

Academic Senate Executive Committee Minutes

29 January 2014

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

- I. Call to Order
10am
- II. Approval of Minutes: Executive Committee, 08 January 2014
Approved unanimously. Agenda also approved unanimously
- III. Report by Chair
 - a. Uniform policy resolution approved unanimously by email.
 - b. ASCSU Plenary:
Passed a resolution requesting to reinstate the faculty development fund (mini-grant). Passed a resolution to amend title 5 to increase engineering units to 132 from 120. Considering allowing lecturers to receive emeritus faculty standing. Community colleges trying to grant BS degrees.

Feb 20 10:30 (Thursday) campus emergency drill planned. Bring classes to muster station, take attendance, hand attendance to emergency staff, done.
- IV. Report by Vice-Chair
Nothing to report
- V. Report by Student
Students are concerned about IT infrastructure downtime.
Students were surprised by trees being cut down.
- VI. Announcements?
- VII. Policies
 - a. Review of Academic Administrative Employees - Steve
 - b. Inappropriate Student Academic Conduct – Ex Comm
 - c. Amendment of Bylaws to incorporate GE committee - Michele
 - d. Amendment of RTP Policy to incorporate service credit procedures - Steve
 - e. Distributed Learning Policy - Julie
 - f. MT RTP Guidelines – Peter Hayes
- VIII. Old business
 - a. Instructional Technologist position – Dean Aly / Mike
Dean Aly met with Greg Crum. Greg sent a proposal with a job description he would be interested in. Dean Aly plans to make him an offer, is working on the job description. Mike will send a draft of the position description to the committee.

IX. New business

- a. Senate Officer election: Next week officer elections. Nominations for Chair, Vice Chair, Secretary. Email nominations to Mike Holden by Friday. Vote Monday through Wed., announce at general meeting.
- b. ASCSU election: no time limits: Steve Browne's term expires this year. Announce at the next general meeting.
- c. Student Evaluations of Teaching: Haven't seen last Spring, or Fall. Darian, Pat, Leona are working on it. Draft report form has been selected. There was a discussion about who gets data, and how to send (electronically was preferred), and what extra reports can be generated (departmental statistics etc).
- d. GE Amendment to By-laws – Vice Chair
Draft has been before the committee, edited version presented today. Graham Benton wrote original draft, has approved current version. Senate vote required (60%), we will vote to send it to a vote by email.
- e. Academic Awards Ceremony – Provost
Program draft was sent to committee. Student awards (certificates) for Freshmen, Soph, Juniors. Then senior awards (traditional awards given in past years). Faculty awards (service, teacher, scholar). Reception to follow: headcount needed, strategies to come. 3 Faculty need to be appointed to the awards committee that selects the faculty awards. Nominations for faculty awards due by Feb 28.
- f. Inappropriate Student Academic Conduct Policy
Draft sent to committee
- g. Review of Administrative Personnel Policy
Draft of policy was sent to the committee, also CSU Fullerton's policy. Chair Browne thinks having EXCom do the review is too much work. CSUF policy has a different committee with broad representation. Currently administrator's bosses review their employees. Comment: change existing policy to have excom select a board, rather than doing the review. Change existing policy to have review period not be every 2 years but every 3. Comment: perhaps review new admins more often. Comment: scantron system could be used, core questions for everyone plus a few customized questions. Board sends questions to students, other faculty, etc.

X. Adjournment: 11:30AM