



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
AUGUST 20, 2013**

Approved 8-27-13

11:30 AM - 1:00 PM

MH-141

Present: Bedell, Bonney, Dabirian, Fontaine, Stambough, Walk, Walker

Absent: Guerin, Jarvis, Pasternack, Walicki

I. CALL TO ORDER

Chair Walker called the meeting to order at 11:30 AM.

II. URGENT BUSINESS

- 2.1 UPS 411.100 Curriculum Guidelines and Procedures: Courses [ASD 13-47 effective 8-12-13]
Chair Walker explained needed changes to this document for timeline corrections. After some discussion, this item will be a New Business item on the 8-29-13 A.S agenda with a new ASD number since the document ASD 13-47 was signed into effect by President García on 8-16-13.
- 2.2 Six transmittals have been signed and returned from President García with revisions requested. Further discussions will be needed to determine how to proceed with these revisions that EC members agreed are substantive. Provost Cruz will be asked for input on how best to proceed.
 1. ASD 13-40 UPS 293.000 The Carol Barnes Excellence in Teaching Award
 2. ASD 13-42 UPS 291.000 Distinguished Faculty Member Guidelines
 3. ASD 13-118 UPS 292.000 Faculty Leadership in Collegial Governance Award
 4. ASD 13-199 UPS 294.000 The L. Donald Shields Excellence in Scholarship and Creativity Award

III. ANNOUNCEMENTS

- 3.1 (Walker)
 - This is the first week of the academic year, so summer substitute members of Executive Committee are no longer needed.
 - Announced the good news that Senator Fontaine has agreed to complete her elected term on Executive Committee. Liaison duties for her two standing committees will be reassigned.
 - FDCB = Walker
 - GE Com = Bonney
- 3.2 (Fontaine) reported a discussion with Willem van der Pol regarding the lack of signage for Humanities & Social Sciences building. This will be corrected in the near future.

IV. TIME CERTAIN

12:30 PM

**TOPIC: TASK FORCE RECOMMENDATIONS
Dr. José L. Cruz, Provost and Vice President for Academic Affairs**

Chair Walker welcomed Provost Cruz. There was a brief discussion regarding President García's second convocation event held Monday morning, 8-19-13 in Meng Hall with a post-reception for the campus community. An evening event followed at El Dorado Ranch to welcome new faculty who were also acknowledged during convocation.

Provost Cruz provided handouts for the 2013-14 goals and strategies outlining the operational aspect of the work charting the Campus Strategic Plan. There will be 11 task forces - each to address one or more strategies under a particular goal. There will be multiple steps and policy work to establish operational organization for delivery of results. Ultimately, the President's Cabinet and steering committees will be accountable for execution of the work to be done.

Provost Cruz provided a 1-page hand-out listing the 11 task forces with a beginning list of potential colleagues who may be asked to serve. Executive Committee members were asked for input and review in order to best utilize faculty abilities, aptitudes, experiences, and use time constraints efficiently.

The hope is to finalize task force composition by the first week in September after consultations with Executive Committee, Cabinet and Council of Deans. Meetings will be held to finalize the charge and produce a plan to execute during September and October, with momentum for a town hall or open forum meeting to be held late October.

WASC Steering Committee will need to be reappointed.

A calendar/timeline/matrix will be needed for the many search committees during fall and spring that will take faculty time. Wisdom will be needed to structure these extremely important and necessary areas of service to the university as we move forward. Chair Walker noted that identifying A.S. standing committees that could intersect with task force areas could utilize faculty time to advantage.

V. APPROVAL OF MINUTES

- 5.1 EC Minutes (Draft) 8-13-13
M/S/P (Walk/Bonney) approved as submitted.

VI. CHAIR'S REPORT (Walker)

- 6.1 The road project along East Campus Drive from Associated Road in front of the Resident Housing area should be completed by the first day of classes, 8-26-13. There were unexpected delays according to the Capital Project Management Office; however, the contracting firm has worked hard to make sure that traffic route is open to the public when classes begin. There will be improved safety for students with a new sidewalk and lighting along the outside of the Arboretum.
The campus community will receive updates on the project IF the roadway is not open on M, 8-26-13.
- 6.2 UPS 210.000 will need further revisions due to a recent grievance.

VII. STAFF REPORT (Miller)

- 7.1 Three (3) other transmittals were signed effective 8-16-13, and returned by President García with no changes.
1. ASD 13-94 UPS 108.000 Visiting Scholars
2. ASD 13-53 UPS 210.000 adding "mentoring" to II B "Criteria for Evaluation of Teaching Faculty", pg. 9
3. ASD 13-92 UPS 320.005 Retention of Student Work
- 7.2 Continuing to work on backlog of minutes from spring 2013.

VIII. UNFINISHED BUSINESS

- 7.1 Review of Standing Committee Annual Reports, 2012-13 – Homework Assignments
Members continued to discuss annual reports for their assigned committees.

The following agenda items will be moved to the next EC meeting.

IX. NEW BUSINESS

- 8.1 Action Item from Statements-of-Opinion (ASD 13-108) [All University Election Results 2013]
- 8.2 Setting Goals and Priorities for Academic Senate 2013-14
- 8.3 Policy Suggestions from Dawn Macy & Internships & Service Learning Committee
- Service Learning in RTP Process as Part of Teaching
 - Service Learning Designation in Course Schedule

X. ADJOURNMENT

Meeting adjourned at 1:05 PM.