**Committee Name:** Executive Committee of University Senate (ECUS)

**Meeting Date & Time:** Friday, April 9, 2021, 2:00-3:15 p.m.

**Meeting Location:** Webex

**Attendance**:

|  |  |
| --- | --- |
| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | |
| **P** | Alex Blazer (CoAS, ECUS Secretary) |
| **P** | Hauke Busch (CoAS, ECUS Chair) |
| **R** | Steve Dorman (University President) |
| **P** | Catherine Fowler (CoHS, ECUS Vice-Chair) |
| **P** | David Johnson (CoAS, ECUS Chair Emeritus) |
| **R** | Karl Manrodt (CoB, ECUS Member) |
| **P** | Lyndall Muschell (CoE, ECUS Member) |
| **P** | Costas Spirou (Provost) |
| **P** | Jennifer Townes (Library, ECUS Member) |
| **Guests** | |
| Shea Council (Administrative Assistant of the 2020-2021 University Senate) | |

**Legend**

Highlighted text denotes follow-up.

**Bold denotes action or recommendation.**

**I. Call to Order:** The meeting was called to order at 2:00 pm by Hauke Busch (Chair).

**II. Approval of Agenda:** A **Motion** *to approve the agenda* was made and seconded. **The agenda was approved.**

**III. Approval of Minutes:** A draft of the 5 Mar 2021 minutes of the Executive Committee had been circulated to the meeting attendees via email. A **Motion** *to approve the minutes* was made and seconded. **The minutes were approved**.

**IV. Reports**

**Presiding Officer Report — Hauke Busch**

1. **University Senate Budget** No spending is anticipated for the university budget at the present time.
2. **University Senate Recognitions** Certificates of Recognition are being sent through interdepartmental mail.
3. **Standing Committee Annual Reports** Annual Reports are due Thursday, April 23 by 11:59 p.m.
4. **ECUS Discussion**
   1. **Governance Retreat**
      1. Question: Can we plan for the Governance Retreat with social distancing?
      2. Comment: The Club at Lake Sinclair deposit has been held over from last year. If we meet in person, we will have prepackaged meals rather than a buffet.
      3. Question/Comment: Approximately 50 senators and non-senators and guests attend the annual retreat. Can the Club at Lake Sinclair accommodate a socially distanced Retreat? A&S Auditorium holds approximately 47 people socially distanced while Peabody Auditorium holds approximately 57.
      4. Comment: Before finalizing retreat plans, we should wait and see about the status of the pandemic as well as guidance from the system.
      5. Follow-Up: Catherine Fowler will send out a preference survey to 2021-2022 University Senators and non-senators regarding whether they plan to attend an in-person retreat. The Governance Retreat Planning Committee will identify possible locations on campus and at the Club for the possibility of an in-person retreat.
   2. **Administrative Searches**
      1. Comment: The Assistant Vice President for Facilities Management search is proceeding.
      2. Comment: The Vice President for Finance search is proceeding.
      3. Comment: The Presidential search is proceeding. The committee hopes to recommend a new president by September 1.
   3. **Enrollment**
      1. Comment: COVID-19 affected our enrollment because we are a residential college. However, enrollment is returning to normal.

**Presiding Officer Elect Report — Catherine Fowler**

1. **2021-2022 Slate of Nominees and Senate Representatives on University Committees** The slate of nominees and representatives is ready for review and approval by ECUS-SCC. The slate includes a number of open slots for students and staff. Jennifer Flory is the proposed Presiding Officer Elect candidate; Alex Blazer is the proposed Secretary candidate. David Johnson volunteered to serve as Parliamentarian should the need arise. ECUS-SCC will review and vote on the slate motion.
2. **Senator Pins** Pins will be given to Senators at the first in person meeting or sent through campus mail with a personal note.
3. **Subcommittee on Nominations Annual Report** The report is drafted and will be submitted following the ECUS-SCC meeting.
4. **ECUS Discussion**
   1. **2021-2022 Slate of Nominees and Senate Representatives on University Committees**
      1. Comment: FAPC needs one more Elected Faculty Senator.

**V. Unfinished Business**

1. **Committee Organizational Meetings** The proposed date and time for standing committee officer elections is Friday, April 23, at 3:30 p.m., immediately following the 2021-2022 Senate Organizational Meeting.
   1. **ECUS Discussion**
      1. Comment: In order to improve attendance, send a personal email to every senator and non-senator.
      2. Follow-Up: Catherine Follow will send a personal email to every senator and non-senator inviting each of them to the Senate and Committee Organizational Meetings.
      3. **ECUS Action**:A **Motion** *to approve the proposed date and time* was made and seconded. **The Motion for the Committee Organizational Meetings date and time was approved.**

**VI. New Business**

1. **None**

**VII. Open Discussion**

1. **None**

**VIII. Next Meeting**

1. **Calendar**
   1. University Senate Meeting – Friday, April 23, 2:00 p.m., Webex
   2. University Senate Meeting (Organizational) and Committee Meetings (Organizational) – Friday, April 23, 3:30 p.m., Webex
   3. Committee Annual Reports Due – Thursday, April 22 by 11:59 p.m.
   4. Governance Retreat – Monday, August 9, 9:00 a.m., TBA
2. **Tentative Agenda**: Some of the deliberation today may have generated tentative agenda items for ECUS and ECUS-SCC meetings. Hauke Busch will ensure that such items (if any) are added to the agenda of a future meeting of ECUS or ECUS-SCC.

**IX. Adjournment**

1. As there was no further business to consider, a **Motion** *to adjourn the meeting* was made and seconded. **The motion to adjourn was approved and the meeting adjourned at 2:45 p.m.**

**X. Supporting Documents**

1. There are no supporting documents.

**Distribution:** First, these minutes will be sent to committee members for review; second, they will be posted to the Senate website.

**Committee Name:** Executive committee of the university senate (ECUS)

**Committee Officers:** Hauke Busch (Chair), Catherine Fowler (Vice-Chair), Alex Blazer (Secretary)

**Academic Year:** 2020-2021

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “R” denotes Regrets, “A” denotes Absent**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Acronyms |  | EFS = Elected Faculty Senator  CoAS = College of Arts and Sciences; CoB = College of Business; CoE = College of Education; CoHS = College of Health Sciences | | | | | | | | | | |
| Meeting Dates | | | 9/4 | 10/2 | 11/6 | 1/8 | 2/12 | 3/5 | 4/9 | P | R | A |
| Alex Blazer  *EFS, CoAS ECUS Secretary* | | | P | P | P | P | P | P | P | 7 | 0 | 0 |
| Hauke Busch  *EFS, CoAS ECUS Vice-Chair* | | | P | P | P | P | P | P | P | 7 | 0 | 0 |
| Steve Dorman  *University President* | | | R | R | R | R | R | R | R | 0 | 7 | 0 |
| Catherine Fowler  *EFS, CoHS ECUS Member* | | | P | P | P | P | P | P | P | 7 | 0 | 0 |
| David Johnson  *EFS, CoAS ECUS Chair Emer.* | | | P | P | P | P | P | P | P | 7 | 0 | 0 |
| Karl Manrodt  *EFS, CoB ECUS Member* | | | P | A | P | P | P | P | R | 5 | 1 | 1 |
| Lyndall Muschell  *EFS, CoE ECUS Member* | | | P | P | P | P | P | P | P | 7 | 0 | 0 |
| Costas Spirou  *Provost* | | | P | P | P | P | P | P | P | 7 | 0 | 0 |
| Jennifer Townes  *EFS, Library ECUS Member* | | | P | P | P | P | P | P | P | 7 | 0 | 0 |