

Academic Senate Executive Committee - Minutes
2 February 2012

1. Registrar's Proposal on Add/Drop Deadlines

Evelyn Andrews presented a proposal to change the add/drop period for classes. She is proposing changing the add period from 1 week to 2 weeks after classes start, and the drop period from 4 weeks to 2 weeks after classes start. She is looking for feedback from the Senate Executive Committee and our support in the Senate.

The current practice is probably driven by history. The purpose in changing the add/drop deadline to two weeks is to have students commit to their classes and have faculty with a stable roster. Currently, many students are manually adding late because they are held up by students who do not drop until after the add deadline has passed. Furthermore, the current practice makes reporting our institutions' census numbers later than is ideal. Future projections of student FTE are impossible until the drop deadline.

Financial Aid representatives (in attendance) stated that their office is also impacted by the current deadlines, as financial aid awards may change as units change. They need an earlier accounting of student credits.

Lots of communication will be needed to make sure students know they must be present during the first days of class in order to add the class in the second week.

Comment/Question: STCW classes have requirements for attendance that would not accommodate missing first two weeks of class. Can we have separate instructor-signing policies for STCW courses?

Comment: Earlier drop date would make worse the problem of students who start with too many units. Response: It may be appropriate for more "W's" to be taken by students who need to drop late. This doesn't affect Financial Aid. This approach would satisfy concerns about the students who start with too many units. Evelyn will look into how we could adjust the "W" policy for a four-week point.

She will also adjust the proposal's language to make clear the instructor's attendance policy must be followed to add a class.

The Senate Executive Committee will endorse this proposal at the General Senate next week. Secretary will set up a Poll Everywhere poll to help solicit faculty feedback during the meeting.

2. Consecutive Meetings for CFA and Academic Senate

Lui Hebron, CFA President for CMA, has proposed we merge Senate and CFA meetings. Concern expressed that we don't give the impression the two bodies are merging. We'll want to mark the switch explicitly. Advantages for this meeting merger would be the possibility of increasing attendance; faculty will have one less meeting to attend. We can call it a Consecutive Meeting.

With shorter meeting time for Senate business, we may want to institute a limit on speakers, up to three pro and three con.

3. Report from Senior Staff Meeting

We are in process of hiring 10 total officers, who will be sworn officers. Money came from CO. This summer, gate access area will undergo major modifications. Public Safety will have new office building at gate, which is being designed now. There will be a structure between in and out lanes. Question: will this change unlicensed watch at the gate? Don't know yet.

Security guards will remain as is for now, may be reduced through attrition.

Dining Hall bond was approved for dispersal. Other bonds are a couple years out. Architectural drawings are being drawn.

CSU trustees have established a salary policy in which presents' salaries will be based on comparison schools. We are a Tier 5 school. This means CMA's new president will come in at salary lower than current president. Comment made that at some schools, foundations supplement president's salary. No one thinks we would have enough money to do that at CMA.

There were over 1000 illegal downloads on campus in last month or so, primarily music. Our IT Department can monitor the computer but not the user who downloads illegally.

Title 5 lists Cal Maritime as being allowed to exceed unit loads, have Corps of Cadets, etc. 46 CFR also supports some of our special needs as a Maritime Academy. We are different, and the law recognizes this.

4. Announcements

Election results for the Presidential Search Committee will be announced tomorrow at noon. Secretary will send final voting reminder this afternoon.

The search committee for Academic Dean has reported its recommendations. Provost will identify two candidates; Jim Burns will make reference calls. Faculty involvement is done.

Professional leave committee has been staffed; Academic Integrity Committee has been staffed. Admissions Appeals Committee needs faculty to serve. This is not a Senate Committee.

5. Senate Reorganization

Chair suggests we float a model of a representative Senate to the Senate. Vice-Chair suggests we also put together a proposal that doesn't reorganize but adds new procedures to make Senate more effective. Another proposal was made to create a 15 person Exec Committee and spell out their responsibilities more clearly.

At the March General Senate meeting, we will present 2-3 options to get feedback. We will plan for a vote by the April Senate meeting.

Meeting adjourned at 12:20

Minutes respectfully submitted by Michele Van Hoeck