**EXECUTIVE COMMITTEE MEETING**

**MINUTES**

Tuesday, January 24, 2017

2:00 – 4:00 pm

Academic Senate Conference Room (AS-125)

N. Schürer, J. Pandya, D. Stewart\*, C. Brazier, R. Fischer, D. Hamm, T. Yamada, D. Hood, E. Klink, P. Soni\*, M. Flores, D. Domingo-Forasté, J. Moran (Sharon Olsen attended on her behalf), B. Jersky\*, C. Lindsay, M. Stephens, A. Montes

\* = Absent

1. Call to Order: 2:06 pm
2. Approval of Agenda: Approved
3. Approval of minutes: Meeting of December 6, 2016: Approved
4. Announcements and Information
	1. Meeting with Executive Vice Chancellor Loren Blanchard, Friday, 2/24, 9:30-10:45 am in BH 302.
* Coming to visit campus and meet with campus leaders. The EC is invited. He is visiting all campuses.
	1. CSU conference
* Theme: Student Success. Taking place in San Diego.
	1. WASC conference—report from Jessica Pandya
* Senator Pandya attended representing as Senate Vice Chair and for CED. She provided a report to the EC on the topics in the conference.
* Resolutions from other campuses on supporting undocumented students: Our campus has always been good with supporting students. Student senator stated it would mean a lot for students to hear first-hand that they have campus support. Hold off on this for a week until we heard back from the CO.
* Leadership Fellows Book club: “Positive Academic Leadership: How to stop putting out fires and start making changes”. The current reading is highly recommended. They will meet on February 3rd 1-3 pm in the Anatol Center. Out office has an extra copy of the book for those interested.
* The Chair of Staff Council passed away. There was a memorial last Friday with a great turn out and support. Jennifer Moran is the new Staff Council Chair.
1. Reminder
	1. Academic Senate meeting on February 2, 2017, 2:00 – 4:00pm, PSY-150
2. Special Orders
	1. Report: Provost Jersky
* WASC two-day conference: Thanked AVP Lindsay for organizing it. Historical occasion for WASC as Dave Hood (accreditation liaison officer) is stepping down and he should be formally thanked. 2020 is the onsite review and the site visit.
* Various searches are going well. Visitors/applicants will be on campus.
* Presidents letter to the Academic Senate about the student evaluations states that suggested changes were accepted and incorporated. The goal is for students to feel they can contribute information to all classes. Some do not feel comfortable with online evaluations. Advantages of online evaluations is that they can be turned around more quickly, they will have a higher relation to quality of teaching. Paper processing of evaluations are limited to what is produced but online valuations are designed by faculty for faculty and you can modify questions based on the types of classes offered.

Mindy James is the contact if we move our evaluations online.

1. Old Business
	1. Ethnic Studies Report
	2. Committee list
	3. Report from Task Force on Quantitative Reasoning
* We have received 0 responses as of now. We sent out a gentle reminder to the Chairs.
1. New Business
	1. Academic Senate agenda for February 2, 2017
* Add a report from ASCSU to agenda.
* VP Gary will be there to provide the CFA report.
	1. SPOT evaluations
* The best way to proceed: FPPC then take it from there. Small changes in the paper evaluations can be done now. A trial to compare versions is recommended. We are going online eventually and would like to start working on these evaluations now. Someone needs to talk to Mindy so she makes the changes. Mark Wiley’s office is also planning making changes as well. Mark, Shawna and Mindy are working together. We should be involved in making the changes. Terry Allen also needs to be involved because she has been working on this for a while now. Bengt Allen should also be involved to provide the technology knowledge aspect of it. Dr. Fischer volunteered to gather data to see what works with students.

* 1. Interviews with candidates for administrative positions
* The Executive Committee are to interview five candidates.
	1. Syllabus Policy (AS 11-07)—Special Guest: ASI Senator Monique Harris, TIME CERTAIN 2:45 pm
* Student Senator Monique Harris suggested adding that professors are mandated reporters to the syllabus so that students are aware before sharing information.

After discussion it was discovered that faculty are not thoroughly informed on what is considered reportable. Faculty must know what they are mandated to report and thus communicate it to the students who are sharing information with them ahead of time.

* 1. Coffee with a Cop:
* Students and faculty may be interested in getting to know officers on campus. VP Stephens said they are happy to sponsor this event. They are accepting ideas on days or places on where this should take place.
	1. Microsoft Imagine WebStore
* Senator Hood stated that the 49er shops turns in information to Microsoft so it then sends advertisement emails. This is bothersome because this means we send out student information. The only way to remove names from the Microsoft list is by asking one of our campus system administrators to remove them manually.
	1. CBA 20.37
* We should use the same call from last year when sending out the call for applications. If this funding will take place regularly, we should develop a more formal process.
1. Adjournment: 4:00 pm