

**Executive Committee Minutes**  
February 25, 2016  
3:00 – 5:00, Academic Affairs Conference Room

**Abstract**

Agenda – Item added: Resolution regarding OER – Approved. Minutes of 2/11/16 – Approved. Chair Report. Revision to Kinesiology Masters removed. Discontinuance of Physical Education and Adapted Physical Education minors in Kinesiology approved for Senate agenda. Provost Report. Statewide Senator Report. Vice President of Administration and Finance Report. Faculty Consultation on Budgetary Matters policy referred to S&F and SBS. Resolution regarding Affordable Textbook Initiative and CSU RFP approved for Senate agenda. EPC Report. FSAC Report. SAC Report. Proposed Reassigned Time for 2016-2017 approved. Senate Agenda approved.

**Present:** Tom Targett, Brandon Mercer, Richard Senghas, Ed Beebout, Michaela Grobbel, Deborah Roberts, Laura Watt, Andrew Rogerson, Sam Brannen, Ron Lopez, Elaine Newman, Larry Furukawa-Schlereth

**Absent:** Ruben Armiñana, Matthew Lopez-Phillips

**Guests:** Steven Winter, Jason Wenrick

**Approval of Agenda – Item added: Resolution regarding OER – Approved.**

**Minutes of 2/11/16 – Approved.**

**Chair Report – R. Senghas**

R. Senghas reported that the Associated Students were concerned about housing deposits for low income students. The AS rep said a resolution was in the works. R. Senghas voiced support for actionable items on this topic. He reported that the Senate Budget Subcommittee and Structure and Functions would be working on the policy for Faculty Consultation in Budgetary Matters. A third faculty member had offered to serve on the Vice President of Academic Programs search, and the approval of that person would likely be done via email. The Chair asked the Ex Com members if by-law language for appointing at-large faculty to committee positions when a School had difficulties electing could be referred to Structure and Functions.

**There was no objection.** He noted S&F would also be looking at video conferencing and electronic agendas for faculty governance meetings. He noted that faculty governance asked the Schools to hold their elections before scheduling, but had found out that the opposite was true for lecturers. **It was suggested to hold the lecturer election separately from the general election. No objection.** He noted that the Faculty Conversations with the Chair and Provost would be held during the Spring semester on March 30 and April 26<sup>th</sup>. He discussed the potential of IT giving iPads to the Ex Com for members use. A member asked for follow up on the question of committee meetings during the potential strike. R. Senghas responded that they had discussed this at the Council of Senate Chairs meeting. It was decided

to keep the schedules of the committees since campuses would not know if the strike was on until the last minute. If people didn't show up, during a strike, then the meeting may not happen.

### **Revision to Kinesiology Masters – L. Watt, S. Winter**

S. Winter said that his department asked to remove this from the Ex Com agenda as they were considering other ideas regarding the program's future.

### **Discontinuance of Physical Education and Adapted Physical Education minors in Kinesiology – L. Watt, S. Winter**

L. Watt described the process of the discontinuance so far. EPC did approve the discontinuance, lamentably. S. Winter said that the proposal to discontinue the minors had come from the faculty of Kinesiology. He discussed the decline in enrollment in these minors. He noted the significant faculty resources going to the minors and that they had other very viable programs that needed faculty. There was discussion about ancillary programs associated with these minors. **It was approved for the Senate agenda.**

### **Provost Report – A. Rogerson**

No Report. A member asked about the Lobo Mobile and wondered who supports it, who can ride it, where it goes and why it has a Pepsi logo on it. B. Mercer said it was a promotional item from Campus Life. The member said she wanted more information about the contract between Campus Life and Pepsi. L. Furukawa-Schlereth said most contracts were available on the Transparency website: [www.sonoma.edu/afd/reporting-transparency.html](http://www.sonoma.edu/afd/reporting-transparency.html).

