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**Faculty Senate Executive Committee (FSEC)
Meeting # 25 December 6, 2019 MINUTES**

1. CALL TO ORDER

- a. The Faculty Senate Executive Committee (FSEC) meeting was called to order at 10:52 AM in the President's Conference by Chair Nassersharif. Vice Chair Echevarria, Senators Morokoff, Gindy, Hicks and Barbour were in attendance. Meeting guests: Provost DeHayes and Vice Provost Veeger.

2. MEETING with - Provost DeHayes and Vice Provost Veeger

- a. There was a discussion on final exam duration. The University Manual may need to be amended to further clarify guidelines and regulations regarding duration of final exams. FSEC will take this under consideration in the future.
- b. Conversation ensued on Graduate School issues and the response to Dean Zawia's proposed changes to the Graduate Faculty Status language in the graduate manual. The Provost requested additional time to consider the matter before further actions are taken on the matter by the FSEC.
- c. URI 101 proposed changes were discussed with the Provost. The FSEC will ask the Faculty Senate Teaching Advising and Assessment Committee to review and comment.
- d. The move of Faculty Senate Office from Green Hall to Pastore was discussed. The move will provide more space and provide a dedicated conference room for the FSEC. The Faculty Senate Coordinator was asked to develop a list of items that will be needed in the new space such as AV equipment which will help to facilitate Faculty Senate committee meetings. Provost will look for funding to purchase the necessary equipment for the new FS offices.
- e. Vice Provost Veeger brought up the status of the Learning Outcomes Oversight Committee (LOOC) which has not met all semester. Chair Nassersharif will reach out to identify a chair for Spring 2020. Senator Morokoff volunteered to Chair LOOC for the 2020-2021 academic year.

The Provost and Vice Provost left the meeting at 12 PM.

3. APPROVAL OF MINUTES

- a. The approval of minutes for FSEC meeting #22 November 8, 2019 and #24 November 15, 2019 were postponed until the December 13th FSEC meeting.

4. ANNOUNCEMENTS/CORRESPONDENCE/REPORTS

a. Chair's Announcements:

- i. The FSEC will meet in Room 463 in the new engineering building, Fascitelli Center for Advanced Engineering) on Thursday, December 19, 2019 10:00 AM – 12:00 PM.

b. Concerns regarding the late submission of reports for senate meetings was discussed. The Executive Committee will enforce the rule 4.17 in the Bylaws of the Faculty Senate requiring submission of reports seven days in advance of the Executive Committee meeting prior to a Faculty Senate meeting. Coordinator's Report:

- i. Based upon feedback from FSEC survey, FS Executive Committee weekly meetings during spring 2020 will be held on Wednesdays from 9 to 11 AM. The first meeting of the spring semester will be held in the Fascitelli Center on Wednesday January 22nd, 2020.
- ii. The Coordinator will prepare a list of needed items for the move to Pastore and submit it to the FS Chair.

5. ONGOING ITEMS

- a. The FSEC reviewed and discussed University Manual changes pertaining to the Graduate School governance.

6. ADJOURNMENT

- a. The Faculty Senate Executive Committee meeting adjourned at 1:06 PM.