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Faculty Senate Executive Committee Minutes (11/6/2018)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE EXECUTIVE COMMITTEE

MINUTES

Tuesday, November 6, 2018
2:00-3:50PM
AD-145

Members Present: Karen Kolehmainen, Lasisi Ajayi, Rong Chen, Jill Vassilakos-Long, Davida Fischman, Haakon Brown, Donna Garcia

Visitors: David Carlson, Janelle Gilbert

1. Approval of EC Minutes, 10/16/18 ECM 18-02

The minutes for October 16, 2018 were approved as amended.

2. Approval of FS Minutes, 10/23/2018 ECM 18-03

The minutes for October 23, 2018 were approved as amended.

3. Approval of FS Minutes, 10/30/18 FSM 18-03

The Faculty Senate minutes of October 30, 2018 were tabled for the next EC meeting.

4. Appointments

The EC made the following appointments:

- UEC Board of Directors – Taewon Yang (2017-2020)
- Search Committee for AVP for Enrollment Management – Dorothy Chen-Maynard
- Search Committee for Associate Director of Title IX – Yvette Saavedra
- IRB – Janet Chang (2018-2021) Designated Reviewer
- IRB – Joseph Wellman (2018-2019) Designated Reviewer
- IRB – Jacob Jones (Psychology) Designated Reviewer
- IRB – Richard Addante (Psychology) Designated Reviewer
- SOTE Representative – Becky Sumbera

5. Faculty Professional Development Coordinating Committee

Allen Menton advised the EC of the following regarding the FPDCC:

- Inconsistencies in scheduled meetings for this committee.
- He is unable to obtain information on how grant money is spent.
- He is not certain an annual report was submitted—has not seen one.
- Allen is concerned that the mini grant procedures have not been followed.
- It appears to Allen that the same people seem to be getting the grants year after year.
- The duties of this committee were read and they do not include who is overseeing the process.

The EC committed to the following:

- Agreed to allow Allen Menton to call the committee together for the first meeting.
- Will try to obtain the last committee report from the Chancellor's Office.

6. Determining Senate College Representation – Was not discussed due to time constraints.

7. English WAC Coordinator

David Carlson advised that we are going to hire a tenure-track in English position and would like to hire an Associate or Full Professor. We want to inform people of this up front because we need buy-in from all departments. Going forward:

- We will do an open rank search.
- This position would teach one or two classes for College.
- This position will handle professional development for implementation of the semester curriculum.
- We will probably call this position a “Writing Intensive Program Coordinator”.
- We want someone who can work with the departments and be collaborative across departments.
- Will be searching for candidates with experience in multi-lingual writing and education writing program assessments.
- This position will go on the Senate Agenda (November 13, 2018) as an information item.
- Janelle was concerned that there are not enough courses to offer students and resources for large classes so that we would be able to meet the requirement for the two writing intensive classes.

8. EPRC Changes to the following:

- **FAM 820.55** – SOTE in Summer and CEL Classes
- **FAM 872.2** – Course Material
- **FAM 820.9** – Syllabus Policy and Guidelines
- The above FAM’s will be placed on the FS Agenda (November 13, 2018) as first readings.

9. FAC – IDS RPT Guidelines – Tabled due to time constraints.

10. FAC – FAM for Q2S – Tabled due to time constraints.

11. Academic Affairs/Faculty Senate Retreat – Tabled due to time constraints.

12. President’s Report

13. Provost’s Report

14. Chair’s Report

15. Approval of Faculty Senate Agenda – October 30, 2018

The EC agreed to the revised FS Agenda for October 30, 2018.

Meeting Adjourned.