

Minutes of the Executive Committee Meeting
8/19/2013

Attending: Steven Browne, Nipoli Kamdar, Julie Chisholm, Michele Van Hoeck, Scott Powell, Jonathan Fischer, Mike Holden

1. Admin support: Leona has moved to tech building. SB requested 25% of her time to help the senate. Maintaining committee lists, web page updates, any tasks to be determined.
2. Schedule: classes start at 12:00 on some days, so shorter captain's hour. Meetings every other week as excom, once a month as senate. Tentative schedule Tues 11-12, next meeting Sept 3 and continue every other week. Possible to have weekly excom meetings to fill in gaps and finish agendas.
3. Ex-officio members: 2 students attended last year's meetings, will be invited again. Steve will extend invitation to the Provost, President, Dean. President knows he changes the tone, is happy to come or not.
4. SB will get agendas out before meetings. Excom members are free to add to agenda or bring up issues during meetings.
5. SB will go to president meetings and other meetings.
6. Weekly briefing was well-received. Suggestion: maybe should go on portal messaging.
7. Senate meetings: Scott Saarheim asked to combine meetings and do 3rd Tuesday (17th Sept). Comment: 1 hour isn't long enough. Money for Senate (money for lunches CFA isn't clearly available if we meet without. Decided to not combine meetings with CFA. Senate meetings tentatively scheduled for 4th Tues starting in Sept.
8. Coffee access for faculty is a senate excom goal. Julie will ask Louie how much to staff a big pot. Maybe to go into Tech Faculty lounge?
9. Leadership development taskforce (handout): has started meeting. Memo from president. Committee is missing members from MPM/CC. Committee need 3 faculty: 1 MT, 1 ET/ME/SM, 1 MPM/CC
MPM/CC: Michele will ask new Faculty Colin Dewey.
MT appointment is Tuuli Messer
ET/ME/SM: Scott Green appointed by excom.
10. Goals for the year/topics for 45 minute block at all faculty meeting
 - Changes on campus: schedule, space.
 - CSU online classes: ICE
 - 15 new faculty at orientation (full and p/t)
 - Moodle training for new faculty.
 - 3rd space/coffee
 - Administrative evals

- Committee census role sheet to track who helps: Michele & Leona
- Intellectual property for faculty
- Assessment of the graduate program
- MEH will take notes on line.
- Talloires commitment to be signed and its implications

11. Student Evaluations: Darian is processing now. Faculty will get raw data. Darian will input numbers before WPAF close. Cynthia has made a spreadsheet to hold the data. Pat is working on the new course info to use full Scantron system for Fall semester.

Respectfully submitted by Mike Holden