

MINUTES

**Executive Committee Meeting
Academic Senate
Wednesday, November 14, 2001
Commons 206
12 noon**

Present:	Bud Morris, Chair	Dick Montanari, Vice Chair	Sharon Hamill, Secty./GEC
	Shaun-inn Wu, APP	Janet Powell, BLP	Janet McDaniel, FAC
	Bonnie Biggs, LACAC	Sandy Parsons, ASCSU	

Ex-Officio:**Staff:** Marcia Woolf, AS Coordinator**Absent:** Jackie Borin, SAC; George Diehr, CFA; Alexander Gonzalez, President; Kathy Norman, NEAC; Robert Sheath, Provost**I. Approval of Agenda****ADD:** FAC Committee report after APP report

Motion #1 M/S/P
To approve the agenda as amended

II. Approval of Minutes 10/24/01**CHANGE:** Move Sandy Parsons from Ex-Officio list to Present list

Motion #2 M/S/P
To approve the minutes as amended

III. Chair's Report, Bud Morris:**A. Academic Roundtable:** No report.**B. Referrals:** None.**C. Announcements:** There will be no EC meeting next week in recognition of Thanksgiving holiday.**IV. Vice Chair's Report, Dick Montanari:** No report.**V. Secretary's Report, Sharon Hamill:** No report.**VI. President's Report, Alexander Gonzalez:** At Board of Trustees' meeting.**VII. Provost's Report, Bob Sheath:** At Board of Trustees' meeting.**VIII. Statewide Senate Report, Sandy Parsons:** No report.**IX. CFA Report, George Diehr:** At Board of Trustees' meeting.**X. Committee Reports:****FAC:** Janet McDaniel reported that that a total of 18 people attended the RTP town hall meetings. There was a wide

variety of input and the committee will need time to rework the document. What constitutes evidence of teaching is currently the most difficult issue. The committee hopes to bring the document to the Senate in February. The committee asked EC to consider the merit of including a provision requiring that the document be reviewed in three years, to facilitate its passing. After some discussion it was determined that the committee should do their best to respond to concerns expressed, but to move forward with the document so that a spring vote is possible. Bud Morris suggested language which references the literature regarding teaching evaluations and how to summarize them. Dick Montanari suggested breaking up the document into two or three parts for discussion purposes, and suggested that the parts could be reviewed according to a schedule. He also suggested that FAC offer the document for consideration with the stipulation that if it is not approved, FAC would not revisit it for three years.

The committee is also working on the Wang Family Award process. They will ask NEAC to put out a call for faculty representatives on the nominations committee, which must convene in February. If necessary, EC may ratify the appointments to expedite the committee's work. Janet Powell recalled that there was discussion sometime back regarding using one committee for both the Brakebill and the Wang awards; she will check her records. This change could be effected next year. Sandy Parsons noted that this is the third year for the Wang award, and still no formal process exists.

APP: Shaun-inn Wu distributed a document indicating meeting times for classes meeting three and four hours per week. The document was presented to APP as an information item by the Academic Programs office. The new scheduling guidelines will facilitate students' course selections, and may help students to increase their course loads by reducing course time conflicts.

GEC: Sharon Hamill reported that the computer competency requirement went to CAP which will meet at the end of the week.

The committee is still going through the GE course recertifications and is working on Area DD, having completed BB and CC. Regarding the Area C revisions, the programs in Area C are being asked to work out issues before sending proposals to GEC. GEC may be in a position to bring new Area C certification requirements to the Senate as an information item in December or February.

SAC: No report.

XI. New Business

A. NEAC Recommendations: Substance Abuse Advisory Council
Keith Trujillo, COAS 01-02

Motion #3 M/S/P (Hamill/Biggs)
To approve the NEAC recommendation.

B. SOAP (Subcommittee on Assessment Planning): David Barsky described the history of SOAP, which was created in the spring of 2000 following the WASC accreditation visit. There was a sense at that time that we were not making the best case for the assessment we were doing. The subcommittee was proposed as a means of centralizing information on assessment efforts. The motion to create the subcommittee was withdrawn by APP following its first reading because there was a concern that the subcommittee would be duplicating the efforts of the Strategic Planning Committee.

The Executive Committee then engaged in a discussion on the future of such a committee. Bonnie Biggs, who serves on the Faculty Center Advisory committee, noted that the coordination of assessment efforts on campus should involve Center director Vicki Golich.

Dick Montanari suggested that we look at the comments made by last WASC team to determine what effort is necessary to ensure we structure our efforts appropriately and address their concerns. He noted that faculty should be involved in any efforts affecting academic matters.

Bud Morris noted that current discussion is to determine what the need is and whether Senate involvement is appropriate. He noted that a tremendous amount of effort went into preparing for the last WASC visit, and that this matter may fall within the purview of a new WASC preparation committee or possibly Analytic Studies.

Shaun-inn Wu suggested that PAC could address academic assessment issues, and that constitutional scope of their charge may need to be broadened.

Bonnie Biggs suggested a meeting between the key players to discuss what is needed and what is currently in place before forming a task force.

David Barsky will discuss the issue further with the provost.

The meeting was adjourned at 1:40 p.m.

The next Executive Committee meeting will be held November 28, 12:00-2:00 in Commons 206

Marcia Woolf, Academic Senate Coordinator

APPROVED:

Sharon Hamill, Secretary 01-02

Date