



ACADEMIC SENATE EXECUTIVE COMMITTEE

KICK-OFF MEETING MINUTES

AUGUST 22, 2017
COMPASS ROOM-1

The meeting was called to order by Tom Nordenholz at 9:35 am.

Present: Tom Nordenholz (Chair), Alex Parker (Vice-Chair), Khalid Bachkar, Cynthia Trevisan, Steve Browne, Brent Pohlmann, Keir Moorhead, Dinesh Pinisetty (Secretary)

Guests: Sue Opp (11:00-12:00), Tamra Donnelly (1:00-1:30)

Absent: None

AAUP Shared Governance Report (1966)

A widely accepted article talking about the shared governance of the institution. It discusses the roles of the governing board, President, and Faculty in governing an Academic institution. We will use this as our standard for shared governance.

Academic Policy Manual

- The manual was last updated in 2014 and the written language about different policies needs to be revised.
- The presence of few standing committees constituting as an element of the Academic Senate was discussed. The need for the “*Library Committee*”; “*Policy Committee*” and “*Judicial Committee*” that currently operate as an element of Academic Senate has been actively discussed. A full review of the need for, composition of, and roles of all standing committees will be conducted this year..
- The current participation of the Faculty on the cruise coordinate committee has been discussed.

Thoughts about the Executive and General Senate Meeting in the previous year (2016)

All members were happy with the executive senate meeting format in the previous year.

Few concerns about the General Senate meeting were discussed,

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- Not having a defined road-map.
- No discussion about the progress made on the issues raised by Faculty.
- Improper time management on the topics listed in the agenda by over-indulging on few issues.

Planned amendments for General Senate Meetings in FALL 2017

- Proper organization and formalization of the discussion items in the agenda
- Having time slots listed for each topic in the agenda
- Discussion on Department issues brought up by faculty to the executive meeting
- Senate executive members extending to all other faculty to encourage their participation in General senate meeting and know more about their issues.

Alex Parker will be the vice-chair and Dinesh Pinisetty will be the secretary for 2017-2018.

Announcements should be made for filling up Mike Holden's position as Faculty Development Chair, as he will be on sabbatical for Fall 2017.

Provost Sue Opp joined meeting at 11 am. The senate executive committee requested Sue to give an overview about the Administration priorities for FALL 2017.

Agenda of the Provost:

- Graduation Initiative 2025

The chancellor's office requested all campuses to have a Graduation initiative committee but based on the survey results it was identified that CSUM faculty are swamped with committee work, the provost did not really find a need to establish a new committee on our campus.

Our Leadership committee can pursue the work needed for Graduation initiative committee.

Our campus is already focused on activities associated with improving the graduation rate on campus including Math and Science remediation programs, student counsellor monitoring progress of students who fall under a certain GPA.

Tom Nordenholz will be attending the Graduation Initiative Meeting in October.

On request, Graduation rate data at CSUM will be provided to senate executive committee.

- Scholarly activity support

Opportunities to provide start-up funding to faculty for research activities will be explored.

Facility spaces for research activities and student projects have been assigned (Oceanography lab and Maker-space) and will be ready during FALL 2017.

The funds for ballast water treatment will be diverted to establish a Golden Bear Research foundation

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to support research activities at CSUM.

Classroom 101 re-modeling will be utmost priority and it should be ready for first day of classes.

- SPEL

A proper structure will be established to support grant writing opportunities.

Extended learning will be separated from research and sponsored programs.

Funding opportunities to support Research and sponsored programs will be explored.

Lunch: 12 pm – 1 pm

Provost left senate executive meeting at 12:30 pm to her next scheduled meeting.

Tamra Donnelly gave a quick tour of the senate webpage and suggested few amendments. She requested senate executive committee to provide her a feedback and establish a direction to proceed further.

After the discussion about the webpage the senate executive committee resumed meeting. The topic of discussion was on Open and Closed meetings.

The executive committee decided to invite the provost for alternate meetings with her agenda items on the list if required. This also provides an opportunity for the executive committee to put-forth all the agenda items that were discussed in the previous week.

The Committee then discussed agenda priorities for the 2017-2018 Academic Year. The following priorities were brought forward:

1. **RTP:** Providing clarity on expectations (especially regarding scholarship) for tenure track faculty. Two strategies to help accomplish this are:
 - a. A mentoring program pairing tenured faculty with tenure faculty to help guide them through the process.
 - b. Developing RTP Appendix K Guidelines for all Departments. These documents, which would clarify expectations for teaching, service, and scholarship for tenure within each department, would be approved by the faculty and the President and be included in the RTP Policy #526.
2. **Tenure Track Hiring:** Making sure that our institution is hiring enough tenure track faculty to support its growth and maintain quality, and that the process of allocating tenure track searches to Departments remains collaborative between faculty and administration and transparent.
3. **Cruise Faculty Hiring:** Addressing the difficulty that the ET and MT Departments have, trying to recruit and retain high quality license faculty. This includes the hiring of permanent (ideally

tenure track) faculty as well as faculty lecturers for cruise.

4. **Bylaw Revisions:** As alluded to above, this document needs revisions, to review and potentially eliminate unnecessary committees and accommodate the new three school structure.
5. **Three School Transition:** Monitoring and supporting the process of forming the three schools and hiring the Deans to lead these schools starting in fall of 2018.
6. **Administrative Review:** Developing a policy for faculty to participate in the review of academic administrators. This is a standard senate process on most (if not all) CSU campuses.