the holiday break and some RFB's will start to arrive.

Prof. Nirode reported that a committee is being formed through the provost's office, the Council at Hofstra Ensuring Student Success (CHESS) and will have the following subcommittees:

- First Year Experience
- Curriculum
- Advising
- Data
- Graduate Programs
- Non consumer pathways

Prof. Nirode reported that there have been discussions on the academic calendar and issues that were raised at the last faculty meeting regarding conversion days and how to better normalize the fall calendar.

Prof. Nirode reported thanks everyone that attended the special meeting of the full faculty on Monday, October 24 regarding the active shooter response training presented by the Nassau County Police Department. The "Stop the Bleed" training session that was scheduled for November 9 was cancelled and will be rescheduled sometime in the spring semester.

Prof. Nirode reported that he will continue his conversations with Geraldine Hart, Director of Public Safety, about conducting building specific training for faculty on what to do in a particular building in case of an emergency. They will start with Breslin Hall. When he has more information, he will report it to the faculty.

IV. Report of the University Senate, William Caniano

Prof. Caniano reported that the provost's Classroom Committee is now fully populated and will be meeting before the end of the semester. The Council at Hofstra Ensuring Student Success (CHESS) is also fully populated and will include additional senate representation.

Information Item

Prof. Caniano presented for information the LMS Recommendation. Her reported that the Special Committee on Education and Research Technology has concluded its review of potential replacement of *Blackboard Learn*. Joseph Bartolotta, chair of the committee spoke briefly about the recommendation, and Mitch Kase, Director of Educational & Research Technology Services summarized the migration plan:

- Timeline:
 - Start of spring 2023 semester
 - Faculty teach with *Blackboard*
 - Faculty have access to *Canvas*,
 - includes 24/7 support, Live webinars, and asynchronous training materials
 - Mid-Spring 2023
 - Faculty teach with *Blackboard*
 - *Canvas* Live Training encouraged
 - EdTech begins group training sessions
 - Courses are migrated from *Blackboard* to *Canvas* with K16
 - Summer 2023
 - Faculty teach with *Blackboard*
 - *Canvas* Live Training continues
 - EdTech group training sessions continue
 - Faculty teach with *Canvas* by September 1, 2023
- Training Plan
 - *Canvas* will make available to all faculty:
 - 24/7 support – chat or phone
 - Live workshops (available weekly)
 - On-demand recordings
 - Growing with *Canvas* course (asynchronous)
 - EdTech will make available to all faculty:
 - Group sessions (in-person and *Zoom*)
 - On-demand recordings
 - Collaborate with faculty liaisons
- Communication Plan
 - Throughout Spring and Summer semesters:
 - Special Committee, EdTech and ITS will collaboratively send periodic reminders, updates and highlight resources for faculty to learn *Canvas* (*Canvas* site for Senate and all faculty)
 - EdTech will be available to join department meetings as needed to address specific course needs (via *Calendly* link)
 - Student Government to help with communicating switch to student body

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.

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. These revisions are 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.
2. Prof. Caniano presented for action, revisions to the completion ratio verbiage. There is a small contingent of students each term who qualify for Completion Ratio probation because of their past course history, but who are making as much forward progress academically as they can. The recommendation is to modify the requirements that it should only apply to students who fail to complete all coursework within a term as well as fall below the required credit percentages.
3. Prof. Caniano presented for action, revisions to Latin honors designations for transfer students. 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.

IV. Resolution on Black and Latinx Faculty Hires from a concerned group of faculty

Prof. Nirode introduced Julie Byrne, department of Religion, Timothy Daniels, department of Anthropology, and Liena Gurevich, department of Sociology, who presented the resolution. Prof. Byrne reported that two years ago, a similar resolution was passed at the February 22, 2021, faculty meeting. It's state then was going back to Provost Berliner who decided not to pursue it. A concerned group of faculty are interested in reviewing what is available through the shared governance process to call for targeted and cluster hires of black and Latinx faculty. The resolution was read to the faculty, and a discussion followed.

A friendly amendment was made to change the following sentence in the first paragraph:

Out of 1,186 FT faculty members, less than 300 of them are non-white. In other words, only 1.77% of the full-time faculty is Black and the same is true for Latinx/Hispanic full-time faculty.

was changed to:

Out of 470 FT faculty members, less than 100 of them are non-white. In other words, only 4.47% of the full-time faculty is Black and the same is true for Latinx/Hispanic full-time faculty.

