Executive Committee Minutes
October 5, 2006
3:00 - 5:00 Sue Jameson Room

Present: Doug Jordan, Elaine McDonald, Carlos Ayala, Edie Mendez, John Wingard, Tim Wandling, Eduardo Ochoa, Elizabeth Stanny, Ruben Armiñana, Elizabeth Martínez, Art Warmoth

Absent: Mary Halavais, Larry Furukawa-Schlereth

Guests: Steve Wilson, Joshua Schulz

Approval of Agenda – addition of item: Capping the Size of the Senate from Structure and Functions. No objection. *Approved.*

Approval of minutes of 9/7/06 – *Approved.*

Correspondence – The Chair noted she had received an important piece of correspondence on access with broad implications for the Senate. She had not had time to read it all yet and asked the Provost if he might talk about it in his report.

Chair Report – E. McDonald-Newman

The Chair reminded the body about the CSU peer visit regarding the 22 points for Facilitation Graduation on October 16th. The morning session is open to all faculty. She asked members, who are not meeting separately with the group, to come to the morning meeting.

President Report – R. Armiñana

No report

Provost Report – E. Ochoa

The Provost reported on the coded memorandum about Access to Electronic and Information Technology for Persons with Disabilities. He stated it had been brewing for some time and now was out. It has far-reaching impact across campus. He thought an interdivisional task force will need to be put together, but clearly the academic division will be the most impacted. The President has asked that it be assigned to the Vice Provost. It will need consultation with the Senate. For this year, we have to develop a plan. Once he hands it over to the Vice Provost, then more discussion with faculty governance can begin. Regarding the Facilitating Graduation peer review visit on Oct. 16th, unfortunately both he and the President will be off campus on CSU business. The Vice Provost and Vice President Crabbe will facilitate the day. They will communicate to the group that it does not imply any lack of importance to the visit, but the CSU has asked them to be in two places at once.

The President noted that the coded memorandum referred to in the Provost's report has come from the Legislature. The CSU used to be only under Federal Law, but

now will be under a more restrictive State Law as well. There is a systemwide group working on this headed by Mary Cheng. What we have to show is progress toward compliance. A lot of it deals with the faculty. The lag in getting books made available for students with sight issues has been long and now the new law says they have to be made available early. All websites will have to be made accessible for the disabled. It is very intensive. The Chair requested a report to the Senate to get issues for the faculty out early. The Provost stated he could give a general report next week. A member noted that it becomes more complicated to make Spanish books accessible. A member asked if there was software to help websites be compliant. The Provost said yes, but it was not perfect and one would still need to do some tweaking. The President noted the issue of even knowing how many web pages we have or who is behind them all. The campus may need to create standards. A member asked if at some point in time it may come that there is a certain list of books faculty will have to choose from. The President said we are not there yet and don't want to get there. The Provost noted that every course needs to be accessible to every student whether there are students that need them or not. He said the best strategy is they are setting up a Center on campus to be a resource to the whole CSU to engage in bottom up design from the beginning. It's called Universal Design for Learning. A member noted that he was concerned about work issues and that when risk management came into service learning, the participation went down. Would faculty be asked to have expertise in this or will there be someone faculty can go to. He asked if enhancements to the class fell under this new law. The President said anything that is made available to one student has to be made available to all students. The Provost said it would be a significant effort and require resources. The President said the Board of Trustees will be asking for some funding to help with this initiative. A member provided some background from special education and affirmed that accessibility consumes a lot of resources.

Chair-Elect Report – T. Wandling

T. Wandling reported that Structure and Functions is working on a couple more committee appointments. They are also working on communication among the Senate committees and supporting processes. He asked the Standing Chairs to go back to their committees to ask how the Senate could support them better when bringing things forward from to the Senate, etc.

The EPC report was given in writing- M. Halavais

Educational Policy Committee Activity

4 unit classes: EPC is now waiting for information from School committees and departments; we are also waiting to hear about the Academic Affairs Council's plan of action on this issue. I believe that EPC will be able to complete a preliminary report on the topic by the end of the fall semester.

YRO Calendar: The Vice Provost provided a clear explanation of YRO summer 06 to the committee at our last meeting. The summer calendar, we learned, was amended two weeks ago due to a School of Education request. The Chair of the University

Standards Subcommittee will be presenting this amended calendar at our next meeting.

October 16 visit: The Vice Provost suggested that we address Program Review, General Education, and the FYE pilot in our assigned time slot on October 16. EPC members will be working with Nathan Rank, GE Subcommittee Chair, and Sascha Von Meier, Director of FYE, to develop our presentation. Our discussions with Nathan and Sascha should also be useful as we proceed with GE reform and assessment. Seven members of the EPC Committee have volunteered to be present for the scheduled visitors' meeting.

