Members present: Kevin Callahan, Cal Caplan, William Langan, Sally Murphy, Norma Rees, Henry Reichman, Don Sawyer, Eric Soares, Emily Stoper, Don Wort

Members absent: Sue Opp, Steve Ugbah

Guests: Leigh Mintz, Bill Reuter, Istvan Simon, Stuart Smith

1. Approval of the agenda

   M/S/P (Murphy/Callahan) to approve the agenda.

2. Approval of the minutes of the meetings of February 20 and 27, 2001

   M/S/P (Wort/Murphy) to approve the minutes of the meeting of February 20, 2001, with the addition of the following sentence between the second and third sentences in the second paragraph on page 2: "He also raised the issue of shared governance."

   M/S/P (Soares/Callahan) to approve the minutes of the meeting of February 27, 2001, with the deletion of the word "indefinitely" in the last sentence above the motion on page two and the addition of the following clause to the end of the same sentence: "Until the consultation issue had been dealt with."

   The Chair informed the Executive Committee that Trustees Laurence Gould, Jr. and Shailesh Mehta will be visiting the campus on Thursday, March 29, and there will be an opportunity to meet with them in the afternoon. It was agreed that a Senate meeting will be held from 2:00 - 3:00 P.M. to meet with the Trustees. The entire campus will be notified of the meeting.

3. Action Plan for the Calendar Task Force : the Charge, the Membership, and the Timeline

   M/S/P (Soares/Murphy) to adopt the Charge to the Calendar Task Force drafted by the Chair with the following changes to be incorporated by the Chair and circulated for editing and eventually approval via e-mail:

   1. The Task Force will first solicit questions and concerns from as many constituencies of the University as it can, and will then gather information from as many sources as it can to address those questions and concerns.
   2. The issues listed for the Task Force to consider are not the only issues they may take up.
   3. The Task Force will establish a web site on which it will post issues and findings relevant to those issues for access by all faculty.
   4. The Task Force is to gather information from campus constituencies, including departments, as well as from other CSU campuses and other universities.
   5. The Task Force will not be charged with making the case for or against conversion. The Task
force is charged with identifying major issues or concerns related to conversion to semesters, consequences of conversion, and where possible solutions to the consequences seen as problematical. Those findings will be reported to the University Faculty to assist them in conducting an informed vote.

6. The Task Force will consider the reasons enumerated by the Chancellor in writing in response to the Senate's resolution.

7. The Task Force will determine viable options for what a semester system would look like, including such things as course units, term loads for students, and program requirements.

8. The Task Force will estimate the impact on recruitment and retention of students.

M/S/P (Langan/Callahan) to establish a Calendar Task Force composed of six faculty, at least one of whom is a lecturer and at least one of whom is from each of the four Schools; two students appointed by Associated Students; two staff members representing different staff constituencies; and one representative of the administration appointed by the President.

It is anticipated that the Task Force will establish subcommittees, whose membership need not be drawn entirely from the Task Force, to research different issues. It need not often meet as an entire group. It is desirable to find students who understand that they are representing the concerns of future students, and not present students who will graduate under the quarter system.

A number of names were nominated for Task Force membership, and nominees promised to determine who among those nominated were willing to serve.

M/S/P (Soares/Murphy) to close nominations and conduct the appointment of members to the Task Force via e-mail.

M/S/P (Reichman/Murphy) to direct the Task Force to post a Draft Report by June 1, 2001 and, with the recognition that addenda to the report might become necessary, a Final Report by September 14; and to conduct a vote by the University Faculty on conversion to semesters with ballots distributed by Friday, October 5, with voting to be completed by Monday, October 15.

The motion includes a number of amendments accepted as friendly. President Rees will negotiate an extension of the time offered by the Chancellor for our decision whether to accept the two million dollars allocated for conversion to semesters with Dr. Spence, who will most likely be drafting the written offer to our campus. It is recognized that this time line presupposes a prompt response by the Chancellor's Office to the resolution of the Academic Senate stipulating that no change would be considered without a written request from the Chancellor for such change, addressed to the faculty and outlining clear and compelling educational and other reasons for this change.

4. Adjournment

M/S/P (Murphy/Langan) to adjourn.

Respectfully submitted,

William Langan, Secretary