A friendly amendment was made to change the last paragraph from:

Now, therefore, be it resolved that we call for targeted and cluster hires of faculty within and across various departments and colleges that have a demonstrated record of work focused on Black/African American and African Diaspora and Latinx/Hispanic issues and populations.

to:

Now, therefore, be it resolved that we call for targeted and cluster hires of faculty applicants that have a demonstrated record of work focused on Black/African American and African Diaspora and Latinx/Hispanic issues and populations within and across all departments and colleges.

The item passed with 111 in favor of, 11 opposed, and 19 abstentions.

V. Report of the AAUP, Anthony Basile

Prof. Basile reported that everyone should have gotten some mail from the AAUP merged with the American Federation of Teachers (AFT) which is also a national union for academic endeavors, while it doesn't mean much to the Hofstra University campus, it does help the overall membership of the AAUP get representation in areas. He encourages everyone to look through the materials sent.

Prof. Basile reported that there will be a membership meeting on Wednesday, December 7 in the Helene Fortunoff Theater in Monroe Hall (room 142) at 1:00 p.m. He is planning to go over as much as he can, of what the difference in the dues is going to be going forward. There will be a gradual increase in the number of dues so that five years from now, it will be substantially higher because of this affiliation.

Prof. Basile reported that they are also in the process of recruiting an Executive Director of Compliance Officer and are looking for qualified candidates for the position. An email will be sent shortly. An email went out earlier today regarding the hiring protocol. They would like as much input as possible since it is a new process for everybody. If there are any issues or concerns about this process, let them know.

VI. Chairs' Caucus, Karyn Valerius

There was no report from the Chairs' Caucus.

VII. New Business

There was no new business.

VIII. Adjournment

The meeting was adjourned at 2:07 p.m.

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY, FEBRUARY 27, 2023**

I. The minutes of the December 5, 2022 minutes were approved.

II. Report of the Speaker of the Faculty, William Nirode

Prof. Nirode convened the meeting by reporting on two separate emergency preparedness events this semester:

- Wednesday, March 15 at 1:00 pm - Breslin Hall room 217 sponsored by the Departments of Public Safety and the Physical Plant. They will provide a brief educational talk on “Emergency Evacuation from a classroom” and hold a drill to demonstrate evacuation techniques for the faculty. There are only 70 seats in the classroom, so you must RSVP because space is limited.
- The second event is on Monday, April 17 at 1:00 pm in the Student Center East, Multipurpose Room.
STOP THE BLEED
training consists of a short overview on the “ABCs of Bleeding Control” followed by hands-on-training by certified instructors. Each training session is about 75 minutes and will empower you to assist in an emergency and potentially save a life.

Prof. Nirode reported that he, and the following faculty members researched peer and aspirant institutions to suggest revisions to Faculty Statutes VII and IX, which are being presented as information items.

- William Caniano, chair of the Senate Executive Committee
- Kevin Boston Hill, former chair of the Undergraduate Academic Affairs Committee
- Christopher Eliot, chair of the Graduate Academic Affairs Committee
- Jessica Santangelo, current chair of the Undergraduate Academic Affairs Committee
- Sabrina Sobel, Secretary of the Faculty
- Kathleen Wallace, chair of the Planning and Budget Committee
- Patricia Welch, chair of the Faculty Affairs Committee
- Karyn Valerius, chair of the Chairs’ Caucus

These revisions should be presented as action items at the May 1 faculty meeting. The group has also been looking at other statutes and Faculty Policy Series that may be outdated and need revision.

IV. Report of the University Senate, William Caniano

Prof. Caniano reported that members of the Senate Executive Committee met with the dean candidates and the Library Review Committee.

Prof. Caniano reported that the Special Committee on Recruitment, Elections, and Nominations (SCREAN) has been meeting and asked Sabrina Sobel, Secretary of the Faculty to give an update.

Prof. Sobel reported that election ballots will go out today for the following schools:

- Frank G. Zarb School of Business
Li Huang, Marketing and International Business, is running unopposed for re-election for a three-year term
- Lawrence Herbert School of Communication
Brian McFadden, Journalism, Media Studies and Public Relations, is running unopposed for re-election for a three-year term
- Peter S. Kalikow School of Government, Public Policy and International Affairs
Christopher Eliot, Philosophy, is running unopposed for re-election for a three-year term
- School of Natural Sciences and Mathematics
Michael Dores, Biology, is running unopposed for election for a three-year term
- School of Health Professions and Human Services
Holly Seirup, Counseling and Mental Health Professions, is running unopposed for election for a three-year term
- Fred DeMatteis School of Engineering and Applied Science
Brian Galli, Engineering, is running unopposed for election for a three-year term
- Adjunct
Carolyn McCummings, is running unopposed for election for a three-year term

Elections will run through Friday, March 10. She reported that SCREAM is still looking for a faculty member to represent the School of Humanities, Fine and Performing Arts.

