ACADEMIC SENATE EXECUTIVE COMMITTEE

<u>EXECUTIVE COMMITTEE MEETING</u>

AUGUST 21, 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, Keir Moorhead, Cynthia Trevisan, Steve Browne.

Guests: *Sue Opp (Provost)*

Absent: *None*

The unapproved minutes in the dropbox folder need to be reviewed. Few committee members requested for an e-mail with all the unapproved minutes. These will be approved in the next meeting. 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

- The Senate chair is collecting the information from the Department chairs regarding the tenured/tenure track faculty; lectures: with 1 yr and 3 yr appointments; FERP faculty. Once all the information is obtain senate memberships will be processed. Provost suggested to revisit the membership policy; except for Dr. Ian Wallace all other Student Service Professionals (SSPs) fall into bargaining Unit 4.

- Provost informed that Administrator review policy did not get to the cabinet for approval. The last she heard was that the policy was in Human Resources office for processing. The Senate Chair will follow up again directly with the President.

- The Executive Committee vacancy needs to be filled out and once the Senate membership process is completed election will be held.

- The Senate Executive Committee is planning to invite all the three new deans to the next meeting for a brief introduction. The Senate chair will be sending out the invitations this week.

- All the committee formations will be revisited during this term and Alex Parker will be giving us an update.

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Provost Report

The Provost had discussion with the President and the number of tenure track hiring requests that will sent out this academic year may be similar to that from the previous year. The school deans will be reaching out the Department chairs for their requests and then all the Department chairs will be meeting together (and without the Deans present) and rank them based on the needs.

The transition from Moodle to Brightspace has been a difficult hurdle due to Garet Marling leaving us to join a new position. Michelle Van Hoeck will be overlooking the LMS administration and she is trying to work with the Faculty to make the transition as smooth as possible. Michelle is reaching out to Brightspace and other CSUs using similar LMS software for additional assistance.

Job description is being prepared to fill out Garet's position. The advertisement will be sent out soon.

Senate Communications (Discussion and Resolution)

Provost indicated that using Brightspace may not be an appropriate choice for Senate activities due to the confidentiality and privacy issues. She suggested that LMS has always been CSU's property and may not be an ideal platform. Her recommendation has been to use CSUM webpage for all the activities.

There was also discussion to just use Brightspace to post all the materials and use another platform for voting etc. If Budget is available other commercial platforms may also be used. The Senate Chair will discuss with the Provost regarding the budget available for Academic Senate.

Consultant on Shared Governance (Discussion)

The Executive Committee decided to prepare a short statement describing the expectations from the consultant evaluating our campus on shared governance. The Senate Chair requested all the committee members to reach out their colleagues and prepare an initial list of people who may be right choices for this task.

The list of viable candidates will be continuously updated for the upcoming weeks.

Committee Formation

Alex Parker has reviewed the policy that is stated for each committee and updated many irregularities and will continue to do so this term. He will be reaching to committee chairs to gather more information regarding the individual committees. He was also planning to initiate a reporting process wherein all the Academic senate committees provide a report to the Executive Committee on a timely basis.

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