2016-2017 Year-End Committee Report Form

Committee:	Organization & Government
Chair	Dr. Bethany Shifflett
Number of Meetings Held	18
Chair Elect for 2017-2018	Dr. Bethany Shifflett

Items of Business Completed 2015-2016

Finished (e.g., our work passed on to other committees/individuals) - not taken to senate by O&G

- ¥ Forward of department name change materials to C&R
- ¥ Update of bylaw 1.7 Ð discussed but dropped since bylaw pertains only to senate elections not department voting.
- ¥ Discussed creating a referral for Professional Standards on faculty rights/ responsibilities. Decided not to pursue.
- ¥ Update related to selection-review of chairs - Suggestion to look at length of past interim appointments passed on to Professional Standards for consideration in the chairsÕ policy they are working on.
- ¥ Review of Senate Management Resolutions. O&G reviewed all SM resolutions and prepared a summary table of items where review/updated needed.

Senate Approved

- ¥ Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership - Modification of SM-F15-2
- ¥ Passed by Senate at 10/24 meeting: Modification of Bylaw 6.13: Conversion of College Seats to at-large Seats (Final Reading)
- ¥ AS1635, Modification of S16-8 (Selection & Review of Administrators). Senate passed; President rejected; O&G amended and Senate passed again as amended at last spring meeting.
- ¥ Passed by Senate at 11/21 meeting: AS 1628: Modification of Bylaw 15 Pertaining to Editorial Changes of Senate Documents
- ¥ Passed by Senate at 11/21 meeting: AS1634: Modification of Senate Constitution Related to membership. Subsequently went to the full faculty for a vote and passed.
- ¥ Passed by Senate at 12/12 meeting: AS1639: Bylaw amendment (4.1) to add chief diversity officer to ExCom and remove VP Advancement
- ¥ Passed by the Senate: Repeal S82-10 and F86-7 pertaining to Information systems & computing advisory board
- ¥ Passed by the Senate at 3/13 meeting: AS 1621: Departmental Voting Rights
- ¥ Passed by Senate at 3/13 meeting: AS 1629 Concurrent Membership on Operating & Policy Committees

- 10/17: Silke
- 11/7: Todd
- 11/14: Carolus
- 11/28: Stacy

- 1st reading: Concurrent Membership on Operating & Policy Committees
- 1st reading: Conversion of College Committee Seats to at-large Seats
- Final reading: Undergraduate Studies Committee Membership - Modification of SM-F15-2
- 1st reading: Voting rights

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Action Items ( ).

Approval of Minutes ( ) /12 .

Modification of bylaw 15

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Departmental Voting Rights - 1621

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Modification of S16-8 (Selection & Review of Administrators)

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Name Change Proposal from Hospitality Management

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(14-4)

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Notes for O&G Members

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Fall Meeting Minutes (recorders)

10/3
10/17
11/7
11/14
11/2

Status of O&G Items

1 /26 & -
6.11
1 /26 - -
6.13
1 /26 15

/26 - -
15-2
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Term of Senate Chair

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Revisit concurrent membership on operating and policy committees

Notes for O&G Members

Fall Meeting Minutes (recorders)

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Status of O&G Items

! **Completed**
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Name Change Proposal from Hospitality Management

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Notes for O&G Members

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Fall Meeting Minutes (recorders)

10/3
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11/7
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11/2

Status of O&G Items

1 /26 & -
6.11
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Organization & Government
Agenda 10/17/16
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Silke Higgins (recorder)

Members: Grosvenor, Laker, Curry, Gleixner, Shifflett, Rajkovic, Higgins, Ormsbee, Boekema, Hart, Boylan-Ashraf

(please bring your own hard copy if you want to work from paper).

(thank you Tijana) from 10/3 meeting.

- related issues (Tijana)

- Discuss edits that might be needed to bylaws or other policies
  - Modify Bylaw 1.7 Faculty?
    - a) Regular faculty have full permanent voting rights in the department of their primary assignment.
    - b) Temporary faculty assigned to more than one representative unit may vote in each unit on a proportional basis determined by the percentage of their appointment in each unit.

(Julia)

Issue: Have had 2-term chairs consistently for 20 years. Time to make it official. Can provide for greater stability in leadership that could facilitate longer term planning.
Discuss and vote

- Issue: from the review of committee rosters, it appears that administrators often serve on operating and parent policy committees, which creates an inherent conflict of interest.
- Discuss
  - Update policy recommendation we passed?

- Issue: Consensus on Executive Committee to seek approval of a constitutional amendment that removes the VP for Finance and Administration from the Senate and ExCom.
- From constitution: Article II section 2: Administration representatives shall consist of the President, the Provost, the Vice President for Administration and Finance, the Vice President for Advancement, and the Vice President for Student Affairs, ex officio; and

four (4) academic deans, at least two of whom shall be deans of colleges, elected by the academic deans for staggered two-year terms.

- Consider any other changes (e.g., Admin membership)?
- Process:

  ARTICLE VI -- AMENDMENTS
  Section 1. Amendments to this Constitution may be proposed for faculty consideration by a majority of the total membership of the Academic Senate or by a petition signed by twenty per cent (20%) of the faculty electorate. Ratification shall require approval by a majority of the votes cast by the faculty electorate, and by the President of the University.
- Discuss

Name change information related to Hospitality Management & Business Analytics
Items on 10/24 Senate agenda as 1st readings:
AS 1621: Departmental Voting Rights
Modification of S16-8 (Selection & Review of Administrators)
Items on 10/24 Senate agenda as final readings
AS 1626: Conversion of College Seats to at-large Seats - Modification of bylaw 6
AS 1628: Modification of Bylaw 15 Pertaining to Editorial Changes of Senate Documents
AS 1629: Concurrent Membership on Operating & Policy Committees - modification of bylaw 6.11

Committee materials are available on our shared google drive:
https://drive.google.com/a/sjsu.edu/folderview?id=0Bwx-rATDGD5hQkZBX0xY5-eWpscW8&usp=sharing_eid&ts=57586735

Fall Meeting Minutes (recorders)

- 11/7: Todd
- 11/14: Carolus
- 11/28: Jaye

Status of O&G Items

- Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership - Modification of SM-F15-2
- Forward of department name change materials to C&R

Items on 10/24 Senate agenda as 1st readings:

AS 1621: Departmental Voting Rights

Modification of S16-8 (Selection & Review of Administrators)

Items on 10/24 Senate agenda as final readings

AS 1626: Conversion of College Seats to at-large Seats - Modification of bylaw 6

AS 1628: Modification of Bylaw 15 Pertaining to Editorial Changes of Senate Documents

AS 1629: Concurrent Membership on Operating & Policy Committees - modification of bylaw 6.11

Organization & Government
Agenda 11/7/16
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Todd Ormsbee (recorder)

(20 minutes) Term of Senate Chair (Julia)

- Issue: Have had 2-term chairs consistently for 20 years. Time to make it official. Can provide for greater stability in leadership that could facilitate longer term planning.
- Discuss and vote on draft proposal

(15 minutes) AS 1635, Amendment A to University Policy S16-8, Selection and Review of Administrators

- Issue: Feedback from Senate negative on the compromise language proposed by us.
- Options:
  - Revise
  - Drop the effort and leave current language in place

> 1.3 Committees shall be large enough to allow for sufficiently broad representation, yet small enough so as not to be unwieldy. When feasible, an odd number of voting members will be appointed to eliminate the possibility of tied votes. **Faculty, students, staff and administrators shall be represented.** ~~**Students should be represented as appropriate depending on the administrative position.**~~ Consideration should be given to representation of the diversity of the campus. Regular (tenured and tenure-track) faculty shall comprise a majority on all search committees for administrators in the academic affairs division and at least one-third of other committees. If appropriate, alumni and community representatives may serve on search committees.

