The 2012-2013 Senate Executive Committee met on October 29 at 2:30 p.m. in 353 KFA.

Call to Order
Senate Chair Wes Chapin called the meeting to order at 2:34 pm.
Present: Wes Chapin, Kris Butler, Coni Gehler, Jim Graham. Absent: Pat Berg
Guest: Provost Fernando Delgado

Approval of Minutes
Minutes of the last EC meeting were approved as submitted.

Reports
None

PP-PAR Update
None

Second Reading/Postponements
1. AP&P description change will be a second reading on the next Senate agenda. 
   Motion will appear on the agenda for the next senate meeting.

2. Naming rights issue will be on the next agenda for discussion.
   Issue will appear on the agenda for the next senate meeting.

Unfinished Business

1. Lecture-Lab Equivalency listening session.
   Listening session is scheduled for October 31 at 2 pm in UC 234.

2. Motion from the Academic Program and Policy Committee (Steven Kelm 2011-12 Chair, Jim Zimmerman 2012-13 Chair) to approve changes to the International Studies Major and Minor.
   Motion will appear on the agenda for the next senate meeting.

New Business

1. Motion from the Executive Committee (Wes Chapin, Chair) acting as the Committee on Committees to approve the following committee membership appointments.
Academic Program and Policy Committee  
At-large, 2012-2015 (replacing Anthony Varghese):

Affirmative Action Advisory Committee  
At-large, 2012-15:

Assessment Committee  
CEPS, 2012-15: Naomi Hashimoto  
CEPS, 2011-14: Florence Monsour

Chancellor’s Task Force on a Campus Tobacco Policy (work to be done this fall)  
Academic Staff (nominated by Senate Executive Committee): Meg Learman  
Academic Staff (nominated by Senate Executive Committee): Julie Phelps

Institutional Competition Committee  
At-large, 2012-15 (replacing Magdalena Pala): Ruth Baker

Motion will appear on the agenda for the next senate meeting.

2. Possible Motion from the Technology Council (Glenn Spiczak, Chair) to amend its description.

Proposed Technology Council Membership for 2013 and beyond

All subcommittees are disbanded and their charges are folded into the overall TC. Ad hoc subcommittees will be formed only if/when needed for issues deemed too intensive for overall council through specified individual leads and DoTS managers.

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<th>Members</th>
<th>Required Status</th>
<th>Voting Status</th>
<th>Name</th>
<th>Rank</th>
<th>Term</th>
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### Student Senate Enrollment Services Staff
- **Position**: Associate Vice-Chancellor for Enrollment Services
- **Voting**: Voting
- **Member**: Mark Meydam
- **Role**: Administrative

### Library Staff
- **Position**: Library Staff
- **Voting**: Voting
- **Member**: Maureen Olle-Lajoie
- **Role**: Library Director

### Associate Vice Chancellor for Student Affairs
- **Position**: Associate Vice-Chancellor for Student Affairs or Designee
- **Voting**: Voting
- **Member**: Nick Anders
- **Role**: Associate Vice Chancellor for Student Affairs

### Provost
- **Position**: Provost or Designee
- **Voting**: Voting
- **Member**: Valerie Malzacher
- **Role**: Provost

### Administration
- **Position**: TLT Manager (Non-voting)
- **Member**: Scott Wojtanowski
- **Role**: CIO

- **Position**: ISS, Web Manager (Non-voting)
- **Member**: Ben Deneen
- **Role**: CIO

- **Position**: CTS Manager (Non-voting)
- **Member**: Sara Solland
- **Role**: CIO

- **Position**: IST Manager (Non-voting)
- **Member**: Jason Winget
- **Role**: CIO

### Membership Roles and Responsibilities:

The Technology Council Chair will serve a 2-year appointment.

A Chair-elect will be selected from the existing TC membership during the Fall of the year before they are to assume Chair duties the following Fall to maintain knowledge and consistency of the TC.

A lead role will be selected from the 8 existing non-chair faculty members for the following areas (previously subcommittees):

1. Instructional Learning Technologies (Teaching & Learning Technologies)
2. University Web (Information Systems and Services & Web Services)
3. Technology Services (Customer Technology Services & Infrastructure and Security Technologies)

The leads will work with the respective manager(s) from DoTS regarding those areas (parenthesis above)

*This will be sent back to the Technology Council with recommendation that it be written as a motion and resubmitted.*

### 3. University Sponsored Off-campus Activities and Field Trips

#### 8.2.11 University Sponsored Off-campus Activities and Field Trips

Criticism arises due to the interruption of student programs by off-campus activities, especially during the spring term. Staff members can lessen criticism by careful scheduling. Scheduling field trips on Saturday is recommended or, if a weekday is essential, varying the hours and the days. Such activities should not be scheduled during the final exam period or one week prior to final examinations.

Students will not be penalized for missing class in order to participate in University-sanctioned events. If class attendance is a requirement, missing a class in order to participate in a University-sanctioned event will not be counted as an absence. Such absences do not relieve the students of any of their class responsibilities (e.g., homework, exams, lecture notes, etc.). Students are responsible for completing course requirements that are due on the dates of University-sanctioned events per prior agreement with the instructor.
A University-sanctioned event is defined to be any extracurricular event (e.g., educational field trips or conferences, theatrical performances, intercollegiate athletic contests, musical performance or tours, etc.) as approved by sponsoring Department and the Provost and Vice Chancellor for Academic Affairs or designee. Such activities should not be scheduled during the final exam period or one week prior to final examinations. Prior written notice of the student's absence due to a University-sanctioned event will be provided to the instructor by the sponsoring department.

Departments sponsoring such events are responsible for obtaining the Provost and Vice Chancellor's approval prior to an event for it to be determined as sanctioned. Prior written notice of the student's absence due to a University-sanctioned event will be provided to the instructor by the sponsoring department.

This issue will be sent to the Academic Standards Committee, with instructions to review the entire policy; consult with appropriate representatives for each college and athletic programs; and submit its recommendations to the Senate Executive Committee or full Senate.

4. Other Committee Motions
   None

Miscellaneous Business
   None

Adjournment
   Meeting was adjourned at 4:04 pm.