

EXECUTIVE COMMITTEE MINUTES – Approved 9/1/16**July 14, 2016 – Special Meeting**

Oviatt Library, Room 16

Members Present: Grant, Henige, Li, Schmidt-Levy, Smith, Spector, Swenson (Chair), Wolfbauer (Recording Secretary)

Members Absent: Dermendjian, Lisagor, Schutte, Stein

Guests: C. Khachikian, E. Riegos, S. Ruelas-Bischoff

Faculty President Swenson called the meeting to order at 1:00 p.m.

Executive Session for PP&R:

1. **Director of University Counseling Services – Management Vacancy Announcement**
Shelley Ruelas-Bischoff, Associate Vice President for Student Life

The first search for this position did not result in a pool of qualified applicants. Ruelas-Bischoff pointed out that the search committee made two revisions to the Management Vacancy Announcement (MVA) from the version that was previously approved by PP&R, to get as many qualified applicants as possible.

SEC reviewed the revised MVA and suggested a few editorial revisions.

2. **Interim Director of the Educational Opportunity (EOP) Search Process**
Elizabeth Riegos, Member of the Search and Screen Committee

E. Riegos and Provost Li met with the Senate Executive Committee (SEC) to summarize the search process for the position of Interim Director of EOP. After reviewing the search report and asking questions, SEC acted on the following motion:

MSP to approve the Interim Director of the Educational Opportunity Program search process, contingent on inclusion of the Management Vacancy Announcement in the final report.

3. **Assistant Vice President for Graduate Studies – Management Vacancy Announcement**
Crist Khachikian, Associate Vice President for Graduate Studies

This position is not a Section 600 search, so SEC approval is not required but recommended. SEC reviewed the draft Management Vacancy Announcement and offered their comments and feedback.

Meeting adjourned at 2:10 p.m.

Submitted by: Terri Lisagor, Secretary of the Faculty
and Heidi Wolfbauer, Recording Secretary