

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE

MINUTES OF
The Academic Senate Executive Committee
Tuesday, February 19, 2008
Revised April 15, 2008
01-409, 3:10–5:00 p.m.

Preparatory: The meeting was called to order at 3:15 p.m.

- I. Minutes: The minutes of January 29 were approved as presented.
- II. Communications and Announcements: none.
- III. Reports:
 - A. Academic Senate Chair: none.
 - B. President's Office: Howard-Greene reported that President Baker will be at Lawrence Berkeley National Laboratory to discuss the development of summer internship opportunities for future math and science teachers. In addition, President Baker will discuss the issue of Diversity Learning Objectives during his Winter report to the Academic Senate.
 - C. Provost: none.
 - D. Statewide Senate: none.
 - E. CFA Campus President: none.
 - F. ASI Representative: none.
 - G. Caucus Chairs: none.
 - H. Other: none.
- III. Consent Agenda: none.
- IV. Business Items:
 - A. Academic Senate and University committee vacancies: No appointments were made but Giberti discussed the low number of nominations received.
 - B. Resolution on Evaluation of Teaching Associates (Faculty Affairs): Foroohar presented the resolution, which requests the formation of an ad hoc committee to develop a University-wide policy regarding employment and evaluation of Teaching Associates. M/S/P to agendize the resolution.

C. Resolution on Changes to the *Bylaws of the Academic Senate* (Executive Committee): Giberti presented the resolution, which requests the approval of changes to the *Bylaws of the Academic Senate*. M/S/P to agendaize the resolution as follows.

<u>page</u>	<u>section</u>	<u>change recommended</u>
5	II.A.1	<p><u>Elected Members</u> Elected members shall be full-time members of the General Faculty who have been nominated and elected in accordance with Article III of these bylaws. Elected members shall be voting members.</p>
5	II.A.2	<p><u>Ex Officio Members</u> Ex officio members shall be nonvoting as <u>are</u> specified in Article III.1.e of the constitution.</p>
7,8	III.B	<p><u>ELECTION CALENDAR</u></p> <ol style="list-style-type: none"> 1. During the first week of winter quarter, the Academic Senate office shall solicit nominations to fill vacancies for the next academic year. At the same time, each caucus chair shall be notified, in writing, of such vacancies. By Friday of the following week, each caucus chair shall notify the Senate office, in writing, of any discrepancies in the number of vacancies in its constituency. Accepted nominations shall include a signed statement of intent to serve from the candidate. Eligibility to serve shall be determined for each college and Professional Consultative Services. 2. Election of senators shall be conducted during the last week of January in February. Any runoff elections, if needed, shall be conducted the week following the conclusion of the election. 3. At the first Senate meeting after the conclusion of the election, the names of all nominees, the dates of the elections (including a runoff, if necessary), and the time and place at which ballots will be counted shall be reported. 4. Election results shall be announced by direct or electronic mail to all departments and again at the first Senate meeting following the elections. <u>Election results shall be announced to the campus and the Senate.</u> 5. Whenever the normal election process fails to provide full membership or when a vacancy occurs: <ol style="list-style-type: none"> (a) the caucus for the underrepresented college/Professional Consultative Services shall solicit nominations through direct or electronic mail contact to each faculty member in the college/Professional Consultative Services. (See department/teaching areas representation requirement in Article II.C.3 of these bylaws.) Accepted nominations shall include signed statements of intent to serve from the candidates. (b) from the list of accepted nominations, the caucus shall select by secret ballot the nominee(s) of its choice and recommend the name(s) of the selected nominee(s) to the Executive Committee for its appointment.
9	IV.A.1	Duties of Chair have been itemized.

- 9 IV.A.1.c The Chair shall meet with the President and Provost on a regular basis and brief them on Academic Senate business. The Chair shall perform a similar function at the Deans Council.
- 9 IV.A.1.d The Chair shall prepare an annual list of charges for Academic Senate committees in consultation with the President, Provost, Executive Committee, and the committee chairs. The Chair shall meet with each committee or committee chair at the beginning of the academic year to review these charges as well as applicable bylaws and procedures.
- 10 IV.A.1.e The Chair shall appoint a parliamentarian for Academic Senate meetings.
- 10 IV.A.4 The immediate Past Chair, if available, shall serve as parliamentarian for Executive Committee and Senate meetings.

V. Discussion Items:

- A. Additional Bylaw changes for possible inclusion to the “Resolution on Changes to the *Bylaws of the Academic Senate*”: Due to the lack of time, this item was not discussed.
- B. Effective shared governance: Due to the lack of time, this item was not discussed.

VII. Adjournment: The meeting was adjourned at 5:00 p.m.

Submitted by,

Gladys Gregory
Academic Senate