**Senate Executive Committee Meeting (09/10/2024)**

**Attendees:** Sarah Senk (Chair), Taiyo Inoue (Vice Chair), Ariel Setniker (Secretary), Christine Isakson, Julie Chisholm, Maggie Ward, Keir Moorhead, Executive Dean Dinesh Pinisetty.

**Absent:** none

**Brainstorming topics and strategies for senate working groups**

* Isakson has been reviewing books on higher ed mergers and identifying best practices to inform Senate approach.
* Discussion of results from faculty survey [sent in an email on 8/29].
* Discussion of potential timeline and strategies for our own Senate Bylaws revisions in anticipation of the November BOT meeting. Start by identifying commonalities/misalignments so we can hit the ground running in November.
* Timeline considerations: What are the big issues we can tackle between now and next summer? Reviewing and Comparing Policies. (Rationale: It’s good practice that will helps us identify issues down the road.) Policy comparison? How can we adjust curriculum now to anticipate the new ship? And what issues need to be worked out over the year of the actual merger/integration?

**University Policies**

* + The committee engaged in a discussion on the current status of ‘dead day’ within the university calendar. Senator Ward suggested reconsidering its place, prompting further conversation about its impact on academic scheduling.
  + Senator Isakson pointed out that any decision to modify or eliminate ‘dead day’ would require careful adherence to established rules and guidelines, stressing the importance of consistent application across the institution.
  + The committee agreed that any potential changes should be reviewed in collaboration with relevant stakeholders, including faculty and administration, to ensure all perspectives are considered. Further discussions on this matter are expected in future meetings.

**Discussion of Possible Resolution on Structure of Professorship of Practice (or “Professional Maritime Faculty”**

* + Consider creating an ad hoc committee to determine what this would look like.
  + Senk reviewed what other state maritime academies do for their technical professors. Advocates for campus-specific discussion clarifying the expectations for those with technical expertise. We need to articulate this clearly and swiftly so we can inform potential future colleagues at Cal Poly who come from traditional academic backgrounds.
  + Senator Isakson raised a question about the current structure and guidelines for ‘Professor of Practice’ positions. She inquired whether there were any existing policies that clearly defined the roles, responsibilities, and appointment processes for these positions.
  + The committee discussed potential inconsistencies in how such roles are appointed across departments and whether there should be standardized criteria.
  + The need for clear communication and alignment on the expectations for these positions was emphasized, particularly regarding the balance between teaching, research, and professional engagement.
  + The topic was noted as requiring further discussion at a future meeting to explore whether formal guidelines or revisions to existing policies might be necessary.

**Policy Change Management**

* Senator Isakson raised concerns about the lack of a structured approach to tracking changes to university policies. She asked whether a formal change list or documentation process exists, particularly for policies that impact faculty roles and responsibilities.
* The committee acknowledged the importance of maintaining clear and accessible records of all policy updates, to ensure transparency and prevent miscommunication.
* There was a consensus on the need for better university-wide documentation practices and a systematic approach to logging and communicating policy changes to avoid long delays between Senate approval and Office of the President response. The issue was identified as a priority, with plans to commence informal discussions with the option to escalate to a formal resolution and/or proposal for implementing a change management system that could be presented to the university administration.