

Committee Members: Ken Ayoob, Jena Burges, Zo Devine, Martin Flashman, Carl Hansen, Dina Haigounian, Chris Hopper, James Howard, Nancy Hurlbut, Anna Kircher, Robin Meiggs, Saeed Mortazavi, Colleen Mullery, Gina Pierce, John Powell, Robert Snyder, Tasha Souza, Marshelle Thobaben, Ray Wang

Proxy: None

Absent: John Powell

Guest: Nancy Kelly

Announcements

- Dina Haigounian was introduced as the Associated Student Rep appointed to Provost's Council.
- Meeting notes of September 3 were unanimously approved with no changes.
- ZIMBRA will go on live on October 20. On October 6, everyone will have the ability to begin moving calendar items manually. Begin to clean out the electronic e-mail files. Information regarding ZIMBRA will be very visible across the campus.
- Emergency Preparedness Drill – October 2. This is not an evacuation drill. Get the message out that faculty should review the emergency preparedness with students during the drill.
- The “College Portrait of Undergraduate Education, Voluntary System of Accountability,” (VSA) is now on our website. A copy was distributed and discussed.

Progress Reports on pending issues

- Budget process subcommittee – Kelly, Mortazavi, Hurlbut and Kircher are meeting to develop guidelines and a budget process.
- Curriculum oversight review process – The draft “Proposal to Revise Curriculum Review Processes” was discussed. A committee will be formed to review the proposal. The Deans will take this back to the Associate Deans and submit nominations to the Provost so that this committee can be balanced. The first meeting would convene around October 7. The Provost will discuss the proposed names with the Senate Executive Committee.
- Fee review – In response to the new executive order that material and service fees up to \$3000 can be approved by the President, a small group was formed to look at this to be sure that it is coordinated. The group consists of: Ken Ayoob, Steve Butler, Steve Smith, Jim Howard, Eugene Novotney, and Nancy Kelly. Nancy Hurlbut will send a name to the Provost.
- HOP Review – This is a group that will discuss the structure of HOP.

WASC

- “WASC Action Areas” and the “Report of the WASC visiting Team Preparatory Review” were distributed and discussed.
- Keeling & Associates were here to bring attention to the WASC report. OAA needs to have a clear plan as to how to approach this project. OAA should have periodic checks on the problems by developing a spreadsheet with benchmarks, person(s) responsible, dates, timelines, and then we can focus on areas where we are not making progress.

The meeting adjourned at 11:50 a.m.
Notes submitted by Lura Holtkamp