

ACADEMIC SENATE MEETING MINUTES

June 11, 2018

11:45 AM – 1:00 PM

4th Floor Conference Room, LRC

CHAIR: Joshua Cameron

VICE CHAIR: Malika Kachani

SENATORS: Keith Boyer, Beth Boynton, Casey Chaney, Donna Emanuele, Ed Goering, Rod Hicks, Shalechia Hunt, Craig Kuehn, Beatrice Saviola, Jacqueline Truong,

ABSENT: Pat Callard, Eric Gupta, Malika Kachani, Pen-Jen Lin, Kabir Lutfy, Valerie Quan, Steven Standley, Irina Vukmanovic Nosrat

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Actions
<p>REPORTS</p>	<ul style="list-style-type: none"> • Academic Standards & Policy – The committee is in the process of finishing the review of the MSMS program. The next meeting with the Curriculum Committee Chairs will be in October. Dr. Tegzes has been unable to attend the last meeting but will be attending the one in June to discuss the issues that have been brought up regarding IPE. • Academic Support Services and Planning – At the last meeting, the committee met with Dr. Wilcox and couple members from Information Technology. Talked a bit about the Academic Technology Partnership committee and many of the members were not familiar with the committee. It is a Dean appointed representative from each college and there was some concern that perhaps there might be people who are more into technology that the Dean did not recognize to help the committee move forward. Reminded the committee to always save things to the I drive or J drive so that it will not get lost if there is another issue like the flood. Also to use IT Purchasing in regards to new hardware and software. Being on the Support Services committee, Dr. Boynton has had two other meetings. The first is looking at flexible classrooms and looking at how to design the classrooms and do more things with technology. Juan Ramirez called a meeting with some of the support services in looking at how to get better feedback loops going. • Library Redesign committee – Dr. Truong is on the Library Redesign committee, along with three student representatives, four faculty members, and other staff members from other support services such as IT. The committee discussed what it might ideally look like on floors one, two, three, and four. The main emphasis is to keep the students request, an on campus gym, on the second floor. Felt that half of the basement could store unused and underutilize hard copies of literature and that would free up the third floor for group like study spaces. The fourth floor would be a complete quiet floor, for individual study time. This was also supported by the study that the library did in terms of its utilization. There is a desire to have the bookstore with less square footage, a coffee vendor, and multiple lounge meeting-type areas on the first floor. The virtual anatomy may stay in the library or put in a larger space. All of this talk is just preliminary. • University Faculty Affairs – The committee met and completed the recommendations for the Faculty Awards. Dr. Hicks is putting together an informational PowerPoint for guidelines for nominations. Reviewing the Emeritus status is on the committees' to-do-list. • Ops Council – The committee met Dr. David Baron, the New Vice President of External and Clinical Affairs. 	

	<ul style="list-style-type: none"> • BOT Meeting <ul style="list-style-type: none"> ○ The Faculty Handbook has been approved. Information Technology will be formatting it so that it could be on the respective websites. They will not be live until July 1. The Emeritus status has been granted to several faculty members that have retired. ○ WASC accreditation report was reviewed by the Board of Trustees. There are a lot of accolades to the University on making major steps but one of the things that was pointed out in a recommendation is for the shared governance that is happening at the University needs to be broadly affected in all the colleges at the campus at all levels. Another accolade was that the University is financially sound. Kevin Shaw gave an audit report and the University is in a very good financial state. ○ They are doing external audits for the first time, the first audit was for Information Technology. They are doing audits for all the different organizations on campus such as the bookstore, facilities, etc. 	
1. Call to Order	Meeting was called to order at 12:06pm by the Chair, Joshua Cameron	
2. Approval of minutes of previous meeting 5-14-18		Dr. Boynton motioned to approve the minutes as written, Dr. Chaney seconded, all were in favor.
3. Announcements	<ul style="list-style-type: none"> • July Senate Meeting – There will be no Academic Senate meeting in July. Dr. Cameron will try and hold an orientation for the new senators instead. • University Elections – For the Senate, we still have vacancies in Optometry and the Graduate College of Biomedical Sciences as well as vacancies in the alternates. Most of the vacancies are filled in the University committees. 	
4. University Ombudsmen Office	Was discussed at the BOT meeting. It is being recognized that the University should have one just the concern of where the funds will be coming from. Maybe the university could share one with the Claremont Colleges. The Ombudsmen office should be under the Board of Trustees or the President's Office.	
5i. Senate Meetings	The Senate will continue to have the meetings on the second Monday of every month.	Dr. Cameron motioned to keep the second Monday for the Senate meeting, Dr. Kuehn seconded, all were in favor.
5ii. College Guidelines/ Faculty Evaluations	<p>The University handbook has been approved. The University Faculty Affairs Committee is now looking to review the college guidelines to make sure that they are in congruence. The committee reviewed a few of them with minor changes. As soon as the college guidelines are ready, they will be forwarded on for approval through the Provost Office and they will be effective when they are approved by the Board of Trustees, if they need to be approved the Board of Trustees. The committee found that in reviewing the guidelines, there are a couple of "best practices" from some of the colleges. Ideally, in a couple of years to have a model template.</p> <p>The committee wrote a memo to the Provost asking him to appoint a cross functional group to look at if there is a way to standardize the faculty evaluations in light of the architecture that is capable within PeopleAdmin. What do the job descriptions look like, what the workload formulas look like? It is contingent on a bunch on interconnected pieces. Dr. Cameron has met with Dr. Gugelchuk and it</p>	

	has been approved but not sure when the group will start. If you would like to serve on the Evaluation Task Force, please let Dr. Cameron know.	
5iii. Graduate Council	Under Dr. Guru Betagari's assistant part time Provost position, they are currently looking at creating a PhD program in The Graduate College of Biomedical Sciences and The College of Pharmacy. It is moving forward and really is Faculty driven. The College of Pharmacy is hoping to start their program in the Fall of 2019.	
6. Next Meeting	August 13, 2018 Academic Assembly meeting: November 27, 2018	
7. Adjournment	The meeting was adjourned at 12:58pm.	