(10 minutes) Review of S16-8 – Policy on Selection & Review of Administrators

- Issue: Referral (brought by lecturers in Dept. of Humanities) to reconsider the exclusion of lecturers from selection & review committees
- Discuss
- Need volunteer to take lead on looking into this.

(10 minutes) Adding a seat to the Student Success Committee

- Issue: Interest in adding a faculty member from the Department of English's writing program
- Discuss
- Need volunteer to take lead on looking into this.

Organization & Government
Agenda 11/14/16
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Carolus Boekema (recorder)

Members: Grosvenor, Laker, Curry, Shifflett, Rajkovic, Higgins, Ormsbee, Boekema, Hart, Boylan-Ashraf, Tran, Bailey

Action Items (please bring your own hard copy if you want to work from paper).

Approval of Minutes (thank you Todd) from 11/7 meeting.

AS1621 Đ Finish Departmental Voting Rights

- Check lead in sentence to section 2.2
- Revisit sections 3.6 and 4.4; take into consideration information to be provided by Jaye
- Finish review of edits beginning with section 5

Update of bylaw 1.7 (Tijana)

- Review new edits to existing bylaw designed to match up changes in departmental voting rights.
  - Current Bylaw 1.7
    - a) Regular faculty have full permanent voting rights in the department of their primary assignment.
    - b) Temporary faculty assigned to more than one representative unit may vote in each unit on a proportional basis determined by the percentage of their appointment in each unit.

Bylaw 4.1 amendment to add chief diversity officer to ExCom and remove VP Advancement

- Review policy recommendation and vote

AS 1628 Đ Editorial Changes to Policy and Management Resolutions

- Brief look at update to rationale needed.

AS1629 - Concurrent Membership on Operating & Policy Committees

- Issue: after approval of a change to bylaw 6 by O&G and subsequent presentation at the 9/26 Senate meeting, we noticed that there were concurrent membership problems for admins in addition to faculty.
- Revised proposal addresses this
- Need to review edits then vote.

- Adding a seat to the Student Success Committee; O&G gathering information related to recent structural changes (e.g., new unit: faculty & student success) in order to better determine what changes might be needed to the membership of the student success committee.

Organization & Government
Agenda 11/28/16
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Jaye Bailey (recorder)

Members: Grosvenor, Laker, Curry, Shifflett, Rajkovic, Higgins, Ormsbee, Boekema, Hart, Boylan-Ashraf, Tran, Bailey

Action Items (please bring your own hard copy if you want to work from paper).

Approval of Minutes (thank you Carolus) from 11/14 meeting.

AS1621 Ð Finish

- Senate Chair 2-year Term
- Items planned for 12/12 Senate agenda are 1st readings
- Student Success Committee Membership

2/6: Tijana Rajkovic
2/20: Thi Tran
3/6: Todd Ormsbee
3/20: Silke Higgins
4/3: Peggy Boylan-Ashraf
4/17: Tabitha Hart,
4/24: Carolus Boekema
5/8: Jason Laker

Status of O&G Items

Completed

- Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership Modification of SM-F15-2
- Forward of department name change materials to C&R
- Passed by Senate at 10/24 meeting: Modification of Bylaw 6.13: Conversion of College Seats to at-large Seats (Final Reading)
- AS1635(a), Modification of S16-8 (Selection & Review of Administrators): O&G decided to leave current policy language in place regarding representation of students on committees for the selection and review of administrators.
- Passed by Senate at 11/21 meeting: AS 1628: Modification of Bylaw 15 Pertaining to Editorial Changes of Senate Documents
- Passed by Senate at 11/21 meeting: AS1634: Modification of Senate Constitution Related to membership. This now goes to the full faculty for a vote. We sent Senate Chair verbiage to use with call for a vote.
- Passed by Senate at 11/21 meeting: AS1629 - Concurrent Membership on Operating & Policy Committees
- Update of bylaw 1.7 Ð dropped since bylaw pertains only to senate elections not department voting.

In Progress

- Items for 12/12 Senate agenda as final readings:
  - AS 1621: Departmental Voting Rights
  - AS1635(b): Update to Policy on Selection & Review of Administrators (lecturers on search/review committees; diversity; department representation)
  - AS1639: Bylaw amendment (4.1) to add chief diversity officer to ExCom and remove VP Advancement
  - AS1638: Senate Chair 2-year Term
- Items planned for 12/12 Senate agenda as 1st readings
  - Student Success Committee Membership and Charge

Organization & Government
Agenda 1/30/17
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

BJ Grosvenor (recorder)

Members: Grosvenor, Laker, Shifßett, Rajkovic, Higgins, Ormsbee, Boekema, Hart, Tran, I

Action Items (please bring your own hard copy if you want to work from paper).

Approval of Minutes (thank you Tabitha) from 12/5 meeting

AS1621 Ð Discuss campus forum, UCCD meeting, and schedule - to Þnish departmental voting rights

- ¥ Discuss info from Senate meeting
- ¥ Any edits to email message?
- ¥ Campus forums - MLK 255: wed, 2/15, 1-2pm; thurs, 2/16, 10-11am
- ¥ UCCD meeting 2/8; 10:45; SH 331
- ¥ To senate for March meeting - Þnal reading
- ¥ Related materials
  - ¥ Current policy: http://www.sjsu.edu/senate/docs/F02-4.pdf
  - ¥ Old voting rights policy: http://www.sjsu.edu/senate/docs/S98-2.pdf
  - ¥ On leave voting rights: http://www.sjsu.edu/senate/docs/F66-6.pdf
  - ¥ Faculty assigned to more than one unit: http://www.sjsu.edu/senate/docs/F07-5.pdf

AS1622 Ð Review of S16-8 Ð Policy on Selection & Review of Administrators http://www.sjsu.edu/senate/comm_info

- ¥ Continue discussion of changes to language
- ¥

Repeal S82-10 and F86-7 pertaining to Information Systems & Computing Advisory Boar
- still listed as current on the website.

