

**Senate Executive Committee Minutes**  
April 13, 2017  
3:00 – 5:00, Academic Affairs Conference Room

**Abstract**

Agenda – Approved. Chair Report. President Report. Revision to the Cheating and Plagiarism policy approved for Senate agenda. Revision to the Student Grievance policy referred back to SAC. Provost Report. Certificate in Public History and Museum Studies approved for the Senate consent calendar. Statewide Senator Report. Change to UPRS charge referred to S&F. Revision to the Program Review policy approved for the Senate agenda. Revision to the RTP policy approved for the Senate agenda. Resolution – Faculty on Senate Diversity Subcommittee to serve on the President’s Diversity Council approved for Senate agenda. Discussion of APARC priority recommendations put on Senate agenda. Revision to the Range Elevation for Lecturers policy approved for the Senate agenda. Vice Chair Report. Vice President of Administration and Finance Report. Vice President of Student Affairs Report. Senate Agenda approved. Associated Students Report. CFA Report.

**Present:** Ben Ford, Carmen Works, Richard J. Senghas, Tom Targett, Catherine Nelson, Michael Visser, Laura Watt, Steven Winter, Ron Lopez, Sam Brannen, Jennifer Mahdavi, Judy Sakaki, Jeri Echeverria, Elaine Newman,

**Guests:** Laura Lupei for Stan Nosek, Stacy Heldman-Holguin for Michael Young, Rachel McCloskey, Jason Gorelick, Steve Estes

**Approval of Agenda – Approved.**

**Minutes delayed.**

**Chair Report – B. Ford**

B. Ford said himself, R. Senghas and C. Works were bringing back the Executive Committee social. It will be a brunch/lunch, so people can have mimosas or beer. A member asked why not both? The Intellectual Policy drafted by the Chancellor’s is being reviewed by all the campus and by the Academic Freedom Subcommittee here. San Jose put together a white paper on the policy. The Vice Chancellor said they were prohibited from consulting with individual faculty groups and individual faculty and that all responses should be sent to the Statewide Senate, which seemed bizarre to many faculty. The Chair thought the policy retained many more rights for the CSU than the policy in the UC. The Chair reported that SDS was putting together a survey about language offerings on the campus. He said he asked the Senate Analyst to hold off on sending the survey out. He was talking to S. Johnson about more effective ways to gather information from students and this would also include a conversation with APARC. He said he would talk to SDS. He asked the members to be considerate of time due to the packed agenda.

## President Report – J. Sakaki

J. Sakaki reported that the new Vice President of Advancement would be announced the next day. She was excited to welcome Vince A. Sales to the campus. He will start on May 8<sup>th</sup>. She said that the hiring of two new custodians has been approved to go forward. She noted that police chief Nate Johnson was retiring. In the interim David Dougherty would continue to act as interim chief. There would be a national search for a new chief of police and a re-look at the organization of the police services. She talked about her visit to Washington, DC and New York. She was proud to introduce Sandra Jackson-Dumont, who is the Chair of Education at the Metropolitan Museum of Art. Ms. Jackson-Dumont credited all her success to what she learned at SSU. She started out as Biology major and had an Art History class that changed her life. The President said Ms. Jackson-Dumont exemplified the best of what SSU is. J. Sakaki said she was very impressed with the mini conference program at the Investiture. The number of RSVPs - not counting any faculty, staff or students - is about 700 right now. A member asked if faculty would be on the search for a new chief of police. The President said she didn't know for sure, but would want faculty on it. She said she believed in representation on all search committees for faculty, staff and students, whether by policy or not. She encouraged the members to wear their regalia and participate in the processional.

## From SAC: Revision to the Cheating and Plagiarism policy – R. Lopez

R. Lopez introduced the item. He said in consultation with the new Student Conduct Administrator, the Student Affairs committee approved a procedural change in the handling of informal allegations of cheating or plagiarism. Previously, after two informal forms were filed with the Student Conduct Administrator, the student would be called in for a meeting with the Conduct Administrator. The proposed change is that after one filing of an informal charge of cheating or plagiarism, the student will meet with the Student Conduct Administrator. R. Lopez noted that the Student Conduct Administrator was part of this conversation. **It was approved for the Senate agenda.**

## From SAC: Revision to the Student Grievance policy – R. Lopez

R. Lopez said a concern had been raised about standing to file a grievance for students in the School of Extended and International Education (SEIE). SAC proposed that students in SEIE in degree programs had standing to file a grievance. Students in professional development certificate programs do not have standing to file a grievance. A member argued that this policy should wait until SEIE had developed their own grievance procedures. A member suggested having alternative language ready at the Senate regarding the concern. The Senate Analyst expressed her desire for guidance for this issue so there would be consistency in application. There was more discussion about the readiness of the revision. **Motion to refer back to SAC.** There was counsel to be sure to have all procedures operational before the policy was revised. (*The motion to refer was not finished, but the policy was sent back to SAC*)

