

EXECUTIVE COMMITTEE MINUTES – Approved 9/2/2010
August 11, 2010 (Special Meeting)
University Hall, Room 277

Members Present: Chong, Frehlich, Hoggan, Jeppson, Matos, Schmidt-Levy, Schwartz, Spector, Stepanek (Chair), Wolfbauer (Recording Secretary)

Members Absent: Hellenbrand, Lisagor

Guests: P. Jennings, S. Sears

President Stepanek called the meeting to order at 2:03 p.m.

1. **Announcements**

- a. Spector invited the SEC to attend Freshman Convocation on Thursday, September 2, 2010 at 6:00pm on the Oviatt Lawn. The guest speaker will be Holly Robinson Peete who runs HollyRod4Kids which raises funds to help children with Autism and their families' access and afford crucial treatments and therapies.
- b. Spector mentioned that she has agreed to write up the report to be submitted to the Chancellor's Office on the Mandatory Early Start Program (EO-1048). She will ask for input and feedback from SEC and the Senate.

2. **Refreshment Schedule Sign-Up for 2010-11 SEC Meeting**

SEC members signed-up up to bring refreshments to one SEC meeting during the 2010-11 academic year.

3. **Executive Session for PP&R: Associate Dean of the Michael D. Eisner College of Education Search Approval**

Sue Sears, Co-chair of Search Committee

Sears met with the Senate Executive Committee to present the final report and request approval of the search process for the Associate Dean of the Michael D. Eisner College of Education. After allowing time to review the report and answer questions, the Committee acted on the following motion:

MSP: That the search process and report for the Associate Dean of the Michael D. Eisner College of Education be approved pending the approval signature or an e-mail from Norman Herr (a member of the search and screen committee) approving the report.

4. **Reviewers for Senate Standing Committees**

Stepanek described the process for reviewing the minutes of the Senate standing committees. Each SEC member volunteered to review the 2010-11 minutes for policy items for one Senate standing committee. SEC members will also attend the 1st Fall meeting of that same committee to brief the members on the charge and attendance requirements.

Meeting adjourned at 2:45 p.m.

Submitted by: Heidi Wolfbauer, Recording Secretary
Sandra Chong, Secretary of the Faculty