

**Academic Senate Executive Committee
08 January 2014**

Minutes

1000: Meeting Called to Order

Attending: Dean Nael Aly; Marcus Almendras; Julie Chisholm; President Cropper; Jonathan Fischer; Mike Holden; Provost Gerald Jakubowski; Nipoli Kamdar; Cynthia Trevisan; Michelle Van Hoeck; Steve Browne

Minutes of 03 December 2013 Executive Committee meeting approved unanimously, as amended.

Chair Report (Steve Browne)

- Donna Nincic was appointed by President Cropper as chair of the MPM Department.
- President Cropper approved the Academic Calendar for 2014-2015. It was noted that in order to meet CSU requirements for the number of instructional days, Mini Cruise and Day on the Bay were counted as instructional days and faculty work days. The Summer Semester in 2015 will only be comprised of Bear Cruises and International and Commercial Cruise.
- President Cropper received the Executive Committee's resolution on the Talloires Declaration. He will ask the cadet leadership to consider a similar resolution.
- An election for Executive Committee officers (Chair, Vice Chair and Secretary) will be conducted the 1st week of February.

No Report by Vice-Chair

No Report by Student

No Announcements

Policies:

- Michelle is working on amendment for By Laws to incorporate GE Committee. This will be discussed at the next Executive Committee.
- Julie is working on a Distributed Learning Policy. A draft policy was distributed and the committee is asked to provide written feedback to her.

Old Business:

Instructional Technology Support Coordinator (ITSC) Position

- The committee reaffirmed the Senate's position that this individual should report to the Academic Dean.
- The ad hoc ITSC hiring committee met December 19. Currently, the committee consists of 2 junior faculty and 4 staff. The Executive Committee decided to appoint one or two senior faculty to that ad hoc committee. President Cropper recommended that a representative from HR should be involved as well.

New Business:

- President Cropper has invited the Executive Committee to join him for lunch once per month. Mike Holden will discuss days and times with Susan Bigler to coordinate more lunch dates for this year.
- The Academic Senate meeting tentatively scheduled for January 14th will be canceled.
- The following schedule of meetings was approved:

Executive Committee

| Day | Date | Time |
|-----------|-----------|----------|
| Wednesday | 1/8/2014 | 10 to 11 |
| Wednesday | 1/29/2014 | 10 to 11 |
| Wednesday | 2/5/2014 | 10 to 11 |
| Wednesday | 2/19/2014 | 10 to 11 |
| Wednesday | 3/5/2014 | 10 to 11 |
| Wednesday | 3/19/2014 | 10 to 11 |
| Wednesday | 4/2/2014 | 10 to 11 |
| Wednesday | 4/16/2014 | 10 to 11 |

Academic Senate

| Day | Date | Time | Location |
|---------|-----------|----------|----------|
| Tuesday | 2/11/2014 | 11 to 12 | ABS 101 |
| Tuesday | 3/11/2014 | 11 to 12 | TEC 146 |
| Tuesday | 4/8/2014 | 11 to 12 | TEC 146 |

- Uniform Policy. President Cropper, in consultation with uniformed faculty and CFA representatives, has revised the Academy's uniform policy. This is an administrative policy, not a senate policy. President Cropper has asked for the Executive Committee's recommendation on the policy. The committee members will review the policy and discuss it via email.

11:10 Meeting Adjourned

(Submitted by Leona Hebert)