

Senate Executive Committee Minutes
Tuesday, September 3, 2013
Provost's Conference Room, Bell Tower West 2185
2:30pm

Attendance: Mary Adler, Simone Aloisio, Vanessa Bahena, Frank Barajas, Lillian Castañeda, Stephen Clark, Nancy Deans, Colleen Delaney, Therese Eyermann, Jeanne Grier, Elizabeth Hartung, Gayle Hutchinson, Cindy Wyels.

I. Meeting Called to Order at 2:30pm

II. Approval of the Agenda

Chair had an amendment to the agenda. Added item: Policies that are going to need revising. Agenda approved.

III. Approval of the Minutes from April 30, 2013
Approved.

IV. Chair Welcome & Committee Introductions

- a. Beth Hartung will represent outgoing Senate Chair while J. Meriwether is on sabbatical.
- b. Gave an overview of the agenda.
- c. Member introductions.

V. Desired Culture & Norms

a. Senate Exec.

- i. Discussed current & former role and value of Senate Exec in what comes to the floor of senate. What kind of Senate Exec do we want to be?

S. Aloisio voiced need to recruit faculty to serve on Committees with special note to the current composition of the curriculum committee with a make-up of entirely untenured faculty. C. Delaney spoke about nominations for Senate Committees, and potential need to regulate appointments of tenured versus untenured faculty. F. Barajas spoke to the need of Senate Exec to lobby for issues important to faculty, such as faculty burnout and need for faculty searches. Discussion that Senate Exec role is to clarify & ask questions, ensure policy language is clear, informed, and consistent; as well as look at readiness & suitability of policies before their being debated on the Academic Senate floor. Provost pointed out role of Senate Exec to divert traffic of queries to appropriate committee, and look at creating policies in general.

- ii. Come to Senate Exec prepared for discussions. Please bring your digital devices.

iii. Communication with Committees. Committees need to take more responsibility in governance, make decisions, and do research before items come to Senate. Discussion of shared governance: where does discussion and decision on policy merits happen- on floor of Senate, or in Committee? Provost suggested looking into whether current committee configuration is still efficient, helpful, and timely.

iv. F. Barajas asked about the issue of informal discussion and debate, and pointed to benefit of Community time.

v. Agreement on need for advocates for policies. Discussion of need for committee members sponsoring policy to open the policy on Senate floor with an overview.

vi. What do you want to hear from Statewide Chairs and statewide chair business? Discussion. Possibly statewide Senate issues could be shared on website.

b. Senate

i. Senate Agenda for upcoming year. Discussion of new Community time, and introductions of all faculty first meeting.

ii. Chair addressed issue of continuity and institutional memory between past and future members of committees. Committees will be asked to send in brief report of business completed since last meeting and to post on website or Senate Blackboard for record of committees' work. This would also help re-evaluate the need for committees. General agreement.

VI. Report on status of last year's items

a. Ed.D. Timeline: Grier reported what was announced at the opening SOE meeting as an update for Senate Exec

i. The President signed SP 12-15 in August putting the Ed.D. in Ed Leadership on the Academic Master Plan in Fall 2014. G. Kinsey announced at the SOE meeting this has been moved back to Summer 2015 due to the WASC experiencing a 9+ month to one-year lagtime to get programs on the calendar. Ed.D. will not start likely until Summer 2015. For a program to begin Fall 2014 (as currently planned) the documents would have to go to the Chancellor's Office and WASC simultaneously at the end of September.

ii. Discussion of issue of resource implications being in long form. Need to address question of Resource and strategic planning.

- b. Student Evaluation of Courses Policy- G. Hutchinson forwarded her recommendation to the President's office. More information to come.

VII. Upcoming Senate Business this year

- a. Committee Updates/ Committee on Committee information
 - i. Messages went out to all committees last week that had a majority of their membership intact to schedule their first meeting. We should not expect many reports at the first senate meeting.
 - ii. Committee on Committees: C. Delaney gave update on Faculty Search Coordinating Committee and need for nominations. An expedited election for the SCC is taking place right now.
 - iii. Elections for Senate committees will conclude by September 13th. 20 slots available. Nominations to close Friday 9/6. Membership should be solidified by Friday 9/13.
- d. General Education
 - i. There was a call for information on updates for this committee. Please keep Chair Grier posted.
- e. Committee on Centers and Institutes
 - i. It was stated that there have been no reviews of Institutes up until now. Creation, review, and assessment of Centers & Institutes: M. Adler suggest request to committee to create policy or process for reviewing institutes. Discussion on need for process to review financial aspects. B. Hartung mentioned Institute for Social Business was most recent review. [Factual correction made post-meeting: The Alzheimer's Institute was reviewed in the last 5 or so years; and there may have been others.] Provost will help review strategic plan.
- f. Searches
 - i. Will there be a spring faculty search? Provost will get back to committee with more information on the budget and timeline.
- g. Revised Policies
 - i. SP 2-01 Academic Dishonesty (SAPP)
 - ii. SP 03-05 Add Policy (SAPP)

VIII. Announcements from the Provost

- h. Reorganization of Academic Affairs
 - i. Institutional effectiveness into President's Office. Enrollment Management to Academic Affairs. Consultant will come in within two weeks to begin resolving challenges, along with B. Hartung; there have been student and staff member interviews and a call center has been set

up. Position for AVP of Enrollment Management has been posted; Dr. Hutchinson gave an overview of areas of responsibility. Goal is for position to be filled before June.

ii. Temporary Appointments for special projects. B. Hartung to look at AACRAO and Enrollment services. Virgil Adams to help with faculty searches, development, RTP mentoring. Possible internal search for Assistant Provost in the future. F. Barajas asked as to role with diversity of faculty searches and broadness of searches. Provost responded with increasing broadness of searches; diversify of hiring committees, provide welcoming environment during searches.

iii. AACRAO Report. Small group of HSI folks to collect feedback and provide best practices input for transfer and underserved students. Provost and B. Hartung welcome feedback from all sources. Current workgroup is Student Resource Group, who is meeting every Wednesday to go over AACRAO report.

iv. Chair asked if AACRAO is to be discussed at Senate and how. Provost and/or Student Resource Committee could discuss.

v. New Senate Quorum is 35.

IX. Announcements

i. Daryl Smith is coming to campus on Wednesday 9/17 for Diversity Symposium.

ii. Discussion of how to increase Senate attendance.

X. Adjourn

--3:54pm