



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES - SUMMER
AUGUST 1, 2017**

Approved 8-22-17

11:30 AM - 12:50 PM

PLN-120

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

Absent: Brusckke

I. CALL TO ORDER

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

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

- (Dabirian) Our campus Wi-Fi certificate expires every three years and has to be renewed. As a result of renewing the Wi-Fi certificate, everyone will receive a message stating, "this is a new Wi-Fi certificate" and ask if you trust it. There will be a message sent out to the campus informing everyone of the situation. IT will set up boot camps in ATC at the start of the semester for faculty to come resolve any issues. IT will also set up an information booth on campus identifying Wi-Fi boot camp for anyone having issues. The info booth will be available at 8:00 am on the first day of classes.
- (Patton) I attended the information planning meeting for the renovations to McCarthy Hall and we discovered the \$40 million will get us less than two floors renovated. If we actually just do all the things that are out of code (e.g., the elevators, escalators, and things like that), there probably isn't going to be much money for renovations in McCarthy Hall.

IV. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 6-27-17
M/S/P (Casem/Bonney) Minutes were unanimously approved.
- 4.2 EC Minutes (Draft) 7-11-17
M/S/P (Casem/Bonney) Minutes were approved as amended.

V. CHAIR'S REPORT

- I will be meeting with the President on August 10th. Please let me know any items you want discussed with her.
- The Chancellor's Office seems to have decided to eliminate algebra as an admission requirement and the remedial courses for both English and Math. There is a two-day Co-requisite Mathematics Summit hosted by the Chancellor's Office on August 17th & August 18th. I will update you after the summit.
- Lisa Kopecki (new position) and Police Chief DeMaio (retirement) are leaving the university.
Q: Would you like to present them with a resolution? If so, Lisa's recognition will need to be at the first meeting.
A: Yes we should provide them with a resolution.
 - We will present them both with a resolution at the August 24th Academic Senate meeting.
- In addition to various other searches on campus, we will have a Provost search and three college dean searches this year (COMM, CBE & ECS). We have not received an official request for names, but start thinking about committee members now since we have a lot of search committees to fill.
- I'm in the process of meeting with all of the committee chairs for our standing committees to receive their ideas about agenda items for the upcoming year and discuss items that we know are coming up this year. After the meetings I will talk with the committee liaisons and let you know what we have gone over.

- We have some committees that have outlasted their initial charge and some of the committee members are wondering what they are supposed to be doing. I have received some suggestions from the CF&B committee members of either recharging the committee or combine it with something else.
 - They are supposed to be the committee that discusses major construction projects. Given some of the proposals for major construction projects on the campus that will keep them busy.
 - There had been talk at one point of expanding the title to include sustainability.
 - One charge for the committee could be to help develop the idea of what sustainability would be.

Suggestion:

- Chair Stambough to meet with AVP Ali Izadian and discuss the committee's charge and ask him what channel he is taking and find out how CF&B could be part of that channel.
 - Name change suggestion: Campus, Environment, Facilities & Sustainability. Environment encapsulates a lot of things.
- We will need to have a special election for a Part-time faculty senator and to refill two vacancies on the Professional Leaves Committee (HUM and COMM).

VI. STAFF REPORT

The notice for the special election will go out the first week of the classes, with voting to take place September 25th thru September 28th.

- The problem is the part-time faculty do not get keyed into the system by payroll until the end of September, so we would not know who the part-time faculty constituency are until October. The earliest the election could take place is October 15th.

Suggestions:

- Check with the Professional Leaves Committee to get their timeline for the committee, this would help determine if we need to have two separate elections.
- Start thinking about names for the Professional Leaves Committee and bring them next week.

VII. UNFINISHED BUSINESS

7.1 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.

7.2 Orientation for Committee Chairs [A Friday in September, an AM /PM session]

1. Academic Senate Committee Guideline
2. Executive Committee Liaison Responsibilities

If no one has any changes to the documents, Chair Stambough will send them out to the committee chairs.

7.3 Setting Goals and Priorities for Academic Senate 2017-18

Suggestions:

- Invigorate the committee system, which would include re-charging, re-branding, or consolidating.
- Repurposing CF&B and decide if we will rename it.
- Determine if we could use some of the committees that don't have a lot of work to help out, use multiple referrals?
 - The one downside is the committee's that have the most work are also committees that are well educated on the requirements for the GE or Curriculum requirements, so I would like to see how that would work out.
- Prepare for Senate input on the University Strategic Plan which is coming up in the spring. We will involve some of our committees that were involved in areas covered by the existing strategic plan, the implementation of it. By doing so, the committees with experience would be able to provide information to the task forces as they begin revising the Strategic Plan.
- Enhance the Senate awards for teaching and research services. Chair Stambough is working with advancement to try to replenish the fund for the Carol Barnes Excellence in Teaching Award and to get the stipend above \$250.

- Put together some other awards. We currently have a Carol Barnes Teaching Award and we have a lecturer award but somewhere down the line, if we were able to raise some money, would we want one a full professor, associate professor, assistant professor or lecturer ranks?
- Do we want to add money into the research awards? Do we want to give more of the research awards? Do we want to try to recognize students that are involved in a lot of service?
- We have to work with university action towards the Graduation Initiative, which will be the spring retreat theme.
- We can put together an *ad hoc* committee to look at SOQ's. We talked about using some people from UCC.
- We will work with Student Affairs to figure out what free speech means in terms of rights and responsibilities in the current polarized political environment on campuses across the country. What are the rights and responsibilities of faculty, students, staff, and the general public when they come on the campus? The goal is to try to prevent problems from emerging before they happen.
 - We have UPS 300.000 Student's Rights and Responsibilities, but there is no faculty rights policy, it's only faculty responsibility. Maybe there is a parallel place for that.
 - For those of us who are advocates on campus who want to prevent a skirmish, it would be a good for us to have a "Good Samaritan" UPS. This would prevent penalties when faculty are not brawling but trying to prevent a brawl. The UPS would provide direction and clarity on rights and responsibilities. What you don't have the right to do, but what you have the responsibility to do or to either avoid.
 - There are discussions in classes that could go in the wrong direction. As a faculty member you have to engage, but what are the faculty members right to stop these things?

7.4 Senate Parliamentarian

VIII. NEW BUSINESS

8.1 Advancement Priorities

IX. DISCUSSION ITEMS – FROM MARATHON MEETING 5-18-17 (Notes for committee chairs)

- 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/Stohs) Meeting adjourned at 1:00 PM.