### **Statewide Senator Report – D. Roberts**

D. Roberts said she would attend the Senate plenary next week and asked for any input to take there. R. Senghas said at the Council of Senate Chairs, they talked about the state of shared governance at Chico. Apparently, faculty governance at Chico was reaching out to the Chancellor's office, but did not have a helpful response.

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

L. Furukawa-Schlereth said they had decided to put the new Veterans Affairs officer in Financial Aid, since so much of what student veterans have to deal with is financial. They will hire a full time SSP as the Veterans Affairs person. He noted that B. Mercer had brought to his attention that students were not being treated similar to faculty box office in terms of discounted tickets that could be purchased. The President decided that for any event, students could get two tickets at the discounted price, the same as faculty. L. Furukawa-Schlereth said he was on the search committee for a systemwide CIO and he thought they were getting close to a hire. He asked the Statewide Senator to recommend that the systemwide CIO have more interaction with the Statewide Senate. On Friday, they would announce a new

sponsor for the GMC – the Bergey watch and clock makers. They would be contributing \$25,000 a year and place a very beautiful clock in the Weill lobby. L. Furukawa-Schlereth said he has asked the President what he wanted to do for his retirement, and he asked for an endowment for programs and operations of the GMC, particularly the educational programs of the GMC. A member asked that the new Veterans Affairs person be a veteran. A member asked about the asbestos testing, noted that he had heard that campus testing results would not be released until the trial was over in July and given this, why was the Ex Com meeting in Stevenson Hall, and why was anyone working in Stevenson Hall. (The testing results being passed around campus, which were part of a litigation matter, showed very high levels of asbestos in the air handlers of Stevenson Hall.) L. Furukawa-Schlereth said the trial was not delayed by the campus and it had been moved to August. The campus had not hired an attorney, they were using the campus general counsel. A statement about this issue would be released to the campus soon. He said the results from campus testing showed no airborne asbestos on the campus. He made the recommendation to the President to do monthly testing on whether there is any airborne asbestos. He would forward those to OSHA. He looked forward to the renovation of Stevenson, so that all asbestos could be eradicated. There was some discussion. The member said until he felt safe in the building, he would not be in the building and left the meeting. The CFA rep also left the meeting. A member asked if the testing results would be brought forward soon. L. Furukawa-Schlereth said he would release the results of the monthly sampling and if any asbestos was found in the air, they would take immediate action. A member asked if the full report would be released for the monthly testing. L. Furukawa-Schlereth thought that it would probably be a summary. A member suggested that the Executive Committee meet somewhere outside of Stevenson Hall until this issue was resolved. L. Furukawa-Schlereth and the Provost both thought that Stevenson hall was safe. **Motion – that the Executive Committee meet somewhere outside of Stevenson Hall until a clear report was received about the safety of the building. Second.** There was some discussion. **Approved.**

### **Faculty Consultation on Budgetary Matters policy – R. Senghas**

R. Senghas noted that it was brought to his attention that this policy needed to be updated. He suggested referring it to Structure and Functions and the Senate Budget Subcommittee for revision. He noted some of the issues that needed attention, such as changed committee names. He said the Provost would look at the policy with the Deans as well. He asked the members to look at the section about consultation particularly. He thought it was important to update this policy before the new President arrived. One of the main questions had to do with the fact that the previous Academic Affairs Budget Advisory had members elected by the Schools. Currently, the Academic Coordinating Team (ACT) did not have School reps. ACT was made up of the Chairs of the Standing Committees, etc. He asked the members to check with their Schools to see if ACT membership seemed sufficient, if they also took on the role of a budgetary advisory committee occasionally. **Motion to refer the policy to Structure and Functions and the Senate Budget Subcommittee for revision. Second. Approved.**

