

**Executive Committee Minutes**  
**October 27, 2014**  
**Noon to 1:30 p.m., ADM 167**

Present: Feinstein, Frazier, Heiden, Kaufman, Kimbarow, Shifflett, Backer, Peter, Terry, Sabalius, Brada-Williams, Bibb, Qayoumi, Daniels, Dukes

Absent: None

1. The committee approved the appointment of Scott Shaffer to the Campus Planning Board from the College of Science (15-0-0).
2. The committee approved the Senate Election Calendar for 2015 (14-0-1).
3. The committee approved the minutes of October 6, 2014 as written (15-0-0).
4. The committee discussed the composition of the Search Committee for the Vice President of Student Affairs and decided on a configuration of 12 members with 3 Students, 3 Administrators, 4 Faculty, and 2 Staff members. The committee then discussed and voted on nominees to recommend to the President.
5. The Provost presented a draft of a Grants and Contracts Policy that clarifies procedures. The committee discussed whether it should be a Presidential Directive, or a resolution issued by the auxiliary. It was decided a memo from the auxiliary would work best. Provost Feinstein will send the draft to Senators Backer and Kaufman for review and comments as they have extensive experience with grant writing and contracts.
6. VP Terry gave a presentation on the "Red Folder." The Red Folder is a guide for faculty and staff in assisting students in distress. The Behavioral Crisis Intervention Team (BCIT) is now meeting on a weekly basis. VP Terry is also in the process of hiring a case worker. BCIT members will give presentations to any department that requests it. The Red Folder will be rolled out as a new icon that will appear on the desktop for all faculty and staff in the CSU.
7. The committee discussed the Statement on Shared Governance. Chair Heiden sent it out to the Deans and retreat participants for final review and input, but has not received any comments. It was suggested that Chair Heiden send it out again asking for a Yea or Nay vote on the document. Chair Heiden also needs direct input for the Action Plan.
8. The committee discussed the Presidential Directive on a Smoke-Free Campus and what the Senate's role should be in the implementation. It was suggested that a draft plan be circulated for feedback, and that we copy what another campus has

done that has went smoke-free successfully. Another suggestion was not to roll this out until summer so that information can be distributed to incoming students to prepare them.

Comment: Students in housing on campus have expressed concern about student safety when student that smoke have to go off campus to smoke.

Comment: Concern was expressed for staff members that smoke and don't necessarily want to quit that will now have to travel off campus to smoke during their short breaks.

9. The Executive Committee, one dean and two additional faculty members will be convened as the temporary Budget Advisory Committee while the Organization and Government Committee works on a referral to decrease the size of the Strategic Planning Board. Chair Heiden will contact the deans to get their representative, and will also send out a call for faculty nominees.
10. A referral on Diversity in the Curriculum was made to the Curriculum and Research Committee, and a referral regarding a policy on bias, discrimination, hate crimes, violence and bullying was made to the Instruction and Student Affairs Committee.
11. Senator Peter asked if University policy S89-15 was accidentally moved to the obsolete policies. The Senate Administrator, Eva Joice, will research and report back to the committee. [Note: A review of the policies by the Senate Administrator revealed that S89-15 was rescinded by University Policy S10-1. Senator Peter has asked Senator Backer, who was chair of the committee that brought S10-1 to the Senate for approval, for feedback on why S89-15 was rescinded.]
12. The meeting adjourned at 1:35 p.m.

These minutes were taken and transcribed by Eva Joice, Senate Administrator, on October 27, 2014. The minutes were approved by the Executive Committee on November 17, 2014.