



**SENATE EXECUTIVE COMMITTEE MEETING MINUTES – Pending  
Approval  
Thursday September 9, 2021  
Via Zoom**

**Members Present:** Bendavid, Dermendjian, Garrow, Mimura, Neubauer (Chair), Ricks, Spratt, Swenson, Walker, White, Williams

**Guests:** L. Hansen Brown, D. Guido, L. Vargas

Faculty President Neubauer called the meeting to order at 1:03 p.m.

**1. Approval of SEC minutes**

**MSP:** to approve the SEC Minutes April 22, 2021 as distributed.

**2. Announcements**

- a. Faculty President Michael Neubauer reminded members to attend President Beck's welcome back address on Friday, September 10, 2021.

**3. 2020-21 Senate Annual Report**

Members shared clarification suggestions with the Faculty President Neubauer.

**4. President's Report – Michael Neubauer**

- a. Committee of four (Faculty President, Faculty Vice President, Secretary of the Faculty, & Marlene Gale from the Office of the Provost) is screening and interviewing the Faculty Senate Office Manager applications and applicants.
- b. A Senator requested the Senate to look at the Medical Withdraw Policy. Under the current policy, faculty do not approve such withdrawal. Educational Policies Committee and Graduate Studies Committee will examine.
- c. Members discussed the new university learning objectives. Educational Policies Committee and Graduate Studies Committee will examine.
- d. Faculty reception for the 2020 and 2021 recipients anticipated in fall is unrealistic without Office Manager and in pandemic.

**5. ASCSU Report - Boris Ricks**

Senator Ricks gave a report about the ASCSU meeting in ??? The report will be forwarded later. Topics covered include campus concerns regarding COVID-19, Vice Chancellor Alva's presentation on student success, CFA presentation on bargaining, and on the system budget.

## 6. Provost's Report -Provost Mary-Beth Walker

Provost Walker reported on the following:

- a. Exceptional service award nomination is a future topic for discussion.
- b. Planning for the Spring 2022 looks normal, with a full recognition that we can pull back when we need to.
- c. On hiring, in Spring, 24 faculty position searches started, including those chilled the year before. Additional 15 more positions are allocated. The new search and screen procedure and manual will be partially implemented. This is to be fully implemented next year.
- d. There will be a virtual site visit for the WASC accreditation on October 6-8.
- e. The next action step following up University Leadership Retreat in August is to establish a steering committee.

## 7. Policy Items – Personnel, Planning, and Review Committee

Lindsay Hansen Brown, Chair of PP&R, Diane Guido & Leticia Vargas, Faculty Affairs

**Action Item** – Section 621.4.2b Lecturer Evaluations

The feedback included clarification about “substantive statement,” what it is, and who decides what is substantive. Similarly, clarify who determines what goes in the Professional Action Files.

**MSP:** to forward this policy to the Faculty Senate as an action item

**Action Item** – Section 707 Written Comments about Lecturers

There was a suggestion for a minor edit.

**MSP:** to forward this policy to the Faculty Senate as an action item

**Action Item** – Section 709.1.2a-b Three-year faculty and annual application to pools

**MSP:** to forward this policy to the Faculty Senate as an action item

## 8. Debrief of the Senate Orientation

Faculty Vice President Theresa White thanked everyone involved and shared she was looking to have the Senate host orientations again in the future. A total of 59 Senators attended. An evaluation survey will be available during a future Senate Meeting.

## 9. Responsibilities of the SEC Liaisons and Process for reviewing standing committee minutes for policy items

Faculty President Neubauer shared the expectations: go to the first meeting to remind the committee of their charge and if short, by laws. Remind the committee members to attend the meetings. Liaisons are to monitor the minutes to report any item related to policy.

#### **10. Vacancy on Graduate Studies Committee**

Graduate Studies Committee Chair Danielle Spratt explained the vacancy due to a new member being on leave, and the SEC members discussed the process.

**MSP:** SEC declares vacancy in GSC

#### **11. Set Agenda for September 23, 2021 Senate Meeting**

#### **12. New Business**

Senator Swenson requested feedback and guidance on the virtual voting program he developed.

Meeting adjourned at 3:50 pm

Submitted by: Yoko Mimura, Secretary of the Faculty