

## **Minutes of the Executive Committee**

### **August 18, 2008**

Present: Whitmore, Cavu-Litman, Phillips, Lessow-Hurley, Meldal, Kaufman, Backer  
Sivertsen, Van Selst, Sigler, Najjar, McClory, Maldonado-Colon

Absent: Lee, Von Till

1. The Executive Committee welcomed President Whitmore and AS President William Cavu-Litman.
2. The Executive Committee congratulated Senators Kaufman and Van Selst on being promoted to full professor.
3. Sylvia Light, Executive Director, Communications, gave a presentation on the new SJSU Style Guidelines and University Logo. The new style guidelines were developed as a result of the many different styles and fonts being used in publications across campus, and printing challenges with the logo. Public Affairs has created templates (including powerpoint) that are in compliance with the guidelines. Sierra Printing is also already setup with the new style and will automatically use it when a new order is placed for stationary or business cards. Departments may use up their existing supplies before converting to the new style.
4. Rona Halualani, Assistant to the President for Institutional Planning and Inclusive Excellence, gave an update on Strategic Planning at SJSU (see attached report). The eight programs selected for one-time funding presented to the combined Resource Review Board (RRB) and University Planning Council (UPC) this summer. The program directors were required to report back after one year of funding on what they had achieved and how that would help achieve 2010 goals. These reports were assessed and recommendations were made as to which programs to continue/discontinue funding. President Kassing decided that six of the eight programs would receive continued funding, two were discontinued, and one received a 60% continuation of funding (See attached report for details).

The reviews of the UPC-funded strategic investments will continue. It was pointed out that reviews of strategic funding should encompass all of the university resources and not be limited to the relatively marginal funding provided through the past UPC grants. The chair of the UPC and the chairs of the RRB will meet to decide how best to continue the review of how the fund allocations of the university align with the strategic plans.

The Executive Committee discussed the possibility of restructuring the UPC, RRB, and Goals Advisory Committee (GAC) in order to best achieve strategic planning goals. The Chair of the Organization and Government Committee (O&G), Senator Backer, will draft a referral on this matter. Rona Halualani will be invited to come and speak at a future O&G Committee meeting on this issue.

5. The Executive Committee discussed the need for a tenured faculty member to serve on the Athletics Board. The Senate Chair will send a recruitment message to campus faculty.

6. The Executive Committee discussed open and closed referrals from the policy committee referral dockets. The Senate Chair will be sending out information to Senators about what the Senate will be working on this year. The Senate Chair asked that suggestions be sent to him via email.
7. The Executive Committee discussed four possible topics for the Senate Retreat. The four topics included: Retention and Graduation, Internationalizing the Curriculum, Faculty Workload, and Senate Communication. The committee recommended *Retention and Graduation* as the topic for the October 17, 2008, Senate Retreat. The committee also discussed holding another retreat in the spring, if it is financially feasible, with the topic being dedicated to *Internationalizing the Curriculum*. The Spring Senate Retreat would be held no later than the first week of February due to the increased Senate activity in late spring.
8. Updates from the President and the divisions:
  - a. Provost Sigler gave an update on the New Tenure/Tenure-Track Faculty Orientation. There were 60 new tenure/tenure-track faculty hired.
  - b. Vice President Phillips gave an update on advance enrollment. Advance enrollment has just closed and there were 31,312 enrolled students, and 23,933 FTES. It is projected that with a 10% increase between now and census, we will reach 33,000 students. However, many seniors are enrolling early, and we may not have the 10% increase like we did last year. Last year we had 31,906 enrolled students by the end of census.
  - c. Vice President Najjar gave an update on fundraising. Many people have been hit hard by the downturn in the economy, and they are not currently donating. However, we are two years into a seven-year fundraising campaign, and we have already raised \$87 million (some of that is in planned gifts).
  - d. President Whitmore announced that he and his wife, Jennifer, have received a very warm welcome by the university. The President has met with the city newspaper, the Governor, and also recently attended a student retreat. The President invited the campus community to visit his website and let him know their concerns.
9. The meeting adjourned at 2:12 p.m.