- ¥ Appears that the Info systems and computing advisory board was dissolved in 1998: http://www.sjsu.edu/senate/docs/S98-9.pdf
- ¥ We then abolished the CIOÕs advisory board in 2000: http://www.sjsu.edu/senate/docs/S00-5.pdf
- ¥ Now just need to clean up loose ends and repeal S82-10 and F86-7
  - ¥ http://www.sjsu.edu/senate/docs/S82-10.pdf
  - ¥ http://www.sjsu.edu/senate/docs/F86-7.pdf
- ¥ Discuss & vote. Take to the Senate for a Þnal reading in February

¥ AS1635(a), ModiÞcation of S16-8 (Selection & Review of Administrators). O&G decide
leave current policy language in place regarding representation of students on committe
the selection and review of administrators.
¥ Passed by Senate at 11/21 meeting: AS 1628: ModiÞcation of Bylaw 15 Pertaining to E
Changes of Senate Documents
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use with call for a vote.
¥ Update of bylaw 1.7 Ð dropped since bylaw pertains only to senate elections not depar
voting.
¥ Proposal rejected by Senate: AS1638: Senate Chair 2-year Term
¥ Passed by Senate at 12/12 meeting: AS1639: Bylaw amendment (4.1) to add chief dive
ofÞcer to ExCom and remove VP Advancement

In Progress

AS 1621: Departmental Voting Rights - returned to O&G by Senate at 12/12 meeting

AS1635: Update to Policy on Selection & Review of Administrators (issues weÕre deali
with: lecturers on search/review committees; diversity; department representation; eth
infractions)

¥ AS 1629 - Though passed by Senate at 11/21 meeting, returned by the President: Conc
Membership on Operating & Policy Committees
¥ AS 1642 - Student Success Committee Membership and Charge
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- ¥ Current policy: http://www.sjsu.edu/senate/docs/S16-8.pdf

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¥ AS 1642 - Student Success Committee Membership and Charge
¥ Repeal S82-10 and F86-7 pertaining to Information systems & computing advisory boar listed as current on the website.

Organization & Government
Agenda 2/20/17
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Thi Tran (recorder)

¥ Passed by Senate at 11/21 meeting: AS1634: ModiÞcation of Senate Constitution Rela
membership. This now goes to the full faculty for a vote. We sent Senate Chair verbia
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In Progress
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¥ AS1635: Update to Policy on Selection & Review of Administrators (issues weÕre deali
with: lecturers on search/review committees; diversity; department representation; eth
infractions)
¥ AS 1629 - Passed by Senate at 11/21 meeting, returned by the President: Concurrent
Membership on Operating & Policy Committees
¥ AS 1642 - Student Success Committee Membership and Charge

Organization & Government
Agenda 3/6/17
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Todd Ormsbee (recorder)

Members: Bailey, Boekema, Grosvenor, Hart, Higgins, Laker, Ormsbee, Rajkovic, Shifßett

Action Items (please bring your own hard copy if you want to work from paper).

Approval of Minutes (thank you Thi) from 2/20 meeting.

[10 minutes] Continuation of interim chair for aviation department (Provost Feinstein)

Dean Ping would like to keep current interim chair - Fred Barez (started 5/31/16) as interim for another year.

Related Information: http://www.sjsu.edu/senate/docs/S14-8.pdf from S14-8:

IV. SELECTION OF AN INTERIM CHAIR. An interim appointment occurs when a Department ChairÕs position has or will be vacated and there is insufÞcient time or it is otherwise impractical to complete the regular nomination process explained in Section The interim Chair serves only as long as required to complete the appointment of a permanent chair.

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2. Interim Chair requirements. Interim appointments should be a member of the departm in which they will serve and they should be tenured faculty members.

3. Transition to permanent Chair. The department, under the leadership of the interim C should initiate the normal process for the nomination of a department Chair. The interim Chair should serve until a permanent Chair is appointed and able to assume ofÞce, no by the end of the current semester, but not more than six months. If the department cannot transition to a permanent Chair within six months, the situation should be resolved und section VI of this policy.

VI. FAILURE TO OBTAIN CHAIR NOMINEES AS DESCRIBED ABOVE
Departments may be unable to successfully conclude a normal nomination for Departm Chair. This could be the case in a department with no senior (associate or full professo leadership qualiÞed to be Chair, or no willing candidates. If a department fails to reach consensus (majority vote of the tenured and probationary faculty) following a normal nomination process (Section III), the Dean shall consult with the faculty at a departmen meeting to determine the best course of action. This could be either the nomination of a interim or acting Chair, initiation of an external search, extension of a prior interim

appointment, or nomination of a non-departmental interim Chair-- as per the relevant s
of this policy.

HereÕs the UPDATED (3/1) list of interim chairs

- ¥ June McCullough; Comm Disorders; Educ; 1/24/2017-8/20/17
- ¥ Beverly Grindstaff; Counselor Ed; Educ; 1/24/2017-8/20/2017
- ¥ Mei-Yan Lu; Ed Leadership; Educ; 1/24/2017
- ¥ Patty Swanson; Teacher Ed; Educ; 1/24/2017-8/20/2017
- ¥ Fred Barez; AWswaEduc; 1/24/2017

Status of O&G Items

Completed

¥ Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership - ModiÞcation of SM-F15-2
¥ Forward of department name change materials to C&R
¥ Passed by Senate at 10/24 meeting: ModiÞcation of Bylaw 6.13: Conversion of College to at-large Seats (Final Reading)
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¥ AS1635: Update to Policy on Selection & Review of Administrators (issues weÕre deali with: lecturers on search/review committees; diversity; department representation; eth infractions)
¥ AS 1629 - Passed by Senate at 11/21 meeting, returned by the President: Concurrent Membership on Operating & Policy Committees
¥ AS 1642 - Student Success Committee Membership and Charge

Status of O&G Items

Completed

- Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership - ModiÞcation of SM-F15-2
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- AS1635(a), ModiÞcation of S16-8 (Selection & Review of Administrators). O&G decide leave current policy language in place regarding representation of students on committe

Organization & Government

¥ Senate Committee Descriptions http://www.sjsu.edu/senate/docs/comdescriptions.pdf

Assignments

Bailey: SM-S90-2 (Instruction & Student Affairs Committee) through SM-F93-1 (Postponing Date of Vice Presidents' Annual Budget Reports)

Boekema: SM-S94-1 (Student Evaluation Review Board) through SM-S96-5 (Graduate Studies & Research Committee)

Grosvenor: SM-S96-6 (Lottery Funds Committee) through SM-F97-1 (Creating a Special Committee for Drafting Senate Resolutions Regarding the Proposed C SJSU Joint Library)

Hart: SM-F97-2 (Modifying Standing Rules 6, 7, 10a, 12, 13, and 17) through SM-S00-3 (General Unit Representation)

Higgins: SM-S00-4 (Special Committee on Academic Information Technology) through SM F01-3 (Enlarging the Membership of the Academic Innovation Model (AIM) Task Force).

