

**Minutes of the Executive Committee  
June 16, 2011**

Present: Kaufman, Von Till, Kassing, Lee, McClory, Heiden, Gleixner, Kimbarow, Qayoumi, Bros-Seemann

Absent: Ng, Laker, Sabalius, Bussani, Selter, Kolodziejak

1. Chair Von Till welcomed the new members of the Executive Committee and introductions were made.
2. The Executive Committee voted and approved the consent calendar.
3. The Executive Committee discussed the proposed umbrella for programs in the College of Humanities and the Arts (H&A). The Provost has delayed the faculty vote until Fall 2011. The Organization and Government Committee (O&G) has received a request for a formal hearing in accordance with university policy S06-7. The University Council of Chairs and Deans (UCCD) will address this at their July 2011 meeting.

The Executive Committee discussed the directive sent out to H&A departments to merge RTP committees. A member suggested this was in violation of the faculty contract, and asked why RTP was being treated separately from the faculty vote. Chair Von Till will get clarification on this when Provost Selter returns.

4. The Executive Committee discussed Alert SJSU. VP Lee announced that over 50% of faculty and staff had not signed up for Alert SJSU. One possible solution is to populate the alert system with official SJSU phone numbers and email addresses for those employees that have not signed up.

VP Lee announced that all UPD squad cars are now equipped with laptops. VP Lee also noted that there are some funds set aside for external speakers and cameras, but what those funds are used for will be left up to President Qayoumi.

A member asked if the alerts that are sent out could specify the garages as 4<sup>th</sup>, 7<sup>th</sup>, or 10<sup>th</sup> Street in addition to North, South, etc. Many employees identify the garages by their street name. Another member asked if we had the ability to enroll all new students in Alert SJSU, and VP Lee responded that we did.

5. The Executive Committee discussed the Office Hours policy. President Kassing returned the policy, because office hours are separate from advising in the faculty contract. The policy, as written, combines these two things. President Kassing also noted that the UCCD had not been consulted prior to the Senate passing the Office Hours policy, and that the UCCD would be addressing this issue at their July 2011 meeting.

A member suggested that a representative of the UCCD be given a seat on the Senate. The Executive Committee discussed the fact that there are already chairs and deans sitting on the Senate, and that a change to the Senate constitution would require a campus-wide faculty vote.

President Kassing will be sending a memo out to the campus with his reasons for not approving the policy.

6. The Executive Committee discussed the FTE projections for Fall 2011. Our target enrollment was 3,500 First-Time Freshmen, and we have 4,500 enrolled. The question is now where will we get the classes to meet the enrollment. The increased enrollment has also filled the dorms to 107% of capacity.

A member noted that 80% of the housing exemptions filed were approved. The majority of the 20% that weren't approved were denied because no backup documentation was included with the request.

7. The Executive Committee discussed the possibility of having "Learning Communities" as the topic for the Senate Retreat.
8. The Executive Committee discussed whether there was still a need to act as the Budget Advisory Committee (BAC) this summer, since the Governor just vetoed the budget. President-elect Qayoumi noted that we could be waiting for a budget until November. The BAC will still need a faculty member with budget expertise, a member recommended by the chairs, and a member recommended by the deans. Chair Von Till will contact UCCD Chair Coopman for possible recommendations.

The Executive Committee discussed the loss of revenue associated with the decrease in international students. SJSU is at an all-time low with only 1,100 students. A member suggested that SJSU remove all admission caps on international students.

9. The VP of Student Affairs has requested more faculty involvement in the Welcome Convocation on the evening of August 23, 2011.
10. President Kassing presented Past Chair Kaufman with a plaque honoring his service as Senate Chair from 2009-2011.

11. President Kassing announced that the event honoring General Anthony Jackson was very successful, and that General Jackson was very pleased. President Kassing thanked the Executive Committee and the Senate for supporting this event.

12. President-elect Qayoumi announced that he would be meeting with his cabinet next week, and after that the President will be coming to the Executive Committee and the Senate for input into strategic planning.

President-elect Qayoumi said he was “looking forward to working with the Executive Committee and the Senate,” and that he was very impressed by what he had seen thus far.

13. The meeting adjourned at 11:29 a.m.