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 which puts the university out of compliance with the 4-week options in Summer Session I. The end day of the four-week session will be moved from June 21 to June 22 which should take care of the vast majority of courses to put them back into compliance. He reported that there are still nine courses currently that are still out of compliance, but 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.

Discussion Items

1. Prof. Caniano presented for discussion, revisions to Faculty Statutes VII and IX. He reported that the committee met weekly throughout the fall and spring and began by reviewing the governing documents of our full peer list of schools paying attention to:
 - type of Senate (whether it is a faculty senate or university senate)
 - who is the presiding officer
 - the role of the President and Provost
 - composition of the executive committee
 - membership
 - terms of office
 - main function of other committees

The committee then compared the work from other universities and made changes to ours.

Prof. Nirode summarized some of the changes to Faculty Statute IX:

- only members of the faculty, including department chairs, may attend faculty meetings
- Redefined the role of the Secretary of the Faculty to a Vice Speaker of the Faculty
- Minor cleanup about the agenda process to represent what we have actually been doing
- A voting mechanism that is the same for in person attendees and attendees on Zoom

These revisions will be finalized by the May 1 faculty meeting for a vote. A discussion followed.

2. Provost Riordan gave an update on the resolution on cluster hiring from the last faculty meeting. He and the president are very supportive of cluster hires, and we think there are an important part of a holistic approach to faculty hiring, in part to diversify, but not only to diversify the faculty. They are committed to diversifying our faculty in across all departments and programs and will continue to work with the faculty to achieve these goals.

V. Report of the AAUP, Anthony Basile

Prof. Basile reported that faculty members should have received an email that the election for officers in the union is taking place soon. The nominations are due by Friday, March 3, and will be circulated on March 10. Election ballots will be sent on March 31 and counted on May 4.

New positions will take place on June 1. Positions open are:

- First Vice President for Grievances - two-year term
- Treasurer - two-year term
- Recording Secretary - two-year term
- two seats in the steering committee - two-year term
- ten unit representatives - one year terms

Prof. Basile reported that they are starting the interview process for the Executive Director of Compliance, having received approximately 50-60 resumes for the position.

Prof. Basile reported that the Faculty Affairs Committee is scheduling an information session for faculty to weigh in on revisions to Faculty Policy Series #49 - Course and Teacher Ratings (CTRs). The last two years there was a Memorandum of Agreement (MOA) between the union and the administration because faculty couldn't comply with FPS #49 due to COVID. This is no longer the case so the policy series will be revised through shared governance.

Prof. Basile reported that there was some discussion between the AAUP and the administration about adjunct pay, and ways to help retain and recruit adjuncts, because they were seeing that in the fall semester and to a certain extent still seeing that it's becoming difficult to attract adjuncts because of the compensation that neighboring schools are paying.

Prof. Basile reported that the AAUP are somewhat concerned about some repeated breaches of the Collective Bargaining Agreement (CBA) and reports of retaliation against faculty who go to the union with complaints. They will continue to pay attention to this issue and may reach out at some point to AAUP members both at Hofstra and other schools for solidarity if those contract breaches are not remedied.

Prof. Basile reported that contract summaries are being printed and will be sent out via email and printed versions for those who want them.

VI. Chairs' Caucus, Karyn Valerius

Karyn Valerius, chair of the Chairs' Caucus, reported that they had their first meeting last week and they met with Richard Apollo, Vice Provost for Budget and Planning, to review census reports. He also provided an overview of several new software systems that the university is adopting. One is for the university is adopting, so one is for digitizing load cards, one is for the submission of documents for personnel processes, and one is for financial affairs. The chairs made some suggestions related to the digital load cards to which Vice Provost Apollo's office will look into.

Prof. Valerius reported that last semester, some department chairs participated in a pilot for a new digital form for waiver substitutions that was developed by Academic Records, and those forms are now in use.

Prof. Valerius reported that at their most recent meeting with the provost, the chairs discussed briefly that the Strategic directions proposal process, as well as processes involved in hiring.

Their next meeting is on March 29.

VII. New Business

There was no new business.

