Academic Senate
Executive Committee Meeting Minutes
9-1-09
12:30-1:30 in the PE Conference Room

Members present: Shawna Bynum, Erik Shearer, Rebecca Scott, Julie Hall, Nadine Wade-Gravett, Stephanie Grohs, Steven Balassi, Ann Gross, Susan Engle, Robert Miller, Walter Unti, and Stephanie Burns.

Excused Absences: Michelle Hobbs, and Sable Howard-Hughes.

I. Welcome

II. Public Comments –none

III. Approval of Minutes from 5-5-09 –msp

IV. Adoption of Agenda –Chair requested to move the Brown Act training to the end of the agenda. msp

V. Discussion/Action Items
   A. Brown Act – Training for committee chairs
      -Discussion regarding the necessity of all committees and chairs to adhere to the rules and regulations in the Brown Act. Requirements will be sent to all committee chairs. Training will be conducted by TLC. It will be recommended that the PDC will set up training for flex day.

   B. Committee Meeting Attendance
      -Chairs have been given a list of members. Members and attendance need to be noted in meeting minutes. Please indicate excused absences.

   C. Removing the CJTC Director from the Curriculum Committee
      -With the new dean structure, there is no need to have the CJTC director attend the Curriculum meeting. Steve will confer with the Curriculum Committee on the changes and Erik will confer with the CJTC Director. Change will be brought to the full senate.

   D. Senate Assignment Approval
      -see attached document for changes made to the faculty senate committees. Changes will be included in the Faculty Senate Handbook.
1. Evaluation oddity
   – Evaluation oddity with a request to have an evaluation team without a division chair. The evaluation subcommittee will address this issue.

2. Curriculum Committee oddity
   – The Curriculum Committee does not have a representative from the BCS division, but the Chair is a representative.

3. Facilities changes

4. Need two faculty reps for Foundation
   – Faculty representatives are needed to serve on the Foundation Committee. S. Bynum will send out invitations to faculty to get participation.

VI. Officer Reports
A. President – Shawna Bynum
   1. Zoomerang Survey will be sent out to faculty looking for best practices on diversity in the classroom.
   2. Senate will be working to maintain transparency process for decision making – will continue to work with Sue Nelson.
   3. Issues regarding Division Chair evaluation will be tabled.
   4. Discussion of H1N1 virus and our absence policy
   5. Free Speech – a proposed board policy identifying how and where free speech can be demonstrated on campus will be presented to the full senate.
   6. Planning and Budget process will be going through the other constituent groups. Faculty senate has approved.
   7. Ethics Policy – the current policy and practice are not legally applicable. The Administration would like to develop an umbrella ethical policy applicable to all campus groups, with each group developing separate administrative regulations. The Faculty Standards & Practices Committee will address this. This will be presented as a 1st reading.

B. 1st Vice Pres. – Erik Shearer – no report

C. 2nd Vice Pres. – Rebecca Scott – Evaluation process is underway. Training for coaches is now being conducted.

D. Secretary – Nadine Wade-Gravett – no report

E. Treasurer – Julie Hall – Senate has $1,092.69 in account.
VII. Standing Committee Chair Reports
A. Academic Standards & Practices– Stephanie Grohs
   -Revising description for General Education requirements.

B. Curriculum – Steven Balassi
   -All members are trained. All proposals are due on the September 17th.

C. Faculty Coach Committee – Rebecca Scott
   -Committee has met and will continue to work on training.

D. Faculty Standards & Practices – Ann Gross
   -Will be looking at equivalency requirements. Committee will be looking to
     get more specificity on equivalencies from disciplines. Efforts will be
     brought to the full senate.

E. Learning Outcomes Assessment – Erik Shearer
   -All departments are participating. Each department will have a
     representative from the LOA Committee to assist.

F. Professional Development – Michelle Hobbs
   -Committee has met.

G. Scholarship – Sable Howard-Hughes
   -Committee will not meet until the spring semester.

H. Social – Susan Engle
   -A survey will be sent out to determine what activities should be conducted
     by Social Committee. A Cardio salsa event will take place on 9/11/09.
     Questions about legality of hosting events will be directed to Laura Ecklin.

I. Student Standards & Practices – Robert Miller
   -Issues to be addressed includes free speech, disruptive students, and flu
     issue and absences.

VIII. Shared Governance Committee Chair Reports
A. Budget – Walt Unti
   -no report

B. Planning – Stephanie Burns
   -Working on self study for accreditation.

IX. Adjournment