



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
AUGUST 30, 2016**

Approved 9-13-16

11:30 AM - 12:50 PM

PLN-120

Present: Bruschke, Dabirian, Gradilla, Matz, Meyer, Oliver, Stambough, Stohs, Walker

Absent: Bonney

I. CALL TO ORDER

Vice-Chair Stambough called the meeting to order at 11:30 am.

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

- (Meyer) The advanced warning made the evacuation drill go much smoother. People seemed to exit the building more efficiently.
- (Stambough) Chair Bonney mentioned that she asked VP Kim come to Exec and talk about parking with an eye towards why we have to go through this at the beginning of each semester.

Suggestions:

- Think about steps/ways we can identify and address parking and traffic flow.
 - Better utilize Friday and Saturdays that would spread out some of the demand.
 - If we would switch to Monday/Thursday, Tuesday/Friday, Wednesday/Saturday classes, we would increase our capacity for classes by 50 percent and we would solve our parking problems.
 - Having 7:00 am classes.
 - How do we make Friday a viable option for students and faculty?
 - This would be a great Statement of Option questions.
 - Have three blocks of classes on Fridays.
 - Put together a poll and poll the Senators and ASI, then use those options to build the Statement of Opinion questions.
 - Have Friday afternoon and all day Saturday classes for the leadership classes and possibly the 400 classes.
- (Matz) When VP Kim is at Exec, can we push for the locks on the classrooms?

Suggestion:

Lock the door to the classroom once class starts. If the doors lock from the outside, it meets the exit law where everybody can walk out the door.

- (Matz) The Faculty Fund letter went out today and we have the credit card option for giving. I will also be sending out a personal note to everyone that make a donation.

IV. APPROVAL OF MINUTES

- 4.1. EC Minutes (Draft) 8-2-16 *forthcoming*
- 4.2. EC Minutes (Draft) 8-16-16 *forthcoming*
- 4.3. EC Minutes (Draft) 8-23-16 *forthcoming*

V. CHAIR'S REPORT

No Chair's report.

VI. STAFF REPORT

Reminder petitions are available for the Special Election to replace Interim Provost Puri's At-Large seat on the Academic Senate and the replacement of John Hickok on the FRC.

The announcement for the Faculty Leadership in Collegial Governance Award 2016-17 went out to campus last week. Nomination deadline is September 19th.

VII. UNFINISHED BUSINESS

7.1 Senate role in finalizing the AMP

- There are gaps; they do not talk about technology.
- The section on online seems underdeveloped.
 - Can we get data on trends over the past few years, if classes are not available to students here online, do students take them somewhere else.
 - The AMP needs answer what is a good mixture in the future for our campus going forward.
 - Explore a third Hybrid for online. This where a faculty person shows up to teach we allow 20-30 students to enroll in person and then have the class taped so there is an online population.
- There is so much in the AMP and it feels like a wish list and not a plan.
- There has never been a clear vision of the use of the AMP.

VIII. NEW BUSINESS

8.1 Honors Programs Advisory Board - membership and functions

Ex-officio members should be the Provost and Vice President of Academic Affairs or designee, a member of the Academic Senate Honors Programs Advisory Board, the Director of University Honors Programs, Vice President Student Affairs or designee.

8.2 Resolution on Course Outlines and Syllabi: Some faculty are refusing to post syllabi

Faculty are not putting the syllabus on Titanium that do not use Titanium.

Suggestions:

- When faculty submit their syllabus to the department, the department can turn them into ATC and ATC will activate the course and post the syllabus.
- On the course search on the column headings, there is a place for syllabus. Put it there instead of taking control of faculty Titanium.
- Create a tab "My Syllabus" on the portal to house all syllabus.
- Send this to IT committee to develop a new resolution with an outline of the process.

8.3 EO 1071 and Concentration Issue

- Ask Chair Bonney to see if Council of Deans will get feedback from the chairs.
- Ask Katherine Powers to see if there are any problems at the graduate level.

8.4 UPS 411.201 - General Education: Breadth Objectives and Course Development – clarification on writing requirement

- This gives everybody enough flexibility.
- The only potential issue is Area B4, Area B5 upper division math classes.
- The simplest modification would be to say upper division GE courses would be to take the writing and say it is all upper division.

Suggestion:

Lower division education courses should include student writing assignments appropriate to the course, upper division shall

We will pick up next week as unfinished business.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 9-6-16.
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8.5 UPS 411.202 - General Education Program: Unit Requirements, Academic Standards, and Exceptions - EO 1100 issue

8.6 UPS 230.020 - Policy on Faculty Office Hours

- 8.7 New UPS on Annual Reports – include in PPR UPS or create to corral assessment reporting? Define and limit.
- 8.8 Upcoming Program Discontinuance: MA in Biotechnology
 1. UPS 100.610 - Program Discontinuance
- 8.9 UPS 100.600 - Proposals and Procedures for the Establishment of University Departments
- 8.10 UPS 220.000 - Policies, procedures, and guidelines for the Administration of Statements of Opinion Questionnaire (SOQ) Forms

IX. DISCUSSION ITEMS

- 9.1 General Education Gets an Integrative Learning Makeover

X. ADJOURNMENT

- M/S/P (Dabirian/Stohs)