

**Minutes of the Academic Senate
Executive Committee
July 14, 2011**

Present: Beth Von Till, Mo Qayoumi, Gerry Selter, Nanci Bussani, Susan McClory, Shannon Bros-Seemann, Stacy Gleixner, Michael Kimbarow, Wendy Ng, Judith Lessow-Hurley (for Romey Sabalius)

Absent: Lynda Heiden, Shawn Bibb, Jason Laker, Michael Kaufman, Tomasz Kolodziejak

I Consent Calendar

Approved as submitted. Informational items included:

- the need to replace Ellen Lin as a Senator for the General Unit. Plans for this will be handled in August when Eva returns from vacation.
- Colleen O'Leary-Kelley will be on sabbatical in the fall. Chair Van Selst approved a one-semester leave from the Campus Planning Board.
- AS Student Senators for 2011-2012 were announced.

II President Qayoumi's 90 day Plan

President Qayoumi outlined his 90 day plan. It has five key elements:

1. ways to systematically connect to our constituencies, internal and external

Internal

- a. town hall meetings to be held in early fall
- b. deans being more connected to the President's Cabinet
- c. meetings with colleges and departments
- d. coffee hour monthly with faculty

External

- a. connections to silicon valley, the bay area, state, nation, international, Chancellor's Office and Board of Trustees
- b. identify key organizations with which to build a relationship
- c. media connections
- d. suggestions were made to include National Hispanic University, Moss Landing Marine Labs (as a consortium), Silicon Valley Educational Roundtable, Silicon Valley Community Foundation and United Way to the list already compiled

2. looking at budget/enrollments for 2011-2012

- a. look at all resources and make them transparent
- b. process will look at all categories and targets

3. rolling out of the strategic plan process
 - a. move quickly but be inclusive
 - b. look at how it is being handled at other campuses
 - c. four groups will be looking at it: the executive committee and four subcommittees based on the three priority areas identified by WASC
 - d. virtual town hall meetings held in September
 - e. analyze the results in October and identify key themes
 - f. Develop draft plan in November for comments
 - g. Finalize the plan in December
4. accelerate the Acceleration Campaign
5. look at the IT organizational structure

III Changes to the University Catalog

Dennis Jaehne and Tom Fairbanks presented proposed changes to the current practice of printing a catalog. The goal is to go to an integrated web based University Catalog. . There will also be personnel changes, moving the responsibility to Undergraduate Studies. Currently, production of the catalog costs the university over \$100,000 and is only updated every two years

The new catalog design will combine catalog information with the schedule of classes, faculty listings and advising tools such as road maps and degree plans (in a standardized format).

Because the catalog must go live on May 15, a tight timeline must be followed. All versions will be archived annually.

- October 1, 2011: merging of schedule and catalog polices and inclusion of degree template
- December 20, 2011: copy due from relevant campus units, including policy review
- March 1, 2012: all copy must be final
- May 15, 2012: go live date

The Executive Committee was shown examples of what the catalog looks like now and how it might appear in the new format. Some comments included:

- make sure there is print to voice capability for ADA compliance
- include semesters in which a course is normally offered
- possible inclusion in kiosks in the new Student Union and the library for students without internet access
- include a quick reference guide for navigation
- make sure students and counselors are asked to beta test it
- be sure to include articulations

Approval of the new format was requested by the Executive Committee and was given. In August, informational meetings will be held for managers, deans and associate deans. In early

fall, a presentation will be made to the full Senate. In January of 2012, informational meetings will be held for advisors, evaluators and outreach staff.

IV Membership on PACE

There will be more discussion in August when Lynda Heiden and Jason Laker are present. We need to discuss the role of PACE, how we constitute the membership and how frequently the seats will change.

V Updates

O&G:

- SB 1440
- American Institutions
- grading policy around NC

Provost:

- we are holding our own with respect to enrollments and class offerings
- the recertification for NCAA with 23 items addressed was submitted ahead of schedule
- A question was asked whether meeting our enrollment needs will change the lecturer/tenure track ratio. We are currently 45% lecturers who produce more FTE than the 55% tenure track faculty. We would like to decrease the percentage of lecturers, but it is a resource issue. The Provost's Office has approved 32 searches with a potential of going to 37.

Advancement:

- we met our fund raising goal for last year
- there will be a greater focus on corporate involvement in giving

President:

- Housing will have a solution to the shortage of rooms within the next few days. We are looking for a housing plan that will carry us for 3 to 5 years. A positive media spin is being developed.

Statewide:

- fees were raised 12%
- Bernadette Cheyne has been appointed as the Faculty Trustee
- waiver of the American Institutions requirement was approved unanimously
 - there are campus issues that must be quickly worked out
 - this will go on the agenda for the August meeting
- the president of SDSU was granted a higher compensation
- we currently have three Statewide Academic Senators but that could be vulnerable to the budget cuts

Chair:

- Beth Von Till met with UCCD to talk about having a representative on the Senate. They approved the idea unanimously. There was push back when previously discussed because chairs are faculty members. This will be referred to O&G.
- possible new category for the agenda: things that are on the horizon

- next meeting of the Executive Committee will be on August 17th at 2:30

Approved by the Executive Committee September 13, 2011, Eva Joice, Senate Administrator. Note: Minutes taken and prepared by the Associate Vice Chair, Susan McClory.