CTAHR Faculty Senate Executive Committee
Minutes of the 19 August 2009 Meeting

Present: R. Bowen, L. Cox, J. Hollyer, S. Nelson, B. Sipes, A. Titchenal
Excused: A. Wieczorek

The meeting was called to order at 8:33 am.

1. The minutes of the 6 July 2009 SEC meeting were approved.

2. Senate Chair Election.

   R. Bowen resigned as Senate Chair due to time constraints. J. Hollyer was nominated to
   the position and agreed to serve. R. Bowen will serve as liaison to the Extension
   Committee.

3. Senate Status Update.

   J. Hollyer will send an email to the college listing the Senators and reminding everyone
   of the Senate’s roll in the college. The email will also include committee assignments
   with the SEC liaisons.

4. Committee Size.

   The current committee assignments has left committees under manned. An amendment to
   the bylaws will be proposed to state that the Extension, Instruction, Personnel, and
   Research Committees will consist “of a minimum of four members” and the Elections
   Committee will consist “of a minimum of two members.” The specific amendments will
   be developed and sent out with the agenda for the September 2009 Senate meeting.

5. Morale/Leadership Survey.

   J. Hollyer will finish the pieces by talking with S. Ferreira and S. Swift. The report will
   be presented to the SEC. After review by the SEC, the report will be shred with Dean
   Hashimoto before presentation to the Senate. J. Hollyer will send an email to the college
   on the current status of the survey.


   The Senate’s duty is to ensure the Administration has a transparent process. The SEC
   will charge the Extension, Instruction, and Research committees with meeting with the
   appropriate Associate Deans as budgets are developed to address monetary shortfalls.

7. Interim Appointments.

   The SEC would like Dean Hashimoto to have a formal process which involves
consultation with the SEC/Senate to develop a list of potential candidates. The SEC will work with to recruit diversity. The SEC will transmit names of potential candidates to Dean Hashimoto.

8. Scholarship Unbound.

Program Officer McCreary may misunderstand Scholarship Unbound. The SEC charges the Personnel Committee clarify the issue with Dr. McCreary and Dean Hashimoto, and to determine if Senate action is really even needed.

9. Dean Search.

We will invite Dean Nee-Benham, chair of the Search Committee, to the September Senate meeting. We will ask her to communicate the process the members of the college, share the draft position announcement, and seek wide input from the college faculty, staff and students to aid in identifying recurring ideas.

10. All Campus Council of Faculty Senate Chairs.

J. Hollyer will attend the upcoming meeting.

11. SEC Budget.

J. Hollyer will develop a budget and forward to Dean Hashimoto. The budget will include 6 trips for S. Nelson to attend SEC meetings and Senate meetings during the year.

12. Committee Charges.

Personnel: Is charged with the McCeart Scholarship Unbound issue.
Extension: Is charged with generating names for possible interim appointment; Is charged with developing recommendations for the position announcement in light of their work on drafting a description for an Assistant Dean position; and Is charged with working with the Associate Dean in developing budget cuts if necessary.
Research: Is charged with working with the Associate Dean in developing budget cuts if necessary.
Instruction: Is charged with working with the Associate Dean in developing budget cuts if necessary, Is charged with reviewing, evaluating and determining if current college graduation requirements and articulated student outcomes remain appropriate.
Elections: Is charged with developing a timeline for the next election.

13. Meeting Dates.

Senate
Wednesday, 23 September 2009 at 1:30 p.m. (Room to be determined)
Wednesday, 18 November 2009 at 1:30 p.m. (Room to be determined)
SEC
Wednesday, 16 September 2009 at 8:30 a.m. (Room to be determined)
Wednesday, 14 October 2009 at 8:30 a.m. (Room to be determined)
Wednesday, 16 November 2009 at 8:30 a.m. (Room to be determined)
Wednesday, 9 December 2009 at 8:30 a.m. (Room to be determined)

The meeting was adjourned at 10:35 a.m.

Respectively submitted,
Brent Sipes