



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES – SUMMER
JULY 14, 2020**

Approved 7-28-20

11:30 AM - 1:00 PM

ZOOM Meeting

Present: Dabirian, Gradilla, Kanel, Matz, Stambough, Stohs, Walker, Walsh, Wood

I. CALL TO ORDER

Chair Stambough called the meeting to order at 11:30 AM.

II. URGENT BUSINESS

UPS 411.601 - Policy on Academic Internship

The Executive Committee agreed to pass a resolution instead of revising UPS 411.601. The resolution will reference ASD 20-40 which covered the spring and summer semesters. Resolution ASD 20-40 was adopted by the Senate at the April 9, 2020 meeting.

M/S/P (Walsh/Walker) Motion to approve A Resolution on Internships and Service Learning during COVID-19. Motion approved.

Acting on behalf of the Senate, the Executive Committee approved A Resolution on Internships and Service Learning during COVID-19. The resolution will be added to the August 27th AS agenda for the Senate's approval.

Q: When will the departments receive the PowerPoint and the information on Service Learning and Internships? How will departments or chairs get the information?

A: Dawn Macy or Michael Coughlin, they are the primary ones responsible for the PowerPoint and the acknowledgement form. You can contact them directly after August 3rd. It will also be posted on our Field Work Website. The students will have to sign the acknowledgement form and return it to their Field Work Instructor, they will not be allowed to serve until they watch the PowerPoint presentation and return the acknowledgement form.

Q: So the departments have to contact Dawn Macy or Michael Coughlin, they are not going to a message out to each department?

A: I do not know if they are going to send out a message to each department.

- A message will go from Risk Management to the colleges, department internship coordinators and probably the Deans as well. The message will be sent out in time for the first week of classes.

Suggestion:

I recommend sending the resolution to the entire campus community.

III. ANNOUNCEMENTS

- (Stohs) There is a statewide committee, Information Technology Advisory Committee (ITAC) that meets with the campus CIOs and meet with the Chancellor's Office IT people. They are interested in the faculty perspective on technology given COVID-19. The input has to be in this week and since we cannot do a survey of the faculty, let me know if you have anything you want me to convey to the group.

Budget:

Q: (Kanel) My staff have said they have heard rumors there is a 15 percent cut "across the board" and we are all being furloughed. I have not heard of this, is this something anybody knows about?

A: (Stohs) I can't say for sure, but my understanding from everything I have heard at the Chancellor's office and the Statewide Senate, is all the campuses were requested to prepare this coming academic year's budget three to seven percent less than last year. We are hoping to get the federal grant that will almost make us even to last year. This year it is unlikely that we will have any cuts or furloughs.

IV. APPROVAL OF MINUTES

M/S/P (Matz/Walker) Motion to approve three sets of minutes. Motion approved.

- 4.1 EC Minutes 5-19-20 (Draft)
- 4.2 EC Minutes 6-16-20 (Draft)
- 4.3 EC Minutes 6-16-20 (Draft)

V. CHAIR'S REPORT

- The new provost starts tomorrow.
- The main duties I have been working on is the committee charges.
- I had a meeting with VP Forgues about administrative reviews. VP Forgues is willing to come to an Executive Committee meeting in the future to discuss.

VI. STAFF REPORT

- Executive Committee will be meeting with Provost Thomas next Thursday, July 23rd at 2:00 pm.
- AS committee fall meetings are being set-up all via Zoom and the meeting makers will be going out to the committee members shortly.

Q: (Gradilla) Since we know we are going virtual for the fall semester, does the Senate staff foresee any problems of the office going virtual? Have all your forms been made electronic?

A: (Staff) No we do not foresee any problems operating virtually. We have converted all the Senate office files to a shared Dropbox about 2 years ago and both of us have access to it. We have transferred Senate historical documents to Dropbox going back as far as the late 70's early 80's.

VII. UNFINISHED BUSINESS

7.1 AS Committee Charges - Discussion Item

The Executive Committee began discussion on the charges for the AS committees. The following committees were discussed:

- Faculty Development Center Board
- Faculty Research Policy Committee
- General Education
- Graduate Education
- Honors Board

Chair Stambough will send communication to the committees that were discussed. He will provide them with the committee charge along with the recommendations/suggestions made by the Executive Committee.

The Executive Committee also discussed UPS 410.200 - Program Performance Review Policy. Discussion on UPS 410.200 will continue when the Executive Committee meets with Provost Thomas.

7.2 Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2020-2021

7.3 Setting Goals and Priorities for Academic Senate 2020-21

VIII. NEW BUSINESS

8.1 Committee Reorganization Task Force

1. Constitution Committee
2. Some Committee Chairs

8.2 Orientation for Committee Chairs [A Friday in September, an AM /PM session]

8.3 AA/AS Annual Retreat, Fall 2020 - Date / Topic TBD

8.4 Ethnic Studies Preparation

8.5 UPS Documents for Review

IX. ADJOURNMENT

M/S/P (Dabirian/Walsh) Meeting ended at 12:50 pm.