

**Senate Executive Committee Minutes**  
February 28, 2013  
3:00 – 5:00, Academic Affairs Conference Room

**Abstract**

Agenda amended and approved. Minutes of 2/14/13 amended and approved. Correspondence received. Chair Report. Representative to the Sustainability Committee appointed. Structure and Functions Guidelines for Committee Meeting Scheduling approved as an information item for the Senate. Provost Report. Vice Chair Report. Vice President of Administration and Finance Report. Question for Chief Student Affairs Officer. EPC Report. FSAC Report. SAC Report. Associated Students Report. Senate agenda approved. Good of the Order.

**Present:** Margaret Purser, Richard Senghas, Sam Brannen, Matthew Lopez-Phillips, Deborah Roberts, Ben Ford, Catherine Nelson, Maria Hess, Andrew Rogerson, Ruben Armiñana, Karen Thompson, Terry Lease, Armand Gilinsky, Larry Furukawa-Schlereth

**Absent:** Andy Merrifield, Viki Montero

**Guests:** Anthony Gallino, Paula Hammett

**Approval of Agenda – items added: Representative to Sustainability Committee; S&F Guidelines for Committee Meeting Scheduling – Approved.**

**Approval of Minutes of 2/14/13 – It was clarified that in the President’s Report the figure of \$60,000 should have been \$6 million. Approved.**

**Correspondence** – The Chair noted that earlier in the semester the Executive Committee had sent a letter to the WASC commission about retaining Criteria For Review 2.2a, currently proposed for elimination in the Draft 2013 Handbook of Accreditation. These criteria referred to general education. The Chair read an email from the Statewide Chair letting the Senates know that the resolutions that came from the CSU Senates on this matter helped retain the Criteria for Review in the WASC Handbook of Accreditation.

**Chair Report – M. Purser**

M. Purser reported on her presentation to the PBAC about the SBS budget report. She thought it went well and that she might do the presentation at the Senate as well, but more abbreviated. This would provide a common language for the conversation.

**Representative to the Sustainability Committee**

M. Purser noted that the Executive Committee needed to appoint a member to the Sustainability Steering Committee. It was clarified that the committee was not meeting yet as it was still being convened. **B. Ford was nominated to serve through the Spring semester. Second. No objection.**

## **Structure and Functions Guidelines for Committee Meeting Scheduling**

M. Purser provided the background for the guidelines. Some committees did not have as much work as they had meetings, but there also was a need to keep committee meetings consistent. There was some discussion. It was clarified that the URTP subcommittee was confidential, so it was excepted. **It was approved as an information item for the Senate.**

### **Provost Report – A. Rogerson**

A. Rogerson said the search for the Dean of Education was completed and Carlos Ayala had been hired. A member asked about the structure of registration. The Provost said they would repeat what they had done the last semester, allowing students to register for 16 units at the onset and have 12 units on wait lists. He also noted that the position of Director of Diversity and Inclusive Excellence would not be renewed, at least for next year. He said there was a lot of discussion about how the campus would treat diversity. The PDC would be talking about what to do the next year too. He reported that the President had a conversation with Long Beach recently about increasing the campus target and SSU would be allowed to modestly increase FTES in the coming year. This would increase funding to the base. The President said the “increase” of students were already on the campus. A member asked if students could be alerted about possibly exceeding the unit cap by being on a waitlist. The Provost said he would take that to the appropriate committee. A member noted that students who withdraw after the add/drop period were not removed from the Moodle site for the course and this was problematic. The Provost said he would champion that cause. A member expressed disappointment in the decision about the Director of Diversity and asked for clarification about the increase in target. The Provost said the campus had gone over target, but within guidelines and they were given an exception. The member voiced some concern about the campus increasing target to increase revenue, but not hiring more faculty, etc. The Provost said he did not expect the Director of the Hub to take over the job of diversity in the curriculum. He thought by some restructuring the campus could take care of the needs of both students and faculty. A member asked for an enrollment update. The Provost said they were on track with enrollment, even though at that moment they were down on sending out acceptance letters due to losing staff. A member asked about faculty hires for next year. The Provost said the decisions had not been made yet. They could only hire based on salary savings, but that money also had to pay for sabbaticals. He thought they might be able to hire nine or ten. A member questioned how salary savings were paying for sabbaticals. The Provost said that was part of the conversation with the CFO about “repairing the base.” He said salary savings also helped pay for promotions.

### **Vice Chair Report – R. Senghas**

R. Senghas reported on the results of the election. He reported that they had a request for faculty for the search committee for the Director of Development for the GMC and had confirmed two faculty, but needed three. Brian Wilson and Jack Ou had been appointed and they would check with Stephanie Dyer to confirm the third. The CSAO asked if the faculty member had been appointed to the AS Election

Appeals Board. P. Hammett said she would check on that one. C. Nelson appealed for someone to run for Statewide Senator.

