



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES - SUMMER
MAY 23, 2017**

Approved 6-27-17

11:30 AM - 12:50 PM

PLN-120

Present: Brusckhe, Brunelle, Casem (for Bonney), Dabirian, Gradilla, Myck-Wayne, Oliver, Patton, Stambough, Stohs
Absent: Shahi

I. CALL TO ORDER

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

II. INTRODUCTIONS

Colleagues introduced themselves around the table.

III. URGENT BUSINESS

(Casem) One thing that came up in our commencement with respect to our female Muslim students. During the ceremony, we have the congratulatory handshake and for some people that is culturally inappropriate and the female students had to indicate they don't shake hands with males. This something that needs to be conveyed to faculty so they are aware.

- That is something for the commencement committee.
- Chair Stambough will send a note to Michele Cesca and Stefanie Light.

IV. ANNOUNCEMENTS

No announcements.

V. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 5-2-17
M/S/P (Oliver/Brunelle) Minutes were passed as submitted.
- 4.2 EC Minutes (Draft) 5-9-17
M/S/P (Oliver/Brunelle) Minutes were passed as submitted.
- 4.3 EC Minutes (Draft) 5-16-17
M/S/P (Oliver/Brunelle) Minutes were passed as submitted.

VI. CHAIR'S REPORT

- Brad Starr declined to serve as the Academic Appeals Coordinator, so we need to find somebody else for this role.

Suggestions:

Bob Gass, Angela Della Volpe, Tom Klammer, Doug Swanson, Lee Gilbert, and Jim Hofmann

- The Carol Barnes Teaching in Excellence fund is now depleted. There are three options we have: 1) we don't give out this award any longer, 2) we give it out without the \$250 stipend, or 3) we campaign to raise funds.

Chair Stambough will check with Greg Saks regarding strategy to raise funds for this award.

- We have a couple items for the Constitution Committee:
 - How to implement the amendment that was passed in this year's election of the redistribution of senate seats.

- Depending on when the Marathon/Electoral meeting is relation to the Statewide meeting, there can be a conflict with the newly elected Statewide senator. According to our bylaws, they are not a member of our senate until they are seated at the Statewide. So this year, the incoming CSU Senator was not able to vote on who would be on this year's Executive Committee. If we can the Constitution some instructions because under those set of circumstances, we wouldn't want to disenfranchise the outgoing senator nor would we want to enfranchise the incoming senator.

Suggestions:

- When there is an overlap of the Electoral Meeting with the Statewide meeting, the incoming CSU Senator should be seated at the Electoral meeting and allowed to vote, not the outgoing senator.
- We should also clear up the student votes as well. The students who vote should be the incoming President and Vice-President.

VII. STAFF REPORT

Please send in your liaison choices and alternates for the summer meeting dates.

VIII. NEW BUSINESS

- 8.1 Summer – Meeting Dates/Times – Summer 2017 / Alternates
M/S/P (Dabirian/Gradilla) Summer meeting dates were approved.
- 8.2 A.S. Calendar of Meetings 2017-18 (Draft)
We will discuss the AS calendar at our next meeting.
- 8.3 Executive Committee Liaison Choices for 2017-18
Once we have everyone's choices, Chair Stambough will finalize the list and we will have it ready for our next meeting.
- 8.4 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2017-2018
Continued filling the standing committee vacancies. An email will be sent out to faculty asking them to serve. Once we receive an acceptance, the faculty member's name will be added to the consent calendar for the first AS meeting in Fall 2017.
- 8.5 Orientation for Committee Chairs [A Friday in September, an AM /PM session]
Let Chair Stambough know if you are interested in working on the orientation for incoming committee chairs. One of the things we want to reinforce with the committee chairs is these are senate committees.
- 8.6 AA/AS Annual Retreat, Fall 2017 – DATE / TOPIC – (Last year = Work-Life balance)
Chair Stambough has talked with some people about retreat ideas. One idea that was bounced around over the last year was "Having Shared Governance at Different Levels"; what it means, what shared responsibility is, what it means at the department level, college level, and university level.
Chair Stambough will contacted the President and Provost's office to get the date for the Fall Retreat.
An idea for the Spring 2018 retreat is Graduation Initiative. This would give us enough time to plan out a retreat on Graduation Initiative.
- 8.7 Setting Goals and Priorities for Academic Senate 2017-18
We will discuss this at our next meeting.
- 8.8 Fall Events: Concert Under the Stars – September 23, 2017; Convocation – August 14, 2017
Add these dates to your calendar.

IX. DISCUSSION ITEMS – FROM MARATHON MEETING 5-18-17

- 9.1 ASD 17-47 Revision to UPS 320.020. University Writing Requirement
- 9.2 ASD 17-48 Revision to UPS 230.020. Policy on Faculty Office Hours
- 9.3 ASD 17-56 Revision to UPS 211.000. Responsibilities of Departments and Department Chairs
- 9.4 ASD 17-61 Revision to UPS 411.101. Policy on Courses: Numbering, Standard Codes, and Controlled Entry
- 9.5 ASD 17-57 New UPS 2XX.XXX. Open Access Policy
- 9.6 ASD 17-106 Revision to UPS 411.601. Policy on Academic Internships.

X. ADJOURNMENT

M/S/P (Dabirian/Gradilla) Meeting adjourned at 1:00 pm.