

**FACULTY SENATE EXECUTIVE COMMITTEE
2014 - 2015**

**Monday, August 4, 2014
9:00 – 11:00 am, Sacramento Hall, Room 275
MINUTES**

Approved: August 19, 2014

Attendees: Bayne, Cyrenne, Fell, Harmsen, Heather, Holl, Kivel, Krabacher, Peigahi, Porter, Sessoms

Absent: Allain, Bowie, Ingram, Migliaccio, Miller

Guests: James Prince, Vice Provost and Sheree Meyer, Dean, Undergraduate Studies, Academic Affairs

1. **Approval of the Agenda:** The agenda was approved as published.
2. **Minutes - [July 15, 2014](#):** The minutes were approved as published.
3. **From the Provost:** Vice Provost Prince was introduced. The Provost reported that the new Deans of the College of Engineering and Computer Science and the College of Social Sciences and Interdisciplinary Studies have begun. Further, a Computer Refresh Program is being put in place.
4. **Program Proposals:** The following program proposals will be placed on the August 27 agenda - Consent Action.

Engineering and Computer Science: Civil Engineering

- BS in Civil Engineering Attachment: [EX 14/15-14](#)

Health and Human Services: Division of Nursing

- Speech-Language Pathology and Audiology (Degree Title Change)
Attachment: [EX 14/15-11](#)

Social Sciences and Interdisciplinary Studies

- Undergraduate Psychology Certificate Program in Applied Behavior Analysis Attachment: [EX 14/15-12](#)
- Family and Consumer Sciences: Nutrition and Food Concentration
Attachment: [EX 14/15-13](#)

5. From the Chair

- **Parliamentarian 2014/15:** Tom Krabacher was asked to serve as the 2014/15 Senate Parliamentarian. The nomination will be placed on the August 27 agenda - Consent Action.
- **Senate Policy Language:** The Standing Policy Committee chairs were reminded that all items for Executive Committee and Senate review must have grammar and spelling checked prior to submission. Further they must conform to the Faculty Senate Formatting Guidelines.
- **Writing and Reading Subcommittee:** The Chairs of CPC, GE/GRPC and the Writing and Reading Subcommittee were consulted on a proposed move of that committee from CPC to GE/GRPC. Chair Melzer requested the opportunity to consult with his committee.

- **Committees Update:**
 - Committee database: A database of committee membership has been developed and will be in place by the end of August.
 - Senate Committees Charges. All Senate committees will review and recommend edits to their charges for Senate approval, this fall. A standard template will be used.
 - Ex-officio appointments: The Senate Office is verifying ex-officio appointments for all Senate committees.
 - Senate Committee Chairs Meeting: The Chair and Analyst will meet with all committee chairs (and administrative staff) in early September to provide information on the committee appointment process, review of charges, and the posting of agendas and minutes to the Senate website.
- **Research and Creative Activities Committee At-large Faculty Member:** The nomination of Jim Baxter will be placed on the Aug 27 agenda – Consent Action. Term 2014-2016.

6. Faculty Senate Retreat Agenda: Exec discussed the following items for the Retreat. The agenda will be finalized at the Aug 19 meeting.

Information Items: A budget and an enrollment update will be presented. Standing Policy Committees Chairs will be introduced and provide information on their Committee’s work for the year.

Comprehensive Writing Proposal (CWP): The Senate Chair and Chairs of CPC and GE/GRPC met with Dan Melzer, Chair, Writing and Reading Subcommittee, to discuss the proposal and next steps of the CWP process. It is their intention to have legislation before the Senate in late Fall 2014.

Senate Committees: Exec discussed suggested revisions to Committee on Committees as well as term limits for all Senate committees.

WASC: Jackie Donath and Don Taylor will be invited to the Retreat. It was expressed that the Senate needs to ensure the faculty’s role is defined and that they have a voice at the department level.

Holl stated that assessment requirements need to be reviewed and asked if the Senate could take it up this year. Krabacher, Peigahi, and others will be meeting with the Provost to discuss assessment protocols.

7. Bylaws / Standing Rules Changes: Krabacher reported that the Senate voting procedures and Standing Rules will need to be adopted by the Senate at the Retreat:

- **Meeting Voting Procedures:** Language will be drafted regarding the incorporate of clickers in Senate meetings.
- **Electronic Voting Procedures:** Will be used for campus wide elections with the option of a paper ballot as needed.
- **Committee on Committee:** Changes to the charge and membership were discussed.

8. From the Standing Policy Committee Chairs:

APC: No report.

CPC: Working on the Comprehensive Writing Proposal

FPC: Working on the Emeritus email policy and a continuation of “University Conversations” will be held with a focus on RTP

GE/GRPC: A Work Group to revise the Race and Ethnicity Graduation Requirement Learning Outcomes will be convened in Fall. It will use the same processes that were used to revise Learning Outcomes in Areas A through E.

GSPC: Working on the Graduate GVAR.

Adjourned.