

**EXECUTIVE COMMITTEE MINUTES**  
**August 14, 2007**

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

Absent: Henderson, Lee, Meldal

1. The consent calendar was approved.
2. Several announcements were made as follows:
  - a. The Senate Office has a new student assistant starting on August 24, 2007, Merim Suleimanova.
  - b. Sigurd Meldal, Vice Chair will host a New Faculty workshop on April 22, 2008, from noon to 1 p.m. Faculty on the Executive Committee are encouraged to attend.
3. The Executive Committee was given updates in the following areas:
  - a. The Executive Committee discussed nominees for the Distinguished Service, President's Scholar, Outstanding Professor, and Outstanding Lecturer Award search committees.
  - b. The Executive Committee discussed the progress of the subcommittee for the assessment of Strategic Planning. Senator Bros presented a framework for assessment that addresses process and implementation. The next step is to gather data. It was decided that the sub-committee would coordinate with Rona Halualani, special assistant to the president for strategic planning, who has already begun data-gathering. Senate Exec will use her report to inform a revision of the relevant policies.
4. The Executive Committee discussed **AS 1364, Sense of the Senate Resolution, International Week (First Reading)**. A friendly amendment was made to strike "Education" in both Resolved clauses from "International Education Week." The Executive Committee voted and AS 1364 passed unanimously (12-0-0).
5. Chair Lessow-Hurley announced that the Chancellor's Office has indicated that the Presidential Search will begin in Spring 2008. This will be announced at the President's Welcome Back address on September 22, 2007. The Executive Committee discussed ways to engage the campus community in a conversation about the qualities that would be desirable in a president, both as a way to inform the campus representatives and communicate with the trustees and the candidates.

The Executive Committee decided that a briefing book identifying who we are and where we are going would be helpful to the search committee. It was decided that a subcommittee that will include a rep from Advancement, a rep from Academic Affairs (designated by the provost), the executive assistant to the president, the VP for Student Affairs, a rep from Senate Exec (Pat Backer), the Senate Chair and Vice Chair, and the president of AS (or a designee) will meet to consider what might be contained in a briefing book and also what other kinds of activities might be useful to prepare the campus and support the search process. The Senate Chair will convene the group.

6. The Executive Committee decided to hold a reading of the U.S. Constitution on September 17, 2007, *Constitution Day*, in the Caret Plaza as has been done in the past.
7. The Executive Committee discussed the policy (S02-5), and Presidential Directive (PD 90-02) on Alcohol use on campus. The Student Affairs Division would like to combine the directive and policy into a new Presidential Directive. VP Phillips will bring a draft of the new Presidential Directive to the September 24, 2007 Senate meeting for review.
8. Mark Van Selst reported that a group of seven campus personnel met in Burlington, Vermont this summer for a week long workshop on how to improve advising at SJSU. A white paper is currently being drafted and will be forwarded to the Provost by August 22, 2007.
9. The Executive Committee discussed the possibility of a campus area being named after Gail Fullerton.
10. Chair Lessow-Hurley will send an email to the Senate membership to provide an update of current and upcoming issues to share with faculty colleagues. Suggestions were made to include web accessibility, the presidential search, peer review, IRB, and online SOTES.
11. The Executive Committee discussed the Senate Retreat on Friday, October 12, 2007. It was decided that the format of the retreat be changed from focusing on one topic only, to include peer review, the presidential search, and access to excellence. This suggestion will be forwarded to the Vice Chair for implementation.