

**Minutes of the Executive Committee**  
**November 7, 2011**  
**Noon – 2:30 p.m., ADM 167**

Present: Von Till, Heiden, Gleixner (1:40 p.m.), Nance, Ng, Sabalius, Bros-Seemann, McClory, Kimbarow, Selter, Kolodziejak, Bussani

Absent: Qayoumi, Kaufman, Bibb

Guest: Phillips

1. The Executive Committee approved the minutes of October 24, 2011 as amended.
2. The Executive Committee approved the consent calendar with one correction. Catherine Minks should be Katherine Minks, and is also called Katie Minks.

The Executive Committee discussed the two seats for Medical Doctors on the IRB. The Student Health Center has unable to provide two MDs to serve on this committee for several years. The current request is to have at least one M.D. available to review protocols. A member commented that he/she was aware of a SJSU alum that is a M.D. and has expressed interest in serving the university, and may be interested in being on this committee. The Executive Committee will contact this doctor and see if he/she is interested.

3. The Executive Committee discussed the budget. Our enrollment target will remain at 21,045 resident FTES. The Chancellor has indicated that campuses will not be penalized for being up to 3% over target, or 2% below target. SJSU is projected to come in at 5.4% over target.
4. The Executive Committee discussed the best possible meeting dates and times for the upcoming visit with Faculty Trustee, Bernadette Cheyne. A member commented that Dr. Cheyne expressed concern that her visit to the campus had not been more widely advertised to the faculty. Chair Von Till noted that she had only just recently learned of the confirmed dates for Dr. Cheyne's visit. The Executive Committee will be continuing to narrow down the best days and times for Dr. Cheyne to meet with various groups on campus. [Note: It has since been decided that these meetings should be rescheduled.]
5. The three Provost finalists will be visiting SJSU on November 14<sup>th</sup>, 18<sup>th</sup>, and 21<sup>st</sup>. Open forums will be held from 10:30 a.m. to 11:30 a.m. on all three days. In addition, the candidates will have lunch with the faculty of the Executive Committee, as well as the three CSU Statewide Senators, from 11:40 a.m. to 1:00 p.m. on these three dates.

A member asked if anyone on the Provost Selection Committee could comment on the number of internal candidates. A member responded that this would be inappropriate.

The Executive Committee was informed that hard copy, as well as online feedback forms, would be available for the campus community to provide feedback to the selection committee after each candidate's visit. However, these forms must be submitted to the selection committee by noon on Tuesday, November 22, 2011.

The Executive Committee discussed the fact that the first candidate's visit is on the same day as the November Senate meeting, and that some Senators would need to be coming and going from the Senate meeting that day.

6. The Executive Committee discussed the Smoking Policy. There were approximately 2,000 survey responses. This data is being compiled. The results will be presented to the Executive Committee at the November 28, 2011 meeting.
7. The Executive Committee discussed the Senate Retreat. The topic this year is "Globalization." The Senate Retreat will be held on Friday, February 3, 2012. Invitations will be sent out in December 2011. Suggestions for specific areas of discussion should be sent to Vice Chair Heiden.
8. AVP and Dean of International and Extended Studies (IES) Mark Novak gave a brief presentation. IES is requesting the designation of "College of International and Extended Studies." The Executive Committee discussed and agreed that this was not just a name change, it is a functional change.

Several members expressed concern about designating IES as a college when there are no faculty members, no academic departments, and no degrees in IES. A member also noted that Senate seats are calculated based on FTEF, and if IES has no FTEF then there would be no seats on the Senate.

AVP Novak explained that many international organizations that IES routinely deals with view the title "college" as being much more credible, and that this change in title would open many new doors for IES and the university, as well as open up additional fundraising opportunities.

A member expressed concern that any faculty that might be hired by IES would not be part of collective bargaining and comprehensive union representation.

Another member expressed concern that IES really manages and facilitates, but IES does not offer and create courses as other colleges on campus do.

