



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
NOVEMBER 1, 2011**

Approved 11-8-11

Chaired by Vice Chair Walicki

11:30 AM - 1:00 PM

MH-141

Present: Dabirian, Guerin, Pasternack, Walicki, Walker

Absent: Bedell, Fidalgo, Randall, Stambough, Walk

I. CALL TO ORDER

Vice Chair Walicki called the meeting to order at 11:36 AM. pending a quorum. This was never reached.

II. URGENT BUSINESS

None.

III. ANNOUNCEMENTS

3.1 (Pasternack) The Academic Affairs Committee of the ASCSU is working on an Online Learning White Paper. Our campus policy is lacking in several areas according to one of the chapters dealing with a comparison of campus policies. Senator Pasternack will send this chapter to Executive Committee members along with the White Paper Appendix.

3.2 (Walicki)

- Reminded members to take advantage of the excellent music programs as well as theatre productions offered free to Executive Committee members.
- Discussion regarding proposed revision to BL 06-2 recommended by Campus Facilities & Beautification Committee adding sustainability to their functions in UPS 100.001 Academic Senate Bylaws. This will be added to the 11-10-11 Academic Senate agenda under *new business*.

IV. APPROVAL OF MINUTES – **moved to next agenda**

4.1 Executive Committee Minutes (Draft) 10-18-11

4.2 Executive Committee Minutes (Draft) 10-25-11

V. CHAIR'S REPORT (Bedell – written report prior to this meeting)

- SENATE FORUM - Fall 2011 edition will be dedicated to President Gordon. Articles (300 words or less) should be returned by 11-5-11, from those who have been asked to write a tribute.

VI. STAFF REPORT

A greeting card is being circulated for Senator Steve Walk and family.

VII. LIAISON REPORTS

Associated Students, Inc. BOD [Dabirian] T, 10-11-11 1:00 – 3:30 PM **No report**

Campus Facilities & Beautification Committee [Bedell] F, 10-28-11 10:00 – 11:00 AM, CP-925

The committee finalized wording for Bylaw 06-2 – Functions of CF&B Committee. Additional letter “h” has been proposed under committee functions a-g.

- policies and criteria regarding the institutionalization and implementation of non-curricular issues of sustainability as they relate to items a through f above;
- item moved from “g”...other matters referred by Exec Com or Academic Senate.

Faculty Affairs Committee [Bedell] F, 10-28-11, 11:00 AM -1:00 PM, MH-141

Members of Faculty Affairs Committee spent the meeting fine-tuning the *proposed* new UPS Office Hours policy. They are to continue to email refinements until Monday, 10/31, at which time they will send the proposed policy to the Academic Senate Office. Executive Committee will be asked to review and

comment prior to finalization by the Faculty Affairs Committee. Proposed document passed unanimously within FAC.

General Education Committee [Fidalgo] F, 10-28-11, 2:00-4:00 PM, MH-141

There was discussion about the upcoming GE workshop, its need or lack thereof, scheduling additional events in the times of midterm correction and grading. The rest of the time we spent reviewing NCP.

Planning, Resource, & Budget Committee [Dabirian for Walicki] F 10-28-11, 12:30-2:30 PM, PLS-299

Fall divisional presentations were given by University Advancement and Information Technology. Each division was asked to list their top 10 goals and link them to the Strategic Plan theme and sub-theme.

I (Dabirian) reported from UMGI subcommittee: The proposal announcement will go out by Nov 15th. The subcommittee is in process of creating a website to post proposals. PRBC asked IT to send a survey after completing the process to collect the outcome of the projects.

There was no report from subcommittee working on revisions to UPS 100.700 Formation and Operation of University Institutes.

Next PRBC agenda will include the other three division reports: Academic Affairs, Student Affairs, Administration & Finance.

Student Academic Life Committee [Guerin] T, 10-25-11, 9:00-10:00 AM, MH-141

SALC will forward an amendment to their functions to review student engagement survey results, design interventions, and monitor progress. To follow up on the college plans to improve NSSE scores in two areas (Student-Faculty Interaction, Educationally Enriching Environment), the committee decided to ask deans/designees to attend the first meeting in November and provide a progress report. At the next meeting on 10-25-11, Ed Sullivan will review NSSE 2011 spring results.

VIII. UNFINISHED BUSINESS

8.1 Release Time

There was continuing discussion of 16 (increased from 15) 3-unit course release time available for A/Y 2011-12, which must be taken by individuals in spring 2012. There are multiple complications with distribution of these funds 1) very late in the semester receiving news of release time available; 2) lack of an equitable mechanism for distribution; 3) still uncertain if the Chancellor's Office will give full funding to our three statewide senators.

After follow-up by Chair Bedell to committee chairs and Executive Committee members, and following the guidelines passed by the Academic Senate 2-3-11 (ASD 10-177 and ASD 11-05), members in attendance at today's meeting recommended that a total of four 3-unit courses of release time be given to two members serving on Executive Committee as well as two (curriculum) committee chairs who indicated they could most certainly use it. Also, one or two more 3-units should be reserved in case funding is needed for the statewide senators.

Due to the lack of a quorum, it was suggested Chair Bedell send out an electronic vote request for all Executive Committee members to have opportunity to vote.

8.2 Staff Serving on Academic Senate [Stambough]

Mr. Dabirian reported he is continuing to make inquiries regarding staff serving on Academic Senate. He will send a written report in the near future. Request for two staff members will parallel other members sitting on Academic Senate; i.e., 2 students, 2 part-time faculty.

IX. NEW BUSINESS

9.5 Executive Committee/Academic Senate Priorities List to PRBC

(Walicki as PRBC liaison) Executive Committee has been asked for guidance by PRBC Chair Knutson Miller to prioritize annual proposals by the various divisions: 1) Information Technology; 2) University Advancement; 3) Academic Affairs; 4) Student Affairs; 5) Administration & Finance. Each division has been asked to give their top 10 initiatives and to link them to the Campus Strategic Plan. ASI (students) and Auxiliary Services Corporation (Foundation) also have priorities. PRBC annually reviews, categorizes, and identifies their recommendations for the President for the following year. It was suggested that Executive Committee could identify gaps amongst the divisions to create a composite list of priorities and descriptions to present to Academic Senate. Senator Guerin suggested use of clickers for voting at an Academic Senate meeting following a presentation to give opportunity for Senators' input into the process.

Items will be moved to next Executive Committee agenda.

NEW BUSINESS

- 9.1 GE Committee – Assessment and Recertification, Etc. [A.S. TC 10-13-11: GE Update]
- 9.2 UPS 320.010 University Writing Requirements [6-24-05] EWP + Upper Division Writing Course
- 9.3 Goals and Priorities for Academic Senate 2010-11
(Review 2009-10 Goals-Priorities and bring your top goals/priorities for next year to meeting)
- ~~9.4 Executive Committee/Academic Senate Priorities List to PRBC~~
- 9.5 Early Promotions (Dietz e-m exchange)
- 9.6 PAB/AS Executive Committee Retreat – Spring 2012 (?)
- 9.7 Streamlining RTP Process
- 9.8 Election Results – Statements-of-Opinion
- 9.9 403(b) Perez-Linggi [Fidalgo]
- 9.10 Update Mission and Goals
- 9.11 Statement on Professional Ethics

X. ADJOURNMENT

Meeting adjourned at 12:28 PM.

Executive Committee meetings through fall 2011:

November 15	November 29	December 6	December 13
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