

EXECUTIVE COMMITTEE MINUTES

Present: Bender, Dawes, Hanrahan, Konecky, Lee, Leiter, Purcell, Purdum, Rudy, Vakilzadian, Woodman

Absent: Fech, Steffen

Date: January 10, 2017

Location: East Campus Union, Arbor Suite

Note: These are not verbatim minutes. They are a summary of the discussions at the Executive Committee meeting as corrected by those participating.

1.0 Call (*Woodman*)

Woodman called the meeting to order at 3:57 p.m.

2.0 Announcements

2.1 Upcoming Conference Call with President Bounds

Woodman reported that he will be participating in a conference call with President Bounds regarding the working groups that are being formed to look into how the University can be more efficient. He stated that he and President-Elect Purcell will also be attending a Town Hall meeting with Chancellor Green next week where reports regarding the campus focus groups will be given.

2.2 Update on Ad Hoc Committee on Diversity and Inclusiveness

Lee reported that the Committee has received some statistical information from the Office of Institutional Research, Analytics and Decision Support. He noted that the Committee is making some progress in getting information relating to diversity on campus.

2.3 Statistics on Administrative Hires

Woodman stated that the Executive Committee needs to formalize its request to get information on the number of administrators versus faculty that have been hired for the past several years. He noted that it will be on the agenda for next week's meeting. Purdum pointed out that it is important to find out the codes that are used by Payroll because these codes distinguish if the positions are administrative.

Woodman stated that there seems to be ambiguity about how administrators are evaluated and questioned whether the Regents Bylaws addresses the issue. He wondered if faculty members are involved in the evaluation of administrators. Lee pointed out that each

college may conduct their evaluation of administrators differently. Purdum noted that associate and assistant deans might be overlooked in the evaluation of administrators.

3.0 Approval of December 13, 2016 Minutes

Hanrahan moved for approval of the revised minutes. Motion seconded by Konecky and approved by the Executive Committee.

4.0 Unfinished Business

No unfinished business was discussed.

5.0 New Business

5.1 Syllabus Policy Proposed Revisions

Woodman reported that the High Learning Commission Accreditation Team commented that the current Senate's syllabus policy does not include information regarding academic honesty. He stated that the Executive Committee needs to work on drafting language for the policy. Lee pointed out that his department includes the information in the syllabus for all of the courses.

Vakilzadian asked whether information on attendance should also be included in the policy. Woodman stated that attendance is required, but faculty are not required to take attendance at each class. Hanrahan pointed out that taking class attendance can help support a faculty member if she/he should fail a student.

Woodman stated that the Executive Committee will work on the Syllabus Policy at next week's meeting.

5.2 Student-Athletes

Hanrahan noted that student-athletes are more successful academically than regular students. He questioned whether the campus is creating a class system on campus because student-athletes can receive more advising and student support. Rudy noted that student-athletes must be passing 12 credit hours per semester and have to show that they are making progress towards their degree. Konecky pointed out that MyPlan should pick up signals if any student is having trouble in a course. Woodman noted that instructors have to submit information into MyPlan in order for the program to distinguish whether a student is having difficulties.

The meeting was adjourned at 4:46 p.m. The next meeting of the Executive Committee will be on Tuesday, January 17, 2017 at 2:30 pm. The meeting will be held in 203 Alexander. The minutes are respectfully submitted by Karen Griffin, Coordinator and Sheila Purdum, Secretary.