

Academic Senate Executive Committee  
Minutes  
February 5, 2014

Attending: Dean Nael Aly; Steve Browne; Julie Chisholm; President Tom Cropper; Mike Holden; Nipoli Kamdar; Scott Powell; Cynthia Trevisan; Michele Van Hoeck

- I. Call to order – 10:00 am
- II. Approval of Minutes: Executive Committee, 29 January 2014.
  - Minutes were approved unanimously, with amendments.
  - Agenda was approved unanimously, with amendments.
- III. Report by Chair
  - Steve Browne and President Cropper were on Vallejo Television on Sunday.
  - He attended a CSU fundraising workshop at San Francisco State on Monday. They emphasized the importance of faculty participation in fundraising.
  - A campus-wide emergency drill will be conducted on February 20<sup>th</sup>.
  - He is representing the Senate on the Registration Redesign Committee
- IV. Report Vice-Chair
  - The proposed amendment to the By-laws was approved by the Executive Committee. It will be presented to the Senate next week with the intention of calling a vote shortly thereafter.
- V. Report by Student - No students were present
- VI. Announcement
  - Senate Officer Elections for 2014-2015: Michele – Chair; Mike H. – Vice-Chair; Scott P. – Secretary
  - President Cropper
    - CMA closed on the Vallejo Inn. A new sign will be posted shortly.
    - The Vallejo Inn will be demolished in the coming months. In the short-term, the site will be used for parking.
    - The city of Vallejo has approached CMA to discuss the possibility of ceding Country Lane and Maritime Academy Drive to CMA.
    - The Police Building will be complete in a few months.
    - The next building project will be the Library/Information Commons.
    - The Talent Show will be held on 2/12. It would be great if faculty and staff would attend. Families are invited.
- VII. Policies
  - a. Review of Academic Administrative Employees –No discussion
  - b. Inappropriate Student Academic Conduct.
    - The Executive Committee was asked to email comments on the proposed policy revisions.

- If possible, a vote on the policy will occur this week..
- c. Amendment of Bylaws to incorporate GE Committee
  - Approved by the Executive Committee via email vote
  - Will be presented to the Senate on February 11<sup>th</sup>.
- d. Amendment of RTP Policy to incorporate service credit procedures – No discussion
- e. Distributed Learning Policy – No discussion
- f. MT RTP Guidelines – No discussion

#### VIII. Old Business

- a. Instructional Technologist Position – Dean Aly / Mike
  - Mike is still working on draft job description
  - Dean Aly will discuss the position funding with Dean Jim Burns

#### IX. New Business

- a. ASCSU Senator
  - Steve Browne's current term is up this year.
  - The Senate By-laws do not specify election procedures.
  - The following procedures were agreed upon:
    - The procedures will be announced at the Senate meeting next week.
    - A call for nominations will be issued.
    - Candidates will be allowed to make a short speech to the Senate during the Senate meeting March 11<sup>th</sup>.
    - An online election will be conducted shortly thereafter.
  - Michele will work on an amendment to the By-laws that would establish election procedures and designate the selection of an alternate should one of the ASCSU senators be unable to attend the ASCSU meetings.
- b. IT issues
  - Email down again on the weekend. It is likely a software issue with Exchange 2010. IT is hiring a contractor to attempt to solve the problem. In the meantime, email will likely fail again.
  - Jason Wenrick has asked for feedback on scheduling an outage for maintenance. The Executive Committee recommends waiting until May.
  - Steve will invite IT to discuss the issues at next week's Senate meetings. Suggested topics were: What are the long-term and short-term plans to address the issues. What can faculty do to help – use different programs?
  - CMA has the option to send someone to a CSU users conference for BlackBoard on 2/28 in San Diego. It was decided not to send a faculty representative to attend this meeting.
  - Do we want to switch from Moodle to BlackBoard? The topic should be explored when the "Greg Crum" position is filled.
- c. Upper Division GE and the 120 unit cap.
  - Due to the Title 5 changes that require degree programs to reduce units required for graduation, the engineering programs have proposed cuts to

upper division GE. Many faculty feel this will have a negative impact on students.

- The learning outcomes still must be covered, but they would be incorporated into major classes.
- The proposals have been sent to the Chancellor's Office, but must be approved by the Curriculum Committee, which will meet Wednesday, February 12<sup>th</sup>.
- The issue will be added the agenda of the Senate meeting on Tuesday, February 11<sup>th</sup>.

X. Meeting adjourned – 11:30