

Senate Executive Committee Meeting
December 7, 2015
12-2:30 ADM 167

1. Approval of 11/16/15 meeting minutes
2. Consent Calendar
3. Statewide Senate Chairs Mtg. update (Kimbarow)
 - a. ASCSU resolution re: evaluation of transfer courses (attachment)
 - b. Status of Presidential searches on other campuses
 - c. Teaching/research issues at SFSU
4. Updates
 - a. Provost
 - b. VP Student Affairs
 - c. VP Administration and Finance
 - d. VP Advancement
 - e. Statewide Senate
 - f. Associated Students
 - g. Library Board
5. Policy Committee Updates
 - a. C & R
 - b. ISA
 - c. O&G
 - d. PS
6. Student Success Update (Carl Kemnitz) Time Certain 1:00
7. SSETF Discussion
8. SOS Re: Membership on Presidential Advisory Committee
9. Plenary Meeting Management
 - a. To click or not to click
 - b. Input from constituents
 - i. Pre-meeting notice
 - ii. Open forums
 - c. Speaker time limits during first readings

Executive Committee Meeting Minutes
ADM 167, Noon to 2:30 p.m.
December 7, 2015

Present: Kimbarow, Peter, Frazier, Shifflett, Kaufman, Backer, Larochele,
Lee, Mathur, Amante, Blaylock, Feinstein, Lanning

Absent: Martin, Heiden

1. The Executive Committee minutes of November 16, 2015 were approved as amended (12-0-1).
2. The Consent Calendar of December 7, 2015 was approved as written (13-0-0).
3. The committee discussed current bylaws that allow for the removal of a Senator from a policy committee, but do not allow for removal from the Senate for missing three or more meetings. A referral was made to the O&G Committee.
4. Updates from the Chair:
 - a. Sunday's holiday party at President Martin's home was wonderful.
 - b. The ASCSU is evaluating transfer courses. Send feedback to Chair Kimbarow.
 - c. Four other CSU campuses are looking for presidents. SJSU is in the process of narrowing the candidates down to semi-finalists. The Chancellor would not consider allowing open campus visits during presidential searches.
 - d. Executive Vice Chancellor (EVC) Blanchard noted that safety issues remain a concern across all campuses and he is committed to improving the quality of campus life. Chair Kimbarow reminded the EVC that a key element in student success is the faculty.
 - e. SFSU implemented a new hiring plan that gives every new hire a three-year 2/2 course assignment to promote research. The committee discussed whether Department Chairs had any input in the decisions.
5. Updates from the Administrators and AS President:
 - a. From the Provost:

The President's Commission on Diversity conducted a Campus Climate survey last March and the data is now available. The results of the survey will be distributed to the campus on January 25, 2016. The Provost will meet with the UCCD and the Executive Committee to discuss what can be done. A suggestion was made to do some outreach to prior Ombudsmen at SJSU including; Gabe Reyes and St. Saffold.

Information Technology has been moved from under the Administration and Finance Division to the Provost.

b. From the Vice President for Administration and Finance (VPAF):

There was an issue with it taking up to 72 hours to heat all the buildings after they were shutdown for the Thanksgiving break. In order to avoid this in the future, FDO will come in on the weekend prior to January 4, 2016 to begin heating the buildings.

Regarding the NFL using SJSU Athletic facilities, while the NFL pays direct costs of the event, they aren't being charged rent. Interim VPAF Larochelle will defer to the President to distribute more information on this in the future.

The Guardian App is out. Interim VPAF Larochelle conducted a test of the Emergency Notification System last week and it did not go well. Interim VPAF Larochelle and her staff are continuing to work on the project.

c. From the AS President:

The AS Printshop Manager just passed away. AS will be working to raise funds for his family.

The next Town Hall meeting will be held in January 2016, and there will be a CSSA meeting in April 2016 at SJSU. All AS Presidents will be attending.

AS is still working on restructuring their AS Board and creating a student Senate. AS is considering a 20 member student Senate with a 12 to 16 member Board of Directors.

6. Deputy Provost Carl Kemnitz gave a presentation to the Executive Committee on Student Success. There are three main pillars and they include formal student success programs, infrastructure for Student Success from admission to graduation, and a student success environment. Forty-Two percent of SJSU students are in need of financial aid and the committee discussed whether our resources should be put into increasing financial aid. The VPSA just hired a financial aid person to market to students how to go about getting financial aid. In some cultures, it is considered shameful for students to take out student loans. Several members indicated it is often a "treasure hunt" trying to get assistance for our students.

More students drop out of SJSU in their second year than their first year. If a student makes it through their sophomore year they are more likely to graduate from SJSU.

The committee discussed infrastructure needs such as degree audits. Student admissions and programming have been a challenge. Transcripts also need to be evaluated as early as possible and prerequisites need to be enforced.

There are several reasons students are not graduating and they include budget dynamics and bottleneck classes. The committee discussed eliminating temporary college-based ceilings. Some classes may only have a few students in an evening class, but those students need that class to graduate and it is the only time they can take it. Colleges should be empowered to make this decision. The Provost explained this is up to the department whether to hold those classes or not.

Emails should be sent to Deputy Provost Kemnitz regarding what facets are being missed and what the highest priorities should be for student success.

7. Updates from the policy committee chairs and the CSU Statewide Senator:

a. From the CSU Statewide Senate:

The Chancellor recently responded negatively to four resolutions sent to him. The CSU Statewide Senate is focusing on what to do about one of the resolutions, the open presidential searches. There will be more action to come.

b. From the Curriculum and Research Committee (C&R):

C&R is working on the Internship and Service Learning referral and recently met with the deans and the College of Business faculty.

C&R is revising the minor policy. Art and Design had a 42 unit minor. The maximum units for a minor will be 24 units with 25% taken at SJSU. The minimum minor will be 12 units.

C&R is also working on referrals regarding the Certificate, Curricular Priorities, and RSCA policies.

c. From the Organization and Government Committee (O&G):

O&G has gathered information from the Academic Affairs Leadership Team (AALT) and the Student Affairs Leadership Team (SALT) on O&G's draft of the Strategic Planning Policy. In the spring O&G will prepare an updated draft, invite the new president to review it, then bring a final draft to the senate as soon as possible in spring.

d. From the Professional Standards Committee (PS):

The PS Committee received a referral from Chair Kimbarow to review the Faculty Office Hours policy in accordance with policy. A review was due in 2014 and was not conducted. PS will survey faculty and students to see how it is working. The current policy is also silent about advising.

8. Plenary meeting management:

a. Pre-meeting notice of speakers for the spring 2016 will be sent out along with any materials they will be presenting.

- b. The committee is looking at ways to allow input from constituents to the Senate. One thought was to have open forums where people can address the Senate. The committee will discuss this further in spring 2016.
 - c. The committee discussed the possibility of time limits for first readings of resolutions.
9. The meeting adjourned at 2:32 p.m.

These minutes were taken and transcribed by the Senate Administrator, Eva Joice, on December 7, 2015. The minutes were edited by Chair Kimbarow on December 16, 2015. The minutes were approved by the Executive Committee on January 25, 2016.