

Academic Senate Executive Committee Meeting
8/20/19

In attendance: M. Henes , S. Rose, V. Jaramillo

1. Called to order at 1:47 pm
2. Approval of minutes: Will review minutes from 7/25 at next meeting.
3. Public Comment: None
4. Review of September 9th AS meeting agenda: Increase font size. Executive Board reports will be placed earlier in agenda. Will make recommendations for Senate Executive Committee. Debriefed on Bylaws voting timeline- Voting day after meeting from 9/10 to 10/10, Propose Executive Committee with Election Committee count ballots together.
5. CAPM: Reviewed evaluation, election and recall of chairs as delineated in Pasadena Area Community College District Faculty Division Chairs document approved by Academic Senate 11/13/20017. Reviewed Flexible Calendar Program Guidelines for Faculty-Activity Approval process can be last minute, why are 4 weeks needed and want to remove any discussion of compensation as this is a contract issue.
6. Committee Attendance and Share-out Expectations: Reviewed draft meeting notes form which will be proposed as a tool for the committee chairs to inform the Senate Board what is occurring. Could make into a Google Form. This reporting can better inform the AS President what items to report on and keep Senate Board informed of committee activity. Also, could inform if committees are not meeting. This could be a monthly report.
7. Academic Senate Retreat: Reviewed agenda and schedule.
Senate Norms – 15 min
Robert Rules- 30 min
Community Accountability
Community Building
Develop Goals- Why a Senator?
8. Confidentiality in Evaluations will be included on September 23 agenda.
9. Adjourned at 2:52 pm