**Committee Name:** Executive Committee of University Senate (ECUS)

**Meeting Date & Time:** Friday, January 8, 2021, 2:00-3:15 p.m.

**Meeting Location:** Webex

**Attendance**:

|  |  |
| --- | --- |
| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | |
| **P** | Alex Blazer (CoAS, ECUS Secretary) |
| **P** | Hauke Busch (CoAS, ECUS Chair) |
| **R** | Steve Dorman (University President) |
| **P** | Catherine Fowler (CoHS, ECUS Vice-Chair) |
| **P** | David Johnson (CoAS, ECUS Chair Emeritus) |
| **P** | Karl Manrodt (CoB, ECUS Member) |
| **P** | Lyndall Muschell (CoE, ECUS Member) |
| **P** | Costas Spirou (Provost) |
| **P** | Jennifer Townes (Library, ECUS Member) |
| **Guests** | |
| Shea Council (Administrative Assistant of the 2020-2021 University Senate) | |
| Carolyn Denard (Associate Vice President/Chief Diversity Officer) | |

**Legend**

*Italicized text denotes information from a previous meeting.*

\*Denotes new discussion on old business.

Highlighted text denotes follow-up.

**Bold denotes action or recommendation.**

**I. Call to Order:** The meeting was called to order at 2:01 pm by Hauke Busch (Chair).

**II. Approval of Agenda:** A **Motion** *to approve the agenda* was made and seconded. **The agenda was approved.**

**III. Approval of Minutes:** A draft of the 6 Nov 2020 minutes of the Executive Committee had been circulated to the meeting attendees via email. A **Motion** *to approve the minutes* was made and seconded. **The minutes were approved**.

**IV. Reports**

**Presiding Officer Report — Hauke Busch**

1. **Budget** No spending is anticipated for the University Senate budget at the present time.

**Presiding Officer Elect Report — Catherine Fowler**

1. **At-Large Senator Election** A letter was sent to all faculty requesting nominations for the at-large senate position. The nomination period is February 1 to February 15). SCoN will verify nominee eligibility. Note that Dr. Fowler’s term ends April 2021, and ECUS will need to determine a path for her to be elected again.
2. **Election Oversight** Letters were sent to college deans and library director asking for senate election results, to be turned in to Senate by February 1, 2021. Follow Up: Catherine Fowler will send a reminder to deans before the next scheduled department meetings.
3. **Governance Retreat** The date has been set in the Governance Calendar. The location is to be determined, either virtual or in the clubhouse.

**V. Unfinished Business**

1. **2020-2021 Governance Calendar** The April department meeting was accidentally omitted. A **Motion** to amend the April 16 3:30-4:45 Professional Development meeting time with Department meeting time was made, seconded, and approved.
2. **Inclusive Excellence Policy Committee Work Group** 
   1. **Recommendation** The work group, comprised of David Johnson (chair), Alex Blazer, and Catherine Fowler, recommends the creation of a standing committee called Diversity, Equity, and Inclusion Policy Committee (DEIPC). The creation of a standing committee requires revision to the bylaws, specifically changing the number of senators (adding a Presidential Appointee to the new committee) and changing the number of elected faculty senators serving on each standing committee. A **Motion** *to approve the bylaws revision* was made and seconded. **The motion was approved.**
   2. **ECUS Discussion**
      1. Question: Are there any concerns that the committee will be confused with the Office of Inclusive Excellence? Answer: No, the committee is different from the office. Additionally, a body on campus needs to be examining equity issues.

**VI. New Business**

1. **University Senate Recognitions** The certificates and pins report has been generated and is being reviewed for accuracy.
2. **University Senate Representatives on University Committees** Committee representations will be reviewed in February and March according to the PDF procedure document available on the “About” page of the Senate website. Follow Up: Catherine Fowler will conduct the review.
3. **Parliamentarian** The Senate is still looking for a Parliamentarian. Follow Up: Catherine Fowler will advertise the position for the 2021-22 term, and request that the volunteer complete the 2020-21 term.

**VII. Open Discussion**

1. **None**

**VIII. Next Meeting**

1. **Calendar**
   1. University Senate Meeting – Friday, January 22, 3:30 p.m., Webex
   2. ECUS Meeting – Friday, February 12, 2:00 p.m., Webex
   3. ECUS+SCC Meeting – Friday, February 12, 3:30 p.m., Webex
2. **Tentative Agenda**: Some of the deliberation today may have generated tentative agenda items for ECUS and ECUS-SCC meetings. Hauke Busch will ensure that such items (if any) are added to the agenda of a future meeting of ECUS or ECUS-SCC.

**IX. Adjournment:** As there was no further business to consider, a **Motion** *to adjourn the meeting* was made and seconded. **The motion to adjourn was approved and the meeting adjourned at 2:43 p.m.**

**Distribution:** First, these minutes will be sent to committee members for review; second, they will be posted to the Senate website.

**Committee Name:** Executive committee of the university senate (ECUS)

**Committee Officers:** Hauke Busch (Chair), Catherine Fowler (Vice-Chair), Alex Blazer (Secretary)

**Academic Year:** 2020-2021

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “R” denotes Regrets, “A” denotes Absent**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Acronyms |  | EFS = Elected Faculty Senator  CoAS = College of Arts and Sciences; CoB = College of Business; CoE = College of Education; CoHS = College of Health Sciences | | | | | | | | | | |
| Meeting Dates | | | 9/4 | 10/2 | 11/6 | 1/8 | 2/12 | 3/5 | 4/9 | P | R | A |
| Alex Blazer  *EFS, CoAS ECUS Secretary* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Hauke Busch  *EFS, CoAS ECUS Vice-Chair* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Steve Dorman  *University President* | | | R | R | R | R |  |  |  | 0 | 4 | 0 |
| Catherine Fowler  *EFS, CoHS ECUS Member* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| David Johnson  *EFS, CoAS ECUS Chair Emer.* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Karl Manrodt  *EFS, CoB ECUS Member* | | | P | A | P | P |  |  |  | 3 | 0 | 1 |
| Lyndall Muschell  *EFS, CoE ECUS Member* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Costas Spirou  *Provost* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |
| Jennifer Townes  *EFS, Library ECUS Member* | | | P | P | P | P |  |  |  | 4 | 0 | 0 |