

2012-2013 FACULTY SENATE EXECUTIVE COMMITTEE

Tuesday, March 12, 2013
3:00 – 5:00 pm, Sacramento Hall, Room 275

MINUTES

Approved: March 19, 2013

Attendees: Biagetti, Hamilton, Hecsh, Judge, Krabacher, Marbach, Migliaccio, Miller, Peigahi, Porter, Rechs, Sheppard, Strasser

Absent: Echandia,

Guests: Juanita Barrena, Biological Sciences; William Dillon, Chair, UARTP Committee, Sheree Meyer, Associate Dean for Undergraduate Studies; Don Taylor, Interim AVP Academic Programs and Global Engagement; Catherine Turrill, Art

1. **Approval of the Agenda:** The agenda was approved.
2. **Executive Committee Minutes – [March 5, 2013](#):** The minutes were approved.
3. **From the Chair**
 - **President’s Retreat:** Hecsh provided an overview of the meeting agenda and asked Exec to let her know if they had anything to be addressed at the meeting. Garcia will send a meeting reminder to Exec.
 - **Committee Appointments:** Hech reported that she attended the Department Chairs meeting and addressed the committee vacancies and requested the Chairs be attentive to filling the positions. A follow-up email was sent to the Chairs and a reminder will go out this week.
 - **Institutional Scholarship Committee:** One vacancy remains – the Preference Poll volunteer has been contacted.
 - **General Education Course Review Subcommittees:** The Deans and Department Chairs were contacted regarding the vacancies. Strasser asked who is responsible for writing the administrative correspondence to programs; she stated that the responsibility should not fall on a faculty member. Hecsh will follow-up.
 - **Academic Council on International Programs (ACIP):** The process for the selection of the campus representative to the systemwide committee was discussed. Krabacher stated that it is not clear in the current procedures how it is determine if the person selected for the committee has the necessary background experience. The campus representative should have working knowledge of the campus Study Abroad programs and experience in serving on International Programs, which includes involvement in the selection and review process and being familiar with the way the systemwide Study Aboard programs work. The results from the Preference Poll are a broad pool of faculty. Exec discussed the process and suggested that Krabacher review the pool of faculty from the Preference Poll and provide to Committee on Committees two lists: 1) faculty from the Preference Poll with the required experience and 2) campus faculty who have experience who had not completed the Preference Poll. Hecsh stated that Exec may want to consider not including this committee on the Preference Poll.
 - **Program Proposal: Business Administration – Operations Management Concentration:** The item will be reviewed at the next meeting.
 - **Dean of Graduate Studies Search:** Taylor provided an update on the Search Committee and stated that the position announcement was going through the approval process. Exec expressed concern about the process for constituting the Committee and clarified the correct policy to reference was the “Policy for Faculty Consultation with the President on the Appointment of Administrators”. Hecsh will meet with Taylor to resolve the issue and update Exec at the next meeting.

4. **UARTP Policy** - Amendment of Section 5.05.E.1.C 91: Dillon presented UARTP's response to the President's request that the Faculty Senate develop specific guidelines for departments to use when deciding on their departmental guidelines of student evaluations of classes. Such guidelines would become part of the UARTP policy. Dillon requested the item be placed on the next Senate agenda as it is an requires timely action item if exceptions are to be in place 14 days after the beginning of the Fall term to accommodate departments who what these rules in place beginning next term. Sheppard suggested the language that specifies fall and spring terms be amended to variations in a faculty member's annual assignment (e.g., over loads and occasions when a faculty member's regular annual assignment includes summer classes). The item will be placed on the April 4 agenda as a placeholder at First Reading. Exec will review the item at the next meeting.
5. **GSPC - Amendment of the Modification In or Deletion of Existing Programs:** Sheppard will work with Hamilton on minor edits to the language. The item will receive a final review at the next meeting and will be placed on the April 4 agenda at First Reading. Buckley requested data enrollment management and a process for systematic communication about enrollment between Deans, Academic Affairs, and Student Affairs.
6. **APC: Pre-Major and Expressed Interest Definition Policy, Establishment Of:** Exec reviewed the proposed policy presented by Migliaccio and suggested amending the Senate action language to: "The Faculty Senate recommends the establishment of a policy for the definition of a Pre-major that defines categories of students preparing to enter a major as either a pre-major or expressed interest." Sheppard suggest deleting the last sentence in A and B. Migliaccio will make the requested edits. The Executive Committee on behalf of the Faculty Senate recommends the establishment of the Pre-Major and Expressed Interest Definition Policy. The item will be placed on the April 4 agenda at First Reading.

Open Forum

Strasser asked about the status of funding for the Research and Creative Activities Committee. Rechs will follow-up and report back at the next meeting.

Miller asked if AVP Mills had responded to the question regarding the percentage of graduate vs. undergraduate enrollments per the policy. Hecsh will follow-up.