ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES-APPROVE
Tuesday, October 27, 2015
10:00 – 11:30 AM – EDUCATION 123

Present: D. Boschini, J. Fielder S. Frye, B. Hartsell, J. Kegley (Chair), H. McCown, J. Millar, C. Murphy, J. Zorn

Absent: None

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

2. ANNOUNCEMENTS AND INFORMATION
   - IT Upgrade-Chair Kegley announced that an announcement has gone out to the campus community in regard to the IT upgrade; F. Gorham has been very helpful and responsive.

3. APPROVAL OF MINUTES – October 13, 2015
   B. Hartsell moved to approve the minutes, J. Fielder seconded the motion. The minutes of October 13, 2015 are approved as submitted.

4. APPROVAL OF AGENDA
   Chair Kegley requested that honorary doctorate be added as a discussion item. The agenda is approved as amended.

5. CONTINUED ITEMS
   - Update Log- J. Millar reported that the AS&SS has completed work regarding the issue on Reinstatement of Winter Commencement. She added that the committee recommends giving the best commencement possible in spring. The issue of hooding still appears to be unclear. B. Harstell reported that the FAC determined that there were no FAC issues in Proposal to Elevate Concentrations from the MA in Education, Referral 2015-2016 009.

   - Update on Searches
     o Associate VP Academic Programs-Chair Kegley announced that candidates will be on campus the week of November 9, 2015. She encouraged faculty to attend and provide feedback; a schedule is forthcoming.

   - Meetings with President-
     Next Meeting is scheduled for October 27, 2015 (today) @ 11:30-12:30
     Agenda Items: Emeritus Issues
                    Timely Response to Resolutions
                    Campus Activity Calendar
                    Procedures for Wang Award and Honorary Doctorate
                    Facilities Inventory

     This meeting was cancelled.

   - Procedures for Conversion from Handbook to Academic Policy Manual-This issue is being addressed and will be removed from the agenda. An update will be provided to the Senate on November 5, 2015.

   - FAC RTP Clarification- This issue is being addressed and will be removed from the agenda.
6. **PENDING ITEMS** None

7. **DISCUSSION ITEMS**

- **Interpretation of Rules and How to Deal with Conflict** - B. Hartsell reported that sometimes we end up having a lot of conflict because there are different interpretation of rules; we don’t have a good way of dealing with those. Comments and recommendations include: 1) we currently have an Ombudsperson for students; we need to start thinking about a separate Ombudsperson for faculty as a way to resolve conflict collegially; 2) in the past the Ombudsperson, Faculty Affairs, Academic Affairs have been resources; now those resources are not reliable; 3) there needs to be clear guidance on how to deal with different interpretations of the Handbook; 4) the EC should decide if an issue needs to be referred to a committee for verification of policy; 5) some conflicts need to be resolved immediately; they cannot wait for the EC to discuss the issue.

In regard to the Handbook, D. Boschini expressed concern that there have been clear messages from the Faculty Affairs office that we are moving towards an Academic Policy Manual that would be owned more the University, not by the faculty. She added that the Handbook is populated by policies that the Senate has developed and are often interpreted by Faculty Affairs. Chair Kegley added that policies that come out of the Senate don’t concern just faculty; who is in charge of the Handbook who it belongs to is the real issue. B. Hartsell added that it’s helpful to differentiate between policies and procedures. The title of the document is in question. It was recommended that the Provost’s office identity reoccurring issues for future discussion. This issue will be added to the EC agenda for November 10, 2015.

This is an urgent issue as we convert to semesters. The main issues identified include: 1) the role of the Ombudsperson and the Executive in arbitrating the Academic Policy Manual; 2) potential revision of the Academic Policy Manual in light of arbitration; 3) having people with experience in place for conflict resolution; 4) Chair Kegley should discuss the issue with the Provost, and the President.

- **Statement on Contact Info for Ombudsperson** - Chair Kegley reported that many students are not familiar with the Ombudsperson procedure. J. Millar stated that the information is posted on the Counseling Center website. J. Fiedler recommended conversation with the Provost and President to discussion whether or not the students are adequately served, specifically in relationship to the conversion to semesters.

- **AAC Response to Title IX Syllabus Statement** - Chair Kegley reported that the AAC has recommended that the Senate not present the proposal by the Academic Senate. The Committee suggests the administration might want to consider other approaches to providing support and advancing critical thinking through continuing education and in-service programs.

- **Policy on Intellectual Property** - B. Hartsell reported that this issue was brought up at the Senate meeting on October 22, 2015; he recommended that it be referred to as “electronic recording in class”. A referral will be issued to the AAC and AS&SS requesting that the committees discuss the need for a classroom recording policy.

- **Honorary Doctorate** - Chair Kegley reported that the process for honorary doctorates is in a state of confusion. The President’s office recently emailed the nominee packets and hand delivered them to a recent FHAC meeting in error; this is a confidential process. The current procedure calls for the EC to review the nominees and make a recommendation. * Procedures for Processing Honorary Degrees, RES 1213029 which was passed by the Senate in May, 2013 has not been
approved by the President. The sole nominee was reviewed and approved; Chair Kegley will forward the recommendation to President Mitchell.

8. **AGENDA ITEMS FOR November 5, 2015 SENATE MEETING (Time Certain 11:15 A.M.)**

   - **Announcements**
     F. Gorham-ITS
   - **Consent**
   - **Old Business**
   - **New Business**

9. **COMMENTS FROM THE FLOOR**

    The EC was not informed that President Mitchell was unavailable to attend today’s meeting as scheduled. There is growing concern that he has not been available to conduct business and is not scheduled to meet again until January, 2016. It was recommended that he designate the Provost in his absence.

    Provost Zorn will address the following issues with the President then report back: pending resolutions, Wang Awards, Honorary Doctorate, and Emeritus issues.