



ACADEMIC SENATE EXECUTIVE COMMITTEE

EXECUTIVE COMMITTEE MEETING

AUGUST 16, 2018
FACULTY CONFERENCE ROOM

The meeting was called to order by Tom Nordenholz at 11:05 am.

Present: Tom Nordenholz (Chair), Alex Parker (Vice-Chair), Dinesh Pinisetty (Secretary), Khalid Bachkar, Cynthia Trevisan, Steve Browne.

Guests: None

Absent: Keir Moorhead

The meeting started off with the discussion about the minutes from Spring 2018. There are three unapproved minutes in the dropbox folder that needs to be reviewed. Also, there are minutes from two meetings (including executive and general senate) that needs to be completed to finish up all the minutes from the Spring 2018 semester.

Announcements

- Brent Pholmann will no longer serve on Senate Executive Committee and his position needs to be filled. The election to fill Brent's position will soon be conducted using the Moodle voting platform. The committee thought that it would be best served by faculty who can voice out their opinion and represent from constituencies that are underrepresented. Also, the election announcement may include, that for the benefit of new faculty to gain inner knowledge about the various things that goes in the academic senate committee, Executive Committee members will be readily available for a discussion.
- The Administrator review policy did not get to the cabinet for approval as of today. The Senate Chair has inquired with the President and his staff about this and is waiting for further updates on its progress.
- Final Exam Policy that was initiated in Spring 2014 is finally approved by the President and is currently on the webpage. The Senate Chair will send out an e-mail to all Department Chairs before the start date of the Fall 2018 term.
- The Senate Executive Committee should start preparing a list of consultants who can be viable to evaluate the shared governance on our campus and provide a report. Once the list is prepared Senate Chair will consult with the Provost and the President.

CALIFORNIA STATE UNIVERSITY MARITIME ACADEMY

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Administrator Attendance at Meetings and Schedule (Discussion and Resolution)

The Executive committee have discussed various options on the attendance of the administrators. During this discussion the administrative attendance at various other CSU campuses have been overviewed and finally two models have been decided and voting was conducted.

Model 1: Inviting the President for attending all the General Senate meetings and half of the Senate Executive Meetings and the Provost attending all the General Senate Meetings and Senate Executive Committee meetings. All other academic personnel will be on invitation basis. In addition, the Senate Executive Committee (faculty only) will be meeting over the lunch once monthly without any minutes being recorded.

Voting: Yes: 5 ; No: 0

Model 2: The President and the Provost attending all the General Senate and Senate Executive Committee meetings. All other academic personnel will be on invitation basis. In addition, the Senate Executive Committee will be meeting over the lunch without any minutes being recorded.

Voting: Yes: 3 ; No: 2

Finally, the Executive Committee agreed upon the following plan for inviting the President and administrators to the Senate meetings. This will be in effect for the Fall 2018 term, and the decision may be reconsidered at the beginning of the Spring term.

Senate General Meetings (once per month: 9/11, 10/9, 11/13, 12/4) :

The official meeting (agenda, discussions, votes, minutes) will run from 11-11:50, and there will be an open invitation to the following administrators to attend:

President
Provost
School Deans
Associate Provost
Library Dean

From 11:50-12:20 the administrators will be asked to leave, and a faculty-only open floor forum (unofficial, no minutes taken) will be held.

Executive Committee Meetings (2-3 x per month, Tuesdays 11-12:20):

Provost (invited to attend all meetings)
President: (invited to attend half of the meetings)

During these meetings an opportunity will be given to the President and Provost to make brief (timed) reports to the Senate Executive Committee.

In addition, the Executive Committee (faculty only) will meet about once per month informally over

lunch (no agenda, no official business, no minutes recorded).

Senate Communications (Discussion and Resolution)

The Committee had a discussion on the proper platform to post Senate files, minutes, links and important announcements etc. Also, a suitable platform needs to be chosen to conduct voting and have discussions. The Committee may start with Brightspace at this point to start off immediately but may rethink about a proper platform in coming few months.