Laker: SM-S02-1 (Amendment of Standing Rule 15 Sponsorship of Events) through SM-S (Dissolving the Improvement of Instruction Committee and Transferring its Charge to the Student Success and Instruction and Student Affairs Committees)

Ormsbee: SM-F04-1 (Change in Membership of the All University Teacher Education (AU Committee) through SM-F05-2 (Adding members to the Institutional Review Board (IRB)N Human Subjects)

Rajkovic: SM-S06-1 (Addition to membership of the IRB Task Force) through SM-S08-2 (Creating a Task Force to Investigate Access to Faculty and Student Publications and Ma Appropriate Recommendations)

Shiffett: SM-S08-3 (Creating a Task Force to Review Current GE Assessment and Certifi through SM-S13-1 (Thanking Senator Peter Buzanski for Many Years of Dedicated Servic the Academic Senate and Appointing Him Honorary Senator)

Tran: SM-S13-2 (Suspends Senate By-Law 1.5) through SM-F16-1 (Undergraduate Studi Committee Membership)

Notes:

Spring Meeting Minutes (recorders)

4/17: Tabitha Hart,
4/24: Carolus Boekema

5/8: Jason Laker

Status of O&G Items

Completed

¥ Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership - ModiÞcation of SM-F15-2
¥ Forward of department name change materials to C&R
¥ Passed by Senate at 10/24 meeting: ModiÞcation of Bylaw 6.13: Conversion of College to at-large Seats (Final Reading)
¥ AS1635(a), ModiÞcation of S16-8 (Selection & Review of Administrators). O&G decide leave current policy language in place regarding representation of students on committe the selection and review of administrators.
¥

(Creating a Special Committee for Drafting Senate Resolutions Regarding the Proposed C
SJSU Joint Library)

Hart: SM-F97-2 (Modifying Standing Rules 6, 7, 10a, 12, 13, and 17) through SM-S00-3
(General Unit Representation)

Higgins

Organization & Government
Agenda 4/24/17
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Carolus Boekema (recorder)

Members: Bailey, Boekema, Grosvenor, Hart, Higgins, Laker, Ormsbee, Rajkovic, Shiffßett

Action Items (please bring your own hard copy if you want to work from paper).

Approval of Minutes as Amended (thank you Jaye) from 3/6 meeting.

Referral regarding workload of policy committees
- ¥ Issue: Concern over workload of policy committees - particularly C &R
- ¥ Discuss and decide how to proceed

Voting Rights Policy
- ¥ Issue: President notated policy when signing - 4th resolved
  - ¥ With selection-review of chairs policy completed (by PS) we probably need to update tl voting rights policy.
- ¥ Discuss & Vote

Selection & Review of Administrators Policy
- ¥ Issue: Policy recommendation rejected by the President
  - ¥ Concern related to language added during debate in the Senate
- ¥ Discuss & Vote

Review of all Senate Management Resolutions

- ¥ Issue: Periodically, a review of past policies is needed since, as weÕve discovered, thing sometimes overlooked.
  - ¥ Recent example, our proposal (passed by Senate) to repeal S82-10 and F86-7 pertain Information systems & computing advisory board.

- ¥ Resources:
  - ¥ Senate Management Resolutions: http://www.sjsu.edu/senate/manag_res/
  - ¥ Senate Committee membership: http://www.sjsu.edu/senate/comm_info/committees/index.html
  - ¥ Senate Committee Descriptions: http://www.sjsu.edu/senate/docs/comdescriptions.pdf

Members Presenting their Assessment:

Shiffßett

Bailey: SM-S90-2 (Instruction & Student Affairs Committee) through SM-F93-1 (Postponing Date of Vice Presidents' Annual Budget Reports)

Ormsbee: SM-F04-1 (Change in Membership of the All University Teacher Education (AU

Organization & Government
Agenda for LAST Spring Meeting 5/8/17
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Jason Laker (recorder)

Members: Bailey, Boekema, Grosvenor, Hart, Higgins, Laker, Ormsbee, Rajkovic, Shiffßett

Action Items (please bring your own hard copy if you want to work from paper).

Approval of Minutes as Amended (thank you Carolus) from 4/24/17 meeting.

Information items

¥ Policy Committee Workload
  ¥ Issue: Referral regarding workload of policy committees. Concern over workload of policy committees - particularly C &R
  ¥ Resolved:- taken care of by Shiffßett sending message to Senate Chair to ask that the issue be discussed by ExCom and consider separation of the Research component from the C&R policy committee to help with workload. O&G discussed the possibility of letting action-oriented item be handled at the operating committee level without additional review with C&R; an alternative would be to add a Research Policy level Committee - O&G would advise not moving this direction until decisions with regard to VP for Research settled and that person on board to be part of the decision/discussion.
¥ Voting Rights Policy
  ¥ Issue: President notated policy when signing - 4th resolved. The concern is that the recommendations are forwarded directly to the President from the Dean without the ProvostÕs involvement. President Papazian requests O and G to review that practice consider whether the Provost should be included in the process.
  ¥ Resolved: Shared information with Ken Peter (since PS committee working on the cha policy) and information from him regarding delegation of authority shared with Jaye

Selection & Review of Administrators Policy (amendments to S16-8)
¥ Issue: Policy recommendation rejected by the President
  ¥ Concern related to language added during debate in the Senate
¥ Discuss possibility of substitute language instead of (Ôideally faculty) or removal of the language ÔideallyfacultyÕ from the policy. At last meeting there was consensus on it be to remove but weÕd like to Þrst (to respect the senateÕs vote) see if alternate language possible.
  ¥ Language located under sections 1.3.1 and 1.3.2 and 1.3.3

(Creating a Special Committee for Drafting Senate Resolutions Regarding the Propos
SJSU Joint Library)

Members Presenting their Assessments THIS (5/8) meeting:

Boekema: SM-S94-1 (Student Evaluation Review Board) through SM-S96-5
(Graduate Studies & Research Committee)

Hart: SM-F97-2 (Modifying Standing Rules 6, 7, 10a, 12, 13, and 17) through SM-S00-3
(General Unit Representation)

Higgins: SM-S00-4 (Special Committee on Academic Information Technology) through SM
F01-3 (Enlarging the Membership of the Academic Innovation Model (AIM) Task Force).

Laker

¥ Update of bylaw 1.7 Ð dropped since bylaw pertains only to senate elections not depart voting.
¥ Proposal rejected by Senate: AS1638: Senate Chair 2-year Term
¥ Passed by Senate at 12/12 meeting: AS1639: Bylaw amendment (4.1) to add chief dive ofÞcer to ExCom and remove VP Advancement
¥ Passed by the Senate: Repeal S82-10 and F86-7 pertaining to Information systems & computing advisory board
¥ Passed by the Senate at 3/13 meeting: AS 1621: Departmental Voting Rights
¥ Passed by Senate at 3/13 meeting: AS 1629 Concurrent Membership on Operating & P Committees
¥ Passed by Senate at 3/13 meeting: AS 1642 - Student Success Committee Membershi Charge
¥ Passed by Senate at 4/10 meeting: AS1635: Update to Policy on Selection & Review of Administrators
¥ Referral for Professional Standards on faculty rights/responsibilities. Decided not to pu
¥ Update of Voting Rights Policy - Information passed on to Professional Standards for consideration in the chairsÕ policy they are working on.

