At its meeting of October 14, 2003, the Academic Senate Executive Committee took the following actions:

Approved:
- the minutes of the meeting on September 30, 2003 as amended.
- the preliminary list (of self-nominees) for Fall Quarter University-wide election for Professional Leave Committee and the Review Committees.
- **03-04 CIC 2, Subcommittee Memberships 03-04, with revisions by ExCom**, adding Emily Stoper to the Lifelong Understanding Subcommittee, removing Radin from the Basic Skills Subcommittee, and adding the vacancy on the Graduate Subcommittee for a CIC member

Appointed:
- Tammie Simmons-Mosley to replace Eric Soares (CBE) on the Senate, Fall Quarter 2003
- Ann Kotchevar, Chemistry, to Library Advisory Committee, 03-04 (appt made by Science and noted by ExCom)
- David Nickles (CEAS) and Nick Baham (Ethnic Studies rep) to Faculty Diversity and Equity Committee 03-05; Julia Norton (CSc & ExCom) 03-04
- Melanie Spielman to the Review Committee for the Dean and Associate Dean of Science
- Reaffirmed appointment of Mary Di Sibio for SQ to the Non-Grade Related Student Complaints Committee
- reappointed Herb Eder, Emeriti and John Primus, lecturer (CBE) to Contra Costa Advisory Committee 03-04; Steve Philibosian, Library 03-05, Joy Andrews (CSc) 03-05

Forwarded to the Academic Senate for action:
- **03-04 BEC 2-amended**, Election of the University Layoff Committee, 2003-2004

Discussed the following topics:
- Using the term “diploma” instead of “certificate” for the International Business Certificate with Vice President Martino
- The process of appointments to subcommittees and committees and related issues such as attendance and combining committees
- Learning Communities and remedial education with researchers from Syracuse University
- Program Reviews with CAPR Chair, Michael Strait
- Prerequisite enforcement with Robert Strobel

Returned **2003-04 CIC 1** to the Committee on Instruction and Curriculum.

Formed an ad hoc committee of Julia Norton and Cal Caplan to consider the structure of Committees

Held over until the next meeting:
- Discussion of the Cal/Osha issue and possible referral to FAC
- Discussion of the removal of 12.2.4d from the PTR document, as a referral to FAC
- Discussion of topics with Reports during senate meetings