ASCSU Executive Committee
MINUTES
Tuesday, June 2, 2015
10:00 a.m. – 3:00 p.m.
Munitz Room

Present: The following ASCSU ExCom members were in attendance: Steven Filling (Chair), Christine Miller (Vice Chair), Robert Keith Collins (Secretary), Praveen Soni (At-Large), Darlene Yee-Melichar (At-Large), Steven Stepanek (Faculty Trustee).

1. Call to Order
   a. With a quorum being present, the meeting was called to order at 10:00 a.m.

2. Attendance
   a. All ASCSU ExCom members were in attendance.

3. Approval of Agenda
   a. The Item was discussed.
   b. Senator Yee-Melichar moved to include a report from the ITL Search Committee.
   c. The Agenda was Approved as Amended.

4. Approval of Minutes
   a. The Minutes were Approved (May 13, 2015).

5. Announcements
   a. No Announcements were made.

6. Reports
   a. The ASCSU Executive Committee heard a report from ASCSU Chair Steven Filling.
   b. Central in the report were the following points:
      a. Budget
         i. The assumption will be made that all senators – except first year senators – are eligible for assigned time.
         ii. An 11% bump in the travel budget has been requested.
         iii. An additional $20,000 in stipends for summer work has been requested.
         iv. $6,000 has been added to the request for computers for the Academic Senate Office Staff and the Secretary.
v. IT has become specific about which computer models will be offered.
   1. The following concerns and questions were raised:
      a. Was a reapportionment completed?
      b. Is it possible to confirm that the universities with three senators are accounted for?
      c. More money has been requested; however, it is not clear if the funds will be allocated.
      d. What is the protocol for a computer refresh?
      e. Is it possible to have an ASCSU budget report during every Executive Committee meeting held in months with a plenary meeting?
      f. Is it possible to have a report on salient issues related to the budget?

b. Operating parameters
   i. Central in the discussion were the following points:
      1. ExCom functions as a committee and is accountable to the body.
      2. It is important to keep committee conversations in confidence.
      3. Ms. Tracy will be requested to send out an email list to the ASCSU indicating who is included in listserves.
      4. Protocol for communication with the Chancellor has reached agreement. What is said during plenary is public information. Statements made in confidence are to be kept in confidence. A lack of attention to protocol will degrade the working relationship with the Chancellor, especially during cabinet meetings.
         a. The following concerns and questions were raised:
            i. Is it necessary to “reply all” when responding to the email?
            ii. It is important to reduce the amount of emails being sent
            iii. It is important to remember that ExCom will be a part of Standing Committee list serves. Any “reply all” emails will be sent to ExCom and Standing Committees.
            iv. Will ZOOM be used as part of communication protocol?
            v. Due to the Academic Conference last year, the plenary and interim meetings were not enough. Is it possible to have group phone calls rather than emails, when needed?
vi. It is important to take informal notes during cabinet meetings.
vii. Is it possible for ExCom to meet with the Vice Chancellors?

c. Tracy's Review
   i. The Item was discussed.

d. A Report from At-Large Senator Darlene Yee-Melichar
   i. The ASCSU Executive Committee heard a report from At-Large Senator Darlene Yee-Melichar.
   ii. Central in the report were the following points:
   iii. Senator Yee Melichar represented the ASCSU and served as the only faculty liaison on the ITL Director Search Committee.
   iv. The ITL Director Search Committee met twice and interviews took place last week.
   v. The committee is hopeful that a candidate may be hired by the end of the month.
   vi. It was difficult for faculty to serve on the search committee taking place in May due to end of the semester tasks (exams, grading, graduation, etc).
   vii. On another systemwide committee, a CSU Sustainability/Campus as Living Lab (CALL) meeting has been scheduled on July 23, 2015 during the Statewide Sustainability Conference at SF State.
   viii. More faculty are being sought as panel participants. Names have been submitted to ensure greater faculty participation.
   ix. UC, CSU, CCC and private college/university faculty and staff are participating, including extensive administrator participation. $250,000 had been granted for the re-design of sustainability courses. A needs assessment is still on going.
   x. Senator Simone Alosio has been involved with the system-wide curriculum discussion on sustainability.
   xi. Any sustainability minor will be campus driven and the CSU will look into the creation of a system-wide consortium for supporting the minor.

7. Appointments
   a. The following appointments were made:
      **Chair/ Vice Chair**
b. Academic Affairs  
   a. Catherine Nelson (Chair)  
   b. Jodi Ullman (Vice Chair)  
      i. At-Large Senator Praveen Soni (Liaison)  

c. APEP  
   a. Denise Flemming (Chair)  
   b. David Barsky (Vice Chair)  
      i. Vice Chair Christine Miller (Liaison)  

d. Faculty Affairs  
   a. Manzar Foroohar (Chair)  
   b. Debra Roberts (Vice Chair)  
      i. Secretary Robert Keith Collins (Liaison)  

e. FGA  
   a. Tom Krabacher (Chair)  
   b. Erick Eschker (Vice-Chair)  
      i. At-Large Senator Darlene Yee-Melichar (Liaison)  

f. GEAC  
   a. Bill Eadie (Chair)  
   b. Mary Ann Creadon (Vice-Chair)  
      i. Chair Steven Filling (Liaison)  

1. The following concerns and questions were raised:  
   a. It is important to consider organizational capacity.  
   b. It is important to make sure that we pay close attention to individuals that self-selected to lead the committees.  
   c. It is important to make sure that we pay close attention to wedding institutional memory with organizational capacity (i.e., getting new voices into the leadership.)  
   d. ExCom will continue with system-wide committee assignments at a future meeting.  