In Progress

¥ Revisit Selection & Review of Administrators Policy to address PresidentÕs concern
¥ Review of Senate Management Resolutions

Committee materials are available on our shared google drive:
https://drive.google.com/a/sjsu.edu/folderview?id=0Bwx rATDGD5hQkZBX0xYeWpscW8&usp=sharing_eid&ts=57586735

ThatÕs a wrap! Sincere thanks from Bethany to everyone for an absolutely great year. I appreciate your thoughtful and deep reßection on all items we took up.

Organization & Government
Minutes 8/29/16 Meeting; SPX 118; 2-4pm

Shifßett & Grosvenor (recorders)

Present: Grosvenor, Laker, Curry, Gleixner, Shifßett, Rajkovic, Higgins, Ormsbee, Medra
Boekema

Welcome & Introductions

Action Items

Concurrent Membership on Operating & Policy Committees

¥ Referral
  ¥ This item was raised due to concerns that faculty representing their college might be i

- ¥ Will be taken to the 1st senate meeting as a Þnal reading item.

Departmental Voting Rights - AS 1621

- ¥ Discussed & Edited Draft of AS 1621
  - ¥ need to reword resolved clauses pertaining to F02-4 to take care of conßicted wordin
    between resolved #1 and resolved #4.
  - ¥ in section 1, add deÞnition of ÔfacultyÕ clarifying regular (permanent) vs. temporary f
  - ¥ in section 1.1 provide more clarity on what constitutes Ôwell in advanceÕ. Perhaps a
    to complexity of issue.
  - ¥ section 2; no changes
  - ¥ section 3.1.1; ÔpersonnelÕ changed to Ôhiring of faculty/staffÕ
  - ¥ section 3.1.1.1; following lengthy discussion, no resolution yet on whether or not to
    broaden the areas that individual faculty can call for a review on. Presently keeping it
    Ôpertaining to curriculaÕ. Will highlight in red so attention would be drawn to this iten
    when seeking input from chairs and deans.
  - ¥ section 4.3 minor edit. ClariÞed intention of item.
  - ¥ section 6; following lengthy discussion, decided to leave verbiage as is but highlight re
    attention would be drawn to this item when seeking input from chairs and deans.
  - ¥ discussion of sections 5, 7, and 8 will be taken up at next meeting on 9-12-16.
- ¥ Shißett noted the timeline for this item
  - ¥ 8/29: O&G discuss and edit updated (based on feedback from senate & others) draft
    1621
  - ¥ 9/8: Gather feedback from Deans on O&GÕs draft
  - ¥ 9/14: Gather feedback from UCCD on O&GÕs draft
  - ¥ 9/19: O&G continue discussion with report on feedback from Shißett. Possibly vote
    draft to take as a 1st reading to 9/26 Senate meeting
  - ¥ 10/3 (& 10/17 as needed) discuss/edit and vote on a Þnal draft to take the the senate
    Þnal reading on 10/24.

Inventory of Interim Department Chairs

The policy on Selection & Review of Department Chairs (S14-8) notes that the length of se
for an interim chair should not exceed 1 year. O&G has been asked to examine where we
with regard to this policy. Bethany shared a list of interim chairs and the date of their
appointment. The only appointment to be watched at this point is the one in Communicativ
Disorders & Sciences in Education

Current list:

- ¥ Freidoon Barez, Aviation & Technology in Engineering, external (Mechanical Eng), start
  5/31/16
- ¥ Peg Hughes, Communicative Disorders & Sciences in Education, external (Special Ed),
  start 1/20/16
- ¥ Cami Johnson, Educational Leadership in Education, external (Management), start
  7/1/16

- Lynne Trulio, Geography & Global Studies in Social Sciences, external (Enviro Studies chair), start 8/22/16
- Christine Hagie, Special Education in Education, not external, start 8/22/16.
- Carlos Garcia, Sociology & Interdisciplinary Social Sciences, not external, start 5/2

Recorders for fall meetings

Members were asked to review their assignments and let Bethany know if there are any problems.

- 8/29: BJ
- 9/12: Jason
- 9/19: Julia
- 10/3: Tijana
- 10/17: Silke
- 11/7: Todd
- 11/14: Carolus
- 11/28: Stacy

!

- 10/17: Silke
- 11/7: Todd
- 11/14: Carolus
- 11/28: Jaye

Status of O&G Items

- Completed
  - Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership Modification of SM-F15-2

- In Progress
  - 1st reading on 9/26; Final reading 10/24: Concurrent Membership on Operating & Policy Committees - modification of bylaw 6.11
  - 1st reading on 9/26; O&G finalize 9/19; Final reading 10/24: Conversion of College Committee Seats to at-large Seats - modification of bylaw 6.13
  - 1st reading on 9/26; Final reading 10/24: Modification of Bylaw 15 Pertaining to Editorial Changes of Senate Documents
  - 1st reading on 9/26: Voting rights
  - Compilation of input on Hospitality department name change to forward to C&R

Organization & Government
Meeting Minutes 10/17/16
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Silke Higgins (recorder)

Members Present: Grosvenor, Laker, Curry, Bailey, Shifflett, Rajkovic, Higgins, Ormsbee, Boekema, Hart, Boylan-Ashraf, Tran

Welcome to new members Tabitha Hart and Thi Tran; and Introductions

Approval of Minutes (thank you Tijana) from 10/3 meeting:

- Motion to approve as amended (Second bullet point, second sentence of AS1621 amended to read Ð Group decided to have Chair convey feedback with Professional Standards committee chair.
  - Motion approved: 8-0-4

Departmental Voting Rights - Related Issues (Tijana Rajkovic)
Issue: Discussion on edits that might be needed to bylaws or other policies to modify Bylaw 1.7

Present version of bylaw 1.7

- Regular faculty have full permanent voting rights in the department of their primary assignment.
- Temporary faculty assigned to more than one representative unit may vote in each unit on a proportional basis determined by the percentage of their appointment in each unit.

Proposed change Ð to be taken up once AS1621 (voting rights) passes. Tijana Rajkovic reviewed, composed, and brought to the group for proposal modifications to Bylaw 1.7 a) and b) on faculty voting rights.

1.7 (a): Regular faculty have full voting rights in the department of their permanent assignment. Regular faculty with teaching assignments outside their permanent department may request voting rights in that department proportional to their assignment.
1.7 (b): Temporary faculty can participate in voting on matters which are not reserved only for regular faculty (see voting rights policy). Temporary faculty have proportional voting rights in the department(s) in which they serve equal to the percentage of their appointment in the department(s) not to exceed 1.0 in any department.

