Executive Committee Minutes
August 18, 2014
10:30 a.m. to Noon, ADM 167

Present: Bibb, Dukes, Feinstein, Frazier, Heiden, Kaufman, Kimbarow,
             Shifflett, Backer, Peter, Qayoumi, Daniels, Terry

Absent: Sabalius

Guest: Lessow-Hurley

1. The Executive Committee approved the minutes of June 23, 2014 as amended to correct "SCI 127" to read "SCI 142" in item number eight (13-0-0).

2. The Executive Committee approved the minutes of July 14, 2014 as written (13-0-0).

3. The Executive Committee approved the consent calendar (13-0-0).

4. The Executive Committee discussed the final budget letter received from the Chancellor's Office. Enrollment growth was not a priority in the letter. Chancellor White supports salary increases, and priority was given to a 3% compensation pool that will consume a good portion of the $142 million allocated to the CSU. In order to support the salary increases, funds had to be taken from somewhere and for the first time, new non-resident FTE was to be funded at only 75%. Student Success and Deferred Maintenance were other priorities.

The campuses expressed great concern about the reduced funding for non-resident FTE, and the Chancellor's Office rescinded the letter and will reopen budget discussions.

A worst case scenario could see SJSU receive $2 million less than anticipated in the base budget. If this should occur, the campus has $3 million in reserves for enrollment fluctuations. President Qayoumi will know more after discussions with the Chancellor's Office this week.

It is important to know that the colleges have already been fully funded for 2014-2015 based on the approved campus allocation model, President Qayoumi and VP Bibb emphasized that, regardless of the final decision from the Chancellor's office, the budget allocations to the divisions and colleges for 2014-15 will not be affected.

5.   It was decided that Engineering 285/287 would work best for the Leadership Retreat on September 12th.

The committee discussed whether last years' Executive Committee members should be invited as they were for the first meeting. A member suggested that an introduction session be held at the beginning of the meeting.

The Alumni Association Board feels they have been left out of the discussions on shared governance and would like to be part of these discussions. The committee discussed the fact that there is an Alumni representative on the Senate.

The ASCSU website has a link to statements on collegiality and the purpose of Academic Senates in collective bargaining.

6. A referral was made to the Professional Standards Committee regarding lecturer emeritus rights. Several lecturers are currently listed in the SJSU phonebook as emeritus faculty, although it is unclear how many lecturers have been granted emeritus status. Approval for an emeritus faculty listing is granted by the President's Office and they are the keeper of the records.

7. The committee discussed increasing concerns about campus safety issues. One major concern surrounded the lack of follow-up with the faculty once there has been a report of behavioral issues to the Crisis Assessment Intervention Team (CAIT), or to the UPD. [CAIT has recently changed its name to the Behavioral Crisis Intervention Team (BCIT).]

Another major concern has been the lack of information available in department and dean offices when faculty or others call for assistance. An incident this summer was cited, where no one seemed to know where to refer their faculty to report a troubled student or other event. It was suggested that the training for Chairs, Deans, and all support staff include crisis management information.

To improve follow-up after a report is made, the Student Affairs Division requested funding for a new position that would be a case worker for BCIT; however funding was not approved. BCIT will soon be using a new software program that allows employees to track referrals and to link all actions taken on a case. Previous tracking had been done manually using Excel.

In addition, SJSU will be rolling out the "Red Folder" this fall. The Red Folder is a link loaded on every employee's computer that provides immediate information and contacts for different types of emergencies procedures.

A member asked if classrooms were equipped with Panic Buttons. Classrooms do not have Panic Buttons, but new phones will enable a one-button link to the police.

8. VP Dukes will send out information via email regarding University Advancement news and information

9. Provost Feinstein will send an email explaining the restructure of the Academic Affairs Division, or will discuss this at the next Executive Committee Meeting.

10. A member suggested we look at how we are using technology and possibly move more things online. For instance, we could put the syllabus on Canvas.

11. The meeting adjourned at 12:01 p.m.

These minutes were taken and transcribed by Eva Joice, Senate Administrator August 18, 2014. The minutes were edited by Chair Heiden on August 25, 2014. The minutes were approved by the Executive Committee on August 25, 2014.