## **Provost Report – J. Echeverria**

J. Echeverria said she very much wanted the faculty to participate in the Investiture. She appreciated RSVPs for the Processional, but faculty could still just show up. They would have visiting dignitaries in the first and second row of Weill Hall and then faculty will be front and center. She was getting questions about classes being cancelled. She said classes were not cancelled and if faculty wanted to say to students they are going to the investiture and hoped that students would go too, that's fine. If faculty want student to go with them, that's fine. If faculty want to do neither, that's fine. Only offices essential to the safety of the campus need to stay open. She complimented the people who helped put together the mini conference. She also complimented the Math department for its proposal for stretch courses and said SSU was on the forefront of this kind of effort. She said a call had gone out for a faculty research associate to assist faculty with grants and bring grants to the faculty's attention. So far there had been a good response. She noted that Shawn Kilat has retired and they were searching for her replacement. She updated the members on the AVP of Faculty Affairs search. She said she was having weekly conversations with the permanent Provost about decisions being made. Dr. Vollendorf will be present at the Investiture to celebrate. A member suggested different Schools be represented if more than one faculty research associate was chosen. The Provost agreed.

## **Certificate in Public History and Museum Studies – L. Watt, S. Estes**

L. Watt introduced the item and noted it had been approved unanimously at all levels so far. S. Estes described the certificate and stressed its interdisciplinarity. It would give students concrete skills that museums want and other public history institutions. The goal would be to allow students to get their feet in the door for museums and public history institutions without a graduate degree. The Chair of APARC noted that one of questions coming up in the revision to the Program Review policy was who would be responsible for assessment and incorporating that assessment into the program review when it involves multiple departments. He thought that was missing from this certificate proposal and was easily corrected by a couple of sentences. S. Estes said he anticipated he would be the director of the certificate and would include this in the History department program review. It was clarified that all the courses, except one, were already permanent courses and that this proposal is for an Academic Certificate. S. Estes meet with all the departments and in some cases the instructors of the course, who were very excited about the certificate. A member asked for a cover memo for the proposal noting that it was based on an existing certificate. The Chair asked that the memo address why this was not a minor. The Chair of EPC said there was not a clear definition between minors and certificates. S. Estes offered that a certificate indicated more hard skills and a minor was more academic. He wanted to make clear this was not a vocational training program. They just wanted to be able to tell employers that students in this certificate have concrete skills the employers asked for. **It was approved for the Senate consent calendar.**

## **Statewide Senator Report – C. Nelson**

C. Nelson said the Chair of the ASCSU will respond to the Vice Chancellor's statement that they can only hear feedback from the ASCSU about the intellectual property policy and remark on the bizarre nature of this process. C. Nelson reported on SB 677, the Student Whistleblower Act sponsored by John Moorlach of the 37<sup>th</sup> district in California. This came about because a community college professor was recorded saying something negative about the election of Donald Trump which went out on to the Republican Club on campus and on social media. The instructor complained that she was recorded without her permission, the student making was the recording was first suspended, and then suspension was rescinded. What SB 677 does is allow students to record whatever is going on in a classroom in the Community Colleges without permission of they have a "reasonable belief" that what the instructor is doing or saying violates local, state or federal policy. The campus cannot restrict the use of that recording. The ASCSU Executive Committee was alerted to this and C. Nelson described how she responded opposing the bill.

## **From APARC: Change to UPRS charge and Revision to Program Review policy – M. Visser**

M. Visser said the UPRS charge change makes sense if the revision to the Program Review policy is approved. **The charge was referred to Structure and Functions.**

## **From APARC: Revision to the Program Review policy – M. Visser**

M. Visser said this was a major overhaul of the Program Review policy and the cover memo described the changes clearly. He noted some other comments were still coming through. He said he didn't think it changed the workload, but gave the program review process more meaning and potential for buy-in. There was discussion. **It was approved for the Senate agenda.**

## **From FSAC: Revision to the RTP policy – S. Winter**

S. Winter said there were three main revisions to the policy. They changed the number of SETEs per year to be used in the review process from all SETEs to two SETEs. Research shows that looking at the assessment of the same class over time better demonstrates growth for a faculty member. Other small changes were that department RTP criteria needs to include what the departments want to see in faculty as they move toward promotions. They added a new section to include under the faculty service section – "to support students with professional and career guidance." He said this was debated a lot, but basically it was valuing faculty workload. The Provost asked if FSAC had talked about differing standards between departments. S. Winter said they did not talk about that much. It was clarified that URTP starts with the department criteria and feels bound by that. There was more discussion. A member suggested a cover memo describing the changes be included with the proposed revision. **It was approved for the Senate agenda.**