VIII. Adjournment

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

**UNIVERSITY FACULTY MEETING MINUTES
MONDAY, MAY 1, 2023**

I. The minutes of the February 27, 2023 minutes were approved.

II. Report of the Speaker of the Faculty, William Nirode

Prof. Nirode convened the meeting by thanking the Office of Public Safety for holding the two emergency preparedness events earlier this semester. They were very informative and helpful.

Prof Nirode reported that a Speaker of the Faculty Canvas site has been created and will be live shortly. He thanks the Provost's Office and Mitchell Kase, Director of Educational & Research Technology Services, and his team for the help setting it up. He hopes the site will give faculty a place for discussion as well as give the speaker a place to share information with the faculty in a quick and effective way.

IV. Report of the University Senate, William Caniano

Prof. Caniano reported the following:

- William Nirode was re-elected for a two-year term as Speaker of the Faculty
- Sabrina Sobel was re-elected for a two-year term as Secretary of the Faculty
- Daniel Seabold was re-elected for a two-year term as Parliamentarian

He noted that as per the revisions to Faculty Statute IX being voted on today, some of these titles may be changing. Specifically, the Secretary of the Faculty becoming the Vice Speaker of the Faculty.

Prof. Caniano reported that Christopher Eliot, Department of Philosophy, will replace him as chair of the Senate Executive Committee next year. His current position as chair of the Graduate Academic Affairs Committee will be replaced by Li Huang, department of Marketing, International Business, and Legal Studies. In addition, Kathleen Wallace will continue as chair of the Planning and Budget Committee, Jessica Santangelo will continue as chair of the Undergraduate Academic Affairs Committee, and Patricia Welch will continue as chair of the Faculty Affairs Committee.

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 previously there have no language within the bulletin about study abroad. Since information was piecemeal in different places, the committee's intent was to gather all relevant information in the same place. She noted that 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. The item passed.
2. Prof. Caniano presented for action revisions to the completion ratio. Prof. Santangelo reported that the UAAC worked closely with Evan Koegl, Registrar and Director of Academic Records, to add language that would dismiss students who have been on low completion ratio for the most recent three consecutive terms in attendance (excluding January and Summer.) Students who have been dismissed may appeal to the Academic Review Committee. This. There wasn't a mechanism for dismissal for continuous low completion ratio, so this revision mirrors what is

done for students who have been dismissed for a low GPA as an effort to put a stop gap measure in for an official review. A friendly amendment was made to replace the word “dropped” to “dismissed” throughout the document. A discussion followed. Prof. Santangelo reported that the timing that was put in (the most recent three consecutive terms,) was based on an analysis Director Koegl did of how many students this happens to and makes it a manageable number of students for ARC to be able to work with appeals as well as providing a mechanism to catch students after a reasonable amount of outreach and support. The item passed with the friendly amendment.

3. Prof. Caniano presented for action revisions to the probation notification timeline. Christopher Eliot, chair of the Graduate Academic Affairs Committee, reported that the Graduate Bulletin have required the Register to send notifications on a particular calendar timeline, specifically January for students who were facing academic probation and for programs that have nonstandard grading timeline. This created a problem, and so the Registrar 's office suggested that the language be changed to three weeks after the end of the grading period rather than specific calendar date. A discussion followed. a concern was raised that the end of the grading period as defined by the CBA is in December. The item was tabled and sent back to the committee for further review.
4. Prof. Caniano presented for action revisions to the graduate alternate pin policy. Prof. Eliot, chair of Graduate Academic Affairs Committee reported that last fall, the committee reformed a previous policy where all graduate students were required to seek alternate pins to use for registration. The function being to make sure the student received appropriate advisement before registering. However, it became clear that some programs did not like using alternate pins and viewed the process as an unnecessary burden for students. Last fall, the GAAC revised the policy to eliminate the requirement for alternate pins and instead make them optional. This change created some dissatisfaction for two kinds of problems:
 - where the program wanted to make a different decision than the department about what their default pin requirement status should be
 - those who wanted to require pins students according to the stage of their academic progress, or otherwise require pins for certain students, on an individual basis.

The committee empowered the individual programs not only to set their defaults but also actually make the changes in the computer for who has a pin, and who doesn't. This seems to solve both of those follow up problems. The Registrar confirms that while this modification to the policy will require significant initial work by the Registrar's office and Information Technology Services, it is technically feasible. The item passed.

5. Prof. Caniano presented for action the 2024-2025 Academic Calendar and the 2024-2025 Academic Calendar. Director Koegl reported that both calendars are pretty standard:
 - 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

The 2024-2025 Academic Calendar passed.