8. Old Business  
   a. SB 850 CCC BA consultation over the summer.  
      a. Central in the discussion were the following points:  
         i. The CCC will be moving forward.  
         ii. The CSU will have representation from both faculty and administration.  
         iii. The CCC will need to have curricula up and running in 2017.  
         iv. The CCC has asked advice about GE, Transfer, and Articulation.  
         v. The UC will give the CCC BA credit and a two-year list of classes required for student remediation to UC standards.  
         vi. It will be important to have a member of ExCom at any meetings with CCC regarding program duplication.  
         vii. The Chair and Vice Chair will continue to discuss these issues.
b. Carryover items for standing committees and GEAC
   a. Central in the report were the following points:
      i. The Standing Committee Chair and Vice Chair appointments will be contacted by next week to ensure that all intend to serve.
      ii. The following concerns and questions were raised:
         1. Is it possible to create a new ASCSU email list?
         2. It is possible to examine issues pertaining to SDSU wanting to disperse its senators among various committees?
         3. It is important to come up with directives for committees by the end of July.
         4. Is it possible to send the “Access to Excellence Report” to concerned individuals so that Academic Affairs and other related committees are aware of the work completed and still to be done?

9. New Business
   a. Central in the discussion were the following points:
      i. It is important to rethink the visibility of ExCom to other bodies.
      ii. It is important to have more ExCom members attend meetings to encourage participation beyond the ASCSU Chair.
      iii. Chair Filling will send out the meeting schedules, as they are made available. ExCom members will be asked to attend.
      iv. ExCom members agreed to attend the following Board of Trustees meetings:
          - July 2015: Darlene Yee-Melichar, At-Large Senator
          - September 2015: Darlene Yee-Melichar, At-Large Senator
          - November 2015: Praveen Soni, At-Large Senator
          - January 2016: Christine Miller, Vice Chair
          - March 2016: Robert Keith Collins, Secretary
          - May 2016: Christine Miller, Vice Chair

b. ICAS June meeting 5 June
   i. Central in the discussion were the following points:
      i. The Agenda will be full.
      ii. The UCs will talk about transfer issues and others related to SB 1440.
      iii. One hour has been scheduled with Kathleen Harris. AB 798 will also be discussed.
      iv. It is important to pay attention to whether or not ICAS’s role will be more than oversight for AB 798.
      v. The following concerns and questions were raised:
         1. It will be important to inform CSU Graduate Coordinators that the CCC BA will be offered soon.
         2. It is important that all tighten their programs and state clearly requirements for articulation and BA equivalency expectations.
3. Is it possible to contact the Provosts?
4. Is it possible to contact the Academic Senate Chairs?
5. Is it possible to have the campus senate chairs write a resolution that all campuses can approve?

c. ExCom activities for the summer [calls/meetings]
   i. Central in the discussion were the following points:
      1. ExCom will need to connect at least once per month during the summer.
      2. A meeting with the new EVC will be scheduled with ExCom.
      3. A meeting with the new Standing Committee Chairs at the Chancellor’s Office will be held August 16-17, 2015 (ending by 4:00p.m.).
      4. A videoconference will be held in July 8, 2015 (9:00a.m. - 4:00p.m.). A face-to-face meeting may also be an option.
      5. A phone conversation will be necessary in June.
      6. Darlene will work on the newsletter with Ms. Tracy. Susan and Julie will be consulted. A mini-editorial board will be created to ensure consistency between resolution titles, information, and committee efforts.
      7. It is important to allow the committees to speak to pressing issues and topics.
      8. It is also important to include the voice of CSU ERFA.
      9. Praveen will work on New Senator Orientation.
     10. The following brainstorm of discussion topics will be further discussed at the July 8, 2015 meeting:
          a. Who to invite to the plenary meeting (e.g., Peter Taylor, Doug Fagan, Becky Eisen, Hugo Morales, Larry Norton, WASC President, Student Trustee, etc.)?
     11. Is it possible to invite the speakers for the Thursday afternoon social?
     12. When to hold the Agenda setting cabinet meetings will be discussed at a future meeting.

d. Plenary invitations [BoT, CO execs.]
   i. The Item was discussed above.
   ii. The September plenary may end early, due to Labor Day Holiday.
      i. The following concerns and questions were raised:
          a. In the past, two-day plenary sessions in September were held due to budget constraints.
          b. Is it possible to inform senators of our potential plans to change the September meeting dates/times after July 8, 2015?
c. Wednesday to Thursday could be the structure of the plenary. Particular emphasis could be placed on new senator orientation.

d. Is it possible for the plenary to end at noon on Friday?

e. It is important to not go against the recently passed Resolution?

f. Is it possible to not schedule presentations on Friday?
   This will mean that we could end the plenary at 11:30 a.m. on Friday. This could also enable senators to book return travel earlier.

g. It is important to remember that some senators may not show for Friday, if it ends early.

h. It is important to remember that this schedule will bring attention to the moving of the BOT schedule and give committees more time to work.

i. Is it possible to have an hour and half for a networking lunch?

j. It is important to remember that the three boards must not meet on overlapping days so that the governor can attend all.

10. Adjourn – 3:00 p.m.
   - The ASCSU ExCom adjourned at 3:42 p.m.

Respectfully submitted by Robert Keith Collins, ASCSU Secretary