## **Resolution – Faculty on Senate Diversity Subcommittee to serve on the President’s Diversity Council – B. Ford**

B. Ford said this resolution was coming from Structure and Functions and resulted from discussions with Senate Diversity Subcommittee and the President’s Diversity Council. Both groups have faculty elected to them. The Chair of SDS sits on PDC. Over the years, there has been discontent with these two groups working on the same thing with no overlap. This resolution recommends to the President that the faculty members on SDS also serve as the faculty on the PDC. This idea was coming from S&F to the Executive Committee to recommend this to the President. A member thought that this was a substantial change to the duties of the faculty on SDS and that it should be discussed at the Senate. A member suggested that the item could go to the Senate with a recommendation from the Ex Com. **A member moved that the item be presented as a resolution since it was written as a resolution. Second. Approved. It was approved for the Senate agenda.**

## **Discussion of APARC priority recommendations – M. Visser**

M. Visser described how the priorities were created by APARC. There were two different list. One was Strategic priorities and the other was Tactical priorities. They wanted to align their processes in the future to the campus budget cycle. APARC thought PBAC was the appropriate place to present their recommendations to the administration. They wanted a vote from the Senate, so that the priorities had the full force of the faculty. They wanted a draft of the priorities to go to the Senate and then would present the results of that consultation to the PBAC. The Chair suggested that the item be put on the Senate agenda as a discussion item to receive feedback and then brought back the next time with possible revisions. M. Visser agreed and noted that their further recommendations on the second page of the document stay at the Ex Com to refer to committees. **Motion to put only the first page of the recommendations on the Senate agenda for discussion. Second. Approved. Approved for the Senate agenda.**

## **From FSAC: Revision to the Range Elevation for Lecturers policy – S. Winter**

S. Winter noted that the Range Elevation for Lecturers policy was out of compliance with the Collective Bargaining Agreement and that was the impetus for the revision. They made the language about eligibility more generic, so that it would always be in compliance with the CBA or other MOU agreements. They removed section I. B in the current policy and re-wrote the language as one sentence at the end of section Section I. – “Eligible lecturers may inform department chairs in writing of their desire not to be considered for range elevation.” There was discussion. **It was approved for the Senate Agenda.** It was requested that D. Roberts be asked to be present during this item at the Senate.

## **Vice Chair Report – C. Works**

C. Works reported that Carlos Torres was elected as the Lecturer Senator for 2017-2020.

## **Vice President of Administration and Finance Report – L. Lupei for S. Nosek**

L. Lupei reported that the cabinet approved maintenance for the Ives Hall HVAC system with one-time money. This maintenance was part of the campus deferred maintenance issues. The cost would be \$200,000. A member thanked S. Nosek for talking her up on her offer to visit the women's bathroom in Stevenson Hall. There would now be a management plan to address the situation. She noted that S. Nosek told her the state of the women's restrooms was beyond embarrassing. A member asked for guidelines for the moves between the departments in Carson Hall and Stevenson Hall.

## **Vice President of Student Affairs Report – S. Heldman-Holguin for M. Young**

S. Heldman-Holguin reported on admissions and housing. The admissions target is 1900 first-time freshman and currently 1175 statements of intent to register have been received. There is space in freshman housing. All transfer housing is full and new transfer students would be on a waiting list. The target for transfer students is 800 to 900, currently there were 583. They were able to get admit letters and financial aid out a week early and the campus is about 100 students ahead from this time last year. She updated the Ex Com on recruitments in Student Affairs. In addition to the demands from the BSU, Student Affairs was already in discussion with students to have a summit on the African American student experience on April 27<sup>th</sup>. She praised the APARC priorities report and noted that the language about student services aligns closely with Student Affairs. They are planning to hire two more staff for the career services area. There was some discussion about admissions and housing. A member asked if there was any information about the ethnic make-up of the first-time freshman. S. Heldman-Holguin said she did know at this time.

## **Senate Agenda**

### **AGENDA**

Report of the Chair of the Faculty – Ben Ford

Approval of Agenda

Approval of Minutes - emailed

**Consent Items:** Public History and Museum Studies Certificate – emailed

### **Business:**

1. From FSAC: Revisions of RTP Policy – First Reading – S. Winter – attached TC 3:20
2. From FSAC: Revision of Range Elevation for Lecturers policy – First Reading – S. Winter – attached TC 3:35
3. From APARC: University Program Review policy revision – First Reading - M. Visser - attached

4. From SAC: Revision to the Cheating and Plagiarism policy – First Reading - R. Lopez - attached
5. From S&F: Resolution - Faculty Representation on President's Diversity Council - First Reading – C. Works – attached
6. Discussion of APARC priorities – M. Visser – attached

#### **Associated Students Report – R. McCloskey**

R. McCloskey reported that the AS passed resolutions regarding legislative issues. They supported AB 990 regarding public post-secondary education's requirement to post information about student housing costs by specific dates. They supported SB 307 which establishes a task force: study of student housing insecurity and homelessness in the UC, CSU and Community Colleges.

#### **CFA Report – E Newman**

E. Newman said the final CFA social for the year would be held that evening at Lobos. Free beer and pizza for members and always for special guests.

The Chair reminded the members that the next Ex Com meeting will be held Friday, April 28<sup>th</sup> from 9:00am to 11:00am in Darwin 101.

#### **Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes*