Academic Senate Executive Committee

Minutes

Tuesday, November 28, 2018

Provost’s Conference Room, Bell Tower West 2185

2:30pm

1. Call to order
	1. Chair, Virgil Adams, called the meeting to order at 2:32pm on Tuesday, November 28, 2018 in Bell Tower West 2185: Provost’s Conference Room
2. Roll Call
	1. The following people were present: Virgil Adams, Stephen Stratton, Kaia Tollefson, Geoff Chase, Chelsea Lincoln, Genevie Evans Taylor, John Yudelson, John Griffin, Antonio Jiménez Jiménez, Sean Kelly, Jennifer Perry, Cindy Wyels
3. Nominations for the search committee for the VP for the Division of Student Affairs
	1. Reviewed self-nominations and their statements of interest in serving on this committee
	2. Three candidates: (Total of 7 votes; One abstention)
		1. Candidate One: received 1 vote
		2. Candidate Two: received 0 votes
		3. Candidate Three: received 6 votes
	3. Cindy Wyels identified as faculty representative
4. Chair Discussion
	1. Inquired about the structure of the Senate Executive meetings: Formal vs. informal
		1. Issues raised
			1. Need to determine who has a vote – bylaws do not specify, but past practice has been that the Provost, President, and Union Representative are non-voting members
			2. Input from all is highly valued but voting should be done by official Executive Members (i.e. excluding Provost, President, and Union Representative)
			3. Kaia motioned that when voting occurs, only official members of Senate Executive shall have a vote, but all are welcome to provide their input. Cindy Wyels second the motion.
				1. Votes: 11 Yes, 1 Nay, 0 abstentions
				2. Will keep meetings informal and allow input from all, but only official Executive Members will vote.
	2. Trustees Visit: Thursday at 1:00pm
		1. Virgil Adams declared that President Beck is deserving of support and encouragement. The President has opened the meeting to any Senate Executive Members that want to attend.
5. Approval of Agenda - unanimous
6. Approval of the minutes from November 7, 2017 - unanimous
7. Update from the Provost
8. Continuing Business
	1. SP 17-01 Undergraduate Admissions Exception Policy (updated per feedback)
		1. Jennifer Perry pointed out that revisions do not reflect all the suggestions Senate Executive Committee made previously. There are inconsistencies between 15 days and 1 month. Also, would like clarification on 15 days timeline; 15 business days from the date of the denial notice. Does this include the time to email, mail and complete the appeals packet? Also, no indication of “timely response” to student requesting the packet.
		2. Steve Stratton mentioned these items can be made by a friendly amendment on the floor.
		3. Virgil motioned to move the policy forward for a second reading – No objections
		4. Moved to Senate for second reading
9. New Business
	1. SP 17-02 Policy on Withdrawals
		1. Cindy Wyels pointed out that no changes were made.
		2. Sent back to committee with reiteration of Senate Executive Members questions. Policy will need to be renumbered
	2. SP 17-03 Policy on Undergraduate Unit Load Limitation
		1. Concerns discussed: Request specified timeline, congruence between Executive Order messages and our policies on 14 units maximum, and what will be done with students that double major.
		2. Sent back to committee
	3. SP 17-04 Policy on Changing the Basis for Grading
		1. Moved to Senate
	4. SP 17-05 Policy on Course Repeat
		1. Moved to Senate
	5. SP 17-06 Academic Master Plan
		1. Presented by Scott Frisch: Every year we provide the Chancellor Office an update of the Academic Master Plan. Requesting it be a consent item on the Senate agenda
			1. No objections – Moved to consent item on Senate agenda
	6. SP 17-07 Policy on Graduation Writing Assessment Requirement (GWAR)
		1. Mary Adler and Stacie Anderson presented policy
		2. No Objections – Moved to Senate
	7. SP 17-XX Summary of proposed changes to University RTP (SP 15-15)
		1. Discussion
		2. Referred to committee
10. Chair Report
	1. Virgil declared he receives several Senate related items. Will continue to send all received information to members
11. Senate agenda review
	1. Committees have not been reporting – suggestions?
		1. Make it a clear expectation, contact committee chairs, select two or three specifically and asked them to be prepared to provide a report
		2. Virgil will reach out the committee chairs
12. Other Business
	1. Steve Stratton reported about the Staff Council he attended
		1. Advised group on how to run “Intent to Raise Questions” as part of their meetings
		2. Discussed the Chancellor’s letter about raising tuition. Students not happy; will be planning over break how they will respond
		3. Staff group in charge of Corporate Games – Contact Melissa Bergem from Technology & Innovations if interested in participating
		4. Considering staff awards
	2. Chelsea Lincoln, Student Representative asked what the procedure is for students that would like to express their concerns regarding faculty members.
		1. Responses were: talk to the faculty member first, contact the program Chair, if no help received, contact the Dean.
			1. Further asked if there is any official documentation
			2. Response was that email is the official documentation on campus. If the issue is with grades, then there are specific forms and processes that will need to be followed. If it’s a specific Title IX issue, report to that office directly.

Meeting adjourned at 4:25pm