

2011-12 FACULTY SENATE EXECUTIVE COMMITTEE

Tuesday, May 1, 2012
3:45 -5:15 p.m.
Sacramento Hall, Room 275

MINUTES

Present: Buckley, Cortez, Hecsh, Koegel, Melzer, Peigahi, Russell, Sheley, Sheppard, Van Gaasbeck

Absent: Hammersley (excused), Krabacher (excused), Miller (excused)

Guests: Juanita Barrena, Biological Sciences; Jean-Pierre Bayard, ATCS; Pat Chirapravati, Asian Studies; William Dillon, Government; Carolyn Gibbs, SCIPP Chair; Sue Holl, SCIPP Member; David Lang, Liberal Studies/Social Science, Chris Taylor, SCIPP Member, Lynn Tashiro, CTL Director; Don Taylor, Assistant VP (Interim) for Academic Programs and Global Engagement

1. Open Forum:

- Van Gaasbeck thanked Peigahi and Sheppard for their responses during Open Forum at the April 26 Senate meeting.
- Open Form was suspended to accommodate guest speakers on other issues and was not readdressed due to the meeting running long.

2. **Minutes from April 24, 2012:** The minutes were approved as published.

3. Chair's Business

- **Del Norte Hall – classroom key access:** Sheppard provided an update on the issue raised, at the April 26 Senate meeting, by Senator Miller regarding key access to classrooms in Del Norte Hall. He stated that a conversation has been initiated with UEI and Business Affairs to determine who should have keys. If the building remains an asset of UEI and the rooms remain in classroom inventory then they have to be treated like classrooms.

4. **SCIPP - IPP discussion regarding interdisciplinary programs:** Sheppard stated at the April 24 meeting a motion was made that would recommend a policy that would allow SCIPP the authority and discretion to determine if there are any particular criteria that was not applicable to certain inter-disciplinary programs. The Exec had tabled the motion at that time to allow for feedback from SCIPP.

SCIPP Chair Gibbs reported that the committee members discussed the motion and were unanimous in that they do not feel at this point it would be a good idea to interrupt the process and make a major change that this would suggest to the ranking of the programs. At the conclusion of the process SCIPP will make recommendations for revisions to the policy for the Senate to consider. Discussion followed and the motion failed.

Van Gaasbeck made a motion to include the matter on the May 10 agenda as an Information Item. The Exec agreed to place the item on the May 10 agenda. The individual who brought the concerns would be invited to the Senate meeting.

5. **FPC - CTL Annual Report:** CTL Director Lynn Tashiro presented the “State of the CTL” outlining the plan for the 2012-13 AY. An annual report will be prepared in July.

Noel stated that the Select Committee has recommended beginning with the 2013/14 AY that the CTL Advisory Committee would report to FPC. If approved, the Director would report to the Executive Committee and the Advisory Committee would report to FPC.

The reporting structure was discussed. Sheppard stated that historically the CTL Director reported to FPC and then it was changed a few years back for the Director to report to Exec.

Hecsh stated that the Select Committee felt that there needed to be stronger structural institutional ties between CTL and the Senate. The intent was to the CTL at large to have more interaction with policy committees and the Senate.

Sheppard/Hecsh asked Tashiro to provide an update to the Senate in September. Hecsh suggested that the update might be included in the Retreat.

6. **Field Trips and Internships Proposed Policies Update:** Sheppard stated that Exec had asked for an additional change to be made to the Field Trip policy in Section II B (4). AVP Taylor provided the revised document. The Exec approved the language and agreed to place the proposed policies for Field Trips and for Internships on the May 3 agenda as a First Reading.

7. **CPC**

- **Credit Hour Definition Policy draft:** Meltzer reported that additional edits need to be made to the policy. The Exec agreed to review the document at the May 8 meeting and to also place the item on the agenda for May 10 as tentatively scheduled.

- **Program Review Policy:** The item was not addressed. It will be placed on the May 8 agenda.

8. **Digital Media Minor Proposal:** The Exec agreed to place the item on Consent for May 10.

9. **APC - Revisions to Petition for Exception to the Undergraduate Repeat Policy:** Sheppard stated that APC provided revisions to the policy exemption petition and that it is only an information item for Exec.

10. **Timely Instructional Materials Adoption Proposal:** Sheppard stated that the Provost asked that Senate to take action by October 2012. The item will be placed on a future Exec agenda.

11. **e-Learning Survey and Evaluation Strategy – CPC referral:** Koegel presented information on e-learning courses and a survey of students enrolled in e-Learning courses. The matter of whether or not to amend the e-Learning policy to include a requirement that e-Learning courses would include a student survey was referred to CPC. (CPC had previously been referred the periodic review of the e-Learning policy.)

12. Senate Agenda – May 10: The item was addressed during other discussions as noted.

13. Committee Updates: The item was not addressed.