ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES
Tuesday, February 21, 2017
10:00 – 11:30 AM – EDUCATION 123


Absent: C. Murphy

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

2. ANNOUNCEMENTS AND INFORMATION
   • Chair Boschini and members welcomed Beth Bywaters, new ASC.
   • Chair Boschini provided manually updated Senate Committee Logs.

3. APPROVAL OF MINUTES
   December 6, 2016 (deferred) pending access to previous ASC's hard drive
   February 7, 2017 (deferred) pending transcription into digital format

4. APPROVAL OF AGENDA
   The agenda was approved with the following additions:
   • Graduate Application Deadline
   • TLC Director Search
   • Ombudsman

5. CONTINUED ITEMS
   • Update Log- (handout) Chair Boschini itemized items to be added to the Academic Senate Log.
     o Items referred to ASC and ASS
       ▪ Handbook Statement on Disruption in Classroom
       ▪ Lactation Policy
       M. Slaughter and B. Hartsell agreed to collaborate on identifying needs and generation of a formal referral.
     o J. Millar agreed to draft a Disruption in Classroom statement will separate disruption from violence.
     o The Lactation Policy has been referred to all committees except AAC.
     o A. Hedge and J. Millar will find meeting room to accommodate a joint meeting of Committees on the referrals that they share.

   • Update on Searches- Provost Zorn reported that AV Dean candidates are on campus today. We should know in a week. Skype interviews have been scheduled for the other two open Dean position candidates: Dean NSME, and Dean SSE.
   • Meeting with President rescheduled for March 7, 2017 11:30-12:30, EDUC 123

6. DISCUSSION ITEMS
   • Graduate Application Deadline – Discussion ensued regarding conflicting dates and confusion between applying to graduate and registering for the ceremony.
   • Grad Check -
     o Provost Zorn said she will track Grad Checks to make sure they are completed in six weeks.
     o Discussion ensued regarding the last date to add a class. Provost Zorn agreed to take the issue up with DCLC.
- **TLC Director Search** - Provost Zorn has vision for the position to be filled in Fall. She wants to begin a search now to fill position from campus. The Director is to work half-time for TLC, and then half-time as faculty. Discussion ensued about terms expectations for assigned time, length of terms for assigned time, maximum amount of assigned time, inconsistency among schools, different rules for faculty than for staff, etc.

- **Workload** - Members agreed that the Senate needs to consider how workload is defined, considering issues such as course load, class size differentials, Committee leadership and participation, assigned-time, etc. The FAC is to refer to principles, previously submitted, to assist in the development of Faculty Workload recommendation.

- **Ombudsman** – Consensus to table was unanimous.

- **Budget Forum** - A. Hedge requested, on behalf of the Senate, a copy of the Budget and prior Budgets to compare and look at trends. Chair Boschini stated that she discussed with J. Zorn the need to see historical budget for comparison, and preparation for Budget Forum Q & A.
  - Chair Boschini will attend Budget Forum, and join State Senate meeting by phone conference 2/23/17. Anything new can be added to Executive Committee meeting with President Mitchell 3/7/17.

- **Article 20.37 Review.** Criteria for exceptional service. B. Hartsell and M. Slaughter agreed to meet via email.

- **Handbook**
  - Review 305.8.1: No member of the URC may serve on a unit RTP Committee.
  - Include a calendar. Chair Boschini recommended, reach out to D. Schecter.
  - Review of quarters to semesters
  - RTP Workload
  - Election of Awards

- **Newsletter** (March, ASAP) Faculty meetings get mentioned in newsletter.

- **All Faculty Meeting** (March TBA)

- **Faculty engagement in Graduation Initiative**

- **Semester Debriefing**

7. **AGENDA ITEMS FOR March 2, 2016 SENATE MEETING (Time Certain 11:15 A.M.)**

- **Announcements**
- **Consent**
- **Old Business**
- **New Business**
  - Faculty Workload (FAC)
  - Handbook Revision Process Resolution for consideration; how to proceed with search and replace, and where/how new policy is handled.

8. **COMMENTS FROM THE FLOOR**
   - None