I expect that these are the issues Executive Committee members may have questions about, but it is far from a comprehensive list of EPC activity! I regret being absent today; if there are other questions about EPC, please contact me – I'll be checking email while I'm traveling.

FSAC report – C. Ayala

C. Ayala reported that they are working on the RTP policy. The sabbatical policy was worked on and given to someone for editing as they found many other errors. He said that having a professional editor would be helpful to the committee, so they didn't have to spend their time on that. He hopes to bring the sabbatical policy to the Executive Committee next time.

SAC report – D. Jordan

D. Jordan reported that they are working on doing another advising workshop. They are also engaged in a long-term project revising the campuses hearing procedures regarding student grievances, cheating and plagiarism and grade appeal.

The Chair postponed the discussion of YRO on the agenda.

Capping the Size of the Senate – T. Wandling

T. Wandling introduced the item. He stated it had come the body last year, but was not able to be discussed. It returns with no changes. He said the Senate Analyst had brought it to the committee's attention that the way Senate membership is determined in the by-laws had no limit and also proposed reducing the size of the Senate. S&F thought that was a good point and decided to cap the Senate at its current size and not reduce the size of the Senate. He described the proportional formula they devised to determine how many Senators would be from each School. Additionally, all Schools would have at least 2 and no more than 5 representatives. He said that if this committee wanted S&F to consider reducing the size of the Senate or if the Senate asks for that, then they would word their recommendation differently. He also wanted to include the letter that the Senate Analyst had written as he thought there were good points, but perhaps they were a separate issue.

L. Holmström, the Senate Analyst, described her thinking process about bringing this issue to Structure and Functions and, other issues that thinking about the size of the Senate brought up and why she argued for reducing the size of the Senate.

Time certain reached.

Cost Sharing Policy – C. Ayala

C. Ayala introduced J. Schulz who was there to help with presentation of the Cost Sharing Policy that FSAC approved unanimously. J. Schulz described why the policy was coming before the committee now. It was a revision of an existing policy. The major change consisted of a change in whether faculty could offer volunteer time as cost share. He described the conditions under which SSU faculty could volunteer time as cost share and the reasoning behind those conditions. There were questions regarding lecturers and whether CFA had been consulted. The Provost explained the CSU perspective on when to consult with CFA on policy.

Motion to send the policy to the Senate. Second. No objections.

Return to Size of the Senate discussion

It was argued that having the Analyst's letter in the packet to the Senate would be confusing. The Chair-Elect thought the Analyst's perspective was worth hearing. It was clarified that the Analyst brought the original issue to Structure and Functions attention. Structure and Functions presented a proposal. The Analyst was not satisfied with the Structure and Functions proposal and then presented her own. It was clarified that Standing Committee Chairs are not Senators. It was argued that the Analyst's letter was not appropriate for the packet. **Motion to send forward only Structure and Functions proposal to cap the size of the Senate. Second**. There were pro and con arguments about asking the Senate if it wants to consider being smaller. There was considerable discussion about how to present the proposal to the Senate. **Vote on motion.** *Approved.*

APC Report – A. Warmoth

A. Warmoth reported that APC is working on the information request regarding changing Schools to Colleges. They met in work groups last time and today's meeting had reports. Two methodologies have emerged and they are thinking of using both of them. These are in relation to the Academic Priorities passed by the Senate and their commitment to keeping those academic priorities in focus for the University Planning Committee. One is to develop scenarios and the other is a matrix approach that would include measurable outcomes.

Senate Agenda

AGENDA

Report of the Chair of the Senate - Elaine McDonald-Newman
Correspondences:

Consent Items:
  Approval of the Agenda
  Approval of Minutes - 9/14/06 emailed

☛ Ongoing report: Update on WASC

SPECIAL REPORT: CSU Coded Memorandum: Access to Electronic and Information Technology for Persons with Disabilities – E. Ochoa - attachment T. C. 3:45

REPORTS

1. President of the University - (R. Armiñana)
2. Provost/Vice President, Academic Affairs - (E. Ochoa)
3. Vice President/Admin. and Finance - (L. Furukawa-Schlereth)
4. Vice President of Associated Students – (J. Russell)
5. Chair-Elect of the Senate - (T. Wandling)
6. Statewide Senators - (R. McNamara, C. Nelson) - attachment
7. Chairs, Standing Committee - (Warmoth, Halavais, Ayala, Jordan)

BUSINESS

1. Cost Sharing Policy – First Reading – C. Ayala – attachment T.C. 3:30

2. Capping Size of the Senate – First Reading – T. Wandling - attachment

Good of the Order

The Chair noted the e-vite sent out for the Executive Committee Social and asked everyone to respond.

Adjourned.

Respectfully submitted by Laurel Holmström