

**CTAHR Faculty Senate Executive Committee Minutes
August 25, 2014, Gilmore 212**

Meeting called to order at 10:05, with following participants:

Lorraine Brooks	Brent Sipes
Daniel Jenkins	Tetsuzan Benny Ron
Maria Stewart	Rajesh Jah
Absent: Mike Melzer	

Daniel welcomed the committee to the new year and thanked the 3 new members.

Daniel attended the leadership meetings. Dean did announce the final choice Ken Grace (Research). Hiring freeze appear to be getting an exception for hires in process. Dean will be meeting with the Chancellor.

CTAHR program reviews happen in Spring 2015. Many depts. don't do assessments. Looking at courses and under enrolled courses. Difficult to engage with other departments.

Old Business Carryover

Germplasm

CTAHR strategic planning action groups.

Bottleneck courses

Maria says Charly had never heard about anything. She asked for the report from JP. She hasn't heard anything. Last year JP surveyed for courses that were bottlenecks and why. Compiled and sent to Charly (doesn't have it). Maria was on the committee, JP was to compile information. Anatomy course was one. Need to be regularly scheduled. 10 people waitlisted. Problem is there isn't a full time instructor. Benny came up with a short term solution. When considering positions, need to identify and work on.

Update: Maria received information from JP and will be working with Instruction committee on it.

Working with Charly on statistics course required course, not enough seats, CTAHR students not getting in to NREM 310. Non-CTAHR students are filling seats. Need to allow other stats fulfill the requirement. Open up more seats (did it spring and was great). Offer 2 sections on same day and time. Restrictions (one non-CTAHR cannot attend and the other has 15 seats available for non-CTAHR). Either allow restrictions for stats, or allow other stats to substitute. Students don't know they can take other stats class. Charly cannot do anything about it. Need NREM to get involved, including Cathy Chan. Mention it at the Senate meeting. Students taking Endocrinology without Biochem.

Collaboration award guidelines. Run by stakeholders. Ready to go. Circulate among senate. Send out before next meeting (Oct.) a week ahead of time.

Faculty mentoring and collegiality. Personnel committee abstract. Having something embedded to reduce amount of AWAY emails on listserv. Promoting professional events? Not an abuse. Dean sent email that links to another article (only Daniel).

Resolution allowing equivalencies for promotions surveyed 32 extension agents. 16 extension agents were for it (50% responded positively). Julia Zee felt it was not a good response and will not go forward with it. Benny says go forward. Bob suggests resolution out of our college that allows for this. SEC should endorse it. Another issue that some people have spoken to two year requirement before of A2 before they can become A3. A2 to A3 add to extension agents. Incorporate into that resolution

New Business

Dates okay? Full senate dates? Change dates of the week. Add to agenda tomorrow?

College hiring. Spousal hires? Every hire is a partner hire and impacts departmental needs. Personnel committee would work on? Ask the dean at meeting? Policy is allowable doesn't need to do it. Candidate must be the best. Personnel committee as a resolution. Agenda item. Set criteria for candidate? There needs to be some sort of judgment. Some investigation, AD, is needed. More transparency needed on these hires.

Hiring new extension agents and promotion

Instruction bottleneck courses

Personnel collaboration work guidelines, communication issues, invite Miles and comment on communication issues. Collaboration

Research germplasm, collaborative awards, Mike. Dean asked for proposals, more than a year ago.

On April 11, 2013 the Dean wrote to us "From: Maria Gallo: We had 30 submissions with a total request of \$1,153, 407. The three Associate Deans and I independently evaluated each proposal and gave it a score on a scale of 1-5 with 5 being the highest score possible, and then our scores were averaged to obtain a mean score."

Our request (the SEC) is to get a list of all the instruments that were funded by the Dean, location of the instrument and name of the P.I. in order to increase collaboration and effectiveness of CTAHR research capacity.

Elections

Invite senators, AD, dean reports if they can't attend in person. Invite Miles also. Ask people to read the minutes so we can approve tomorrow. Update on communications protocols. Ashley, Doug, Halina Zaleski.

CTAHR Senate reports delegate responsibility.