Executive Committee Minutes  
March 4, 2014  
1-2:30, Library 3rd floor conference room  


President Scott Opasik called the meeting to order at 1:00 p.m.  

Curriculum Committee Support  

Scott reported that there had been complaints from the Cabinet that the committee has been having trouble getting the work done this year. Everyone acknowledges that there is just a lot of work for this committee. Scott has reached out to the current Chair to see if there are ways to help, like an Oncourse site for the committee. If it is possible to help the committee with guidelines and procedures to set up best practices, we can do that. Cathy Borshuk has served on the committee in the past and reported that the committee had worked on requests in batches with set deadlines. Other discussion focused on expectations of the committee, including a reminder to the campus that the committee does not work over the summer. It may also help to set deadlines and publicize them to department and school curriculum committees so that the workflow is optimized.  

If there is an ex officio representative to the committee from Academic Affairs, that appointment could help with issues. Scott noted that not all of the ex officio appointments were made this year, but he will work with Academic Affairs to make sure those appointments happen.  

Ballot and constitution change  

The committee reviewed the ballot and set a time for ballot counting.  

Proposed Changes to Counselor Recommendation Form  

Connie Peterson-Miller has brought the Counselor Rec. form to the Admissions & Advising committee. They have proposed that the form be made optional for admission instead of a requirement. There was discussion on whether this needs approval at the Senate level. Instead, we will have the committee make this decision and report back and then it will be recorded in the minutes under committee actions. Lee Kahan will correspond with the committee about this.  

Addition to General Education Committee  

Social Work has requested that someone from Social Work be added to the General Education Committee. The committee discussed the possibility of constitutional revision (which would be required), the need to examine memberships on Academic Senate committees in general, the relative size of Social Work in terms of having specific seats on committees, etc. It was decided that at this point Scott will discuss these issues with Social Work and see if there are ways to increase faculty involvement across the board.
Reappointment of Senior Lecturers - next steps
Elaine Roth, Non-Tenure-Track Faculty Committee Chair, discussed the issue of additional options for Sr. Lecturer reappointment with the group as a follow-up to the Senate meeting. Scott reviewed Anne Massey’s interpretation of the policy for the group. Elaine noted that CLAS uses the regular reappointment of a lecturer form, which includes Reappointment, Do not reappoint, and Reappoint with reservations as choice boxes.

CLAS could take the lead among the schools to revise the Sr. Lecturer reappointment form. This would clarify the one-year reappointment period in certain circumstances. Elaine will be happy to revise the form and NTT will send to the PTR Committees with cc to the Deans, the Administration, and the Executive Committee. The quote from Anne Massey will be included.

Elaine will present this information to the Senate and encourage schools to adopt official policies.

In related news, selection of voting delegates to the Academic Senate from the associate faculty will be delayed until next fall (after discussion with Scott and Lee).

Open Discussion

PT&R issues on campus were discussed.

The agenda for the March meeting of the Academic Senate was discussed. Since the Executive Committee meeting was early in the month because of spring break, Scott will wait to post the agenda until closer to the meeting time in case he hears from other committees that need action.

The meeting was adjourned at 2:39 p.m.

Respectfully submitted,

Nancy W. Colborn
Academic Senate Secretary