

**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**

*FACULTY SENATE EXECUTIVE COMMITTEE*

**M I N U T E S**

November 14, 2017

2:00 pm – 3:50 pm

AD-145

**Members Present:** H. Brown, R. Chen, M. Groen, K. Kolehmainen, J. Kottke, S. McMahan, N. Tórréz, J. Vassilakos-Long

**Guests Present:** D. Fischman, C. Lyon

1. **FCE Coordinator Discussion (C. Lyon and D. Fischman):**

The EC discussed with C. Lyon and D. Fischman the need for adding an FCE Coordinator to work with the different directors and help develop the FCE as a whole and its assessment. The EC has concerns who the coordinator would report to and the organizational structure of the FCE and reporting. The EC asked C. Lyon and D. Fischman to draft a job description with reporting structure and present it at the November 28, 2017 Executive Committee for a 2:30pm time certain.

**2:30pm Time Certain (If preceding items have not been completed).**

2. **Approval of EC Minutes, 10/31/17:**

The Executive Committee approved the EC minutes from October 31, 2017 as written.

3. **Appointments:**

3.1 Resilient CSUSB Task Force (Sustainability Planning) – 1 position  
(tenure-track)

-Brett Goforth - appointed

4. **President's Report:**

President Morales was not present to give a report.

5. **Chair's Report:**

Chair Kolehmainen discussed with the EC canceling the next Senate meeting. The EC agreed to cancel the November 21, 2017 Faculty Senate meeting due to a lack of agenda items and will meet as an EC instead.

6. **EPRC Report:**

EPRC Chair Groen stated that the Committee will meet on November 28, 2017.

7. **FAC Report:**

FAC Chair Chen reported that the Committee met yesterday and brought him up to speed on the pending items FAC has on its docket.

8. **Statewide Academic Senate Report:**

Statewide Senator Steffel and Ullman were not present to give a report.

9. **Provost's Report:**

Provost McMahan shared that with the bargained compensation packages, the proposed budget for the next FY will have less funding for other items. Faculty coordinators will be needed for WASC Assessment, GE Development, and possibly the FCE. Given the budget outlook, Provost McMahan asked if the EC would agree to fold Graduate Studies under the Associate Provost for Research as it was in the past and have a faculty coordinator for Graduate Studies in place of a separate MPP position. The EC agreed.

The EC also discussed with Provost McMahan how to continue to try to move forward with the administration regarding shared governance.

Provost McMahan also noted that CSUSB is working on submitting a nomination for the Wang Award.

10. **Referral of CEAT Policy to FAC (attachment):**

This item was referred to FAC for review. The EC asked that FAC consult with the CFA.

11. **Referral of TRC Policy to FAC (attachment):**

This item was referred to FAC for review. The policy is in conflict with FAM 640.5 for the recruitment and appointment process for the TRC Director.

12. **Referral of Provost Review Policy Revisions to FAC (attachment):**

This item was referred to FAC for review. AP Vicknair will share the Provost's concerns with FAC.

13. **Campus Policies and Procedures Review:**

13.1 **Campuswide Listserv Policy(attachment):**

The EC discussed who should determine if a listserv was an abuse of resources or if a listserv was misused. The EC agreed there should be a panel with multiple groups represented and if there was an existing committee that would work. Chair Kolehmainen will discuss the idea with the Collegiality Committee and report back to the EC. It was also brought up who should have access to posting to closed listservs and if the Faculty Senate Chair should be added to the closed faculty listserv. The EC will continue discussion of this item at its next meeting because of time constraints.

13.2 **Acceptable Use Policy for Electronic Communications (attachment):**

This item was deferred to the next Executive Committee meeting because of time constraints.

13.3 **Printing Policy (attachment):**

This item was deferred to the next Executive Committee meeting because of time constraints.

13.4 **Mobile Device Policy (attachment):**

This item was deferred to the next Executive Committee meeting because of time constraints.

13.5 **Campus Email Structure and Communication Policy (attachment):**

This item was deferred to the next Executive Committee meeting because of time constraints.

13.6 **Travel Advance Policy (attachment):**

This item was deferred to the next Executive Committee meeting because of time constraints.

13.7 **Authorization to Use Privately Owned Vehicles on State Business Policy (attachment):**

This item was deferred to the next Executive Committee meeting because of time constraints.

14. **Other Business:**

Time did not permit the discussion of other business.