

**Minutes of the Executive Committee**  
**November 5, 2012**  
**Noon – 2:30 p.m., ADM 167**

Present: Von Till, Ng, Worsnup, Kimbarow, Du, Nance, Heiden, Bros-Seemann, Peter, Junn, Lessow-Hurley, McClory, Bibb

Absent: Qayoumi

Guests: Poole

1. The minutes of October 8, 2012 were approved as written with 1 abstention.
2. The minutes of October 22, 2012 were approved as amended by Senator Bros-Seemann with 2 abstentions.
3. The Consent Calendar was approved as amended by AVC Ng.
4. The Election Calendar was approved as written with No Nays, or Abstentions.
5. AVC Ng and the Senate Administrator, Eva Joice, have prepared and distributed online ballots to Committee on Committees representatives for distribution to their colleges for a campus-wide faculty vote on the CSU Statewide Senate referendum adding specific language about Academic Freedom to the CSU Statewide constitution. AVC Ng received a request to amend the proposed language from a faculty member on our campus. The language specified in the referendum has already been approved by the CSU Statewide Senate and CSU legal counsel. Faculty may vote against the amendment if they disagree with the language.
6. Provost Updates:

A retirement party will be held for Vice Provost Charlie Whitcomb, and an announcement will be sent to the campus in the near future with the date and time. The Vice Provost position has been revised to include more financial responsibilities and will now be called the Deputy Provost. The Senate Administrator, Eva Joice, will prepare the call for nominations for the search committee for the Deputy Provost, and it will be distributed campus-wide by November 6, 2012. The deadline for nominees to submit their names and statements will be November 16, 2012.

The Vice President of University Advancement search is proceeding smoothly. The search committee was in complete consensus as to who the three finalists should be. The finalists will be on campus November 15<sup>th</sup>, 16<sup>th</sup>, and 19<sup>th</sup>. The campus community will be able to provide online feedback after the candidate forums on the above dates.

An invitation will be sent to Executive Committee members inviting them to lunch with the Provost and Dean of Undergraduate Studies from San Diego State University. San Diego State University has the best graduation rates and has been successful in closing the minority gap. The meeting will be held at noon on November 28, 2012 in BC 32.

Provost Junn would like to establish a taskforce, led by Pam Stacks and Jerri Carmo, to study better ways to give recognition and support for faculty research. Several members remembered that the Senate had a retreat that focused on this issue a few years ago, and that there had been a taskforce setup at that time. The AVC informed Provost Junn that the taskforce had prepared a report and this report is to the taskforce information page on the Senate website.

Provost Junn is considering ways to recognize faculty for innovation in the use of technology, and asked for suggestions.

The committee discussed the recent Adobe software training sessions. A member suggested that these training events be broken down into beginner, intermediate, and advanced classes.

7. VP Nance gave an update on enrollment. Spring admission is closed to California residents. However, there are approximately 374 students registered for special session classes. The Chancellor has specified that admissions may not be processed for spring until after the elections are over. The number of applications from resident first-time freshmen have dropped significantly from Fall 2011 (7,052 applications) to Fall 2013 (5,545 applications). However, the number of non-resident students increased from 650 in Fall 2012 to 1,003 in Fall 2013.
8. Chair Von Till has discussed the requested video recording of Senate meetings by Update news with Bob Rucker and Natalie King. The law in California specifies that both parties must give permission for a meeting to be recorded. The committee also discussed whether to stream and archive Senate meetings. Some members feel that this could inhibit free speech and debate in the Senate.
9. Updates from committee chairs:
  - a. ISA –  
ISA is working on a policy specifying procedure for the return of prior students both disqualified and in good standing. If a former student petitions the department and applies prior to February, they can displace a new admit.

b. C&R –

C&R is working on University Learning Objectives for WASC. The taskforce is working on generating documents to be sent to UCCD for feedback. The Senate will co-sponsor forums on modifying degrees that are over 120 units. Most of the degrees requiring 120-129 unit are okay with modifying their program to meet the 120 unit requirement, but those with over 129 units are not.

c. PS –

The policy rescinding obsolete PS policies will come for a final reading at the November 19, 2012 Senate meeting. There were no changes recommended since the first reading at the October Senate meeting.

The misconduct in research policy has been amended by PS after the first reading at the October Senate meeting, and will come for a final reading at the November 19, 2012 Senate meeting. A modification was made that allows the faculty member under accusation to request the removal of a committee member due to a conflict of interest.

The PS Committee has approved the RTP Guidelines for the Music and Dance Department.

The Evaluation of Teaching Policy will absorb nine policies when completed. In the process of reviewing these nine policies, the PS Committee has discovered other areas that need amending such as reducing the number of peer evaluations required and increasing the quality of the evaluations.

The PS Committee has also been working with the Student Evaluation Review Board regarding online SOTEs. Online SOTEs will be able to norm the expected grade. SERB had asked PS to consider whether all SOTE results should be published. The PS Committee voted 5 to 4 in favor with 1 abstention.

d. CSU Statewide Senate –

A conference was held on the Future of the CSU in Los Angeles sponsored by Northridge. A website has been setup with information regarding this that is accessible from the Northridge website. This is a series, the last one was on Los Angeles.

A new Faculty-to-Faculty newsletter is being distributed.

Seven campuses have already voted in favor of the CSU Statewide constitutional amendment.

There has been some discussion about a resolution to the outgoing Chancellor. The committee discussed what would be the point of doing this.

e. Senate Administrator –

The Senate Office has recently been told that the Senate website must be migrated over to university templates. The Senate Chair and Senate Administrator have been notified that any website not migrated over to university templates by December 2, 2012 will be shutdown. The Senate Chair asked for assistance with the migration. Pat Harris in Public Affairs is working on getting assistance for the Senate Office with the migration. The committee discussed the fact that there are over 450 pages on the Senate website, and this would require the designation of someone full-time to convert all of the Senate's webpages to university templates. The Senate Office does not have the staff, or the technical expertise to accomplish this by December 2, 2012.

The Senate Chair and Senate Administrator often get asked to make grammatical changes to documents after the Senate has approved them. The committee discussed the changes that the Senate Chair and Senate Administrator are authorized to make after a resolution is approved by the Senate. The Senate Chair can only authorize "Editorial" changes, and the bylaws define "Editorial" changes as changes to a title, policy number, executive order number, etc. Grammatical changes after a resolution is approved by the Senate are not authorized.

The only changes the Senate Administrator can make after a resolution is approved by the Senate are final amendments from the Senate floor, and she may rescind an obsolete policy that was missed by the committee after approval by the committee that brought the resolution.

The Senate Administrator was also recently asked for clarification as to what a Sense of the Senate Resolution is used for. The committee discussed and clarified the three types of resolutions as follows:

Sense of the Senate Resolutions provide the Senate's opinion of, or support for a matter.

Senate Management Resolutions are used to modify the Senate's standing rules/internal procedures, or committee membership.

Policy Resolutions are used to establish and modify university policy and procedure.

The minutes were taken and transcribed by Eva Joice, Senate Administrator, on November 5, 2012. The minutes were approved by the Executive Committee on November 14, 2012.