**Senate Committee Meeting (01/30/2025)**

**Attendees:** Sarah Senk (Chair), Taiyo Inoue (Vice Chair), Ariel Setniker (Secretary), Christine Isakson, Julie Chisholm.

**Absent:** Keir Moorhead, Maggie Ward, Executive Dean Dinesh Pinisetty.

**Agenda**

* *Agenda approved unanimously*

**Work Group Tasks and Merger Analysis**

* The committee discussed the formation of work groups to prepare for merger of the two institutions. Work groups were tasked with scrutinizing relevant policies from Cal Maritime and Cal Poly, identifying points of commonality and difference, and generating a one-page summary of findings.
* The committee agreed that work groups should identify which issues fall within Senate purview and which require delegation to other entities (e.g., CFA, administration).

**Creating Work Groups for Senate Policies**

* Chair Senk proposed work groups to review and summarize Senate committee policies, aiming for completion by February 17.
* The timeline was considered in light of the upcoming organizational announcement and the General Senate meeting on February 20.
* Senator Setniker suggested having work groups present findings to Senate Executive on February 13 as a preparatory step.
* The committee debated whether presentations should also take place at the General Senate meeting, ultimately deciding that work groups should focus on delivering key insights efficiently.

**Work Group Formation and Responsibilities**

* Chair Senk, Senator Setniker, Senator Chisholm, and Senator Inoue finalized the formation of work groups for academic and administrative tasks.
* Work groups include:
  + **Curriculum and Programming Committee**
  + **Program-Level Work Group**
  + **Shared Governance Group**
  + **Academic Support Services Group**
* Each work group was tasked with appointing a chair or spokesperson.
* The committee emphasized keeping work groups flexible and open to relevant staff participation.

**Drafting Resolution for Senate Merger**

* Chair Senk proposed that the Senate Executive Committee draft a resolution for merging the Senates, with next week’s agenda dedicated to this task.
* The committee agreed that a smaller executive drafting group was best suited for this task.
* Senator Isakson confirmed that no approval from the President was required for this resolution.
* Senator Chisholm proposed including a **maritime campus caucus** as part of the resolution to ensure continued representation for maritime programs.

**Action Items**

* **Faculty Email on Work Groups:** Chair Senk to send an email to all faculty with finalized work groups and tasks.
* **Work Group Leadership:** Work groups to appoint a chair or spokesperson for their group.
* **Policy Review & Summaries:** Work groups to analyze relevant policies at both institutions, identify points of commonality and difference, and generate a one-page summary by **February 17**.
* **Issue Delegation:** Work groups to identify Senate purview issues and flag items for delegation to other parties (e.g., Administration, CFA).
* **Staff Involvement:** Work groups to invite relevant staff members to participate as needed.
* **Resolution Drafting:** Senate Executive Committee to draft a resolution for merging the Senates at the next meeting.