**EXECUTIVE COMMITTEE MEETING**

**MINUTES**

Tuesday, November 14, 2017

2:00 – 4:00 pm

Academic Senate Conference Room (AS-125)

In attendance:

* J. Pandya, D. Stewart, A. Colburn, R. Fischer, R. Frear, E. Guzik, K. Janousek, P. Soni, J. Doering, D. Domingo-Forasté, S. Olson, B. Jersky, M. Stephens, C. Bowles, D. Hood
* GUESTS: Don Haviland
1. Call to Order
* Convened at 2:01pm
1. Approval of Agenda
2. Approval of minutes: Meeting of November 7, 2017
* Approved with minor changes
1. Announcements and Information
* D. Domingo-Forasté mentioned the Christmas program for the “20th Annual Bob Rodgers – Cherishing Children Toy Drive”
	+ Collection boxes will be placed around campus
	1. Welcome to Ann Kinsey
* There was a round of welcomes and introductions
* A. Kinsey’s winter project will include looking through old Senate policies in chronological order to see what needs to be updated & addressed
	1. Welcome to David Hood – Parliamentarian for the Senate Executive Committee
1. Special Orders
	1. Report: Provost Jersky
* We have received confirmation that CSULB will host the 2021 NCUR conference (National Conferences on Undergraduate Research). This will be the first CSU to host the event.
* Provost Jersky discussed the campus response to EO 1100 and reminded the committee that GE from a curriculum point of view is a faculty affair.
1. Reminder
	1. Academic Senate Meeting November 30, 2:00-4:00, PSY-150
* Review of AS Agenda
* There was a discussion regarding the burial site on the unused 22 acres of campus. There have been useful meetings with the appropriate Native American tribes. There will be an attempt to use the locations for educational and informative purposes.
1. New Business
	1. Wang Family Excellence Award Nominations, TIME CERTAIN, 3:30
* Voting members stayed to review the files in a closed session.
* Nominee files were reviewed and recommendations will be forwarded to the President in the areas of Service, Innovator, and Scholarship.
	1. Academic Senate Retreat Debrief (R. Fischer, C Bowles, J. Doering)
* C. Bowles shared the feedback she and J. Doering created which showed the feedback from the Senate Retreat with responses to various table topics
* There was a discussion surrounding the best way to organize and share the data with Senate Exec and other relevant parties across campus
	+ The Senate Exec plans to keep this topic on the Exec agenda and report on progress at the next meeting
	+ The goal is to produce a handful of white papers and share them with the important parties across campus to see if action items are possible
	1. HVDI Research & Evaluation Task Force (Don Haviland – Guest)
* Time Start: 2:30
* The task force aims to do a needs assessment regarding the type of data needed to perform the evaluation
	+ They have visited various parts of the campus to get a general idea of the answers to these questions
	+ After looking at the data, the goal is to target the persons or departments that can provide the best information
	+ They would like to make an announcement at the Academic Senate to encourage faculty, administrators, etc. to make everyone aware of the importance of paying attention to the general survey and the more focused follow-up questions that might follow.
	+ The survey will come from Deans and heads of Academic Units
		- The survey is ready to go, but they are trying to figure out a less centralized manner in which to send it out.
* Options we might consider at the 11/30 Senate Meeting:
	+ We could allow a short period of time for them to discuss the purpose of the survey
	+ We could ask for an update from the HVDI Task Force
* IMPORTANT TOPICS for the task force:
	+ Tracking students across time and majors (especially those who change majors)
	+ Identifying all important parties (staff, counselors, faculty, etc.) to be contacted for data collection
1. Old Business
	1. GSA TA policy
* Updates:
	+ J. Pandya will connect with Mark Wiley to see if the new policy is in alignment with current policies, proper notification, etc.
	+ Discussion regarding the fact that there are individuals who work in multiple jobs / responsibilities across different units, and we need to clarify what is allowed.
	+ There was a discussion regarding the fact that GA students sign a contract that asks them to confirm whether they are working with other units on campus prior to agreeing to a position.

1. Adjournment
* Regular meeting adjourned 3:27pm, and the voting members moved onto the Wang Family Awards discussion (SEE 7.1 above)
* Adjourned at 4:03pm