## **Resolution regarding Affordable Textbook Initiative and CSU RFP – R. Senghas**

R. Senghas said that the RPF called for the Academic Senate to pass a resolution endorsing this effort and for the campus to create a plan about how the \$50,000 in grant money would be spent for affordable textbook projects. This had to be completed by June. He asked for the resolution to be on the Senate agenda. There was also a conference about the grant process on March 2<sup>nd</sup> and he was looking for someone to attend. The Chair of FSAC noted that FSAC unanimously supported the resolution going to the Senate. A member suggested adding language that the planning committee should collaborate with students. **This was moved, seconded and approved. It was approved for the Senate agenda.**

## **EPC Report – L. Watt**

L. Watt reported that EPC was having conversations regarding GE and decided to ask the GE subcommittee to gather more data about what works and what does not work in GE. She reviewed the working groups in EPC and their projects. A member asked about how internships work in different departments. L. Watt said work was being done on an internship policy to bring the campus into compliance with the CSU policy. The Provost said that the CSU wanted more robust verification of internship sites. There was discussion about faculty concerns with site visits and summer internships.

## **FSAC Report – E. Beebout**

E. Beebout reported that next week, FSAC would start talking about guidelines for office hours and would take into consideration online advising. They would be following up on the RTP policy revision, its implementation and moving towards electronic RTP files. A member brought up issues with online SETEs and RTP evaluations for newer faculty receiving release time.

## **SAC Report – R. Lopez**

R. Lopez reported that SAC had discussed the housing deposit issues and the number of academic disqualifications. He summarized the discussions with students, housing and the Director of Diversity. He thought the issue needed to be addressed head on. In their discussion of academic disqualifications, they found that most of the students were student of color and first generation. Many had adjustment or mental health issues. He brought up the issue of reassigned time for serving as Chair of SAC being sent back to his department. He heard from his Dean that it was desirable to send that money back to departments, but there was not a policy requiring it. He noted this was very detrimental to small departments. He passed out a handout regarding this issue. The Chair suggested that the issue be sent to Structure and Functions. The Chair of FSAC said he had been researching the issue and found that it was up to the Deans and was thinking about how to encourage Deans to consider the issues more carefully. A member suggested that SAC decide what would be best case scenario for resolving the issue about the housing deposit. R. Lopez described that complexity of the issues. The Associated Students rep

described their efforts to address the issue. L. Furukawa-Schlereth noted that he would be meeting with various folks to talk about this and find a solution.

### **Proposed Reassigned Time for 2016-2017**

The following proposal was presented to the members:

*All numbers are per academic year.*

<b>Position</b>	<b>Courses</b>	<b>Units</b>
Chair	4	16
Vice Chair	2	8
Past Chair	1	3 - 4
Secretary	0	0
APARC Chair	2	8
EPC Chair	2	8
FSAC Chair	2	8
SAC Chair	2	8
URTP Chair	1	4
Scholarship Chair	1	4
Sponsored Programs Chair	1	4
Lecturer Senators, each 1 unit	N / A	2

Total units requested: 73

R. Senghas noted that the request was asking for reassigned time for the Past Chair due to the many duties of the Past Chair. A member suggested that the Past Chair receive 4 units, so that would match the other positions. The EPC Chair asked if reassigned time could be given to the faculty member who would oversee the GE program review next year. The Provost said he would try to work that out. **Motion to move the proposal forward to the Provost. Second. Approved.**

### **Senate Agenda**

#### **AGENDA**

Report of the Chair of the Faculty – Richard J. Senghas  
Approval of Agenda  
Approval of Minutes - emailed

#### **Consent Items:**

#### **BUSINESS**

1. Discontinuance of Kinesiology Physical Education and Adapted Physical Education concentrations – First Reading – L. Watt, S. Winter TC 3:15 - attached

2. Resolution in Support of Sonoma State University Participation in the Open Educational Resources Adoption Incentive Program of the College Textbook Affordability Act of 2015 – First Reading - R. Senghas – attached
3. Request to hold election without requisite number of candidates – C. Works

**Approved.**

*Minutes prepared by L. Holmstrom-Keyes*