

**Senate Executive Committee Minutes**  
December 5, 2013  
3:00 – 5:00, Academic Affairs Conference Room

**Abstract**

Agenda Approved. Minutes of 10/31 and 11/14 approved. Vice Chair's Report. Vice President of Administration and Finance Report. Resolution on a Gender and Sexuality Coordinator approved for the Senate agenda. Provost Report. Film Studies minor revision approved for Senate's consent calendar. EPC Report. FSAC Report. SAC Report. AMCS Curricular revisions approved for Senate's consent calendar. Naming Opportunity. Proposed change to the Course Outline Policy referred back to FSAC and SAC. SEIE Policy referred back to APC. Resolution for Andy Merrifield approved for Senate agenda. Senate Agenda approved.

**Present:** Richard Senghas, Catherine Nelson, Richard Whitkus, Ruben Armiñana, Jennifer Mahdavi, Karen Thompson, Melinda Milligan, Terry Lease, Andrew Rogerson, Larry Furukawa-Schlereth, Andy Merrifield

**Absent:** Deborah Roberts, Margaret Purser, Matthew Lopez-Phillips, Maria Hess

**Guests:** Anthony Gallino, Barbara Lesch McCaffry, Don Romesburg, Charles Elster, Sharon Cabaniss, Christina Baker, Leny Strobel, Scott Horstein

*Vice Chair Senghas chaired the meeting in Chair Purser's absence.*

**Approval of Agenda – mystery resolution added. Approved.**

**Approval of Minutes of 10/31 and 11/14 – Approved.**

**Chair and Vice Chair's Report – R. Senghas**

R. Senghas passed around a handout about the Faculty Retreat and gave a brief description of it. He noted that other workshops identified at the Retreat would be offered in the Spring semester. He asked for **approval of faculty for the search committee for the Director of International Education** – Suzanne Toczyski and Robert Train. **No objection.**

**Vice President of Administration and Finance Report – L. Furukawa-Schlereth**

L. Furukawa-Schlereth said he had been in conversation with the Chair about when to do the next budget presentations. The SAC Chair asked if the information had been gathered about the concerns raised about the Student Affairs re-organization. L. Furukawa-Schlereth said he had the process started, but did not have a specific response yet. A member asked how the new Student Center was going. L. Furukawa-Schlereth said he thought it was going very well. He noted that two machines in the Commons had broken down and they hoped they could keep it going for six more days. The member thanked him for helping have food available

in the evening for students not on a meal plan. The CFA rep recommended that PBAC not be cancelled when there was no information from Long Beach. Since it was an advisory council, the time could be well spent talking about how to deal with the issues the campus is facing in a broader context and to give advice.

### **Resolution on a Gender and Sexuality Coordinator – C. Elster**

C. Elster noted changes that were made to the resolution based on previous comments at the Ex Com. He introduced part of the workgroup polishing this resolution that attended the meeting – Don Romesburg, Barbara Lesch McCaffry, and Sharon Cabaniss. There was some discussion and **it was approved for the Senate agenda.**

### **Provost Report – A. Rogerson**

The Vice Chair asked the Provost to talk about the target numbers that had come to ACT. The Provost responded that the target next year could go 3.5% over. A member asked how much the campus was under or over the FTES for the Spring. The Provost responded the target was 7800 and the campus was at 6700. He said they were adding classes carefully and doing the best they could to bring students up to 13 units. A member asked about the applications for next year. The Provost said the campus had received 14,000, which was up 1000 from last year. There was some discussion about adding classes and school targets. A member was getting mixed messages in her School.

### **Film Studies minor revision – M. Milligan**

M. Milligan introduced C. Baker who was present to answer questions about the Film Studies minor. The changes were approved unanimously and were straightforward – the addition of two more electives to the program. **Approved for the Senate's consent calendar.**

### **EPC Report – M. Milligan**

M. Milligan noted that EPC was dealing with a lot of proposals coming through at the end of the year. She reviewed the work on their agenda for their last meeting. She noted more academic credit certificates proposals were also coming up.

