

**ACADEMIC SENATE EXECUTIVE COMMITTEE MEETING  
AUGUST 28, 2015  
MINUTES**

**PRESENT**

Valerie Foster, President  
Shelagh Rose, Vice-President  
Stephanie Fleming, Secretary  
Jay Cho, Treasurer

**ABSENT**

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**CALL TO ORDER**

The meeting convened at 9:06 AM.

**APPROVAL OF MINUTES**

Minutes from the August 14, 2015 meeting were approved unanimously with no changes.

**PUBLIC COMMENT**

None

**ELECTION OF SENATORS**

The group discussed the concerns of senators regarding the implementation process of a standard election procedure and the advice of the statewide senate. Based on the advice, the group decided to follow past practice and discussed ways to support faculty as they implement past practice.

**BYLAW LANGUAGE**

The group discussed the need to clarify and update the language in the bylaws. The group reviewed the minutes from past senate board meeting and the bylaws committee and decided that V. Foster would schedule a meeting with Y. McKay to review the minutes and progress on the bylaw revisions. The group also discussed the need to work with Y. McKay to create a timeline so that the bylaws could be revised and updated in an efficient and timely manner while still allowing for discussion and feedback.

**CREATION OF SEPTEMBER 14 AGENDA**

V. Foster presented the items that had been requested for placement on the agenda. The group prioritized these items based on urgency, need, and rationale and unanimously agreed on the items to be placed on the agenda for the September 14 Board meeting.

**PUBLIC REQUEST FOR SENATE AGENDA ITEMS**

V. Foster expressed the need for the public to have a clear process for requesting agenda items for Senate Board meetings. She proposed a process that would allow requested items to be weighed on a rubric with criteria developed by the Executive Committee and then placed on an agenda within a certain number of meetings. She will bring her finalized suggestions to a future meeting and then share the process with the Senate.

### **HIRING COMMITTEE DRAFT**

V. Foster expressed that she has had difficulty implementing the “draft” that had been created in Spring 2015. Issues regarding vagueness in process, communication about the process, and the lack of response from faculty who have been contacted were discussed. They considered that some of these issues may stem from the summer term and recommended that V. Foster report back on whether the same issues continue to occur in the Fall semester.

### **PRESIDENT’S REPORT**

V. Foster updated the group on facilities, food and supplies for the Senate Retreat. She reported that she is requesting professional advice from the statewide senate regarding the wording of our bylaws and the adjunct senate representatives. She expressed that she wants the bylaws committee to review the number of senators because the current 5 members was designed to reflect the “school reorganization model” and did not appear to provide adequate representation.

### **ANNOUNCEMENTS**

S. Rose reported on the progress of the New Faculty Orientation.

V. Foster and S. Fleming updated the group on the status of the accreditation task force meetings.

### **ADJOURNMENT**

The meeting adjourned at 11:37 AM.