

## **EXECUTIVE COMMITTEE MINUTES**

### **January 28, 2008**

Present: Backer, Bros, Kassing, Kaufman, Lee, Lessow-Hurley, McClory, Meldal, Najjar, Sigler, Sivertsen, Van Selst, Von Till, Phillips

Absent: Meldal, Henderson

Guests: Halualani, Carr

#### 1. Updates:

##### a. CSU GE Affinity Group:

The systemwide General Education Advisory Committee (GEAC) invited all campuses to send one faculty member, and one administrator with GE responsibilities to a one-day meeting at the Chancellor's Office on February 28, 2008. Gail Evans and Anne Marie Todd were selected to represent SJSU. The Executive Committee discussed the selection process for the two representatives. Given the short time line, Provost Sigler and Chair Lessow-Hurley chose the campus representatives.

##### b. Ping Hsu has agreed to serve in the administrative seat on the Student Fairness Committee.

#### 2. Blood Drive:

FDA policy violates campus anti-discrimination policy and therefore no new blood drives will be held on campus. The president will be sending a letter to the campus announcing the suspension of campus blood drives via email tomorrow. The president will also be sending a letter to the Food and Drug Administration (FDA) outlining our position.

#### 3. Transcript Notation showing disqualification/probation:

VP Phillips said that AVP Willey was working on this matter. If it turns out to be practice and not a policy issue, then they will work on an administrative remedy. If it turns out to be a policy issue, they will recommend changes to the Instruction and Student Affairs Committee (I&SA). Provost Sigler brought up a related issue about adding notations to the transcripts such as language proficiency. VP Lee commented that this information would have to be keyed into the transcript, and that we would need to look at the feasibility and programming costs. VP Lee said that future software updates would require that this information be reloaded, and that it would not be a one-time cost. VPs Lee and Phillips will assess and report back to the Executive Committee.

#### 4. Update IT Panel:

VP Lee said that the IT Advisory Panel has retained a consulting firm to conduct interviews of relevant personnel and constituencies and conduct a survey to gather information in order to develop an IT strategic outline/scan to guide the campus regarding IT issues for the next three to five years.

#### 5. Naming Update:

The Board of Trustees has approved naming the College of Business Honor's Program after Gary Sbona who recently donated \$5.2 million. The Executive Committee discussed several pending confidential naming opportunities. Chair Lessow-Hurley asked that VP Najjar work with Provost Sigler to assure that all the deans are aware of the campus naming policy.

6. Executive Committee Meetings:

Chair Lessow-Hurley announced that the Executive Committee meeting on February 25, 2008 will be cancelled. Chair Lessow-Hurley further commented that the Vice Chair might be leading the Executive Committee meeting of February 11, 2008, because she is on-call for jury duty that week. Chair Lessow-Hurley also said it was important that the Executive Committee meet on that date to discuss the Faculty-at-Large nominee to the Goals Advisory Committee (GAC). Although only faculty elected to the Executive Committee make the selection, everyone's participation in the discussion is essential.

7. GE Policy:

Senators Backer and Kaufman met with Gail Evans to discuss the GE policy. Senators Backer and Kaufman will also be meeting with BOGS in two weeks, and will be surveying the campus about GE attitudes. They will report back to the Executive Committee after they gather more data.

8. Policy Committee Updates:

a. Professional Standards Committee (PS):

The PS Committee is working on teaching evaluation, and will be bringing a policy on online SOTEs to the Senate today for a final reading.

b. Curriculum and Research Committee (C&R):

The C&R Committee will be reviewing the Institutional Review Board (IRB) policy next week.

c. Organization and Government Committee (O&G):

The O&G Committee is studying Sustainability Committees on other campuses to see how they are composed and what they do. Thus far it appears no two campuses are doing the same thing.

9. Other:

a. The President commented that he had received comments about how impressed Chancellor Reed and Bill Durmody were with the self-confidence of the institution (SJSU).

b. President Kassing gave an update on the 08/09 budget.

c. VP Lee announced that Cynthia Haliasz was retiring February 29, 2008. She will have 28 years of service.

d. Lower Division Transfer Pattern (LDTP):

Senator Van Selst shared that course descriptors will be sent to the campus for campuses to indicate, via offering departments, whether the course offered on

campus would meet the statewide descriptor (and thus articulate with other campuses).

e. Troops to College:

Senator Van Selst indicated that there is system-wide effort to help veterans make use of the GI Bill.