**Senate Executive Committee Meeting (11/12/2024)**

**Attendees:** Sarah Senk (Chair), Taiyo Inoue (Vice Chair), Ariel Setniker (Secretary), Christine Isakson, Julie Chisholm, Keir Moorhead, Maggie Ward, Executive Dean Dinesh Pinisetty.

**Absent:** none

**Meeting Minutes Review and Approval**

* The committee reviewed the process for approving meeting minutes.
* Senator Setniker and Senator Senk discussed finalizing minutes by 5 PM the following day.
* Executive Dean Pinisetty suggested minutes should include a clear record of absentees.
* Transparency was emphasized, especially due to upcoming board votes.
* The agenda for the next meeting was discussed, with Chair Senk expressing concern about effectively tracking issues.

**Updating Policies for the Merger**

* The committee addressed discrepancies in policy documentation, including outdated and missing policies related to Senate committees and curricular changes.
* A list of courses without corresponding Curriculum Change Requests (CCRs) was identified as a priority for post-merger updates.
* Executive Dean Pinisetty agreed to follow up with University Affairs to archive and update policies, including five outstanding Senate committee policies.
* The need for a web editor to ensure consistency and accessibility of policies was discussed.

**RTP Policy Review and Approval**

* Executive Dean Pinisetty raised concerns about an RTP policy update that was approved without review by Deans or Academic Affairs.
* The policy, signed by then Faculty Senate Chair Bets McNie, was found on the President's desk. It included DEI updates to Appendix J and other changes.
* The committee discussed discrepancies in the policy review process, agreeing to follow up on this matter and ensure future RTP policy updates include feedback from Deans.
* Senator Senk and Senator Setniker referenced the 2022 RTP policy and expressed concerns about whether it had been finalized.

**RTP Policy and Website Management**

* The committee highlighted the need for an updated and archived version of the RTP policy.
* It was agreed that the RTP Coordinator should oversee a centralized repository of policies and manage a public-facing RTP website.
* Senator Chisholm suggested formally requesting a dedicated position to handle website management and policy archiving.

**Academic Calendar Changes and Constraints**

* Senator Isakson shared updates on a meeting with representatives from Cal Poly San Luis Obispo regarding academic calendar adjustments, including a potential move to a 14-week semester or year-round schedule.
* Federal constraints, particularly from the U.S. Coast Guard, were identified as major barriers to these changes.
* Curriculum revisions required by the Coast Guard were noted as time-intensive and difficult to implement within the proposed timeline.
* Concerns were raised about decisions being made without sufficient faculty input, and Senator Isakson argued for greater faculty involvement in these discussions.

**Integrating Leadership Outcomes in General Education**

* Chair Senk proposed integrating leadership outcomes into General Education courses, particularly first-year courses, as part of the Educational Leadership Development Program (ELDP).
* Feedback was sought on timing and the initiative’s potential to preserve programs amid merger-related changes.
* Senator Setniker and Senator Chisholm supported the initiative.
* Plans included preparing materials and presenting the initiative at the upcoming General Senate meeting.

**Integrating Lifelong Learning Into the Curriculum**

* Senator Senk suggested integrating lifelong learning into co-curricular activities, starting with pre-orientation content.
* Faculty engagement was proposed for spring, with revisions to courses planned for summer.
* Concerns about faculty workload and funding were raised by Senator Setniker, and Executive Dean Pinisetty suggested distinguishing ELDP from the Teagle Grant initiatives.
* Teagle fellows were tasked with explaining their roles during department meetings to clarify alignment with ELDP goals.

**Preparing Materials for the General Senate Meeting**

* The committee discussed preparation for the upcoming Senate meeting, including sending pre-work instructions and meeting documents to Senators.
* Senator Setniker agreed to send minutes from the last General Senate meeting for approval. Technical challenges with previous minutes were noted, and Senator Senk expressed concern about locating records of RTP policy revisions from earlier years.

**Action Items**

* **Policy Updates:** Executive Dean Pinisetty to follow up with University Affairs on updating and archiving Senate committee policies.
* **Trial Presentation:** Chair Senk to prepare and deliver a trial presentation on integrating leadership outcomes into General Education courses for the next meeting.
* **Teagle Fellow Discussions:** Teagle fellows to discuss their roles and ELDP alignment with their departments.
* **Meeting Minutes Approval:** Senator Setniker to send minutes from the last General Senate meeting for approval by the following morning.
* **Pre-Work Instructions:** Chair Senk and Senator Setniker to finalize and distribute pre-work instructions for the upcoming Senate meeting.