

**2017-2018 EXECUTIVE COMMITTEE**  
**Minutes of the Meeting of October 10, 2017**  
**3 pm, 275 Sacramento Hall**  
*Approved: October 17, 2017*

**Call to Order: 3:02 pm**

**Roll Call:** Roll was taken.

Amber Gonzalez (absent), Andrew Hertzoff, Ching-Hua Wang (absent), Chris Taylor, De-Laine Cyrenne, Dimitri Bogazianos, Hellen Lee, Julian Heather, Kathy Garcia, Kitty Kelly, Noel Mora, Liam Murphy, Reza Peigahi, Robert Nelsen (absent), Sue Escobar, Sue Holl (absent), Tom Krabacher

**Guests:**

Academic Affairs: Dianne Hyson, Interim AVP for Faculty Advancement; Don Taylor, Interim Assistant Vice President, Academic Programs and Educational Effectiveness; and Steve Perez, Vice Provost

College of Arts and Letters: John Williams, Associate Dean (Interim)

College of Engineering and Computer Science: Kevan Shafizadeh, Associate Dean

President's Office: Cely Smart, Special Assistant

**Agenda:** The agenda was amended to add an additional item From the Chair: EO 1100. The agenda was approved as amended.

**Minutes – October 3, 2017:** Approved as published.

**Open Forum:**

- **IT support on campus on weekends:** A question was raised about the lack of IT support on the weekends. The Vice Provost will follow-up and report back to Exec.
- **Committee Appointments:** De-Laine Cyrenne questioned the process for committee appointments and Executive Committee's review. The process was explained. The Senate Analyst requested that the Executive Committee discuss the process when the Parliamentarian was present to address past practice.

**From the Chair:**

- **e-Learning Policy:** The Chair stated that questions were raised from a faculty member regarding who is responsible for reviewing and amending the e-Learning Policy. The faculty member felt that the Curriculum Policies Committee was not the appropriate body to conduct that review. Exec determined that the Curriculum Policies Committee is responsible to review and amend the policy and encouraged the CPC Chair to reach out to the CTL Director for consultation, as well as others.

## Open Forum follow-up – September 26 meeting

- **Parking – Tony Lucas, Senior Director, UTPS was consulted:**

*Because of the way the parking structure is set up, it would not be possible to further segregate the structure from the bottom of the structure to the upper floors at a reasonable cost given the temporary nature of the reassignments. Installation of segregation devices (Bollards) would require x-ray, core drilling, bollard installation, repainting, significant signage and outreach. Further, it would not be possible to obtain the required number of parking spaces to assign to Faculty/Staff by this type of segregation as Faculty/Staff have more than 1/2 of the spaces assigned. I am, however actively working with our facilities department to have speed bumps installed on the decks to discourage excessive speeds. This type of engineering solution is feasible and has been shown to be very effective with predictable results.*

*Student spaces were assigned to the upper floors because Faculty/Staff have the ability to park in Student designated spaces and would likely do so if those student spaces were located on the 1st through 3rd floor regardless of the side or entrance. We observed faculty/staff parking patterns over the summer after lot 1 and 4 were closed and were informed by those faculty/staff parking behaviors. If Faculty/Staff parked in lower level student spaces then there would be an excessive amount of Faculty/Staff spaces left empty on faculty/staff upper floors and students would not be able to park in faculty/staff spaces. The choice to assign student spaces to the upper floors was done understanding the tendency of faculty/staff (who tend to arrive earlier) to take the most favorable spaces thereby leaving little vacancy for students when they arrive.*

- **Cycles and skateboard in pedestrian-only zones:** The Chair followed-up with the Chief of Police. Officers are monitoring the bike free zones and have made dozens of advisements.

ASI Representative Mora offered to speak with the ASI Board about posting a save driving message on the ASI website.

**Curriculum Subcommittee Chair Election:** The Executive Committee determined that the request to hold the Chair election in the Fall was not feasible.

Priority Registration: Escobar updated Exec on her research regarding a question on the ordering of state requirements before federal requirements in the revision to the Priority Registration policy. This ordering is permissible according to Coded Memoranda from the Chancellor's Office.

**EO 1100 Request for Delay:** The Provost and Senate Chair felt that the request should not be sent in light of a clarification from the Chancellor's Office regarding catalog rights; this clarification means there is less pressing need for revision to Upper Division Area E than had originally been anticipated. GE/GRPC Chair Peigahi asked how the information will be communicated to the campus community. The Vice Provost suggested an announcement at Deans Council; in addition, a memo could be sent to departments from the Senate Chair, GE/GRPC Chair, and the Dean of Undergraduate Studies. The Chair will follow-up.

**Academic Calendar:** The Committee was asked to consider putting forward the 2018/19 Academic Calendar that was provided by AVP Taylor and to postpone moving the Academic Calendar Policy forward until the Senate had disposed of the 2018/19 Academic Calendar. The Vice Provost spoke about the processes affected by not having an approved calendar for the 2018/19 AY.

FPC Chair Lee presented the Calendar Policy and felt that the priority at this time was for the Senate to act on the 2018/19 Calendar. Academic Affairs was asked to begin the consultation on the impact of the changes to the academic calendar proposed in the Calendar policy.

**UPM Policy work Group Update – Policy Memo #14: English/Writing Requirements:** Referred to the Writing and Reading Subcommittee to update the language regarding the WPE.

**Department Chair Policy:** FPC Chair presented the policy amendments. Heather stated that he had consulted University Council on the proposed changes to the Department Chair policy and shared the response. The policy will be placed on the October 19 Senate agenda at First Reading. Exec discussed the presentation to the Senate and the debate process. The discussion will continue at the next meeting.

At the time of adjournment, the Policy on Administrative Appointments and the GE Learning Outcomes item had not been heard. The items will be placed on a future Executive Committee agenda.

Adjournment: 5:00 pm