

Minutes of the Executive Committee
November 28, 2011
Noon – 2:30 p.m., ADM 167

Present: Qayoumi, Von Till, Heiden, Kaufman, Gleixner, Nance, Ng, Sabalius, Bros-Seemann, McClory, Kimbarow, Selter, Kolodziejak, Bussani, Bibb

Absent: None

1. The Executive Committee discussed the recent demonstrations at UC Davis. A member commented that SJSU's police are much more disciplined, and that demonstrations at SJSU have been more peaceful. UPD will have a town hall meeting with Associated Students to discuss any concerns students may have this Wednesday, November 30, 2011.
2. President Qayoumi's Holiday Reception for the Senate is this Sunday, December 4, 2011. RSVPs are due to Sheri Bragg, Event Coordinator in President Qayoumi's Office, no later than COB on Tuesday, November 29, 2011.
3. Josee Larochelle, AVP for Finance, will give the annual Budget Report at the December 5, 2011 Senate meeting. A member asked if copies of the budget report would be mailed to each Senator before the meeting, as has been done in previous years. The response was that hard copies would not be sent out. However, the Budget Report will be available online this week.
4. A new AVP for Information Technology Services, Terry Bahey, has been hired and will start on January 10, 2012. AVP Bahey is very task-oriented, and she comes to SJSU from San Luis Obispo. AVP Bahey will handle the desktop and software support side of IT at SJSU. It was noted that Chip Leno is the CIO that the Chancellor announced will be shared between CSU Monterey Bay and SJSU. CIO Leno will be at SJSU one day a week and will be involved in strategic planning. AVP Bahey will handle Information Technology operations and implementation matters.

A member commented that the campus network has been very slow since the new website went online. Students have been unable to complete online exams in some instances. Members were told to report problems to the help desk.

The CIO will sit on the IT Governing Board,

one week. A member asked if the candidates would be ranked for President Qayoumi, and the response was that they would not. President Qayoumi noted that he had spoken one-on-one with all of the deans to get their input.

6. Chair Von Till noted that she has received comments and complaints about the lack of communication between Senators and their colleges. Chair Von Till suggested implementing the use of a one-page form to be filled out by the college representatives each month and sent to the deans describing action items their committee is working on. The form would also have a place to list the Senators from that college and their email addresses.

A member suggested posting all of the committee's minutes on the Senate website instead of creating this form. Chair Von Till noted that the Senate Office had only the one employee and that this would add too much to an already overburdened workload. In addition, a member noted that there is already so much data on the Senate website that many people do not want to sift through it.

Chair Von Till will send a draft of the proposed form to the policy committee chairs, and urged the chairs to attend monthly meetings with their deans.

7. The Executive Committee approved the consent calendar. The committee then discussed whether to remove the Chair of the Student Evaluation Review Board (SERB) from SERB, or to leave him in the Social Sciences seat for the remainder of the year. A situation arose earlier this year when the Chair of SERB's department was moved from under the College of Social Sciences (COSS) to under the College

b. A friendly amendment was made to drop “UC Students and” from the title of the resolution. The Executive Committee voted and the motion was approved.

c. A friendly amendment was made and seconded to capitalize “Regents.”

The Executive Committee voted and AS 1469 passed as amended.

11. The Executive Committee discussed the

The Provost Search Committee will make their final recommendation tomorrow, and President Qayoumi hopes to make an announcement about the new Provost within a week to 10 days.

President Qayoumi encouraged everyone to send in their feedback about the Strategic Planning Process.

President Qayoumi will begin having meetings on the Academic Plan in the next few weeks. President Qayoumi will keep the same process as he had with Strategic Planning where Town Hall Meetings are held across campus, along with roundtables with the local industry/community.

- b. University Library Board – No report.
- c. Vice Chair – Richard Osborn from WASC will be visiting with AVP Dennis Jaehne on campus tomorrow [Tuesday, November 29, 2011.]
- d. Professional Standards Committee (PS) – The PS Committee will be bringing two resolutions to the Senate on Monday. The first is AS 1470, Policy Recommendation, Faculty Office Hours (First Reading), and the second is AS 1471, Policy Recommendation, Faculty Personnel Records: Confidentiality: Access (First Reading).

A member expressed concern that any problems with the Office Hours policy be dealt with during the Senate meeting, and not after the policy is approved by the Senate. Chair Von Till and Past Chair Kaufman explained that they had asked President Kassing not to sign the policy last year, because of complaints they received that there had not been enough widespread consultation and departments had issues with advising vs. teaching hours. Changes have now been made to the policy that leave advising vs. teaching hours up to the department.

The PS Committee is also jointly working on a referral on student tape recording of class lectures with the Instruction and Student Affairs Committee (I&SA).

- e. Curriculum and Research Committee (C&R) – C&R will be bringing two policies to the Senate in the spring. The first policy clarifies that for every credit unit a student is enrolled in, he/she must complete two hours of work outside of class each week. This is a federal requirement and may be addressed by revising the Greensheet policy. The second policy establishes guidelines for certificate programs.

- f. Organization and Government Committee (O&G) –
O&G has finished all of the hearings pertaining to the College of Humanities and the Arts department mergers. O&G will meet during the winter break to begin preparing their report to the Provost and the President. Chair Von Till thanked the members of O&G for the

The Provost has signed MOUs with all the colleges on how the college Student Success Centers will operate.

The Provost has finalized the Academic Affairs Division budget and it is loaded on the Provost's website. The Academic Affairs Division breakdown shows how the general fund and CERF funds have been allocated. In addition, \$1 million has been allocated to the colleges for equipment.

The Provost will announce the faculty grants for RSCA next week. In addition, \$1 million in CERF funds has been allocated to hire 20 new staff members in the Academic Affairs Division. There will also be \$2 million held in reserve to ensure that these positions will be funded for at least 2 additional years.

A member asked if funding for the Athletics Division had remained at no more than 2%. Provost Selter responded that Athletics reports directly to the President and has nothing to do with the Academic Affairs Division. VP Bibb responded that the Administration and Finance Division does not go above the 2% state funding for Athletics as specified in the 2004 Sense of the Senate Resolution, SS-S04-4.

11. The meeting adjourned at 2:37 p.m.

These minutes were taken and transcribed by Eva Joice, Senate Administrator, on November 28, 2011. The minutes were approved by the Executive Committee on December 1, 2011.