

Minutes of the Executive Committee October 12, 2009

Present: Von Till, Backer, Roldan, Kaufman, Selter, Najjar, Phillips, Whitmore, Lee, Heiden, Gleixner, Baker, McClory, Lessow-Hurley, Meldal

Absent: None

1. Vice Chair Von Till gave an update on the Senate Retreat. The keynote speaker will be Mark Stemen from Chico. Assistant Professor Eugene Cordero will talk about his book, "Cool Cuisine." Cathy Busalacchi will talk about the new student union, and Katherine Cushing, the Sustainability Director, will make a presentation in the afternoon. This retreat may be the largest ever with 70 expected attendees.
2. Senator Lessow-Hurley gave an update on the Provost Search. The pool of candidates has been narrowed and candidates will be on campus October 27, 28, and November 2nd, 3rd, and/or the 4th. Forums with the candidates will be held on each of these dates in Engineering 189 at 11 a.m. The candidates will also be meeting separately with many groups including the President's cabinet, the UCCD, the Deans, and the faculty of the Executive Committee.
3. The Executive Committee discussed and approved the consent calendar with the addition of Jonathan Boyajian and Danielle Harris to the Institutional Review Board (IRB), Jo Fox to the Student Fairness Committee (SFC), and Matt Cabot to the Committee on Committees. The Executive Committee discussed and approved replacing Megumi Hosoda with Danielle Harris on the consent calendar as a faculty-at-large member on the IRB. This change is necessary as a short-term fix due to the need to have a prisoner advocate on the committee (15-0-0). O&G will look at modifying the committee structure to accommodate a prisoner advocate as a consultant when needed.
4. The Professional Standards Committee (PS) is currently working on the department chair, the appointment and evaluation of temporary faculty, and the office hours policies. The proposed change to the department chair policy will require that permanent chairs be tenured faculty. The proposed change to the appointment and evaluation of temporary faculty policy would require evaluations for temporary faculty on 3 year contracts to be done every 3 years instead of every year. The 2nd change would require full time temporary faculty to do an annual 1-page summary of accomplishments. For all faculty, range elevation would require a description and evidence of professional growth and development, and the timeline would be pushed back to March and April to avoid the May rush.
5. The Executive Committee discussed AS 1422, Proposed Revision to Senate Bylaw 4, Executive Committee Membership, and AS 1423, Proposed Revision to Article II, Membership (Section 2), Administrative Representatives, Academic Senate, CSU, and decided that given the workload required to prepare and distribute the ballots to the faculty electorate, and given the reduced staffing in the Senate Office due to budget cuts and furloughs, these resolutions should be postponed. Several members further suggested that might be additional constitutional amendments that

could be combined to go out on the same ballot. In the meantime, the CIO will be invited to join the Executive Committee and Senate meetings as a guest.

6. The Executive Committee discussed the Admissions and Standards Committee. This committee has not met for several years and falls under “other” committees in the Senate Handbook. Chair Heiden commented that “other” committees do not report to Senate policy committees, and the handbook states that they are listed only for informational purposes. Therefore, the Organization and Government Committee (O&G) is not comfortable taking any action to either combine or eliminate this committee. A committee member stated that just because an “other” committee did not report to a policy committee that did not mean that they were not Senate committees. Whether they are Senate committees or not, depends on whether the Senate created the committee. The Executive Committee discussed the possibility of having appeals sent to the Student Fairness Committee. A member noted that there used to be an Enrollment Committee that was merged with the Student Fairness Committee many years ago. It was suggested that a new name and function be looked at for the Admissions and Standards Committee by O&G, and the Undergraduate Studies (UGS) Committees.

7. Status Updates:

- a. Curriculum and Research Committee (C&R) –

The C&R Committee has established a subcommittee to look into opportunities for facilitating faculty research. A handout was distributed and the subcommittee is asking for feedback. Several other topics of discussion included certificate programs and the number of units that can be transferred, overlap of degree programs and places to address these concerns, such as program planning guidelines, and/or guidelines for proposing new courses.

- b. Instruction and Student Affairs Committee (I&SA) –

The I&SA Committee will be bringing AS 1421, a Policy Recommendation on Scheduling of Advance Registration and Priority Registration, for a final reading and AS 1424, Sense of the Senate Resolution, Opposition to the Reduction in State Support to the CSU System for a first reading at today’s (10-12-09) Senate meeting.

I&SA is also working on a late enrollment policy. Several members expressed concern about the proposed procedure in which late adds would go first to the registrar to verify the student’s qualification, and then to the department chairs. It was suggested that a student approved by the registrar but rejected by the department chair, might then have grounds for a grievance. Chair Gleixner explained that the registrar would only be verifying the student’s extenuating circumstances and not approving the late add. Furthermore, department chairs have asked I&SA for this procedure. The Executive Committee then discussed who decides which student gets added after the bursar drops a student, when an instructor has already turned away students. There was additional discussion about the tight time frame between when adding classes ends (September 14, 2009), and when the Bursar does the last drop (September 18, 2009).

In addition, I&SA is working on a change of major policy. The Executive Committee discussed the fact that some students may use the change of major as a back door method of getting into an impacted major at a later date. The committee further discussed whether local area students should be given priority in change of majors, and the majority felt that they should not be given preference in this area.

d. VP for Student Affairs:

VP Phillips announced that as of today (10-12-09), there were 7,390 undergraduate admissions applications for fall 2010, compared to 3,118 at this same time last year. This means students are getting their applications in earlier.

e. VP for Finance and Administration:

VP Lee announced that there would be several candidates for the Chief of Police position on campus during the same time frame that the Provost candidates would be here. The Chief of Police candidates will hold forums in Engineering 189 on October 20th, and October 29th, but their forums will be in the afternoon. More information will be forthcoming.