

## EXECUTIVE COMMITTEE MEETING MINUTES

Tuesday, August 28, 2018  
2:00 – 4:00 pm  
Academic Senate Conference Room (AS 125)

N. Schürer, J. Pandya, J. Jarvis, C. Brazier, E. Guzik, N. Hultgren, N. Meyer-Adams,  
K. Janousek, E. Klink, P. Soni, E. Lopez, D. Domingo-Forasté, K. Bonetati, S. Olson, J. Hamilton,  
S. Apel, J. Cormack, A. Kinsey

1. Called to Order at 2:03pm.
2. Approval of Agenda – Agenda approved by unanimous consent
3. Approval of Minutes: Meeting of August 21, 2018 – Minutes approved as amended by unanimous consent
4. Announcements and Information
  - 4.1. Vice Provost Dhushy approached NS about continuing Data Fellows initiative. Send to AS / faculty learning communities / all faculty? Current members to be asked first. NS is considering serving.
  - 4.2. Policy on review of administrators does not include Vice Provosts; should it be revised?
  - 4.3. Ad hoc committee to draft new GEGR policy completed a draft-17 pgs. Which will be distributed to GEGC, CEPC and EC for recommendations/edits to prepare for Academic Senate. Goal is to get policy through this year.
5. Reminders
  - 5.1. Academic Senate meeting Thursday, September 6, 2018, 2-4 pm in PSY 150. JP agreed to reach out to COE dean to enlist an senator to serve on Nominating Committee. JJ will reach out to COTA senators.
  - 5.2. Academic Senate Retreat Thursday, October 26, 2018, 2:00 – 4:00pm, CCPE conference area
6. Special Orders
  - 6.1. Report: Provost Jersky – not present, no report
7. New Business
  - 7.1. Academic Senate agenda for Thursday, September 6, 2018 – add time certain

- 7.2. Graduate exceptions and appeals –There is no formal procedure for exceptions; presently Dr. Cormack handles exceptions and appeals. An undergraduate policy exists, but no graduate policy. JC proposes a common format for graduate exceptions and appeals. CB proposes a list of things that cannot be appealed. Exceptions happen through the graduate advisors, but after exception denials, appeals are currently sent to JC. Senate Exec offered suggestions for the exception form, and approved using the AAC for graduate appeals on a pilot basis
- 7.3. Policy on Multi-Section and Sequential Courses - A course coordinator increased learning outcomes from 7 to 24 and mandated that all lecturers adopt the changes. Lecturers are hesitant to circumnavigate the course coordinators. Some course coordinators have deviated from syllabi by requiring students to use non-BeachBoard cloud services like Dropbox and One Drive, both of which are in BeachBoard. If the use is robust, students may incur charges. Policies are not clearly defined and should be referred to CPEC for revision. NS to email the associate deans and Chair’s Council about possible infractions.
- 7.4. BeachBoard - Discussion about BeachBoard reliability the first week of school. Teachers need to upload syllabi; it also went down just before grading last year. BeachBoard is also routing emails to junk mail. NS suggests Min and Shawna from IT discuss these issues with EC, perhaps on September 11th or 25<sup>th</sup>.

## 8. Old Business

- 8.1. Call to Action for Beach 2030 - EC is the action team. Discussed resources needed, engagement strategies, speakers, events (purposeful topics), electronic reading room, etc. NS feels we need to propose initiatives that are specific to AS or shared governance structure. Bullet point list compiled from 8/21/18 discussions.
- 8.2. Academic Senate Retreat topic - NH suggests “Slowing Down The University”. PS suggests “Creating An Equity-Minded Community”.
- 8.3. Scheduling ‘optimizer’

## 9. Adjourned at 4:01pm