

**Minutes of the Executive Committee Meeting  
November 8, 2010**

Present: Kaufman, Lee, Najjar, Selter, Ng, Kimbarow, McClory, Peter, Kolodziejak, Van Selst, Gleixner, Von Till, Laker, Heiden

Absent: Kassing

Guests: Nance, Jaehne

1. Chair Kaufman reminded the policy committee chairs to get resolutions for the Senate meeting on Monday to Eva no later than close of business on Tuesday, November 9, 2010.
2. The Executive Committee voted and approved the Consent Calendar (13-0-0).
3. The Executive Committee voted and approved the Election Calendar (13-0-0).
4. Updates by the AVP of Undergraduate Studies:
  - a. The AVP of Undergraduate Studies, Dennis Jaehne, gave an update on the Early Start Program. Early Start is an unfunded mandate from the Chancellor's Office. A draft of SJSU's proposed Early Start Plan was distributed to the Executive Committee. Campus plans are due in the Chancellor's Office no later than November 19, 2010.

Early Start requires students eligible for admission to a CSU campus that need remediation in Math and English to take remediation classes the summer before admission. For most students, the summer remediation will be in addition to required courses during the fall and spring semester, though students can retest and may place out of remediation after the summer refresher courses. SJSU's plan calls for three 2-week sessions. UG Studies has been working on a plan that would keep fees below \$100 per student. The classes would be taught by graduate teaching associates, pre-service credential students, and high school teachers.

Remediation classes do not have to be taken at a CSU campus. Classes may be taken at a community college. Some CSU campuses are proposing only online remediation courses. Students that fail to sign up for remediation will not be able to register for fall classes. SJSU will begin implementing the plan for Math and English in 2012. Everyone is required to have a program in place by 2014.

The Executive Committee discussed the futility of teaching remedial classes in 2 weeks, and there was concern about what students would really be able to learn. The Instruction and Student Affairs Committee (I&SA) is working on a Sense of the Senate Resolution speaking against the mandate. While the I&SA Committee is opposed to the mandate, the committee feels the proposed campus plan is good.

AVP Jaehne pointed out a problem with students taking remediation classes at other campuses. CSU campuses do not have universal student identification numbers. AVP Jaehne is waiting to see what the Chancellor's Office will come up with as a reporting mechanism.

I&SA Chair Stacy Gleixner commented that reports indicate these short remediation efforts are not effective. However any kind of improvement would put remedial students on the right course.

b. AVP Jaehne gave an update on the WASC Interim Report. The WASC Interim Report will be uploaded to the website today. There were four areas that WASC noted as follows:

1. Sustaining efforts across leadership transitions – WASC would like SJSU to maintain its focus even during transitions in leadership.
2. Pickup on the Exclusive Excellence Theme – WASC would like SJSU to pickup where we left off with our Exclusive Excellence Theme.
3. Update progress on retention and graduation efforts – WASC would like SJSU to update our progress in retention and graduation efforts.
4. Viability of Assessment Program – WASC would like an update on the viability of our assessment program.

#### 5. Smoking Policy:

The Executive Committee discussed the university Smoking Policy, S06-3. Authority to establish an university smoking policy was delegated by the Chancellor to campus presidents. A member expressed concern that the policy is not being enforced, and that people are smoking right outside of buildings instead of being 25 feet away as established in S06-3.

The Executive Committee discussed previous efforts that established the existing Smoking policy that included a campus-wide survey conducted by Associated Students, and a campus-wide faculty, staff, and student vote on different options that resulted in the current policy.

The Executive Committee discussed the lack of enforcement of the policy by the University Police Department (UPD). A member asks if the parking personnel could hand out citations. VP Lee commented that this type of enforcement could not be handled by parking personnel, and that UPD only had 30 officers covering 7 days a week/24 hours a day.

The Executive Committee discussed launching an educational program promoting smoking cessation on campus, and designating specific smoking areas.

AS President Kolodziejak will bring this back to AS for discussion.

