**EXECUTIVE COMMITTEE MEETING**

**MINUTES**

Tuesday, November 28, 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, E. Klink, P. Soni, J. Doering, S. Olson, M. Stephens, A. Kinsey

GUESTS: Mark Wiley, Don Penrod, Jared Ceja

1. Call to Order

* Convened 2:01pm

1. Approval of Agenda

* Approved

1. Approval of minutes: Meeting of November 14, 2017

* Approved with minor revisions

1. Announcements and Information

* The potential student tuition hike notice was mentioned by J. Pandya.
* ASI is trying to pass a referendum so that the “Pride Fee” included in student tuition fees for approximately $12 (dating back to approximately 2001) can become discretionary fees that aren’t automatically forwarded to Athletics.
* There was a discussion about the upcoming Senate Exec meetings for the remainder of Fall semester.
* There will be a hearing on the CSU remediation plan on December 4th, 9:30am in Santa Monica.
* We noted that Mary Stephen’s last day is December 15th, 2017.

1. Reminder
   1. Academic Senate Meeting November 30, 2:00-4:00, PSY-150

* The agenda was reviewed and the necessary modifications were made.

1. Special Orders
   1. Report: Provost Jersky

* No report due to Provost Jersky’s absence.

1. New
   1. Mark Wiley, GSA TA Policy, TIME CERTAIN: 2:30

* Time: 2:27
  + M. Wiley was asked to address two important issues within the GSA TA Policy:
    1. Simultaneous Employment
    2. Department Notification & Hours
  + Simultaneous Employment (in different positions)
    1. UAW policy allows TAs to work up to 40 hours per week, but our campus follows the CSU Policy which states that students should not exceed 20 hours a week.
    2. M. Wiley summarized CSULB’s approach with the following:
       - There is an attempt to keep students limited to 20 hours a week even if they have two or more different appointments. If students occasionally go over the 20 hour per week limit, it will be covered by payroll, but they want to be aware of it so that it does not become a recurring problem.
       - The spirit of the campus approach is to have the average amount of work to be 20 hours a week maximum.
       - If a student works over 20 hours in a particular week in an exceptional situation, it should be approved by the supervisor.
  + Department Notification
    1. There was a discussion about the current policy and how the employing department shall inform the student’s home department to make sure their cumulative work does not exceed any limits listed within the policy.
    2. There was a follow-up discussion regarding how GAs and TAs are supposed to self-report and that they are requested to do that on their contracts.
  + There were two summary suggestions to finish up the discussion:
    1. Clarify the use of the term “normally” in Section 6.0.
    2. Consider removing all of section 7.0.

* 1. Jared Ceja (Bookstore) & Don Penrod (49er Shops), Zero Cost Course Materials, TIME CERTAIN 3:00
* The Senate Exec Committee will provide a link to the PowerPoint Presentation with the minutes.
* Summary of the discussion:
  + The CSULB bookstore is one of only five non-profit bookstores in the CSU system.
  + They are working hard to make book and course material purchasing as transparent as possible when it comes to pricing and competitors.
  + The overall cost of course materials has been decreasing with this approach at CSULB.
  + They are working to make more courses compliant with and recognized by SB 1359 which goes into effect on January 1, 2018. This is the “no text required” policy, which highlights courses that require no additional costs other than basic student tuitions and fees.
  1. Faculty member for Staff Awards Committee (packets out 12/15, meeting in January)
* R. Frear volunteered to serve on the committee and was approved by Senate Exec members.

7.4 Parking and Transportation Committee member needed (Feb 16, 9-10:30)

* E. Guzik volunteered to serve and was approved by Senate Exec members.

7.5 Honorary Degree Policy

* There was a discussion about our campus policy on these degrees. The current campus policy was last amended in the mid-1990s, but the Chancellor’s Office has a different policy. The question was raised regarding whether or not we can have a “sunset date” for our policy or put in language that says our policy has been “superseded” by the CO policy?
* The Senate Exec committee will consider putting it on the agenda for our first February 2018 meeting, and looking at various policies that have been superseded by new or other policies.

1. Old Business
   1. Academic Senate Retreat Debrief continued (C. Bowles, R. Fischer, J. Doering)

* Progress on the review of feedback from the retreat and the creation of white papers to discuss actionable items from the event were briefly discussed. As more white papers are created, they will be shared with the Senate Exec committee, and we will discuss the best approach to disseminate the findings with the rest of the campus.

1. Adjournment

* Adjourned 4:00pm