

## **Executive Committee Minutes**

**March 9, 2015**

**Noon to 1:30 p.m., ADM 167**

Present: Frazier, Heiden, Kimbarow, Shifflett, Terry, Sabalius, Brada-Williams, Miller, Feinstein, Peter, Grosvenor, Qayoumi

Absent: Bibb, Backer

1. The committee approved the Executive Committee minutes of February 16, 2015 (10-0-0).
2. The committee discussed the Executive Committee minutes of February 23, 2015. Chair Heiden will make some amendments and send to the committee for an email vote.
3. The President still needs a date for the Fall address to the campus. Two suggestions were made. One suggestion was to have it on August 25, 2015. Another suggestion was to have it on a day during the first week of school other than Friday.
4. The committee discussed permanently moving the Announcements section of the Senate agenda to the beginning of the meeting. A member noted that this would require changing Standing Rule 7. Another member commented that Bylaw 4.3a gives the Executive Committee the right to approve the Senate Agenda prior to every meeting, and the bylaw takes precedence over the standing rule. However, the Executive Committee does not always meet right before the agenda needs to be approved, and agenda items are still being received the Wednesday, Thursday, and Friday prior to the Senate meeting by the Senate Administrator who completes the agenda. This would make it impossible for the committee to change the agenda. The committee discussed delegating the authority to make the change to the Chair of the Senate. It was decided that a referral would be made to the Organization and Government Committee to review Standing Rule 7.
5. The committee discussed who should be responsible for the implementation of the Assigned Time for Exceptional Levels of Service policy. Faculty Affairs needs to draft the form that needs to be submitted by the faculty along with their vita and statement. The committee discussed the need to setup the committee while also starting the application process in order to meet the timeline for completing this project in May 2015.
6. The Executive Committee discussed and selected nominees to recommend to the President for the Chief Diversity Officer Search Committee.
7. The committee discussed a proposed revision to the Academic Calendar to allow for a week's break from classes during the week of Thanksgiving, or just the Wednesday prior to Thanksgiving. A member questioned whether this was a matter the Executive Committee should be involved in. It was suggested that the Executive Committee and

the Senate could do a Sense of the Senate Resolution encouraging the President to consider this. Senator Sabalius will prepare a Sense of the Senate Resolution for the Executive Committee.

8. The meeting adjourned at 1:31 p.m.

These minutes were taken on March 10, 2015 by the Senate Administrator, Eva Joice. The minutes were approved by the Executive Committee on March 16, 2015.