### **FSAC Report – R. Whitkus**

R. Whitkus reported that the Professional Development subcommittee was changing their membership rules to bring into the official membership, ex-officio members who regularly attended. He noted that the Academic Freedom Subcommittee was also bringing a proposal to add At-Large members to their committee. He said FSAC would work with the hiccups with the electronic SETEs during this Fall semester and would work on a policy next semester about the use and storage of that data. They were also looking at faculty personnel documents such as DIP/Sabbatical and perhaps RTP documents moving towards digital forms. The student rep noted he had heard that some faculty who allowed time in the classroom for students to do

the SETEs were not leaving the room and perhaps faculty needed to be reminded that they still needed to leave. A member noted she heard from a student who had three instructors and got SETEs for all three, but only interacted with two of them. R. Whitkus said FSAC would discuss all this. A member asked if R. Whitkus knew how the response rates were at this point. R. Whitkus said M. Barnard would be providing a report in the Spring about how the goals were met and when they met them.

### **SAC Report – K. Thompson**

K. Thompson updated the committee about areas in the SAC purview. She noted that the Scholarship deadline was coming up and reviewed the amount of scholarship money given out typically. She noted that Testing Services would start offering the MCAT. She said the Athletic Council reported that the new baseball field would be opening next February or March. A donor was associated with the facility. This year was the first time since 2008 that both women's and men's soccer teams went to the championships. There was an Athletics costume party recently where racially insensitive costumes were worn. Athletics was working to educate the athletes on what was appropriate and not appropriate. The Fee Advisory Committee had 16 additional groups apply for eligibility for IRA funds. The Alcohol and Drug Advisory Committee was working on a handbook for parents to understand kids and alcohol use on campus. The Provost visited SAC and talked about the academic success fee proposal and SAC provide a lot of feedback. A member asked if SAC was looking at any proactive plans to help prevent racially charged incidents. K. Thompson said there was information about where to go for help and the HUB was doing programming, but that was all she knew about. The Provost said the President's Diversity Council was looking at a model that the University of Tennessee had where students could report incidents of concern online that would have a committee look at them. The committee would help direct them to resources or processes.

### **AMCS Curricular revisions – M. Milligan**

M. Milligan introduced C. Baker and L. Strobel from AMCS who were present to answer questions. M. Milligan discussed the significant changes to the AMCS curriculum. She noted that there had been consent all the way, but EPC had to finish their discussions electronically as there were many issues to resolve. She noted that during that discussion, changes were made to the AMCS minor. However, the Dean and School Curriculum committee had not seen those minor changes yet. She proposed that if the proposal in the packet were approved for the Senate, she would get the approvals for the minor and if they were not ready by the time of the Senate, they would pull the minor out of consideration. There was no objection. L. Strobel described the rationale and specifics of the changes. The CFA rep applauded the AMCS department and campus for keeping AMCS alive despite challenges to the disciplines in other universities. There was some discussion about the actual curricular changes. It was noted there were many support letters for these changes. **It was approved for the Senate's consent calendar pending proper approvals for the minor.**

## Naming Opportunity – R. Armiñana

The Vice Chair noted that naming opportunities were confidential until approved by the Board of Trustees. R. Armiñana said that the Campus Planning Committee had approved the naming of the now “Commons” building to the “Wine Spectator Learning Center” in recognition of the gift of \$3 million from the publisher of the Wine Spectator. The learning center would be focused on the wine business program and would have three general classrooms. R. Armiñana said this was a good use of the building since the kitchen was falling apart. Some members cautioned against too many buildings being named after commercial organizations as a future consideration. The other naming opportunity was to rename the former Student Union building to “International Hall.” **No objections to either naming opportunity.**

## Proposed change to the Course Outline Policy – R. Whitkus

R. Whitkus reminded the Ex Com of a recommendation from the Dispute Resolution Board for some language to encourage faculty to return classwork in a timely manner. The Board had seen cases where students had made a good case about this, but the Board had nothing to fall back on. The Ex Com sent the request to FSAC and SAC. They looked at all the potential policies where this language might be appropriate and decided on the Course Outline Policy. He noted that the Course Outline had two parts. The first was mostly prescriptive, followed by strong encouragements. The second part was about what happens after the course outline had been handed out and this was the section where they thought the new language would be appropriate. They also decided to make that section into bullet points as in section one. He presented two alternative wordings of the proposed language for the Ex Com or the Senate to decide which they prefer - *Feedback on course assignments (work) should be provided to students within a reasonable timeframe.* *Or Feedback on course assignments (work) should be provided to students within a reasonable timeframe that fits the course design.* There was discussion about the alternative wordings. The Vice Chair asked for FSAC and SAC to pick one of the alternatives and bring it forward again in the Spring.

