Executive Committee Meeting Minutes
11-3-09
12:30-1:30 in the PE Conference Room

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

Member absent: Michelle Hobbs

1. Welcome
   Meeting called to order at 12:30 pm

2. Adoption of Agenda –msp
   Changes to the agenda: add 5.2, remove 5.8

3. Approval of Minutes from 10-6-09 -msp

4. Public Comment
   None

5. Discussion/Action Items

   5.1 Bylaws Revision
       Add another faculty member to Assessment Committee. Executive Committee agrees to addition.

   5.2 Senate Assignment Approval
       Peter Holland replaces Cathy Gillis on DITC.
       Martin Murphy replaces Regina Orozco temporarily on Planning.
       Jerry Somerville adds to Assessment.

   5.3 Presidential Search
       Forum on November 24, 2009 at 12:30 pm. The plan is that constituents nominate more than 3 for the committee to assure a greater level of diversity.
       K.Rameriz is asking faculty to identify characteristics that faculty are looking for in a president. A Zoomerang survey will go out.
5.4 Curriculum Process Ad-hoc Committee
Curriculum has 29 members; Less than half are senate appointed. This problem was raised repeatedly by the Accreditation Team. S.Bynum will appoint an ad-hoc committee to evaluate the structure of the Curriculum process.

5.5 Degree Descriptions Ad-hoc
Committee will hold its first meeting on Friday. The charge will be to review degree and certificate descriptions. Any changes will be forwarded to Academic Standards and Curriculum.

5.6 BSI Committee as Academic Senate Committee
Most schools have BSI as a Senate Committee. The current committee will bring forward a change to the Bylaws for Senate consideration.

5.7 Part-time Vote
The CTA ruling is that 1 person should be entitled to 1 whole vote. More research will be considered.

5.8 Emeritus Policy – Catalog
removed from agenda

5.9 Flex Day
Spring 2010 – Has been planned and will be distributed.
PDC will send out a Zoomerang survey asking for ideas for the Fall 2010 Flex Day. Ideas will be forwarded to the Full Senate in December. It was discussed that during Flex Day, the whole college should participate. It would allow an opportunity to address campus wide issues.

5.10 Equivalency Policy Update
Policy will be brought to Full Senate in November.

5.11 Hiring Process Update
Faculty Standards is looking at legal issues regarding hiring regarding prop 209 and EEOC laws.

5.12 Program Discontinuation
Policy passed in 2004 needs to be brought to everyone’s attention. There is a difference between not scheduling and program. It is recommended that all faculty should be aware and knowledgeable of this policy.

5.13 No Smoking Policy
Ideas will be brought forward during the spring semester.
5.14 Faculty Association – Online Load/SLO Workload
For SLO information, all faculty will have faculty secretaries to input data. Faculty will need to provide secretaries with information.
Online Workload – Instruction office is recommending that online be treated as overload. Faculty could teach one class or 20% and must have division chair approval for anything over that. Many disagreed with this recommendation and were not supportive. S. Bynum will take opinion back to Instruction.

6. Reports

6.1 Officer Reports

6.1.1 President – Shawna Bynum
Attending State Senate meetings and will bring forward pertinent information.

6.1.2 1st Vice President – Erik Shearer
No report

6.1.3 2nd Vice President – Rebecca Scott
Evaluations are being completed. Feedback is negative on Peer Evaluation Form. Changes will be forwarded to PDC.

6.1.4 Secretary – Nadine Wade-Gravett
No report

6.1.5 Treasurer – Julie Hall
Will not present a financial report as she will be attending a meeting.

6.2 Standing Committee Chair Reports

6.2.1 Academic Standards & Practices – Stephanie Grohs
GE categories will be discussed at Full Senate.

6.2.2 Curriculum – Steven Balassi
No report

6.2.3 Faculty Coach Committee – Rebecca Scott
Report on negative feedback on Peer Evaluation Form.

6.2.4 Faculty Standards & Practices – Ann Gross
No report

6.2.5 Learning Outcomes Assessment – Erik Shearer
No report
6.2.6 Professional Development – Rebecca Scott
Changes have been made to the Sabbatical Process. Form will now include estimated cost of implementing project if instituted. Also proposing changing the Appeal Process to 7 days. Changes will be brought to Full Senate.

6.2.7 Scholarship – Mary Salceda-Nunez
No report

6.2.8 Social – Susan Engle
The committee would like input on having monthly talks on current events. Do we already have a forum?
Do we have guidelines regarding communication of “needs” for celebration, retirements, condolences? What is college wide and what is department/division?
Academic Senate Holiday Party December 11

6.2.9 Student Standards & Practices – Robert Miller
No report

6.3  Shared Governance Committee Chair Reports

6.3.1 Budget – Walter Unti
No report

6.3.2 Planning – Stephanie Burns
Committee voted on planning priorities and will be forwarding to Full Senate.

7.  Items for Next Meeting

7.1  Next meeting date: December 1, 2009

7.2  Next meeting topics

8.  Adjournment
Meeting was adjourned at 1:36 pm