ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES
Tuesday, November 1, 2016-APPROVED
10:00 – 11:30 AM – EDUCATION 123

Present: D. Boschini (Chair), S. Frye, B. Hartsell, A. Hegde J. Kegley, J. Millar, C. Murphy, D. Whetton, J. Zorn

Absent: M. Slaughter

1. CALL TO ORDER- Chair Boschini called the meeting to order.

2. ANNOUNCEMENTS AND INFORMATION-None

3. APPROVAL OF MINUTES – October 18, 2016
B. Hartsell moved to approve the minutes, S. Frye seconded the motion. The minutes of October 18, 2016 are approved.

4. APPROVAL OF AGENDA
B. Hartsell moved to defer Continued Items. He also requested that Implementation of Emeritus Policy and Clarification of Referral to BPC on Parking be added as Discussion Items. The agenda is approved as amended.

5. PENDING ITEMS
   • Committee Appointments
      o Academic Petitions Committee (APC) Update-Chair Boschini reported that V. Kohli has brought awareness that decisions on petitions are being held up due to lack of faculty participation on the APC. As a result, students are being affected. Comments and recommendations included: 1) on other campuses it is not common for faculty to serve on similar committees; 2) if faculty want a voice, we have to participate; 3) most of the committee work happens primarily during the breaks when faculty are not available; 4) administrators typically handle this kind of work; 5) add alternate committee members; 6) define a clear timeline for meeting dates; 7) is there a policy for this committee, or is having faculty members on the committee a practice?; 8) a committee may not be necessary for this work; 9) consult with department chairs as a faculty voice; 10) in the past, the committee has been known to be very strict with policy.

      Chair Boschini added that V. Kohli has indicated that she will monitor the situation during fall semester and then report back to her.

      There is continued concern in regard to faculty workload; many do not have time to serve on committees. Perhaps, we need to take a look to see if all of the University committees are necessary. Provost Zorn added that the APC is one committee where we can reduce faculty workload;

      Provost Zorn will confirm with the Chancellor’s Office mandate whether or not faculty members who are on sabbatical are eligible to serve on committees and then report back to the EC.

      o Distributive Learning Committee-An appointment for the DLC is still pending. Provost Zorn added that we need to keep faculty on the
Distributive Learning Committee to make sure online courses are the quality that faculty wants.

6. **DISCUSSION ITEMS**

- **Wang Award Procedures**—Chair Boschini reported that the Wand Award process is vague and the timeline is very short. FAC minutes from October 2014 outlined some general recommendations, but a resolution was not presented to the Senate. J. Kegley added that there is not a process in the Handbook for the Wang Award or the Honorary Degrees; we need a policy that we can follow. Issues to consider: 1) membership; 2) time for deliberation; 3) there are no criteria for staff/administrator nominations; 4) request for additional information from nominees; 5) nomination process; 6) women faculty representation; 7) relevancy of the monetary award. The FAC will add this issue to existing Referral 2016-2017 03 to discuss a broad policy.

- **Implementation of Emeritus Policy and Clarification**—The FAC will add this issue to existing Referral 2016-2017 03 to discuss a policy.

- **Honorary Degree Nominations**—T. Walker will follow-up on the status of an existing resolution on this issue and then distribute it to the EC.

- **Request for 2017-2019 Faculty Trustee Nominees**—The FAC will add this issue to existing Referral 2016-2017 03 to discuss a policy.

- **Conflict of Interest Referral: FAC Concerns**—Chair Boschini reported that the FAC requested that this issue be brought back to the EC for discussion. D. Whetton added that *Robert’s Rules of Order* states that “no member shall vote on a question in which he has direct personal interest or pecuniary interest...they can’t be compelled.” The table agreed that there is no reason for this issue to be presented to the Senate. No action will be taken on Referral 2016-2017 06.

- **Associate Dean Review Process**—B. Hartsell reported that on October 13, 2016, the Senate request that the EC discuss the Associate Dean Review Process: whether they should be reviewed in the same process as Academic Deans with faculty input. This issue will be referred to the FAC for discussion.

- **Schedule for the RTP**—Chair Boschini reported that there is still language in the *University Handbook* pertaining to quarters that needs to get cleaned up. She added that there is confusion surrounding dates and the way information is communicated to faculty in lengthy documents. Concerns and recommendations included: 1) perhaps an email to faculty indicating when their file is due would be helpful; 2) there is confusion in regard to how part-time faculty and lecturers get reviewed; 3) confusion about the promotion process; 4) no guidance when it comes to what would constitute a sustained record of teaching. A referral will be issued to the FAC to discuss this issue.

- **Return to a Faculty Senate**—This issue will be discussed at the January, 2017 Meeting of the General Faculty.

7. **AGENDA ITEMS FOR November 10, 2016 SENATE MEETING** *(Time Certain 11:15 A.M.)*

- **Announcements**

- **Consent**
• **Old Business**

• **New Business**
  - Process for Updating University Handbook RES 161706 (FAC) (First Reading)
  - Formation of CAFS Department (Placeholder)
  - Hall of Fame (Placeholder)

8. **COMMENTS FROM THE FLOOR**

- **BCP Resolution on Custodial Concerns** - The EC recommends withdrawal of Custodial and Maintenance Concerns, RES 161704; P. Jacobs addressed the concerns at the Senate meeting on October 27, 2016. A. Hegde will ask the BPC if they concur with the recommendation to withdraw and then report back.

- **Grad Check Concerns** - A joint meeting will be scheduled with the AAC, AS&SS, and BPC to discuss the issue.

- **ERFSA Member on the Senate, RES 161705** - The second reading on this resolution will be postponed. It will be returned to the FAC for further discussion.