**EXECUTIVE COMMITTEE MEETING**

**MINUTES**

Tuesday, May 8, 2018

2:00 – 4:00 pm

Academic Senate Conference Room (AS 125)

N. Schürer, J. Pandya, D. Stewart, A. Colburn, R. Fischer, R. Frear, E. Guzik, K. Janousek, E. Klink, J. Doering, D. Domingo-Forasté, S. Olson, S. Apel, J. Cormack, A. Kinsey

Absent: C. Bowles, J. Hamilton, B. Jersky, J. Moran, J. Nino, P. Soni

Guests: G. Griswold, N. Hultgren, N. Barnes.

1. Called to Order at 2:04 pm
2. Approved Agenda—by unanimous consent
3. Approved Minutes: Meeting of May 1, 2018—by unanimous consent
4. Announcements and Information
	1. Meet next week? **ACTION:** Will meet Tues. @ 2:30 on VPFA candidate. And calendar with time certain at 3:00 if needed?
	2. Email from Min Yao requiring **students to use official campus emails as of 8/2/18**. Has he talked to students? Problems with BeachBoard mail. Criminology already has a policy to use csulb.edu account. MA students must have csulb.edu in Criminology’s graduate program. **ACTION:** Leave to ASI to take up the issue if at all.
	3. JCor: **Office suite in BH: AA is being remodeled to make ADA compliant**—for safety, utility, and access—over the summer. Conference room will have upgrades. Councils and cmtes. will have to meet in Anatol starting in the fall. President needs these conference rooms for her strategic planning project.
		1. EK: Problem of spaces for events on Fri. Apel: meeting space is at a premium on campus. **OFFERRED ACTION:** Will give this issue to the appropriate cmte. to work on.
	4. Apel: **Psych building has problem with windows** having a faulty design and they are at risk of falling out in an emergency. One window has already broken. A film on the window will make the courtyard safe. This temporary fix will cost $250K; but will cost millions for a permanent fix.
	5. Fire report on incident in engineering? Apel: On website.
	6. **“Shelter-in-place” locks**? Apel: The President gave $500K to work on this and we are starting with auditoriums and large classrooms first.
5. Reminder
	1. Interview with Finalist #3 (Mick Cunningham) for AVP for Faculty Affairs

Thursday, May 10, 3:15 – 4:00 pm, BH 316

1. Special Orders
	1. Report: Provost Jersky—not present
2. New Business
	1. **2020/2021 Academic Calendar**—RyF: Problems in cmte. practice: Under-attended meetings of cmte.; no reminders sent for meetings.
		1. Two options presented. #1 was overwhelming favorite of cmte. Meet tomorrow officially to consider. May get a request, they were told, for a third option. [The EC had copies of the two draft proposals as agenda attachments].
			1. **MOTION** DS/RoF: “Ask Calendar cmte to design a third option calendar, that does \*not\* have the entire Thanksgiving week off.” 8 yes-2 no. Motion passed. NS: “Remember that the calendar cmte. provides options; the Senate Executive makes recommendations to the President.”
			2. **MOTION** JP/SO: “Ask Calendar cmte. to add four instructional days to the winter session and start spring semester on 1/25/19. Motion passed. 9 yes-0 no.
	2. Constitution of Nominating Committee—not discussed
	3. Possible Graduate Studies Appeals Committee—deferred to next fall.
	4. **Report from URC (2017-18)** from Chair Gary Griswold—TIME CERTAIN 3:00 pm
		1. See .ppt. **Work accomplished and issues identified**:
			1. Reviewed degree proposals in relation to resources— MAST has had the time extended for new tenure track hire by five year to get accreditation [See prior minutes for full discussion]. There were no program discontinuances.
			2. Reports received: from Conoley, Sathianathan, Cormack, Griswold on EO 1110, Jersky/Apel’s financial road show, and Jeet Joshee on CCPE degrees.
			3. Q: CCPE degrees? Q: what is CCPE role in degrees?—maybe better place for certain professional degrees?
			4. Q: Lots of discontinuities of certificates in the past, now they are coming back? JCor: More certificates and minors to build up attendance.
			5. When you get reports, does anything happen afterwards? What about the cut of money to University form CCPE? GG: Will look at CCPE more. DDF: $15MM put on new building. What about balance of reserves?
			6. **Where money from GS 700 goes?** See handout report. **ACTION:** Bring report to next year’s Exec. Does CCPE need 15% handling fee for GS700?
	5. **Report from CEPC (2017-18)** from Chair Neil Hultgren—TIME CERTAIN 3:20 pm
		1. See email attachment to agenda. **Work accomplished and issues identified:**
			1. Some fewer new programs came to cmte. One policy completed was revision for GS 700 **[AS 18-03]**. Not getting cmte. reports except from GWAR. Nothing new for UNIV and Honors courses. Spent a great deal of time on discussing GE policy and planning revisions.
			2. May work on withdrawal policy especially for catastrophic withdrawal **[AS 02-02** (Rev.)].
			3. Problem identified: **Housing of “minors” in different kinds of units**. E.g., CLA minor for Social Justice in a college and not a Dept. Passed the program request off to Senate, but the Senate may wish to consider this issue. **Courses exist in other colleges under college rubric but not programs.** However, **note that RSCH courses never went to AS**—JCor: “I did it and made a mistake it seems.”
			4. NS: If separating GE from campus specific requirements **may need a separate** **“Campus Specific Requirements Cmte.”**; also, we’ll **need a “GE assessment Cmte.”** as the EO makes clear.
	6. **Report from PARC (2017-18)** from Chair Nielan Barnes—TIME CERTAIN 3:40 pm
		1. See .ppt slides. **Work accomplished and issues (1-4) identified:**
			1. Kept website up-to-date. Barnes learned to manage the process—a pattern of light/heavy years. **Using nationally recognized “pyramid of assessment model.”** (1) However, assessment varies by college; Institutional Research and Assessment (IR&A) data not consistent with departments’ data [because of different cut-dates, etc.].
				1. CSULink information is regularly updated, but IR&A *takes only census date data.* JCor is concerned that students’ data might be coded incorrectly—especially as to which cohorts students are in. NB: There is resistance to use IR&A data. This data on Tableau is now more accessible.
			2. (2) Cmte. seats vacant or absent, e.g., some colleges’ cmte. positions (CLA, COE, CED, lecturer, CAPS, and student service’s representatives).
			3. (3) Steering cmte (UPARC) vets all subcmte. (UPRC) reports. There is a workload imbalance.
			4. (4) Behind on MOUs from PARC—JCor will catchup in summer. NS: problem of one-sidedness in requirements? [Historically, there were incentives given to Depts. to achieve MOU goals]. NB: What informs that question is that some depts. have assessment imbedded in their programs because of departmental accreditation and so review data is captured as part of the regular workload of the Dept.—so the work has been normalized. Moreover, departmental accreditation is the “reward” for these Depts. Note also the “as resources permit” language in MOUs softens the recommendations so that they are not requirements.
3. Old Business
	1. Timing of CMS system upgrade—not discussed
	2. Access to student records for advisors—not discussed
	3. GE survey and forums—not discussed
4. Adjourned at 4:03 pm. Next week 2:30 PM.