

Executive Committee Meeting Agenda

ADM 167, 12-1:30

September 21, 2015

1. Approval of Aug, 30 2015 EC Minutes
2. Senate Meeting Debrief
3. Senate Reports/Senate Agenda Planning
4. Spartan Shops Board: Selection of Faculty
5. Selection of GU Representative to Exceptional Assigned Time Committee
6. Selection of SJSU ASIP Representative
7. Selection of Search Committee for VPAF

Time Permitting:

8. Policy Committee Updates:

O & G
C & R
PS
ISA

9. Updates:

President
Provost
VPSA
VPUA
Interim VPAF
AS President

Executive Committee Meeting Minutes
ADM 167, Noon to 1:30 p.m.
September 21, 2015

Present: Kimbarow, Peter, Martin, Frazier, Lanning, Shifflett, Heiden, Feinstein, Kaufman, Larochelle, Blaylock, Amante, Mathur, Lee

Absent: Backer

1. Approval of Executive Committee Minutes of August 31, 2015. A motion was made and seconded to approve the minutes. The committee voted and the minutes were approved (13-0-1).
2. Feedback and suggestions on the Senate meeting of September 14, 2015. The committee discussed giving mandatory reports a time certain for presentation and limiting the amount of time allotted for the report so there is more time for questions. Another suggestion was to determine which reports could be given in writing to the Senate, and did not need to be made in person. Chair Kimbarow will set up a subgroup of committee members to review the list of mandatory reports and decide which should be presented in person.
3. Chair Kimbarow will ask AVP Green to provide a brief presentation to the Senate on the Teaching Associate Fee Waiver Program. This program is supposed to be reviewed by the Senate every five years according to University Policy S05-9, but it does not appear to have been reviewed in the past.
4. The committee discussed the procedure for the selection of faculty on committees that do not belong to the Senate, such as the Spartan Shops Board. Appointments to these committees are not governed by Senate bylaws or procedures, but by the Auxillary's policies and procedures. Chair Kimbarow will meet with Interim President Martin to discuss how she would like the Executive Committee to solicit and nominate faculty for these appointments.
5. Dean Chin is proposing a merger of the Elementary and Secondary Education Departments. The Secondary Education Department has been unable to identify a suitable chair internally or through external searches.
6. A motion was made and seconded to approve the appointment of Francis Howard to the Exceptional Assigned Time Committee as the General Unit representative. The committee voted and the motion carried (7-0-0).
7. A motion was made and seconded to approve the appointment of Diane Guerrazzi on the Academic Council on International Programs (ACIP) as San José State University's representative. The committee voted and the motion carried (7-0-0).
8. The committee discussed the nominees for the VP for Administration and Finance Search Committee. The committee voted and recommendations were made to Interim President Martin.

9. Policy Committee Updates:
 - a. Organization and Government Committee (O&G):

O&G will be bringing several policies to the Senate at the October 5, 2015 meeting including revisions to the Strategic Planning Policy, creation of a Budget Advisory Committee, revisions to the FAR policy, changes to the Board of General Studies (BOGS) membership and charge, and changes to the Writing Requirements Committee.
 - b. The Curriculum and Research Committee (C&R):

C&R is working on several referrals including a review of and modification to the Program Planning Guidelines, a review and modification to the minor policy, Internship and Service Learning, and the Credit by Exam policy.
 - c. Professional Standards Committee (PS):

PS had two amendments to the RTP policies signed by Interim President Martin this week. PS is hosting a workshop with Faculty Affairs on September 28, 2015, for departments that need to redo their guidelines. PS and Faculty Affairs will continue to host a series of workshops throughout the year. PS and Faculty Affairs are still testing platforms for online Dossiers. Those faculty members that choose to be evaluated under the old system may have to continue with the paper Dossier.
 - d. Instruction and Student Affairs Committee (I&SA):

I&SA is currently reviewing the drop policy for online classes, and the Final Exams policy.

I&SA has several referrals they are working on including the Greensheet Policy, Mandatory Advising, and Academic Disqualification.
10. Updates from the Administration:
 - a. From the President:

SJSU now has a total of 32,775 students. Freshmen admissions are up 20%, and Graduate Admissions are up 10%. The student makeup is 51% male and 49% female. SJSU should finish the year at 103.5% of our target enrollment.
 - b. From the Provost:

A Department of Education Press Release today announced the award of a \$3 million grant to SJSU for supporting the STEM Program.
 - c. From the VP of Student Affairs:

VP Blaylock contacted the four students identified as living in Lake County where massive fires are still being fought. He was able to reach two of the four students and the fire had come very close to their homes, but fortunately they were spared. The students were very appreciative that the university called to

check on them. However, VP Blaylock was unable to reach the other two students and that is of concern. He will continue trying to reach them.

d. From the VP of University Advancement:

A team from the university will be meeting at city hall to go over SJSU's plans for the South Campus Golf Complex. This was funded solely by donations and should open in December 2016. A suggestion was made to publicize the fact that SJSU needs donations for more than just athletic buildings. Many of our academic buildings are falling apart.

e. From the Associated Students President (AS):

The Peace Pole is waiting to be installed in front of the Rose Garden. It has twelve languages on it.

AS will hold their first town hall meeting in three years on October 14, 2015. Student Trustee Kelsey Brewer will be at SJSU for the meeting.

AS will be selecting their new Director of Internal Affairs this coming Wednesday, September 23, 2015.

11. The meeting adjourned at 1:36 p.m.

These minutes were taken and transcribed by the Senate Administrator, Eva Joice, on September 21, 2015. They were edited by Chair Kimbarow on September 22, 2015. The minutes were approved by the Executive Committee on September 28, 2015.