

EXECUTIVE COMMITTEE MINUTES

November 19, 2007

Present: Kaufman, Lessow-Hurley, McClory, Sivertsen, Van Selst,
Von Till, Henderson, Backer, Bros, Lee, Sigler

Absent: Meldal, Najjar, Kassing

1. The consent calendar was approved.
2. The election calendar was approved.
3. Updates:
 - a. It was noted that apparently a fraternity blood drive was happening on campus across from the 7th street garage and that such drives are ongoing despite the fact that they violate the campus antidiscrimination policy. The President's office is currently formulating a position on the issue. The Chair of the Senate will email the President to ask that he address the issue as expeditiously as possible.
 - c. Senator Van Selst provided an update on the CSU Committee on Teaching Effectiveness of which he is a member. That committee is currently reviewing the use of online Student Opinions of Teaching Effectiveness (SOTES). The SJSU Student Evaluation Review Board (SERB) is in the process of drafting recommendations regarding online SOTES. There was discussion about the Professional Standards Committee (PS) drafting a Sense of the Senate Resolution endorsing online SOTES after SERB completes its review.
 - d. The Executive Committee discussed the issue of creating a policy "home" for a variety of emerging issues that relate to faculty affairs, including policies related to the web and email. The charge of the Professional Standards committee already includes faculty affairs, and it was decided that relevant matters be referred to them. There was also discussion about sustainability. Several campuses have sustainability committees. The Chair advised the Executive Committee that she had given a referral to the Organization and Government Committee (O&G) to come up with a new committee, or an existing committee that could include sustainability in its charge. It was noted that FD&O has several ongoing initiatives related to sustainability.
4. The Executive Committee discussed a CSU system-wide initiative on Transforming Course Design, designed to change course delivery to restructure faculty workload and include more technology. The Provost has been asked to submit 4 or 5 candidate courses to be included in this initiative by 11/30/07. The courses will be chosen from those that have high enrollment and difficulty and are taught by a faculty member interested in participating in the initiative.
5. The Executive Committee discussed the appropriate procedure for replacing a CSU Statewide Senator on leave for more than one semester. There was concern that the personnel guidelines might prohibit a faculty member on sabbatical or difference in pay leave from doing any university-related work. The Chair of the Senate will

consult with faculty affairs. If it is determined that the personnel guidelines prohibit the faculty member from attending CSU Statewide meetings, then he/she will have to give up the seat and a special election will be held.

6. VPs Lee and Phillips gave an update on campus security. Strategies under consideration include the use of speakerphones for emergency broadcast and a reverse 911 system. One concern that must be addressed is how to secure classroom doors from the inside, and the possibility of replacing locks with swipe cards is being considered. It was noted that there are 52 buildings, but not 52 building coordinators, and that only managers can be building coordinators, because non-managers can't be given supervisory duties.

The Critical Incident Management Team has been asked to look at how the group conducts threat assessments. Misunderstandings related to Family Education Rights and Privacy Act (FERPA) may have been a contributing factor in the Virginia Tech incident. Under FERPA student record information cannot be disclosed to third parties without the student's permission, but this does not apply to direct observations by faculty and staff which can be reported to student affairs. Information shared with counselors, however, unless it involves threats against specific individuals, must remain confidential. It was noted that information about emergency procedures and FERPA needs to be shared widely with faculty, since administrators are not generally available in the evening hours.

7. In the absence of a pressing agenda, the Executive Committee meeting originally scheduled for November 26 will be cancelled. The next Executive Committee meeting will be held on December 10, 2007. Any issues that come up before the next meeting will be discussed via email.