The meeting was called to order at 3:15 PM by Chair, Tom Hale.

Members Present: Phil Adams, Hazel Jones, Lezlie Labhard, Bob Christenson, John Syer, Tony Buffa (for Atwood), Art Duarte, Tom Hale, Mike Cirovic, Tony Buffa (for Loh).

Members Absent: Pat Brenner, Ed Watson, Barton Olsen, Steve Bennett, Al Andreoli

I. Approval of Minutes - The minutes of the Executive Committee meeting (October 25, 1977) were approved as distributed.

II. Business Items

A. Teaching Development - Postpone until the January 3 Executive Committee meeting.

B. University Hour Resolution - Lang

The Instruction Committee surveyed faculty, staff, and students and all were in favor of maintaining University Hour. It was moved to a Business Item at the next Senate Meeting (December 6). Motion passed. Mike Cirovic commended the committee for doing a good job.

III. Discussion Items

A. Newsletter - Hale

Tom Hale suggested that the Senate send out a newsletter to stimulate discussion and to let faculty know what the Senate is doing. Discussion ensued about the publication and the frequency of the publication. The newsletter should not be a rewrite of the minutes, and it should convey views and state facts. The newsletter should also identify the issue and cover the framework of that issue and solicit opinions from the faculty.

Communication with departments should be by Senators with their faculty, not by the newsletter.

It was moved by Duarte that the Executive Committee appoint an Ad Hoc Committee to explore the merits of a "special report" or "faculty newsletter" and to provide a recommendation to the Executive Committee. Seconded by Labhard. Motion failed with one vote for the motion.

Syer moved that the officers of the Academic Senate shall invite and publish viewpoints in a position paper, as needed, that will be of interest to the general faculty. Opposing views should be solicited.

Question was called for. Vote on the motion: 4 in favor, 4 against. Chair voted in favor of the motion.
B. **Credit for Remedial Classes (Hale)**
   
   It was moved by John Syer that Barton Olsen and Hazel Jones meet with the Instruction Committee to present all information regarding credit for remedial classes and faculty workloads and that they make a recommendation and report by the February 28 meeting of the Executive Committee. Motion carried.

C. **Ad Hoc Committee on Reorganization and Faculty Representation (Hale)**
   
   It was moved by Mike Cirovic, seconded by Art Duarte, to disband the committee and send the charge of studying reorganization and faculty representation on the Academic Senate to the Senate's committees. Motion passed.

D. **Personal Holiday (Hale)**
   
   Advised not to pursue the issue.

E. **Committee Assignments**
   
   The question was raised that the Bylaws do not thoroughly specify what each committee function is. What are the committee's supposed to do? It was moved by Lezlie Lebhard to be a discussion item at the next Senate meeting on December 6. Motion passed.

Meeting adjourned at 4:45 PM.