## SEIE Policy – S. Horstein

S. Horstein presented the SEIE policy on behalf of APC. He noted the informal bullet pointed “history” provided. He said they started with the 1996 MOU between Extended Education and EPC at that time and decided to write something new. They looked at other CSU campus policies to help them. They appreciated all the feedback so far and thought the policy was in good shape. He said they set up clear definitions and procedures to ensure good curricular review for all the kinds of courses and programs that run through SEIE. He noted that the curriculum committee they propose would be doing an overview of curricular review for SEIE. There was substantial discussion regarding the curriculum committee and EPC’s power to approve or review proposals and the proposed committee’s relationship to other curriculum committees in the Schools. Other issues were also raised about procedures and definitions. After this discussion, a suggestion was made for it to

return to APC. There was a suggestion that the cover letter be more specific and detailed. **It was returned to APC.**

### **Resolution for Andy Merrifield – R. Senghas**

R. Senghas said he was putting forward a resolution (the majority of it crafted by Catherine Nelson) in appreciation of Andy Merrifield at this meeting because he would not be at the Senate the next week. He asked for this resolution to be put on the Senate agenda. **It was approved.**

#### **Resolution of Appreciation for Andy Merrifield**

Whereas: Andy Merrifield (known by one and all as simply “Andy”) has served as Chair of the Faculty in 1999-2000, and on the University Standards Committee since 2000; and

Whereas: Andy has served as President of the Sonoma State University (SSU) chapter of the California Faculty Association (CFA) since 2004, and in that capacity, he has served since 2008 on the SSU Academic Senate as CFA Representative and on the Faculty Standards and Affairs Committee as well; and

Whereas: Andy has served on the CFA Statewide Executive Board, and on the CFA Statewide Bargaining Team since 2004, and currently serves as the Chair of that team; and

Whereas: in his service on the CFA bargaining team Andy’s leadership has resulted in bargaining strategies that have culminated in successful faculty contracts with the CSU; and

Whereas: Andy, along with his dear friend John Travis, is one of the fiercest advocates for faculty rights in the CSU, a talent he has used to repeatedly both locally and statewide to help expand lecturers rights, solidify protections for faculty against unreasonable workload, guarantee due process in RTP proceedings and protect academic freedom; and

Whereas: Andy has achieved the noteworthy distinction of garnering the respect of everyone around the bargaining table, whether friend or foe; and

Whereas: Andy is known to use his, to put it mildly, irreverent sense of humor to devastating effect against those who think too much of themselves, especially administrative types; and

Whereas: Andy is the one who will always have your back when you are being chased by a president, provost, or dean down a dark alley; and

Whereas: Andy has achieved an almost legendary stature among his faculty colleagues as an administrative critic, union advocate and champion of those who won’t champion themselves; and

Whereas: Andy has shown a remarkable willingness to sit (often on a chair he has himself provided) through sometimes interminable meetings to keep his shared governance colleagues informed and on their toes; and

Whereas: Andy has eschewed the conventional professorial wardrobe to instead provide through his garb a remarkable display of the historical, regional, economic and sociopolitical dimensions of Our National Sport; and

Whereas: Andy is as much a part of the heart and soul of Sonoma State University as anyone can be; and

Whereas: In the immortal words from the Big Lebowski, "The Dude Abides...," therefore

Be it resolved: That the SSU Academic Senate express its deep respect and appreciation to Andy Merrifield for his tireless work on behalf of the faculty of the CSU, and especially his peerless efforts to protect the rights and working conditions of his colleagues at Sonoma State University.

Applause!

## **Senate Agenda**

### **AGENDA**

Report of the Chair of the Faculty – Margaret Purser  
Approval of Agenda  
Approval of Minutes --emailed

**Consent Items:** Film Studies minor revision, AMCS curricular revisions, EPC end of year report - emailed

### **BUSINESS**

1. Resolution of Appreciation for Andy Merrifield – First Reading – R. Senghas - attached
2. Resolution On A Gender and Sexuality Campus Coordinator – First Reading – C. Elster TC 4:15 – attached

**Approved.**

**Adjourned.**

*Respectfully submitted by Laurel Holmstrom-Keyes*