Discussion

- 1.7a: Concern remains that regular faculty have to ask for voting rights in

Status of O&G Items

Completed

- Passed by Senate at 9/26 meeting: Undergraduate Studies Committee Membership Modification of SM-F15-2
- Forward of department name change materials to C&R

In Progress

- Items on 10/24 Senate agenda as 1st readings:
  - AS 1621: Departmental Voting Rights
  - Modification of S16-8 (Selection & Review of Administrators)
  - Constitutional Amendment related to Senate Administrative members

¥s 0 Tc4o

[Bethany] LetÕs do a second ÒfirstÓ reading on 11/28 rather than a second/voting reading, to allow for further revision

Discussion:

[BJ] reasonable as suggested; sometimes the loudest voice in the room represents a small number, so how big is the list? 3 ones? 40? 170? 177 of 182 [illegible] can

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Deferred to next O&G Meeting

Overlap in admins with voting rights

- Issue: from the review of committee rosters, it appears that administrators often serve on operating and parent policy committees, which creates an inherent conflict of interest.
- Discuss update to policy we passed in O&G previously on concurrent membership
- Vote

Return to AS1621

2.4.1.1 review

Discussion
[Jason]clarification of who exactly votes
[Bethany] TT faculty in this case

3.1 TT faculty entrusted

edits made in responseto full Senate acceptedby assent
global change of ÒregularfacultyÓ toÒtenureand tenure-track facultyÓ;global change of ÒtemporaryfacultyÓ toÒlecturersÓto address concerns expressed afterthe 1st reading

it

Information for O&G

Fall Meeting Minutes(recorders)

- 11/14: Carolus
- 11/28: Jaye

Status of O&G Items

Completed

- Passed by Senate at 10/24 meeting: Modification of Bylaw 6.13: Conversion of College Seats to at-large Seats (Final Reading)
- Passed by Senate at 10/24 meeting: Modification of Bylaw 6.13: Conversion of College Seats to at-large Seats (1st reading)Tj 0.00C&R <</MCID 1 >>BDC BT /TT26 1 Tf 0 Tc 12 0 0 12 7 12 91.7507

Organization & Government

Minutes 11/14/16

Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Carolus Boekema (recorder)

Members Present: Laker, Curry, Shifflett, Rajkovic, Higgins, Ormsbee, Boekema, Hart, Boylan-Ashraf, Tran, Bailey

Absent: Grosvenor

Approval of Minutes (thank you Todd): 11/7 meeting minutes approved: 9-0-0.

AS1621 Ð Departmental Voting Rights; continue & finish

Discussion: policy vs guidelines vs bylaws; descriptor depends on department

Section 2.5 ÒPurviewÓ of Dept Chair: changed to Responsibilities; tasks etc;Ó noted that what these are could/should be in a appointment letter.

Section 3.6 retained, with modification to reference articles from CBA; Bailey still needs to contact Green - discussion including the impact of articles 17 & 19 of contract & likely continues at all levels É

Section 4.5 somewhat different treatment than 3.6 Ð Draft

AS1621 approved for first reading (3rd time) 10-0-1

Bylaw 1.7 (Tijana et al)

Should be in accordance with policy on Dept. Voting Rights.

Bylaw 1.7 approved after discussion 11-0-0

Bylaw 4.1 amendment to add Chief Diversity Officer to ExCom and remove

Final signature authority is with University President É

AS1628 approved 11-0-0

AS1629 - Concurrent Membership on Operating & Policy Committees

Operating vs Policy committees discussion; this separation may not be needed? historical example (cb)

AS 1629 as amended approved 10-0-1

Review of S16-8 Ð Policy on Selection & Review of Administrators (Tabitha et al)

- Issue: Referral (brought by Lecturers in Dept. of Humanities) to reconsider the exclusion of Lecturers from selection & review committees
- Central to the discussion Òlecturers: we do unpaid work, we want a voiceÓ
- change Òthree tenured facultyÓ to Ò three faculty with at least two of them are tenuredÓ
- vote by email.

Adding a seat to the Student Success Committee (Peggy)

- Issue: Interest in adding a Faculty member from the Department of EnglishÕs writing program
- Hold & no action (yet)
- Peggy will contact Chair Stacey for update etcÉ

Term of Senate Chair Ð Bylaw 2.2

- Issue: Have had 2-term chairs consistently for 20 years. Time to make it official.
- Can provide for greater stability in leadership that could facilitate longer term planning.
- Discussion Chair vs Vice Chair, when elected or just automatically serve É
- Changes to Bylaw 2.2 approved 10-0-0

Notes for O&G Members

Committee materials are available on our shared google drive:

https://drive.google.com/a/sjsu.edu/folderview?id=0Bwx
rATDGD5hQkZBX0xYeWpscW8&usp=sharing_eid&ts=57586735

Fall Meeting Minutes (recorder)

! 11/28: Jaye

Status of O&G Items

Completed

¥ Passed by Senate at 10/24 meeting: Modification of Bylaw 6.13:
Conversion of College Seats to at-large Seats (Final Reading)

¥ Passed by Senate at

+R _____

Organization & Government
Agenda 1/30/17
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

BJ Grosvenor (recorder)

Members Present: Grosvenor, Laker, Shifflett, Rajkovic, Higgins, Ormsbee, Boekema, Hart, Tran, Bailey

Chair noted changes in membership (not on committee now): Julia Curry (on sabbatical); Peggy Boylan-As (has a conflict in time with teaching schedule)

Action Items

Approval of Minutes (thank you Tabitha) from 12/5 meeting
APPROVED - unanimously

AS1621 Ð Discuss campus forum, UCCD meeting, and schedule - to finish departmental voting rights
- Discussed info from Senate meeting
- Edited message to be distributed to faculty regarding campus fora
- Reviewed dates and times for meetings:
  - Campus forums - MLK 255: wed, 2/15, 1-2pm; thurs, 2/16, 10-11am
  - UCCD meeting 2/8; 10:45; SH 331
- Discussed timing for final reading: To senate for March meeting

Comments from members present
- Looking forward to the results of the Forums.
- Important to attend to the differing visions from each person affected by the change - chair, lecturer voice, etc.
- Believe that feedback from the campus forum sessions will be particularly important/valuable.
- A singular synopsis of the comments from the Forums, UCCD, and comments received by email wil prepared for review by O&G and subsequently a summary can be distributed with the Senate preparatory materials prior to the meeting. The document will be written in a thematic style combinir input from all sources.
- Question about what was the biggest concern from UCCS. Dr. Shifflett provided some context.
- Dr. Shifflett will check with IRC to see if they can record the forum meetings in MLK.

AS1635 - Review of S16-8 Ð Policy on Selection & Review of Administrators
- Continued discussion of changes to language

Comments from members present
- Dr. Shifflett shared the reasons O & G is putting forth this policy as a ÒfirstÓ reading again.
- Dr. Shifflett presented to the committee the edits on the policy, post her communications particularly with Cami (provosts office)
- O & G will put forth a sample ballot and sample counting process for the Senate Office (not part of the policy recommendation)
- 1.3.1 - Special Procedures for Deans of Academic Colleges Ð concern related to the Òappearance of the lackÓ of implicitly ensuring broad/inclusive representation of committee members as listed on lines 81-88.

