ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES
Tuesday, May 5, 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 21, 2015
J. Fielder moved to approve the minutes, B. Hartsell seconded the motion. The minutes of April 21, 2015 are approved as submitted.

4. APPROVAL OF AGENDA
K. Knutzen requested that Lack of Transparency of Equity Program be added as a discussion item. Additional items for the Meeting with President include Pilot Program for Library and Teaching Load for Semesters. The agenda is approved as amended.

5. CONTINUED ITEMS
   - Update Log
   - Update on Searches-K. Knutzen reported the following:
     - Provost & VP of Academic Affairs-This search is complete.
     - AVP Information Technology and Chief Information Officer –This search is moving forward.
     - Dean of BPA-Candidates are on campus this week.
     - Dean of University Library-Candidates will be visiting campus beginning May 14, 2015.
     - Dean of AVC-Skype interviews are underway.
     - Associated VP Academic Programs-A call has been issued for committee members.

   - Meetings with President
Next Meeting is scheduled for May 5, 2015 (today) @ 11:30 A.M.-12:30 P.M.
Agenda Items:
   - Emeritus Policy
   - Repopulating Faculty
   - Advising
   - Enrollment Strategy
   - Teaching Load for Semesters
   - Pilot Program for Library

6. PENDING ITEMS
Distributive Learning Committee
7. **DISCUSSION ITEMS**

- **Curt Asher: Discussion of Unified Management System for Libraries** - J. Kegley welcomed C. Asher, Interim Dean, University Library who reported that the Unified Management System for Libraries is an initiative by the CSU; it is a shared system from the user perspective. It is expected that the first of three cohorts will be online in May 2016; it is unknown which cohort we will be in. The system provides the ability to access materials from all CSUs; it will create efficiencies and improve functionality. No action from the Senate is necessary. B. Hartsell expressed concern in regard to centralized control. C. Asher stated that we want to retain control. K. Knutzen added that this system is used in the State of Washington and has made an amazing difference in multiple areas including the budget.

In response to J. Tarjan’s inquiry in regard to the resolution on Extension of Library Hours, K. Knutzen reported that a pilot program will be run through Academic Affairs. Additional information will follow.

- **Lack of Transparency of Equity Program** - K. Knutzen expressed concern in regard to negative comments that have been made asserting that there was lack of transparency in regard to the equity program. She stated “that kind of culture that is against any kind of shared governance that we are attempting to do…I take full credit for the equity plan, we studied three different equity plan approaches…I went for the highest amount of money that we could get and saw it as a positive thing...the Union supported it”. She reported that the CSU salary data that was requested at the April 30, 2015 Academic Senate meeting will not be posted online because it is not our document; hard copies were presented to the table and will be given to anyone who would like to see it. The median was used for the equity adjustments. Every tenure track person on campus after this adjustment is at the 50th percentile salary for their department and rank compared to the CSU. Comments and recommendations include: 1) the process was methodical but dissemination of the final decision was exciting but vague enough that it raised questions; 2) until the document was seen there was no way to fact check; 3) the adjustments were generous and fair; 4) the rumors and negative comments are destructive; 5) K. Knutzen, President Mitchell and the others deserve credit for being proactive and generous; 6) there is a view that inversion problems will remain.

J. Kegley expressed concern about the comment made at the April 30, 2015 meeting of the Academic Senate indicating that the Senate never accomplishes anything which is why people don’t serve. J. Tarjan recommended that a quarterly newsletter be developed to summarize activities. K. Knutzen recommended that activities be summarized at the upcoming Faculty Forum.

- **Robert Carlisle: Distributive Learning Committee** - J. Kegley welcomed R. Carlisle and stated that there have been questions raised in regard to requirements for teaching online. He summarized the certification process and reported that 75 faculty members have completed Blackboard training; 154 have undergone training but have not submitted courses to be reviewed. Comments and recommendations include: 1) confusion among faculty due to the multiple hoops that they have to go through; 2) confusion as to which courses and faculty have to be certified; 3) there is lack of clarity on how to distinguish between online and hybrid courses; 4) individuals have been forced to teach online; 5) request input on Blackboard before renewal; 6) all California community colleges now use Canvas; 7) there is a need for adopted online tools; 8) the list of faculty who have been certified needs to be accurate and made available to department chairs; 9) what are the consequences for individuals who teach online but have not been certified; 10) the TLC provides training, they are not an enforcement tool; 11) the training is high quality, the principles can be applied to every course; 12) concern that faculty will be forced to teach online due to a shortage of classrooms; 12) involve faculty in discussion in regard to this issue.
during University Day. For clarification, R. Carlisle that stated that in order to complete training, an instructor must have one class certified. K. Knutzen recommended that providing an accurate list of faculty who have completed certification be made priority. She added that in regard to classroom options, there should be enough classrooms if everyone uses the entire timeframe. This issue will remain on the agenda as a pending issue.

- **Research Misconduct**-Chair Kegley reported that S. Suter has expressed concern that we do not have a policy on research misconduct. She has been in contact with I. Ebong from GRASP and has agreed to begin work on this. B. Hartsell stated that he is uncertain that there is not current language. A referral will be submitted to the FAC requesting that they examine the issue and make recommendations regarding procedures on how to address the issue.

8. **AGENDA ITEMS FOR May 14, 2015 SENATE MEETING** (Time Certain 11:15 A.M.)

- **Announcements**

- **Consent**

- **Old Business**
  - Senate Constitution Changes RES 141536 (EC) (Second Reading)
  - Academic Senate By-Law Changes RES 141537 (EC) (Second Reading)
  - Senate Constitution Changes: Election Task Force Recommendations RES 141538 (EC) (Second Reading)
  - Policies Related to Senate-Initiated and School-Initiated Elections RES 141539 (EC) (Second Reading)
  - Petroleum Engineering Certificate Program Proposal RES 141540 (AAC/BPC) (Second Reading)
  - Pharmacy Technician Certificate Proposal

- **New Business**

9. **COMMENTS FROM THE FLOOR**