

**Senate Executive Committee Minutes**  
October 5, 2017  
3:00 – 5:00, Academic Affairs Conference room

**Abstract**

Agenda Approved. Minutes of 9/21/17 Approved. Chair Report. President Report. Provost Report. Vice President of Administration and Finance Report. Theater Arts and Dance Acting Concentration Revision approved for the Senate consent calendar. Animal Care and Use in Research Policy & Cost Sharing Policy approved for the Senate agenda. APARC Report. EPC Report. SAC Report. FSAC Report. Associated Students Report. Senate agenda approved. CFA Report. Statewide Senator Report.

**Present:** Carmen Works, Ben Ford, Richard J. Senghas, Jeffery Reeder, Michael Visser, Melinda Milligan, Armand Gilinsky, Ron Lopez, Damien Wilson, Judy Sakaki, Lisa Vollendorf, Joyce Lopes, Michael Young, Elaine Newman, Jason Gorelick

**Absent:** Laura Watt, Jennifer Mahdavi

**Guests:** Paul Draper, Kristen Daley

**Approval of Agenda – Approved.**

**Approval of Minutes of 9/21/17 – Approved.**

**Chair Report – C. Works**

The Chair reported that Academic Affairs was looking into a more streamlined and digitized curriculum approval process. She suggested that a member of EPC be part of the review process. She provided an update on the WASC Steering Committee, which had its last meeting before the WASC visit. They reviewed the evidence for the lines of inquiry. The schedule was disrupted by WASC, so the final schedule of their visit was not yet known. She noted the opening of the MakerSpace in the Library and said she enjoyed her visit there. She encouraged everyone to stop by and see how it works. She reported on the webcast about EO 1100 & EO 1110 and thought they did not learn anything new. None of SSU's questions were selected to be answered. She said Early Start changes would not have to be implemented until Fall 2019. She said she had met with J. Lipp, S. Ayala and G. Cirullo about the process of evaluating and deciding about the campus learning management system. A member asked if SSU's questions about the EOs would be sent to the Chancellor's office anyway. The Chair said that the AVP of Academic Programs was submitting our questions and concerns to the Chancellor's office.

**President Report – J. Sakaki**

*(many thanks for this written report for the minutes – LHK)*

Las Vegas shooting impacted some of our students both directly and indirectly. We have been reaching out to all impacted students to ensure they receive access to counseling and support as they deem necessary and helpful. 11 of our students were

present at the concert. One was shot and is recuperating. This is a difficult time for everyone impacted.

Joan Baez' "Mischief Makers" art collection was gifted to the university by the Graton Rancheria. The public viewings will be: 10/28 from 4-7pm and 10:30am-1pm. The paintings will be up for the short term (not in perpetuity) on the second floor of the Green Music Center. If you attend events there, you can see the paintings on performance nights, too.

Trustee Peter Taylor came to campus this week and met with different groups of faculty, staff, and students. He also attended the MakerSpace grand opening and said he was impressed by his experience on campus.

### **Provost Report – L. Vollendorf**

*(many thanks for this written report for the minutes – LHK)*

President Sakaki and I attended the opening of the new art collection space today. It was an exciting event with faculty, staff, students, and donors present.

I put out infusion dollars to three different initiatives to support students, faculty, and staff this week:

- **RSCAP:** We now have \$200,000 (with CO money plus our money) for RSCAP this year. The FSSP committee is meeting to work on the RFP. Stay tuned! \$50,000 has been set aside from the university contribution for faculty-student research projects.
- **FF&E:** \$400,000 was put out to schools for Furniture, Fixtures, and Equipment (FF&E). This includes technology.
- **Strategic Initiatives and Innovation Funding:** \$125,000 to the schools to support strategic initiatives. This funding can be used to support innovative programming and/or strategic priorities (such as student success, diversity, community engagement, sustainability, social justice, entrepreneurship, regional economic development, or other school-defined priorities aligned with the university's mission). Schools are developing specific processes for application, which will be publicized soon.

### **Vice President of Administration and Finance Report – J. Lopes**

J. Lopes said she will be sending out a written report from her division this month. She said they were looking forward to the baseline campus space inventory report. Once they have that report, it will be put into an electronic system that will track space and inventory for the campus. She said one position was being repurposed as an analyst that would track the space analytics and work order analytics. She was interested to reinvigorate the Space committee on campus. The Chancellor's office does like to see such a committee on each campus. She reported on the State Auditors review of campus safety. There was discussion about the role of the Campus Planning committee and the CSU requirements for facilities management.

## **Theater Arts and Dance Acting Concentration Revision – M. Milligan, K. Daley, P. Draper**

M. Milligan introduced the item and noted that this had come to EPC at the end of last year. EPC had requested some revision to the proposal and the revised proposal was now before the committee. It was approved unanimously at EPC and at other levels of review. EPC requested that the item be put on the Senate's consent calendar. The revision proposed to change five-unit block courses into one- and two-unit courses to allow students more freedom of choice, and to more accurately assign faculty to the different courses. P. Draper discussed the specifics. K. Daley discussed the impact on the Theater Arts and Dance program. There were some questions and discussion. **It was approved for the Senate consent calendar.**

## **Animal Care and Use in Research Policy & Cost Sharing Policy – A. Gilinsky**

A. Gilinsky said the changes in both policies helped to bring them into compliance with federal regulations. He noted that FSAC found only one faculty member that uses animals in research and those animals are housed off-campus. There was some question about having a veterinarian on call and it was determined that was not needed. Both policies were unanimously approved by FSSP and FSAC. There was a procedural discussion about the policies. There was a request to have a cover letter included with the policies describing the rationale for the changes. **Both policies were approved as a business items for the Senate agenda.**