- Some ideas to address inclusivity issues discussed
  -

Organization & Government
Minutes 2/6/17
Alumni Room (Clark Hall,3rd Floor); 2-4pm

Tijana Rajkovic (recorder)

Members present: Grosvenor, Lake.9(6phifflett,Rajkovic , Ormsbee, Boekema, Hart,RTran, BaileyTj

- Suggested that AVP for Student and Faculty success co-chair the committee with faculty member. Pros: collaborative committee, shared governance. Cons: creating maybe an unnecessary level of complexity, AVP is person most fully engaged at the University level.
- Language modified: ÒThe student success committee will be co-chaired by the AVP Student and Faculty Success and a faculty member selected by the committee members.Ó
- Important to create more opportunities for leadership and participation. Faculty has leadership role in coordination with AVP, which spreads the work and is useful at the organizational level because of the separation of perspectives.
- Constitute this group as a special agency reporting to the SenateÕs Instruction and Student Affairs Policy Committee.
- Take to the Senate for a final reading Feb 13th
- Moved to approve as amended by Hart, seconded by Tran, passed 9-0-0

Organization & Government
Minutes 3/6/17
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Todd Ormsbee (recorder)

Members Present: Bailey, Boekema, Grosvenor, Hart, Higgins, Laker, Ormsbee, Rajkovic, Shifflett, Tran

Approval of Minutes (thank you Thi) from 2/20 meeting.

Approved 8-0-0

Continuation of interim chair for aviation department (Provost Feinstein)

DeanPing would like to keep current interim chair - Fred Barez (started 5/31/16) as interim chair for another year.

Related Information: http://www.sjsu.edu/senate/docs/S14-8.pdf From S14-8:

Discussion

Provost: Introduction (mostly repeat of policy specifics). Faculty in the Aviation Technology dept agree to the extension. Current interim chair is from Chemical Engineering but has worked in the department frequently over the years. Per university policy S14-8, want to extend his interim appointment through April 2018. Dept. has 4 tenured, 1 tenure track, and 1 FT temporary faculty. Currently searching for three fulltime T/TT positions. They will be part of the selection process of the new chair next year. There are currently 7 interim chairs on campus.

Carolus: We should change the policy from 6 months, given that the average tenure is 10 months.
Deanof Engineering: current faculty decided to extend the interim chair
Provost: Fred [interim chair] may join the department permanently next year
Dean: Fred used to be with aerospace technology; historically contentious department.
Bethany: extension is a reasonable request, given the circumstances
Jason: We shouldnÕt lengthen the time of interim chairs until we step back and look systemically at why most interim chairs need to be extended beyond 6 months and/or why there are so many interim chairs on campus.
Silke: does this set a precedent of any kind?
B: No, itÕs per university policy, clearly an extension within the bounds
Jay: not a unique action that must be followed in the future; just a procedure within existing rules
Jason: Start date for chair for counselor education incorrect. Further request for information over a longer period of time was made.
B. Will check with faculty affairs.
C: that means the average is actually more than a year

Jason: culture within colleges keeps it at a year; flexibility is, but should explore the institutional dynamics
B: Concludes. Committee consents, with the request for an update in January 2018.

Clarification needed on votes for AS 1629 and 1642

As 1629 (concurrent membership on operating and policy committees

Tabitha: Keep it, but last line unclear
Silke: agreed
Bethany: Workload is intense at the committee level, donÕt want to bring things back multiple times and cause repetition of reviews at next levels
Todd: When I work on curriculum, IÕm not really considering the workload of the university committees; thinking about pedagogy
Tabitha: Is there a process policy?
Bethany: There is not.
Jason: Keep the time frame out, because the check is at the vote of other faculty. Hypothetical to support.
Bethany: Call for vote.
Keep 7-2-0
Bethany: Now to clean up the rest
Jay: Are there people who couldnÕt vote on a 2.4.1.1?
Jason: clarify to Òin curriculumÓ

Section 3:
Bethany: Moved section 7 up to be section 3, kept all else in previous order.
3.1-3.4: Reviewed line-by-line language

Section 4:
4.1: edited for clarity
4.2: edited for clarity
4.3: approved
4.4: discussion about clarity.
Todd: Specify which department youÕre talking about
Jason: what if someone is a joint appointment? What if youÕre assigned outside of your permanent home against your will/by fiat/without choice? ShouldnÕt you automatically receive a vote?
4.4.1-4.9: approved

Section 5:
5.1-5.2: approved
5.3
Tabitha: Can a department take away or change?
Bethany: Yes
5.3-5.4: Approved

Section 6-Section 8
Approved

Bethany: Call to vote
Approved 7-1-0

AS1635 Policy on Selection & Review of Administrators (Tabitha lead reviewer)
- Discussed and made edits to updated draft of AS 1635

2.3
for future: review/compare goals criteria of previous review
2.4
for future: review of performance goals for committee
Jay: are performance goals protected under confidentiality?

Bethany: Calls to vote
Approved 5-3-0
2 votes against re: changing committee after the election
1 vote against re: 1.3.1 wants diversity as part of personal statement to run for committee

Meeting adjourned.

Post meeting note: this item (which we

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Organization & Government
4/17/17 Minutes
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Tabitha Hart (recorder)

Present: Bailey, Boekema, Grosvenor, Hart, Higgins, Laker, Ormsbee, Shifflett, Tran
Absent: Rajkovic

Approval of Minutes as Amended (thank you Jaye) from 3/6 meeting. 7-0-0

Referral regarding a policy for rights/responsibilities of faculty
Over the course of the last 2 years O&G has discussed a range of issues where faculty

(Dissolving the Improvement of Instruction Committee and Transferring its Charge to the Student Success and Instruction and Student Affairs Committees)
Ormsbee: SM-F04-1 (Change in Membership of the University Teacher Education (AUTEC) Committee) through SM-F05-2 (Adding members to the Institutional Review Board (IRB)ÑHuman Subjects)

Rajkovic: SM-S06-1 (Addition to membership of the IRB Task Force) through SM-S08-2 (Creating a Task Force to Investigate Access to Faculty and Student Publications and Make Appropriate Recommendations)

Shifflett: SM-S08-3 (Creating a Task Force to Review Current GE Assessment and Certification) through SM-S13-1 (Thanking Senator Peter Buranski for Many Years of Dedicated Service to the Academic Senate and Appointing Him Honorary Senator)

Tran: SM-S13-2 (Suspends Senate By-Law 1.5) through SM-F16-1 (Undergraduate Studies Committee Membership)

Review of Statewide positions on Senate/Assembly Legislation Pending
Review by O&G of ASCSU positions can enable us to keep the SJSU Senate informed.
Link to Summary Information: http://calstate.edu/acadsen/Records/Resolutions/2016-2017/documents/3288Attachment1.pdf

Right now the SJSU Academic Senate has no formal process for reviewing what the California State Senate is up to. There is one ASCSU committee (fiscal and government affairs committee) Ðthat tracks legislation out of the California state senate. They check what the CSU positions are, and the student positions, and they bring recommendations to the statewide senate.