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

L. Furukawa-Schlereth reported that he had been with auditors most of the day. He said the auditors had been with them about four weeks and they only found two minor findings. A member asked if the task forces were meeting. L. Furukawa-Schlereth said he wasn't sure. The Chair asked the member to contact the Chair of the task force. A member voiced concern about risky skateboard activity on campus (skateboarding with earphones on). L. Furukawa-Schlereth said that the issue was now on the agenda for the Transportation Committee. The member noted her confusion since she had been informed that there was one committee working on skateboard safety and another for everything else. L. Furukawa-Schlereth said he only knew of one committee. Suggestions were offered that perhaps the committee had gone rogue or become one of the rumored black ops committees. L. Furukawa-Schlereth said he would look into it.

#### **Question for Chief Student Affairs Officer – M. Lopez-Phillips**

A member asked about student conduct issues. M. Lopez-Phillips said they were still seeing academic dishonesty issues and he was thinking about a skills based course to help students understand the issue more rather than just getting an F. Most of the issues that came to him were from the Residence Halls. He praised the Residential Life Staff for identifying and documenting conduct issues.

#### **EPC Report – A. Gilinsky**

A. Gilinsky reported that Melinda Milligan had been elected to be EPC chair next year. They approved a library rep to the Graduate Studies Subcommittee. They were reviewing proposed changes to the MCCCCF. He thought there might need to be policy changes before they change the form. He reported that they received a request to approve a certificate program and he did not know if EPC should be approving it or not. There was some discussion about the approval of certificate programs and what process should be followed. A member suggested that it go through the regular curriculum approval process. A member voice concern about increase workload for School curriculum committees and wondered if some of the Extended Ed revenue could be shared. The President thought that certificate programs had been approved previously. The Chair said yes, but there had not been a consistent process. The EPC Chair asked the Ex Com whether they should hear the certificate program at EPC or not. A member suggested using the form for new programs from the Chancellor's office with approvals ending on the campus. The Chair thought this was a good interim process and the EPC Chair thought going through this might inform the process. The Chair encouraged APC to bring forward a new process for faculty working with Extended Education.

## **FSAC Report – P. Hammett for V. Montera**

P. Hammett said that FSAC was working on the Course Instructional Materials Adoption policy and on SETEs. A member said he had heard that when the SETE information came forward, it would come as an information item and he thought it should be a business item.

## **SAC Report – K. Thompson**

K. Thompson reported they had slightly changed the membership rules for the Dispute Resolution Board and their Student Affairs MPPs. They heard about the campus emergency plan and encourage everyone to look into the plans. At the next meeting they would be hearing from Institutional Research about the National Survey of Student Engagement that SSU students take every other year. K. Thompson said she would continue as chair in the next year.

## **Associated Students – A. Gallino**

A. Gallino reported on the Associated Students on-going election activities. He noted that the Associated Student Senate was not meeting, due to lack of business. He commented on the PBAC meeting that morning and Chair Purser's presentation. She had made the analogy that a student's degree was similar to building a plane and referred to all the different components that needed to be put together to allow the plane to fly, or for students to graduate. He said that students saw the educational experience as boxes on a pallet, that might have tools, but also that the boxes might be empty or not there. He thought it was incredibly frustrating from the students point of view that there was no plan to repair the base of Academic Affairs, so more classes could be made available, and they were increasingly concerned about the dearth of outside the classroom resources for students. He thought there was a lot of pent of energy among the students and they were asking to him make a lot of noise about it. He said he had looked at the budget expenditure plan for the past four years and thought that the university was receiving more money in the past five years, even though the state support had diminished because student fees had been increased. He argued that, if it was not an issue of money, as he supposed, then it must be an issue of priorities. The President responded that the student fee increases had not met the state appropriation decreases. He said the increases mandatory costs of benefits did not show in the operating expenses, but was a significant factor in where money was spent. L. Furukawa-Schlereth said he was happy to meet with A. Gallino and his advisors, to clarify any questions and he also wanted strategies to deal with the issues of not having enough money. The Chair thanked A. Gallino for his comments and noted that this conversation should happen across the campus.

## **Senate Agenda**

### **AGENDA**

Report of the Chair of the Faculty – Margaret Purser  
Approval of Agenda

Approval of Minutes —2/21/13 - emailed  
Correspondences

**Information Item:** Structure and Functions Guidelines for  
Scheduling of Senate Standing and Subcommittee meetings –  
attached

**Consent Items:**

**BUSINESS**

1. Course Instructional Materials Adoption Policy –  
Second Reading – V. Montera – *(bring 2/21 agenda!)*
2. Committee of the Whole Discussion: SBS Budget Report  
attachments

**Approved.**

**Good of the Order**

The Chair said that this day was the first Ex Com Happy Hour after the meeting.

**Adjourned.**

*Respectfully submitted by Laurel Holmstrom*