

## Minutes of the Executive Committee July 14, 2008

Present: Phillips, Lessow-Hurley, Meldal, Kaufman, Backer (until 6.a.), Sivertsen, Von Till, Sigler, Najjar, McClory, Maldonado-Colon

Absent: Lee, Cavu-Litman, Van Selst

1. The Executive Committee congratulated Provost Sigler on her appointment as Acting President.
2. The Executive Committee voted on and approved the consent calendar.
3. The Executive Committee discussed when to hold a reception to welcome President Whitmore and his wife. It was decided that a reception would be held during the first Senate meeting on September 22, 2008, from 2:30 p.m. to 3:00 p.m.
4. Senator Backer presented *AS 1395, Senate Management Resolution, Change to Composition of the Task Force on Sustainability (First Reading)*. A motion was made to move AS 1395 to a final reading. The Executive Committee voted and the motion passed. **The Executive Committee then voted on the main resolution (AS 1395) and it passed with no Nays or Abstentions.**
5. The Executive Committee discussed two possible dates for the Senate Retreat—October 17<sup>th</sup> and/or 24<sup>th</sup>. Vice Chair Kaufman will be sending an email to check the Executive Committee's availability after the meeting.

The Executive Committee then discussed possible topics for the retreat including; research, the 2010 focus goals: increasing retention and graduation rates, how to globalize SJSU, and reconfiguring faculty workload, and how to begin our professional doctorate programs. A comment was made that the retreat did not have to be limited to one topic only.

The Vice Chair will consider these suggestions and report back to the committee.

6. Updates:
  - a. Organization and Government Committee (O&G):  
O&G will be considering several possible referrals this semester including whether the Chair of the Professional Standards Committee (PS) should be tenured, whether Senate Officers should have term limits, and whether to create a university-wide sabbatical committee.
  - b. Acting President Sigler's State of the University update:  
There are no major issues at the moment. New student orientations went well. New faculty orientations will be held on August 19<sup>th</sup> and 20<sup>th</sup>. President Whitmore will also host a reception for new faculty at his home. In addition, a reception is being planned for newly tenured and promoted faculty.

In the legislature, a compromise budget proposal is currently being considered that would restore some of the cuts to the CSU through an increase in taxes and fees. If the compromise budget proposal holds then SJSU would not sustain a budget cut, but would still have an increase in enrollment. In the worst case scenario, all non-academic departments in Academic Affairs would be cut 5%, and all academic departments would be cut 3.6%. If the compromise holds, all departments would sustain a 3.6% cut, but academic departments would have 2% restored on a one-time basis.

- c. Chair of Committee on Committees/Associate Vice Chair:  
The President's Office recently appointed a new faculty member to the Athletics Board. This may be a problem because three of the faculty members on the Athletics Board must be tenured. Thus far, the AVC has only been able to ascertain that two members are tenured. The AVC will speak with the Executive Assistant to the President, Gerry Selter and report back to the committee.
- d. Vice President for Student Affairs:  
SJSU will be making significant changes to the application process beginning with the Spring semester. Applications will be accepted through August for the Spring semester and through November for Fall Semester. After that SJSU will make no promises.

After a student registers, fees must be paid by the middle of the month or their enrollment is automatically cancelled.

SJSU has experienced a 10% increase in students from the day classes begin through the census date.

The Executive Committee discussed several problems for international students including the inability to take the English Placement Test (EPT) until mid-August which results in them not being able to register for a full load of classes. This then leads to problems with their visa status.

VP Phillips noted that seniors have been enrolling in much higher numbers than in the past.

- e. Vice President for University Advancement:  
The President will be having a breakfast meeting with alumni, community leaders, and donors on August 1, 2008.

The new President of the Alumni Association is John Gibbs. The new Chair of the Tower Foundation is Gary Sbona.

Fundraising reached \$25 million thus far this year with \$18 million being in cash. However, 90% of that is restricted to specific uses. We are in the 2<sup>nd</sup> year of a 4-year fundraising campaign. Our 4-year goal is to raise \$84 million.

University Advancement recently acquired a state-of-the-art alumni database system funded by a donation by Connie Lurie. The Deans/Chairs will have some access and classes will be held on how to access it.

An Executive Committee member asked whether gifts to colleges were governed by MOUs, and if so whether they were public documents. VP Najjar said that the MOU is between him and the donor, and is not published. However, some of the information in the MOU is confidential, and some of it is not. The Provost instituted a new procedure last year which requires that the Provost sign off on all MOUs in order to monitor the use of donations to ensure the funds are being used correctly, and that this university is able to fulfill its obligations, if any, to the donor.

f. Professional Standards Committee (PS):

Chair Maldonado-Colon asked for the Provost's help in ensuring the Deans assist in getting the departments to do norming in accordance with university policy S08-6. Provost Sigler suggested that Chair Maldonado-Colon attend a Dean's meeting in the Fall.

g. Curriculum and Research Committee (C&R):

Chair Von Till said that C&R approved an ORU for Foster Youth, and that they will be having a 2<sup>nd</sup> meeting with Carolyn Nelson about the new Doctorate in Education.

h. Instruction and Student Affairs Committee (I&SA):

Chair Sivertsen said I&SA would be considering referrals on the drop policy, and criteria for determining the outstanding student of the year.