Provost Selter clarified that money derived from courses and programs offered through IES flows back into the university and pays in part for things such as Research, Scholarship, Creative Activity (RSCA) grants, other areas of faculty

development, equipment, some staff positions, academic technology, supplemental funding for the Library, much of the Student Academic Success Services unit, EOP and more. We have the most successful Continuing Education and self-support operation in the CSU.

Concerns about extended education programs in general have been debated at the statewide academic senate (such as faculty control over the curriculum, maintaining the quality of the CSU brand name, intellectual property rights, the surplanting of regular state-support courses with self-support offerings, the creation of a two-tier system, the possible re-migration of courses into the regular curriculum, faculty rights, etc.). It was further reported that other CSU campuses have already changed the names of their extended education programs into “college”, and therefore there are precedents and a certain system momentum.

Chair Von Till clarified that according to policy, the Executive Committee is simply informed of the pending change. The decision is up to the President.

#### 9. Updates:

- a. Organization and Government Committee (O&G):  
O&G is in the oral testimony phase of the H&A hearings right now. There is one more scheduled for November 21, 2011. The open forums have been very successful. Chair Von Till commended Chair Kimbarow on the tone of the hearings.
- b. Instruction and Student Affairs Committee (I&SA):  
I&SA is working on Time, Place, and Manner and the use of amplified sound, as well as the inappropriate release of student contact information, the proper use of the SJSU logo, and scheduling policies.
- c. Professional Standards Committee (PS):  
PS is working on the Office Hours policy and they have not received any feedback from the UCCD, and also an update to the Faculty Affairs Personnel Action Files policy, S73-19. PS has also been discussing whether only parts of S98-8 could be opened up for amendment, as opposed to opening the entire policy to debate again. The current issue involves FERP faculty sitting on RTP Committees.
- d. Associated Students President (AS):  
AS President Kolodziejak and The California State Student Association (CSSA) recently went to Washington D.C. to advocate for Pell Grants. AS is looking into ways to implement a campus leadership program. In addition, AS will be voting on Assembly Bill 970 which would require notice to be given to students before they could be charged an extra fee.

- e. Curriculum and Research Committee (C&R):  
C&R is working on a Credit Hour policy. This would let students know that two hours of out of class work are required for every one unit taken. C&R is proposing an amendment to the Greensheet policy to address this federal requirement. A few of the things C&R is also working on include a certificate policy, and the approval of the Doctorate in Nursing Practice, and MA in Urban Planning.

C&R is sponsoring an event entitled, "A Message of Hope and Determination," from 6:30 p.m. to 8:30 p.m., March 8, 2011. Chair Bros-Seemann will provide more details later.

- f. CSU Statewide Senators:  
The CSU Statewide Senate met on Wednesday, Thursday, and Friday of last week. The online initiative met with a lot of resistance in the CSU Statewide Senate. This was seen as yet another top-down initiative without faculty input such as the American Institutions waiver and Early Start Program where the Board of Trustees completely disregarded faculty input.

The Chancellor has also been sending President Alexander around to show what an excellent value a CSU degree is. President Alexander's presentation has helped to show how effective CSU faculty are in doing more with less resources, and higher student/faculty ratios to the legislature.

Another issue under discussion has been international travel insurance being mandatory for CSU faculty. Some faculty have felt their academic freedom was limited by insurance restrictions and complained about having to bear the cost of the travel insurance. International travel insurance is taken out in 15-day increments by risk management of the university to protect the CSU. However, risk management so far has never tried to, and does not intend to, prohibit or limit travel into any area for faculty. Also, while the cost of the insurance is assumed by the campus, faculty are not supposed to be charged for it. Furthermore, if a faculty member travels to a foreign country for professional reasons, but then travels on to other countries for private purposes, the other countries are covered by the travel insurance up to the 15 days as well, as long as the faculty member ensures that the university is aware of their continued trip and it is included in the travel request.

- 10. The meeting adjourned at 2:36 p.m.

The minutes were taken and transcribed by Eva Joice, Senate Administrator, on November 7, 2011. The minutes were edited by members of the Executive Committee and approved by email vote on November 10, 2011. The minutes were further edited by members of the Senate on November 14, 2011.