6. The 2024-2025 Academic Calendar passed.
7. Prof. Caniano presented for action, revisions to Faculty Statute VII, the organization of the University Senate. Prof. Nirode reported that this item was presented along with the revisions to Faculty Statute IX at the February 27 faculty meeting as an information item. In addition, a forum was held for faculty for further discussion and to gather more input. Concerns raised have been addressed. The item passed with a 2/3 majority of those voting.
8. Prof. Caniano presented for action, revisions to Faculty Statute IX. The verbiage about faculty meetings was changed as well as the title of the Secretary of the Faculty to Vice Speaker of the Faculty. The item passed with a 2/3 majority of those voting.
9. Prof. Caniano presented for action, Faculty Policy Series #49 - Course and Teacher Ratings (CTRs). Patricia Welch, chair of the Faculty Affairs Committee, reported that the FAC would like to thank the Blue-Ribbon Committee who spent a good amount of time working on the proposed revisions to the instrument and the method of administration, and providing them to the FAC in time for the revisions to be reviewed and voted through the shared governance process. The committee decided to separate out the two issues and focus on the way the CTRs are delivered this past semester and discuss the CTR instrument in the fall semester. If passed, it will become effective as of December 2023. The major changes include:
 - CTRs will be administered online
 - Will be made available 14 days before the last day of classes
 - made language clearer that the CTRs are for on-load classes
 - CTRs may be administered in courses that are taught on a per-capita basis but those data will not be included in semester averages but listed separately
 - a paragraph was 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
 - the language was made clearer that CTR scores are just one method of evaluation

A discussion followed and a motion was made and passed to vote via secret ballot.

The revisions were approved with a 2/3 majority of those voting.

V. Report of the AAUP, Anthony Basile

Prof. Basile congratulated the Teachers of the Year on behalf of the AAUP:

- Xiang Fu, Fred DeMatteis School of Engineering & Applied Science
- Andrew Forman, Frank G. Zarb School of Business
- Martine Hackett, School of Health Professions & Human Services
- Brian McFadden, Lawrence Herbert School of Communication
- Alan Fluerky, School of Education
- Stephen Smith, School of Humanities, Fine and Performing Arts

- Julie Byrne, Peter S. Kalikow School of Government, Public Policy & International Affairs
- Jessica Santangelo, School of Natural Sciences and Mathematics
- Donna Willenbrock, Hofstra Northwell School of Graduate Nursing & Physician Assistant Studies
- James Sample, Maurice A. Deane School of Law
- Joanne Willey, Donald & Barbara Zucker School of Medicine at Hofstra/Northwell
 - First 100 weeks
- Gai Sugiyama, Donald & Barbara Zucker School of Medicine at Hofstra/Northwell
 - Second 100 weeks

Prof. Basile reported that the AAUP took no position regarding paper v. online administration of CTRs and were neutral on the matter. He clarified their concerns were to safeguard the role of the University Senate and the shared governance process.

The AAUP are working very hard with the administration on issues with faculty in the Nursing School, including being required to teach over the summer. The AAUP pay successfully got the nursing administrators to cease that practice. They are also addressing other violations in the reappointment process to create a better working culture over there in the Nursing Department.

Prof. Basile reminded the faculty that the adjunct salaries are still low. They will be encouraging chairs to make recommendations to the Dean, that they make recommendations to the provost to try and keep adjunct salaries both for new appointments and recurring adjuncts someone near the market to create more equity and to retain the talent that we need at the university.

An email was sent out this week regarding Appendix A to the Collective Bargaining Agreement (CBA) which are the targeted dates for personnel action. As of now, they are a proposal because target dates are embedded in the CBA. To change this, an MOA needs to happen. The email that was sent out to gather more input from faculty on the 17 dates that will change.

VI. Chairs' Caucus, Karyn Valerius

Karyn Valerius, chair of the Chairs' Caucus, reported that they met on March 29 with Julie Yindra, Director for Student Access Services (SAS). There has been a substantial increase in the number of students who are registered with SAS. In addition to the increase of the number of students they are also noticing a greater need for support than in the past. The discussion focused on how chairs and SAS can work together to that end. The April 19 meeting was devoted to a demonstration from the vendor of Chrome River which is the new platform for financial reimbursements. The chairs will meet again on May 10.

VII. New Business

There was no new business.

VIII. Adjournment

The meeting was adjourned at 1:56 p.m.