

**Minutes of the Executive Committee
August 29, 2011**

Present: Von Till, Qayoumi, Heiden, Gleixner, Bussani, Nance, Ng, Sabalius, Kolodziejak, Kaufman, Bibb, Bros-Seemann, McClory

Absent: Kimbarow, Selter

Guests: Jaehne, Merdinger

1. The Executive Committee voted to remove Buddy Butler from the Board of Academic Freedom and Professional Responsibility for non-attendance. Dr. Butler was added to the Consent Calendar as a removal. The Executive Committee voted and approved the consent calendar as amended.
2. The Executive Committee welcomed Senators Nance and Bibb.
3. Chair Von Till thanked the Executive Committee members that attended the barbeque at her home on Sunday.
4. Eva Joice and AVC McClory presented a proposal for online voting in a campus-wide election as requested by the Executive Committee. [Note that the Committee on Committees (CC) is also the Election Committee.] The steps would be as follows:
 - A ballot would be created as a Google doc form by the college CC rep and published to the web
 - The website link to the ballot would be sent to the college deans for distribution to the faculty.
 - The Deans' Offices would verify appointment time for their faculty by reviewing a list of voters and their submitted appointment time [Note that no vote information would be provided to the dean's office].
 - The CC rep for the college would then count the votes. The count would be verified by another CC rep.
 - The CC Chair would then notify the Senate Office of the results from each college.
5. AVP of Faculty Affairs, Joan Merdinger, gave a brief report on her decision regarding the RTP committee setup in the college of Humanities and the Arts. The Humanities and the Arts college RTP committee will have one representative from each program area. Some members expressed concern that there could be difficulty in evaluating faculty members, because the RTP Committee membership will be too removed from the discipline being evaluated.

In addition, the Organization and Government Committee currently has a pending request for a hearing in the matter of the department mergers in the college of Humanities and the Arts. Therefore, a member suggested that since a vote on the department mergers in the college has not been officially approved, decisions regarding RTP made by the proposed RTP Committee could be subject to litigation.

The Professional Standards Committee is also working on a Sense of the Senate Resolution regarding this matter.

6. Status Updates:

a. From the President:

President Qayoumi announced that Dr. Veril Phillips would be returning as the Interim Chief of Staff effective August 29, 2011.

b. Vice President of Student Affairs:

Vice President Nance informed the Executive Committee that a lot of work was being done with regard to information technology across campus. The Gmail conversion has been completed, and the new website project rolls out on September 29, 2011. VP Nance hopes to be ready to switch the website in late September 2011. The new website will be a complete redesign and technology overhaul of the current system. Progress is also being made on having a single sign-on. SJSUOne accounts are now being used in about a dozen applications.

c. Curriculum and Research Committee (C&R):

The C&R Committee is currently working on SB 1440 issues dealing with how to accommodate AS transfer students that have not met the American Institutions requirement. The CSU only allows these students to take 60 units, and this requirement will lead to some degrees have six extra units. The community colleges have not agreed to include the American Institutions units in with their GE requirement.

C&R is also working on SJSU Gift Certificates, cross-listed courses, and ABC/NC grading.

d. Professional Standards Committee (PS):

The PS Committee is working on the Office Hours policy and, as stated earlier, a Sense of the Senate Resolution regarding the department mergers in the college of Humanities and the Arts.

e. CSU Statewide Senate:

The CSU is considering making presidential finalists confidential, which would eliminate campus interviews.

f. Vice Chair of the Senate:

There are 4,100 first-time freshmen attending SJSU this semester. Of these 4,100 freshmen, 2,153 qualified for automatic housing exemptions. There were 154 requests for exemptions. Of these 154, 112 were approved. Thirty-six of the requests are still pending, primarily because the requests were incomplete/missing documentation. There were also six students that dropped their requests.

7. The AVP of Undergraduate Studies, Dennis Jaehne, gave a brief report on the Department of Education's new regulation on program integrity. SJSU needs to establish that we are working on a policy. AVP Jaehne will be making a referral to the Curriculum and Research Department to define what a credit hour is, and how the value of our credit hour is to be determined.

A member asked if there were any plans to establish a CSU-wide policy, and a member responded that the CSU Statewide Senate does not meet for another two weeks.

AVP Jaehne suggested that all syllabi be reviewed and kept track of by Undergraduate Studies, and that the requirement be built into the program review process.

8. The Executive Committee discussed possible dates for the Senate Retreat. The President will check his schedule, but February 3, 2012 was suggested as a possible date.
9. Vice President Shawn Bibb gave a brief update on the mid-year budget. SJSU could receive a \$7 million cut if the first state budget trigger occurs. The \$7 million would be SJSU's share of the \$100 million cut the CSU would take. There is no clear indication as to whether this will be a one-time cut, or a base cut.
10. Senate Chair Von Till announced that the last hour of the September 19, 2011 Senate meeting would be dedicated to a forum on Strategic Planning. The President has requested that there be no Senate business interruptions during this time frame.
11. Eva Joice updated the Executive Committee on the status of the Provost Search Committee nominations. To date, Ms. Joice has received approximately 25 nominations.

Minutes approved by the Executive Committee on September 12, 2011. Minutes were taken and prepared by Eva Joice, Senate Administrator.