

Academic Senate Executive Committee Meeting

Minutes

8/26/09

1. Call to order – 3:00pm

Meeting was called to order at 3:10 pm by Scott Rippey.

2. Review minutes from Senate meeting in May 2009

Will be sent out with all of the information for the next meeting.

3. Review minutes from Senate meeting on 8/19/09

Reviewed for content, spelling and grammar – suggestions for minor corrections were made.

4. Draft revision of by-laws

By-laws were reviewed – suggestions for changes were made and notes by Scott.

5. Update on faculty committee selections

Catherine reported that she has received almost all faculty request forms. Some committees have an abundance of requests others have none. She and Scott will look through the requests, check them against faculty schedules and then assign faculty to committees. Scott asked if we differentiate between Level 1 and Level 2 committees (categorized based on the amount of time and energy the committee requires). This isn't something we current do, but could be something we implement. We will look at the CTA contract to find exact wording about committees.

6. Draft charges for new committees

Still compiling list of charges for all committees that was generated at the AS Retreat.

- a. Accreditation committee – Scott met with Cheryl who indicated that she still recommends a campus committees for the accreditation and SLOs. She feels having 2 separate committees would impact the effectiveness and the efficiency of both. What does Cheryl see the committees doing? She has been invited to the next AS meeting to discuss these issues. Scott suggested she come up with a plan about what she thinks the charges might look like. More people may sign up to be on the committees if they know what they

will be doing. We are responsible for the faculty part of accreditation, not the entire thing. It is our responsibility to establish faculty roles and then fill them.

- b. Student Preparation and Success committee – few faculty requests to serve.
- c. SLO committee
- d. Educational Program Development committee – little faculty interest in serving on this committee

7. Make agenda for senate meeting on 9/2/09

Based on current situations and the last AS meeting items to be included on the next agenda include: Discussion with Cheryl about the 2 committees (Accreditation and SLO); Professional Development would like to request \$100 for the Welcome Back BBQ.; Revisit Ad Hoc committees re. lack of interest/creating charges after interest is established; Bylaw revisions.

Suggestion for Scott to include EMP and Crafton Council updates as a standard part of the President's Report.

8. Adjourn

Meeting adjourned at 4:40 pm.