

## **Executive Committee Minutes**

*Tuesday, March 3, 2002*

*3:00 – 5:00 pm, 275 Sacramento Hall*

*Approved: March 24, 2020*

**Call to Order:** 3:01 pm

**Roll Call:**

Adam Rechs, Amber Gonzalez, Andrew Hertzoff, Anne Lindsay, De-Laine Cyrenne, Harvey Stark, Israel Flores, Jeff Dym, Kitty Kelly, Philip Flickinger, Rafael Diaz, Sue Holl, Tracy Hamilton

**Guests:**

Academic Affairs: Provost Perez, Deans Newsome and German, Interim Vice Provosts DeGraffenreid Miller  
College of Continuing Education: Associate Dean Winbush  
College of Engineering and Computer Science: Associate Dean Shafizadeh  
College of Health and Human Services: Chair Wright (KNS) and Senator Sheppard (RPTA)  
Faculty Senate Parliamentarian: Professor Krabacher  
Information Resources and Technology: Interim VP Hendricks  
President's Office: Director Peigahi, VP Tate Vermeire  
Student Affairs: VP Mills

**Open Forum:**

- **Amador Hall asbestos situation.** A question was raised about the asbestos in Amador Hall and if the Administration is aware of the situation.
- **Soap in campus restrooms:** Due to the situation with the Coronavirus, the soap dispensers in campus restrooms are being depleting rapidly. For weekend event, Friday evening and through the weekend, the soap and towel dispenses are depleted by Friday evening and are not replenished until Sunday evenings (ex: Shasta Hall). It was also requested hand sanitizers to be distributed in areas where there are a lot of people. The Chair will follow-up with VP Bowman.

**Agenda:** The agenda was approved as published.

**Minutes:** Approved – February 25, 2020

**From the Chair:**

**OFA Awards:** Exec was reminded that the Outstanding Faculty Award will be held on March 10, the Exec would not be meeting that day, and that members were encouraged to attend the award ceremony.

**From the Provost:** No items.

## POLICIES - REFERRALS

- **Policy on Research Integrity:** Referred to FPC with signification consultation with GSPC. The item is time sensitive. The Committees will be asked to complete their review by mid-April.
- **Assignment and Oversight of Faculty Director Positions:** The item was referred to FPC with the request to complete the review this Spring. The Senate Chair was asked to advise the Department Chairs, at their March 5 meeting, of the Senate's review of the policy and ask for feedback.

Senator Sheppard stated expressed three concerns with the policy proposal:

1. Lack of clarity regarding faculty representation on search committees – in some other academic positions/searches, there is an expectation that faculty make up a majority of a committee.
  2. Complications which may arise as a result of that change in payroll status if a position with a full or fractional 12-month appointment terminates early.
  3. Complications that may arise if an individual wants to include the work conducted as a program director in their RTP evaluation given the current language of the proposal.
- **Graduate Advising Policy:** The item was referred to GSPC.
  - **Grading Policy:** Two issues were raised 1) the Incomplete contract in CMS and 2) the Grading Policy.

### Incomplete contract in CMS:

1. At the bottom of the incomplete contract in CMS it states "In the event that the course requirements are not completed by the deadline, the grade indicated below by the instructor will be the grade posted by Enrollment Services." This actually goes against the Incomplete policy that states "Failure to complete the assigned work will result in an Incomplete being converted to an "F" or "NC" on the academic transcript."
2. It's not just the grade in the instruction box. It's misleading action of when you take an action in CMS and when the faculty member completes the contract. It gives the wrong impression that the faculty member can set the clock a little shorter when it defaults to a year. There is only a snap shot of the form. What the computer reads and what it sees is not clear.

The Register is responsible for changes to the contract in CMS. VP Mills stated that he will communicate with the Registrar to resolve the issues.

### Grading Policy:

1. Needs a better distinction between WU, Incomplete, and Fs and when instructors should use each one.
2. Add clarifying language: dates, etc.
3. Is the policy out of line with CMS?
4. Align the policy with the current financial aid rules

Referral: The Grading Policy issues were referred to the Academic Policies Committee to align the policy with the current financial aid rules that the campus requires and to define more clearly the distinction of WU, Incompletes, and Fs and the timeliness of things.

- **Credit Hour Policy / Winter Intersession Discussion:** The specific issue pertains to whether a course that begins on a Thursday, every 5 years, is a viable course. Is there a number of instructional days as a minimum?

Referral: The item was referred to the Curriculum Policy Committee and the Graduate Studies Policy Committee for joint review of the Credit Hour Policy to determine whether or not a course that begins on a Thursday, every 5 years, is it a viable course, and that the policy is consistent with campus policies.

#### **Program Proposals**

- **Amended Program: BS in Kinesiology (Physical Education Teacher Education):** The item will be placed on Consent Action on the March 19 Senate Meeting.
- **Discontinued Program: BA in Art (Art Studio):** The item will be placed at First Reading on the March 19 Senate agenda.

**Instructional Contingency Plan for a Campus Closure:** Academic Affairs is developing maintain academic continuity action plan to maintain instruction during a campus closure. Exec discussed how to solicit feedback from faculty – an exchange of information among the faculty is needed. How do we do that? Campus open forums were suggested and have the forums open to the campus community.

**Adjourned:** 5:00 pm