Steering Committee Minutes

March 8, 2013; Friday, 9:00 A.M.

Present: Cunningham, Singh, DeNoble, Haddad, Reinig, Saghafi, Oestreich

Visitors: Mark Ballam, Nancy Kavanaugh, Caryn Kerr, Debra Schwartz, and Debra Bertran

Call to order, 9:05 A.M.; Approval of agenda.

SC’s staff guests brought some concerns to the attention of SC. The staff had been informed by a member of the SC that, in an earlier meeting, the committee had not been supportive of the idea of adding a staff member as a voting member SC. The SC explained the rationale for not adding a staff member to the committee and discussed ways in which the voice of the staff could be heard in the governance process, particularly as it pertains to strategic planning.

SC then entered into executive session to discuss its report on the climate/morale survey.

Adjournment.

March 18, 2013; Monday, 9:00 A.M.

Present: Cunningham, Singh, DeNoble, Haddad, Reinig, Saghafi, Oestreich

Visitors: Gary Grudnitski, Joe Belch, Debra Bertran, and ___

Call to order, 9:15 A.M.; Approval of agenda

SC heard statements from Gary Grudnitski and Joe Belch in support of the assigned time policy that is being developed in FDC. SC thanks Grudnitski and Belch.

SC continued discussion of the climate and morale survey results and the policy statement review.

Adjourned at 11:00 A.M.
April 11, 2013; Special meeting in Cuicacali Suites; Thursday, 9:00 A.M.

Present: Cunningham, DeNoble, Haddad, Reinig, Saghafi, Oestreich,

Visitors: Debra Bertran, Ramona Perez

Call to order, 9:15 A.M.; Approval of agenda

Future meeting schedule; SC will resume its regular every other Friday at 9:00 A.M. meeting schedule.

Haddad reported on his trip to Chongqing, China to investigate possible international program(s) development. Haddad described pledges of support from Chinese government and private sector officials.

- MSP: China is important strategically, so CBA should continue to investigate and proceed with the development of the Chongqing program in anticipation of meeting a September licensing deadline in China.

International business program; SC entered into a discussion with Ramona Perez, Director of International Business Program, to better understand the process that was followed in order to comply with the 120 unit mandate for undergraduate programs that CSU has adapted for all programs. The SC, which has not approved the changes made to the IB curriculum but accepts that the changes will be incorporated into the AY 2014-15 catalog. The SC expressed the desire to have CBA faculty who are members of the IB committee involved in future curriculum revisions.

Adjourned.
April 19, 2013; DCR, Friday, 9:00 A.M.

Present: Cunningham, Singh, DeNoble, Haddad, Reinig, Saghafi, Oestreich,

Visitors: Debra Bertran

Call to order, 9:10 A.M. Approval of agenda

SC briefly discussed the process for strategy review/revision. Debra Bertram reported that CBA Staff would be holding a retreat and would stipulate the role the staff would prefer in CBA strategy development.

- MSP: SC values, appreciates, and encourages staff involvement in strategy development, implementation and the overall operation of the college

SC discussed distribution of the Climate/Morale Survey report.

- MSP: To release the SC report on the survey.
- MSP: To release all quantitative data.

SC discussed the possibility of taking early action to assure faculty that a faculty vote will be called before an assigned time policy involving journal lists is approved by SC.

- Moved, no second: To hold an immediate vote on the above issue.
- M, no second: Prior to any formal discussion, SC in cooperation with FDC will call a general faculty meeting and a faculty vote before SC deliberates, considering faculty input, and votes on the assigned time policy.

The SC agreed that the PDC and GFC should have the opportunity to develop their proposals prior to a college wide
vote on the issue but that no policy would be adopted without such a vote.

Adjourned.

May 3, 2013; DCR, Friday, 9:00 A.M.

Present: Cunningham, Singh, DeNoble, Haddad, Reinig, Saghafi, Oestreich,

Visitors: Debra Bertran

Call to order, 9:10 A.M. Approval of agenda

Policy statement revisions; SC undertook discussion of a number of changes that it will propose to the faculty.

  • MSF: Dean and associate dean shall be voting members, rather than ex officio, to SC.

Time expired while discussing curriculum proposal process and the split-up of the Specialized and International Programs committee.

Adjourned.

May 8, 2013; DCR, Friday, 2:00 P.M.

Present: Cunningham, Singh, DeNoble, Haddad, Reinig, Saghafi, Oestreich

Visitors: Debra Bertran

Call to order, 2:00 P.M. Approval of agenda

Policy statement revisions; SC undertook discussion of a number of changes that it will propose to the faculty.

  • MSF: Program proposals and program revisions shall be made according to the university policy file. Differences
in committee structure in CBA may require some adjustment. Those making these proposals should follow the CBA guidelines that have been approved by SC.

- **MSP:** The curriculum approval process will follow the university curriculum process, with the added steps that PAC and SC approval will sequentially precede referral of an item to the dean for final approval.

**May 17, 2013:** DCR, Friday, 9:30 A.M.

Present: Singh, DeNoble, Haddad, Reinig, Saghafi, Oestreich

Visitors: None

Call to order, 9:40 A.M. Approval of agenda

Policy statement revisions; SC continued discussion of a change to the policy file to separate the International Programs Committee from the Specialized and International Programs Committee. A draft proposal of all suggested changes to the existing policy file will be published for discussion and for faculty vote in the near future.

- **MSP:** The SC will recommend to the faculty that the International Programs Committee shall be separated from the Specialized and International Programs Committee.

MBA Proposed Program Revision. The following motion was passed.

- **MSP:** The SC tables any consideration of the MBA proposal until the five departments have had the opportunity to review the proposal in its entirety and meet with the director of the graduate business programs and the chair of the graduate committee to discuss and formally respond to the proposal. The graduate committee can then modify the proposal as necessary and bring it to the PAC and the SC.
Finance 496—Introduction to Property Management

- MSP: Approval of the course as presented.

A question by a faculty member as to whether it would be possible to rent space in the new Aztec Center for displaced faculty during SSE renovations was brought to the attention of the administration.

SC thanks Alex DeNoble for his years of service to SC. His insights and contributions as chair and otherwise have been significant, and SC wishes him well.