In the past, O&G used to review such material as a way to inform the campus senate. Do we (O&G) wish to again take on this process of reviewing the summary spreadsheet from the ASCSUÕs fiscal and government affairs committee and reporting back to the SJSU AS as needed?

Key points from our discussion:

- ¥ Interest in being informed of these important issues.
- ¥ Interest in holding discussions in O&G on these issues.
- ¥ Disinclination to add to the current workload.
- ¥ Disinclination to duplicate work/efforts of others.

Decision: Atthe chairÕs discretion, time permitting, each

4/24: Carolus Boekema
5/8: Jason Laker

Organization & Government
4/24/17 Minutes
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Carolus Boekema (recorder)

Present: Boekema, Grosvenor, Hart, Higgins, Laker, Ormsbee, Rajkovic, Shifflett, Tran
Absent: Bailey,

Approval of Minutes as Amended (thank you Tabitha) from 3/17 meeting. 6-0-0

Referral regarding workload of policy committees

- Issue: Concern over workload of policy committees - particularly C &R
- BS will draft response letter; more support for research; suggest to separate R from C&R; connection with new position of VP for Research.

Voting Rights Policy

- Issue: President notated policy when signing - 4th resolved
  - With selection-review of chairs policy completed (by PS), we probably need to update the voting rights policy.
- postponed

Selection & Review of Administrators Policy

- Issue: Policy recommendation rejected by the President
  - Concern related to friendly amendment added during debate in the Senate
- postponed

Review of all Senate Management Resolutions

- Periodically, a review of past policies is needed since, as we've discovered, things are sometimes overlooked. Recent example, our proposal (passed by Senate) to repeal S82-10 and F86-7 pertaining to Information systems & computing advisory board.

- Resources:
  -

Shifflett: SM-S08-3 (Creating a Task Force to Review Current GE Assessment and Certification) through SM-S13-1 (Thanking Senator Peter Buranski for Many Years of Dedicated Service to the Academic Senate and Appointing Him Honorary Senator)
For details of discussion & review by SB see review file by SB to be attached

Grosvenor: SM-S96-6 (Lottery Funds Committee) through SM-S97-1 through SM-S97-2 through SM-S97-3 through SM-S97-4 through SM-S97-5 through SM-S97-6 through SM-S97-7 through SM-S97-8 through SM-S97-9 through SM-S97-10 through SM-S97-11 through SM-S97-12 through SM-S97-13 through SM-S97-14 through SM-S97-15 through SM-S97-16 through SM-S97-17 through SM-S97-18 through SM-S97-19 through SM-S97-20 through SM-S97-21 through SM-S97-22 through SM-S97-23 through SM-S97-24 through SM-S97-25 through SM-S97-26 through SM-S97-27 through SM-S97-28 through SM-S97-29 through SM-S97-30 through SM-S97-31 through SM-S97-32 through SM-S97-33 through SM-S97-34 through SM-S97-35 through SM-S97-36 through SM-S97-37 through SM-S97-38 through SM-S97-39 through SM-S97-40 through SM-S97-41 through SM-S97-42 through SM-S97-43 through SM-S97-44 through SM-S97-45 through SM-S97-46 through SM-S97-47 through SM-S97-48 through SM-S97-49 through SM-S97-50 through SM-S97-51 through SM-S97-52 through SM-S97-53 through 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In Progress

- Update of Voting Rights Policy
- Revisit Selection & Review of Administrators Policy to address PresidentÕs concern
- Review of Senate Management Resolutions
- Referral, workload policy committees, especially C& R.

Committee materials are available on our shared google drive:
https://drive.google.com/a/sjsu.edu/folderview?id=0Bwx
rATDGD5hQkZBX0xYeWpscW8&usp=sharing_eid&ts=57586735

Organization & Government
Minutes of FINAL Spring Meeting 5/8/17
(approved by email vote: 7-0-3; 5/13/17)
Alumni Room (Clark Hall, 3rd Floor); 2-4pm

Jason Laker (recorder)

Members Present: Bailey, Boekema, Grosvenor, Hart, Higgins, Laker, Ormsbee, Rajkovic, Tran
Absent: Shifflett

Action Items

Approval of Minutes as Amended (thank you Carolus) from 4/24/17 meeting. **Approved 7-0-1**

Selection & Review of Administrators Policy (amendments to S16-8)

- Issue: Policy recommendation rejected by the President
  - Concern related to language added during debate in the Senate
- Discuss possibility of substitute language instead of (‘ide1val !facu4clity of substitute language instead of (s

Passed at meeting: 7-1-1

Motion by Bailey, seconded by Higgins to accept the policy AS AMENDED (i.e. removal of "ideally faculty")

Passed at meeting: 7-1-1

Note: Following the meeting, Chair Shifflett circulated a document via email, "Edit to Amendment A to University Policy S16-8: Selection and Review of Administrators" on May 9, 2017, seeking member votes in reply. That final vote count will be recorded in the document that goes to the Senate.

Review of all Senate Management Resolutions

- Issue: Periodically, a review of past policies is needed since, as we've discovered, things are sometimes overlooked.
  - Recent example, our proposal (passed by Senate) to repeal S82-10 and F86-7 pertaining to Information systems & computing advisory board.
- **Discuss** what to do about the 'review file' Carolus noted in the minutes would be attached for each of the items reviewed on 4/24. Shifflett does not know of any review files. Only the materials presented at the meeting - which do NOT contain any of the notes/edits/decisions made by the committee at the meeting.

Because no notes were taken on the SMR discussions at the last O&G

Higgins: SM

- Proposal rejected by Senate: AS1638: Senate Chair 2-year Term
- Passed by Senate at 12/12 meeting: AS1639: Bylaw amendment (4.1) to add chief diversity officer to ExCom and remove VP Advancement
- Passed by the Senate: Repeal S82-10 and F86-7 pertaining to Information systems & computing advisory board
- Passed by the Senate at 3/13 meeting: AS 1621: Departmental Voting Rights
- Passed by Senate at 3/13 meeting: AS 1629 Concurrent Membership on Operating & Policy Committees
- Passed by Senate at 3/13 meeting: AS 1642 - Student Success Committee Membership and Charge
- Passed by Senate at 4/10 meeting: AS1635: Update to Policy on Selection & Review of Administrators
- Referral for Professional Standards on faculty rights/responsibilities. Decided not to pursue.
- Update of Voting Rights Policy - Information passed on to Professional Standards for consideration in the chairs' policy they are working on.

In Progress

- Revisit Selection & Review of Administrators Policy to address President's concern
- Review of Senate Management Resolutions

From Chair Shifflett: ***That's a wrap! Sincere thanks to everyone for an absolutely great year. I appreciate your thoughtful and deep reflection on all items we took up.***