Lynda Heiden, Chair of the Curriculum and Research Committee (C&R) will draft a proposal to amend S06-3.

6. The Executive Committee discussed possible Senate Retreat topics. Several suggestions were made including focusing on where different services are now located within SJSU, possibly focusing on where we want to go from here as a university, or focusing on what skills the local community needs from our graduates including how to communicate, working in a global climate, critical thinking/problem solving, teamwork skills, and being culturally aware.

A member suggested that in the past, the most successful Senate Retreats laid the foundation for eventual policy changes—prepared the way, lay the groundwork, built a consensus for change. The Executive Committee discussed pending policy referrals that might be good candidates for Retreat action.

7. Updates:

- a. Curriculum and Research (C&R):

C&R is working on a referral to make changes to facilitate faculty research, requirements for concentrations that are really new degrees, defining certificate programs, and technology in the classroom.

- b. Professional Standards (PS):

PS will be bringing a final reading of the policy resolution on the Selection and Evaluation of Department Chairs to the December Senate meeting. PS is also working on two referrals involving the RTP policy. One referral is from the ULB on open access, and the other has to do with Department Chairs serving on review committees. Finally, PS is working on a referral on online SOTES.

- c. Instruction and Student Affairs Committee (I&SA):

I&SA is working on referrals involving change of majors, determining academic standing, and a change to the grading symbols policy. I&SA will also be bringing a Sense of the Senate Resolution opposing Early Start to the December Senate meeting. I&SA is currently working on referrals involving time, place, and manner, scheduling and grades, and a modification to the Student Fairness Committee policy involving students that want a grade revisited.

- d. Organization and Government Committee (O&G):

O&G will be bringing two policy recommendations to the November 15, 2010, Senate meeting. The first involves adding a member from the Center for Faculty Development to the SERB. The second is a minor amendment to S06-3, the Selection and Review of Administrators Policy which would now

require that nominees submit a statement of interest/qualifications. O&G is also working on internal procedures to follow should they be required to conduct a hearing related to merging departments on campus.

e. Executive Committee (EC):

The Executive Committee discussed a referral to reconsider the Presidential Directive banning blood drives on campus because of the federal policy that discriminates against gay men giving blood. The Executive Committee agreed that prior to the passage of the current Presidential Directive, extensive research and consultation had been carried out and felt no further action was necessary at this time. The Executive Committee will reconsider when/if the federal policy changes.

f. CSU Statewide:

The California State Student Association (CSSA) reported on a resolution that opposes clickers because of the cost.

The CSU Statewide Senate has also been discussing the “red balloon project.” Every CSU campus is listed as a participant on this website by the American Association of State Colleges and Universities (AASCU). There are concerns about the focus of this initiative to bypass shared governance.

Senator Van Selst asked if the Instruction and Student Affairs Committee (I&SA) would consider a referral to give preference in admission to previously matriculated students, and another referral for a Sense of the Senate Resolution in support of expanded thematic housing.

The CSU Statewide Senate continues to discuss challenges of Early Start, facilitating graduation, online degree programs, veteran support, and fiscal concerns. A written ASCSU summary will be distributed shortly.

g. VP for Finance and Administration:

VP Lee announced that the Spartan Bookstore will be outsourced by Spartan Shops. Spartan Shops has lost about \$3 million due to the decrease in student head count.

VP Lee will present the university annual budget report at the December 6, 2010 Senate meeting. However, this year budget books will not be sent to each Senator. VP Lee will provide a link to the budget book on her website where Senators can go to download pages of interest to them prior to the December 6, 2010 Senate meeting.

h. Chief of Staff:

The Presidential Search Committee will have its first meeting next Thursday, December 18, 2010. The CIO Search Committee is currently revisiting the CIO portfolio. Also, the Call for Nominations for the Vice President for Finance and Administration went out last week, and nominations are due in the Senate Office no later than Friday, November 19, 2010.

8. The meeting adjourned at 2:30 p.m.

(Minutes taken and prepared by the Recorder/Senate Administrator, Eva Joice on November 8, 2010.)