## **APARC Report – M. Visser**

M. Visser reported that APARC is working on some brief talking points regarding strategic planning. These are basically a few pieces of advice to help make sure the process is credible and that the strategic plan will be useful. APARC is also discussing some recommendations in order to mature assessment practices at SSU. Ideas include: Poster session for assessment coordinators to share activities, successes, and challenges in assessment; Explicitly acknowledge assessment activity in RTP criteria and processes (not in a punitive way); Building systems to support ongoing assessment activities, including staff support; Beginning to solicit feedback regarding strategic priority recommendations for the year. The issue of archiving as a tool for planning came up. We have an outdated policy that likely needs to be revised. There is no central authority on which records need to be maintained for whatever appropriate period of time, how records are to be maintained, or how archived information can be made available to decision makers. Is this something that APARC should take on? Is there a need to establish protocols in order to build institutional memory into the institution vis-à-vis long-term planning? Is this something that will emerge from a strategic plan?

There was discussion about the archiving of materials.

## **EPC Report – M. Milligan**

M. Milligan reported that quite a number of programs were making their way through EPC. She noted that the GE subcommittee was moving forward with a plan and strategies for implementing EO 1100 and 1110, particularly for area A1 and the “two-unit” problem. She said that K. Moranski was seeking more clarification about the Executive Orders before she puts out the “cheat sheet.” A member asked how many people had read the EOs with an eye toward what was liked and what was not liked. She wanted to see EPC address what made sense for SSU and what did not. The Chair said that was being worked on. The GE subcommittee was still waiting for the external reviewer report for the program review and M. Milligan thought the program review would suggest substantial changes to the GE program. She was sending out the message to schools and programs to go slowly with any GE changes at this point in time. She said once they get more clarification from the Chancellor's office about specific questions, then we will be in a better place to know where to push back or tell the Chancellor's office what parts of EO 1100 will not work for our campus. A member remarked that CSU Northridge was directing their committees not to work on the EO at this point. She hoped the Senate and its committees would provide some guidance to the curriculum committees on the campus. The Chair said it was absolutely her intention to provide such guidance and they were working very hard to provide accurate guidance. M. Milligan said that was why the GE subcommittee asked for a pause and for departments and schools to not get ahead of this because they may be interpreting the executive orders incorrectly. There was continue discussion about the GE program as a whole, funding models for GE and the potential recommendations from the GE program review.

#### **SAC Report – R. Lopez**

R. Lopez said that SAC was still working with SEIE on their grievance and grade appeal policy. He also noted that the Governor had signed legislation regarding DACA students and that today was the deadline to file a DACA extension.

#### **FSAC Report – A. Gilinsky**

A. Gilinsky reported that FSAC was looking at a number of policies. The policy regarding coach's evaluations would probably come to the Executive Committee after the holly and tinsel were put away. They continue to work on the RTP policy review guidelines and a policy about student teaching assistants, graduate assistants and instructional assistants access to the learning management systems due to issues with FERPA. They had questions from URTP regarding the increasing workload for the five people on the committee given the recent hiring of faculty. He said it was problematic to increase the number of people on that committee when it is difficult to find people to run currently. FSAC received 11 requests for sabbaticals and it seems the university has 13 spots. A member asked why there were less applications for sabbatical for the past two years. It was unclear and people thought the word needed to get out more.

#### **Associated Student Report – J. Gorelick**

J. Gorelick reported that their Legislative Board just passed a resolution regarding undocumented students, so now Associated Students funds could be used for workshops such as "Know Your Rights." They will be talking about Title IX at their next Senate meeting. They are working on finding students for the strategic planning task force. He said he was running into some trouble as it seemed hard to sell. A member asked what the concerns were of students. J. Gorelick said many of them said they do not have enough time. He tried to tell them this was an opportunity to have their fingerprints on the campus going forward. The CSSA plenary will be held at SSU next month.

## **Senate Agenda**

### **AGENDA**

Report of the Chair of the Faculty – Carmen Works  
Approval of Agenda  
Approval of Minutes – emailed

**Consent item:** Revision to Theater Arts and Dance major – emailed

#### **Business:**

1. From FSAC: Revision to Animal Care and Use in Research policy- First Reading – A. Gilinsky – attached
2. From FSAC: Revision to Cost Sharing in Externally Funded Research policy - First Reading – A. Gilinsky – attached

**Approved.**

## **CFA Report - E. Newman**

E. Newman provided information about the ratification process for the new contract. She asked members to check their email for more information.

## **Statewide Senator Report – J. Reeder**

J. Reeder said the Statewide listserv was very active this week. The Chancellor's office requested the General Education Advisory committee on Tuesday to reply with some substantive changes to the guiding notes they provided for area B4 in general education by 8 AM Friday. (F\*\*k that!) As could be expected, many campuses were asking for extensions. AVC Blanchard told us at the last plenary that they had surveyed all the campuses and that they were okay with this and most of the Senator's jaws dropped to the floor. Now there was a lot of discussion going on such as not responding or resigning from the Senate or a vote of no-confidence. A member asked how the campus could support the Statewide Senate. J. Reeder said past Chair Steven Filing made the point that it was time that campuses and the Statewide Senate opine on performance of the CSU administration.

**Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes*