ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES
Tuesday, April 21 2015-APPROVED

10:00 – 11:30 AM – EDUCATION 123

Present: D. Boschini, J. Fielder S. Frye, B. Hartsell, J. Kegley (Chair), H. McCown, C. Murphy, J. Tarjan, K. Knutzen, M. Ault

Absent: None

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

2. ANNOUNCEMENTS AND INFORMATION

3. APPROVAL OF MINUTES – April 7, 2015
B. Hartsell moved to approve the minutes, J. Fielder seconded the motion. The minutes of March April 7, 2015 are approved as submitted.

4. APPROVAL OF AGENDA
B. Hartsell requested that Article 20.37 be added as a discussion item. The agenda is approved as amended.

5. CONTINUED ITEMS

   • Update Log- The log is up to date.

   • Update on Searches- K. Knutzen reported the following
     o Provost & VP of Academic Affairs- The campus visits are complete; President Mitchell met with the search committee on April 20, 2015.

     o AVP Information Technology and Chief Information Officer- Initial screening is complete. C. Kemnitz has requested that he be removed from the committee.

     o Dean of BPA- Campus visits will begin on May 4, 2015.

     o Dean of University Library- Skype interviews with the semi-finalists will begin April 27, 2015.

     o Dean of AVC- There is a large pool of applicants.

     o Associate VP Academic Programs- A call for search committee members will be issued to the schools. Hopefully candidates will be reviewed in fall 2015 for a January 2016 appointment. Rather than appointing an interim, the work will be portioned out.

   • Meetings with President
   Next Meeting is scheduled for May 5, 2015 @ 11:30 A.M.-12:30 P.M.
   Agenda Items:
     o Emeritus Policy
     o Repopulating Faculty
     o Coordination of Advising
     o Enrollment Strategy
6. **PENDING ITEMS**
   - **Discussion of Unified Management System for Libraries**-C. Asher is scheduled to meet with the EC to discuss the issue on May 5, 2015.

7. **DISCUSSION ITEMS**
   - **Michael Ault: Revision of University Learning Outcomes**- M. Ault reported that the goal this year has been to get departments to start re-examining their program learning outcomes and make them more manageable. The ULOs currently stand at six goals; after breaking down the objectives of each goal, there are approximately 25. He requested that discussion begin on revisiting the ULOs and coming up with a more manageable system. He proposed a discussion session be scheduled during University Week. Comments and recommendations include: 1) "dovetail" with the new GE learning outcomes; 2) highlight what departments have already done with assessment; 3) don't make this a "let's do it all over again exercise"; 4) emphasize achievements and why this assessment is important; 5) offer ways for departments to learn how to make assessment more meaningful for their faculty and student learning outcomes; 6) some departments spent all of last year transforming their PLOs using the ULOs that are currently in place; 7) concerns expressed that this might look like we wasted faculty time last year and are now asking them to repeat the process; 8) emphasize the utility of doing this to make assessment sustainable and meaningful; 9) there were concerns that a few faculty might try to "high-jack the meeting" just to complain about/argue against assessment; 10) in one department, there is tremendous faculty hostility to assessment. We don't want this to become a grievance session, it must be productive and useful; 11) look at the learning objectives that have been developed in the curricular transformation and do a backwards mapping; 12) submit a rough workshop outline to the EC for review.

   - **Coordination of Advising in Schools**-Chair Kegley reported that there are concerns with the coordination of school advising and faculty advising in terms of how well it is working. Concerns include; 1) original funding for many of the advisors through Q2S and is running out; 2) structure of assigned responsibility to the deans; 3) lack of understanding of the role of staff advisors; 4) faculty miss the interaction with students and feel out of the loop; 5) tension is rising between faculty and the advising staff; 6) lack of consistency and quality in advising; 7) Enrollment Management has created major obstacles with recruitment and enrollment; 8) This issue will be referred to the AS&SS to discuss the concerns.

   - **Timeline for Bylaws and Constitution Changes**-It was recommended that all resolutions pertaining to Bylaw and Constitution changes be moved to the top of the Senate agenda for April 30, 2015.

   - **Article 20.37**-B. Hartsell reported that there have been inconsistencies in how people reported time on the applications. In the future, he recommended that department chairs be asked to confirm how time was allocated as part of the application process. Ranking of the results will be compiled by J. Fiedler as a third party. Chair Kegley will send a memo to those who were not selected.

   - **Pharmacy Technician Certificate Program Proposal**-The proposal will be referred to the AAC & BPC for review.

   - **Dealing with Faculty who Give Finals Early**-Chair Kegley reported that there is concern that some faculty members are ignoring the current policy by giving their finals early. A referral will be submitted to the FAC to look at what are acceptable and unacceptable practices for early finals. Following preliminary assessment, the BPC will review the issue as well in relation to the semester conversion.
• Format for Policy Manual—Chair Kegley reported that recommendations for revising the Policy Manual have been forwarded to D. Schecter.

• Definition of a Quorum (Conference Calls)—This issue will be carried over until May 5, 2015.

8. AGENDA ITEMS FOR April 30, 2015 SENATE MEETING (Time Certain 11:15 A.M.)

• Announcements

• Consent

• Old Business
  o Policy on Conversion of Pilot Programs into Permanent Status RES 141532 (AAC) (Second Reading)
  o Office Hours RES 1415435 (FAC) (Second Reading)

• New Business
  o Senate Constitution Changes RES 141536 (EC) (First Reading)
  o Academic Senate By-Law Changes RES 141537 (EC) (First Reading)
  o Senate Constitution Changes: Election Task Force Recommendations RES 141538 (EC) (First Reading)
  o Policies Related to Senate-Initiated and School-Initiated Elections RES 141539 (EC) (First Reading)

9. COMMENTS FROM THE FLOOR