

**Minutes of the Executive Committee**  
**August 13, 2012**  
**1:00 p.m. – 3:00 p.m., ADM 167**

Present: Von Till, Ng, Worsnup, Kimbarow, Du, Nance, Heiden, Bros-Seemann, Peter

Absent: Bibb, Junn, Qayoumi, Lessow-Hurley, McClory, Bussani

Guests: Vollendorf

1. The minutes of July 30, 2012 were approved as written.
2. The Senate Retreat will be held on September 28, 2012 as originally planned. The topic for the retreat is still in the planning stages. The Vice Chair asked for suggestions for speakers. [Note: The Senate Retreat was postponed to Spring 2013 after this meeting.]
3. The AVC reminded committee members that all vacant committee seats go at-large after the 3<sup>rd</sup> week of instruction, and can then be filled by a faculty member from any college for the remainder of the year. A committee member asked if the Senate website's list of committee meeting times was up-to-date. The Senate Administrator noted that the website has been updated with the latest information given to the Senate Office. However, some committees do not establish their meeting times until after the Fall semester begins.
4. The Executive Committee was given an update on enrollment. This year the CSU has set a 15-unit enrollment cap. Historically, SJSU has had an enrollment cap of 14 units throughout the summer. The enrollment cap would then be opened up to 18 units for one week prior to the close of registration. That will not happen this year. Student Affairs best estimate is that we will be 5% (+/- 1%) over our enrollment target for the year.

Our non-resident enrollment is not where it needs to be. Our goal for Fall 2013 is more than double where we are right now. A lot of effort is being put into this behind the scenes by the deans, and also Studies in American Languages. One problem area that has been improved is priority registration.

5. The committee discussed a problem with the DQ policy. There is no readmission process, and the policy does not provide guidance as to where former students should be placed in the priority list. Also, since most enrollment will be closed for Spring 2013, students who are disqualified, even if there were extenuating circumstances and they are reinstated the next day, cannot reapply until October for the following year.

6. There is also a problem with students applying for readmission who left in good standing but, because of new impact standards, their GPA no longer qualifies them for their major. Additionally, current policy does not specify whether a former student with a lower GPA will be admitted before a new transfer with a higher GPA.
7. The committee discussed current key issues, as well as issues for 2012-2013 as follows:
  - a. Chair Von Till reminded the policy committee chairs that the Senate Office needed year-end reports from their committees and the committees that report to them.
  - b. The Committee discussed an impending permanent appointment. The conversation stressed the need to distinguish between personnel issues--or the evaluation of a potential candidate--and policy issues--whether the appointment would in fact be carried out in accordance with University Policy. The proposal was to make a permanent appointment without carrying out the search that was called for by the existing policy. Committee members thought it would be inappropriate for the Senate to endorse the setting aside of University Policy, even in circumstances where they were highly supportive of an individual candidate. While members did acknowledge that there could be rare circumstances when a President might feel compelled to set aside a policy, they were concerned about the precedent and felt that the President had made clear the exceptional nature of the circumstances.
  - c. The committee discussed a Sense of the Senate Resolution in support of the CSU Statewide Senate resolution supporting Proposition 30.
  - d. The Executive Committee discussed a possible referral to the O&G Committee regarding search committees and evaluations for interim appointments.
  - e. The committee discussed ways that they might help improve faculty morale.
  - f. The committee discussed having the policy committees prepare a list of goals they want to accomplish at the beginning of the year that can be compared with their year-end reports. A member suggested that this be done at the end of the 1<sup>st</sup> semester so that new chairs have an opportunity to see what needs to be done.
  - g. The committee discussed problems surrounding the need to limit programs to 120 units, and it was suggested that this could open up the door to SB 1440 issues.

8. Updates:

- a. Curriculum and Research Committee (C&R): The C&R Committee is working on clarifying responsibility in the ORTU approval process.
- b. Instruction and Student Affairs Committee (I&SA): I&SA will be meeting with the previous Chair of I&SA, as well as the VP of Student Affairs, and the AVP of Faculty Affairs to determine key issues the committee should be working on for 2012-2013.
- c. Committee on Committees (CC): The AVC/Chair of the Committee on Committees is working on a survey for faculty regarding committee service.

9. Referrals:

- a. The Executive Committee will send a referral to O&G regarding the appointment and evaluation of interim Administrators.
- b. The Executive Committee will be preparing a referral to the Professional Standards Committee regarding Student Evaluations of Teaching that will be consistent with the new CFA contract.

The minutes were taken and prepared by the Senate Administrator, Eva Joice, on August 16, 2012. The minutes were amended by Senators Heiden (items 4, 5, 6), Peter (item 7b), and Lessow-Hurley (item 7b) and approved by the Executive Committee on August 27, 2012.