

Senate Executive Committee Meeting  
October 17, 2016  
**12-1:30 p.m. ADM 167**

1. Lunch
2. Approval of 10/3/16 meeting minutes
3. Consent Calendar
4. Introductions: Kathy Wong Lau and Jaye Bailey
5. BAC Nomination –Shannon Miller
6. BAC Responsibilities
7. Policy Committee Updates
  - a. PS
  - b. C&R
  - c. O&G
  - d. IS&A
8. Updates
  - a. President
  - b. Provost
  - c. Student Affairs
  - d. Administration and Finance
  - e. Associated Students

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Present: Kimbarow, Peter, Shifflett, Schultz-Krohn, Mathur, Frazier, Lee, Kaufman, Riley, Faas, Feinstein, Peréa

Absent: Papazian, Lanning

Guests: Wong, Bailey

1. Approval of 10/3/16 meeting minutes – approved (11-0-2).
2. Consent Calendar – approved
3. Introductions: Kathy Wong Lau and Jaye Bailey
  - a. Kathy Wong Lau meeting with various groups addressing equity and gender
  - b. Jaye Bailey, discussed how to modify the model used at Southern Connecticut State University to fit the needs of SJSU, concentrating on Faculty Affairs since the SJSU model differs from the SCSU organization
  - c. Executive members introduced themselves to Kathy & Jaye
4. Discussion of how the new organizational model of Faculty Affairs and Human Resources will work
  - a. Role of the Chief of Staff, VP of Organizational Development (Jaye Bailey) to keep the process moving forward and to insure that the process is followed regarding sabbaticals, hires, Fulbright etc. but the Provost and Faculty Affairs (and faculty) will make the decisions regarding these items, decision making resides in the Provost's office and under Faculty Affairs; the process of following the requirements will be under the Chief of Staff, VP of Organizational Development (Jaye Bailey)
  - b. The completion of faculty searches and decisions made under Provost and Faculty Affairs division but the task of following all the required processes (regulations) will be under the Jaye Bailey
5. Feedback regarding the Budget presentation
  - a. Overall positive response of allocating a Senate session dedicated to the review of the budget
  - b. Suggestions
    - i. Provide more budget trends
    - ii. Provide interpretation of how this budget relates to future goals
    - iii. Provide comparison of our budget to other institutions
  - c. Best practices will be included in future presentations
6. BAC Nomination –Shannon Miller – approved (13-0-0)
7. Responsibilities on Budget Advisory Committee (BAC)
  - a. Suggestions to create a report regarding the purpose of the BAC and how it relates the Strategic Planning Process (SPP)
  - b. Connection to SPP, need for communication between these two groups, BAC to serve as an independent group reviewing the budget
  - c. BAC needs to review and address budget issues
    - i. Analyze problems areas

- ii. Ramifications of issues/problem areas
    - iii. Less creating the budget and more the communication regarding the budget
  - d. Committee membership has various skills regarding financial management and that fosters greater clarity in messaging
  - e. O & G sees BAC as providing feedback on SPP and overall budget, not specific
  - f. BAC could also be involved with looking at the structure of the auxiliaries, also solicit information from various groups regarding budget
  - g. BAC needs to feed into the SPP for future funding and planning
- 8. Policy Committee Updates
  - a. PS – two items coming to Senate
    - i. Revised SOTEs policy and open ended SOLATE items; Demographic items will not be presented
    - ii. Amendment to searches to allow search committee members to participate from outside the department; many departments do not have sufficient numbers of faculty to serve on various RTP committees
    - iii. Electronic privacy policy – looking at the CSU policy
  - b. C&R – 6 referrals
    - i. RSCA has been through 3 drafts
    - ii. Program Planning – two working groups looking at data elements and policy
      - 1. Guidelines are drafted in C & R but brought to the Senate as an informational item
      - 2. Policy to be reviewed as a Senate item
    - iii. ULGs adopted by SJSU but these do not fit well with graduate degrees; looking at a separate set of ULGs for graduate programs – task force to look at graduate level ULGs; should C & R focus on this task or have an operating committee develop the graduate level ULGs
  - c. O&G - constitutional amendment
    - i. Voting rights – completed
    - ii. Concurrent faculty membership on policy and operating committees is being addressed but this problem is also seen with administrators
  - d. IS&A – not likely to have anything for upcoming Senate meeting
    - i. Looking at the requirements for continuing graduate students and how to manage students completing graduate degrees
    - ii. Enforcement of study/conference day where there should be no scheduled events
    - iii. Grade distribution reports
- 9. Updates
  - a. President
  - b. Provost – schedule for the 4 candidates for the position of Dean of Engineering; videos of the four candidates will be available after all presentations are completed; same process will be used for the search for the Dean of Business
  - c. Student Affairs – efforts to bring resources to campus, specifically food to support students, partnerships to provide a mobile food pantry, 329 students served in one hour; signing up students for CalFresh; Nov 5<sup>th</sup> – almost 2000 students to come to campus to visit; Nov 7<sup>th</sup> is the Black Student Thanksgiving – Student Union 5:00 pm
  - d. Administration and Finance – meetings with City of San Jose regarding buildings – possible host to Cinequest since Camera 12 closed; Science Building discussions are moving forward

- e. Associated Students – legacy week and workshops on social justice; collaborated with MOSAIC; working with Native American organizations; develop a statement regarding athletics from a student's perspective, all 16 board members are now appointed to AS

10. The meeting adjourned at 1:40 p.m.

These minutes were taken and transcribed by the Associate Vice Chair, Winifred Schultz-Krohn on October 17, 2016. The minutes were edited by Chair Kimbarow on October 18, 2016, and were approved by the Executive Committee on October 31, 2016.