

## **Executive Committee Minutes**

**March 3, 2014**

**Noon—2:30 p.m.**

Present: Bibb, Feinstein, Frazier, Dukes, Heiden, Kimbarow, Nance, Ng,  
Peter, Von Till, Lessow-Hurley, Ayala, Kaufman

Absent: Qayoumi, Gleixner

1. The Committee approved the consent calendar as amended to remove Kartik Parate from the Student Fairness Committee.
2. The AVC and Senate Administrator provided an update on the status of Senate General Elections for Spring 2014. Elections will be held in the Colleges of Education, Engineering, Social Sciences, and the General Unit, with multiple seats available in the College of Engineering and College of Social Sciences. Ballots will be distributed to these colleges on Wednesday, March 5, 2014. The deadline for faculty voting in each of these colleges is close of business March 21, 2014.

There were uncontested seats in Business, Humanities and the Arts, and Science. One vacancy for a 2016 seat remains unfilled in CASA.

3. The Executive Committee minutes of February 17, 2014 were approved as amended.
4. The Special Taskforce on Racial Discrimination is meeting on Thursday, March 6, 2014. One of the issues raised has been the how the composition of the taskforce was decided.

The Provost and Vice President for Student Affairs are reviewing recommendations outlined in the Diversity Master Plan to determine what actions the campus has taken in response and what has yet to be implemented. The Provost will provide this information to the Special Taskforce on Racial Discrimination. A press release describing all the efforts made or planned for by the university was suggested.

5. The Campus Governance Review Committee has completed four days of interviews. They are willing to return to campus should there be a need for additional meetings. Chair Heiden reported that she has not received any new requests to date.
6. Senator Pat Backer has been appointed as SJSU's representative to the Coalition on Intercollegiate Athletics (COIA) to replace Senator Campsey. Senator Campsey will remain the Faculty Athletics Representative (FAR).
7. The State Assembly Select Committee on Diversity will hold four meetings. Their first meeting will be held at SJSU in Morris Daily on March 21, 2014. President Qayoumi will attend and welcome the committee to campus. The VP of Student Affairs will participate on a panel within the hearing.

8. Search Updates:

A. Provost Search Committee:

Annette Nellen is Chair of the Provost Search Committee. The committee hopes to have made a decision by the end of April.

B. AVP for the Center for Faculty Development:

Campus interviews will be held March 5<sup>th</sup> through March 12<sup>th</sup>.

C. AVP for Technology:

The AVP for Technology, Kathy Cheal, has announced her retirement. A search will be started shortly.

D. Interim Provost Feinstein passed out a flyer detailing the status of all searches and reviews in progress for committee members to review.

9. New Business:

A. 290/290R:

There is concern about requiring students to enroll each semester in 290/290R units while working on their thesis. This could put students over the units needed for graduation. There is also some confusion over the charges for continuing to enroll in these units. It was suggested that the Chairs of I&SA and C&R as well as the Provost or his designee, and the AVP of Graduate Studies meet to discuss this matter and then report back to the Executive Committee.

B. Activity Units:

C&R is deadlocked in their opinions regarding activity units. A majority of the members of C&R want to hand this to the full Senate with no recommendation.

10. Updates:

A. Provost – No additional report.

B. Instruction and Student Affairs (I&SA) –

The Student Fairness Dispute Resolution will not come back to the Senate until April. The I&SA Committee is working on it.

There are some issues surrounding class cancellations. Students with advising or other holds cannot add classes immediately should their class be cancelled, putting them up to two weeks behind when they finally get into another class. A suggestion was made to not allow departments or Academic Scheduling to cancel a class in which students with holds are registered, and to require that automatic notification go out to students the day a class is cancelled.

Students typically sign up for extra classes just in case one of their classes is cancelled. A suggestion was made to give students in cancelled classes priority admission to other classes.

The committee discussed the need for the Deans to be flexible when canceling classes. A class with fewer than 15 students may need to be held at times, such as when there are graduating seniors in that section. Interim Provost Feinstein encourages this flexibility. However, Deans are also being pressured to manage their budgets closely, and closing low enrollment classes is a tool.

C. AS President:

AS had the highest number of qualified applicants they have ever had apply during their recent elections. There are 38 applicants for 16 seats.

The CSSA fee is on the AS Board's agenda.

AS President Ayala is in Sacramento lobbying for more funding for the campus.

D. Organization and Government (O&G):

The O&G Committee will be bringing a new Naming Policy to the Senate for a first reading at the March 10<sup>th</sup> Senate meeting.

The O&G Committee is also working on revising the rules for the selection of Chairs and Staff in Dean's reviews.

E. Professional Standards Committee (PS):

A final reading of the amendment to the SOTE policy for small class sizes will be presented to the Senate on March 10<sup>th</sup>.

The PS Committee is also working on electronic dossier preparation. The AVP of Faculty Affairs went to a conference about this and will be meeting with the PS Committee to discuss it.

The Student Evaluation Review Committee (SERB) is still reviewing how to make electronic SOTES work. Faculty were give a 5+ page instructional document on how to run a query search for SOTE results and still couldn't get the information. There were also problems where the results for entire classes were delayed due to missing SOTES.

F. Vice President for Finance and Administration:

No report.

A question was asked about the off campus shooting where a bullet went through the wall of one of the Sorority houses. A student reported a man near the AS Printshop to the University Police Department (UPD). UPD was on the scene in 45 seconds, but the individual had moved off campus by the time they arrived. A member suggested that people on campus want to receive an "all clear" response following such events to be assured that the campus is safe.

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

The minutes were taken and transcribed by the Senate Administrator, Eva Joice, on March 3, 2014. The minutes were approved by the Executive Committee on March 17, 2014.