

**Executive Committee Minutes**  
December 6, 2018  
3:00 – 5:05, Academic Affairs Conference Room

**Abstract**

Agenda – Approved. Minutes of 11/15/18 – Approved. Chair Report. President Report. Provost Report. Vice Chair Report. Vice President of Administration and Finance Report. Curriculum Revision: ENSP Teach Out Plan – approved for the Senate consent calendar. Continue discussion of Faculty Retreat. Assessment of APARC priorities of 2017-2018 approved for Senate agenda. Lecturer positions on EPC and/or APARC – referred to S&F. APARC Report. EPC Report. FSAC Report. SAC Report. CFA Report. Associated Students Report. SEC liaison Report. Senate Agenda – Approved.

**Present:** Laura A. Watt, Melinda Milligan, Damien Wilson, Mark Perri, Jenn Lillig, Rita Premo, Ron Lopez, Laura Krier, Judy Sakaki, Lisa Vollendorf, Joyce Lopes, Erma Jean Sims

**Absent:** Carmen Works (sabbatical), Wendy Ostroff, Carlos Torres, Wm. Gregory Sawyer

**Guest:** John Dunstan

**Approval of Agenda – Approved.**

**Approval of Minutes of 11/15/18 – Approved.**

**Chair Report – L. Watt**

L. Watt reported on participating in the CSU Council of Department Chairs, noting it is always interesting to hear from other campuses. There continues to be concern about EO 1100 and 1110 in terms of compliance issues and implications for shared governance. The group also discussed Presidential searches and the pros and cons of open searches. One campus asked to discuss Presidential reviews.

**President Report – J. Sakaki**

1. Our holiday party earlier today was well attended and we were grateful for the opportunity to express gratitude to our faculty and staff. We were thrilled to have student musicians and our very own gingerbread houses (styled after some of our signature buildings).
2. President Sakaki talked about the recent coverage in the *Star* about student reports of sexual assaults on campus. We plan (in an ongoing way) to explain some of the reporting requirements as they relate to the law and to CSU policy. Fundamentally, we are very glad that universities across the nation have seen an uptick in reports of sexual assault. As we raise awareness and educate the population to the need to intervene, prevent, and report, we will continue to

make progress towards decreasing the number of assaults and harassment incidents on college campuses.

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

Provost Vollendorf brought forward the issue of reading student names at commencement as a possible agenda item for the full Senate for discussion. She and President Sakaki provided background on the complaints we get after commencement every year from students and family members who are upset that their names have been mispronounced or could not be heard in the audience. Possible pathways forward were discussed and the Executive Committee agreed that this should go to the next Senate meeting for feedback and discussion.

### **Vice Chair Report – M. Milligan**

M. Milligan reported that the deadline for faculty to express interest in the four search committees will be extended in order to secure more participation. S&F will be providing guidance on what business should / could carry over from the Spring to the Fall. She discussed the memo provided to the Ex Com from S&F regarding the interface between faculty governance committees and administrative committees. It is included in these minutes:

Thank you for the time you've granted Structure and Functions to work with intention to address the issues that we were posed with early in the Fall 2018 semester. We have worked diligently on your request to help find the best way for administrative committees and governance committees to work together.

To recap, here is what we have been discussing:

Guidelines for Administration-Faculty Governance Intersection

*- S&F is charged with developing guiding principles for connecting Senate and its committee structure to non-Senate committees, and for ensuring a good flow of both input into and communication out of those committees.*

To do this, we broke our work into three general tasks:

1. To define what an intersection would really look like for each of these groups
2. What committees exist and who are the participants on the administrative committees
3. Creation of a mission statement

Structure and Functions had lengthy discussions on what it would mean to define intersection between faculty and administrative governance. The question, seemingly simple, took on more layers and depth and created more questions. However, to give you an update, here are the very basic principles, which we believe should exist in our governance together:

- both parties should inform the other when they are working on new policy, and seek substantive input
- both parties should inform the other when they are establishing new committees, and seek representatives to participate

- both parties should maintain a public list (ideally a website) with committee names, charges, memberships, and meeting times
- on the faculty governance side, Structure and Functions is the conduit for seeking faculty appointment to Administrative committees

In regards to tasks 2 and 3, above, to date we have not been as successful in completing those as outlined. We have asked for assistance from the Provost's office to give us a list of the administrative committees. They are still in the process of completion and have not yet given it to us. So, without information on what else exists, we haven't been able to complete the guidelines statement.

We will continue to work on the issues at hand. Please let Structure and Functions know how else we can be of assistance.

Sincerely,

Colleen Mahoney, M.Ed.  
Pronouns: She-her-hers  
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M. Milligan noted that it was important to receive the list of administrative committees to complete this work.

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

1. Petaluma project is on track to be handed off to SSU sometime in December. We still hope to be leasing in early spring (potentially February).
2. A&F's funky sweater contest is coming up. Dec 19 from 2-4 p. m.

A member asked about the status of the Drug and Alcohol Committee. The Provost noted that one of the issues about getting the list of committees was due to units migrating to Drupal for their websites. The Provost reviewed the membership of the committee.

### **Curriculum Revision: ENSP Teach Out Plan – J. Lillig**

J. Lillig said EPC unanimously approved this item and requests that it be put on the Senate's consent calendar. This proposal was a revision to the Teach out plan for the now discontinued ENSP major. The changes helped with advising and made the teach out plan more congruent with current course offerings. **It was approved for the consent calendar.**

### **Continue discussion of Faculty Retreat – L. Watt**

L. Watt discussed her idea to focus the retreat on shared governance and asking the faculty to discuss what expectations they have about from faculty governance. We

might have a guest speaker who publishes work on shared governance. The AAUP has a good survey instrument that we might use to assess the indicators of sound governance prior to the retreat and present the results at the Retreat. She mentioned this to the AS and asked them to participate. A member suggested inviting the administration as well. The President noted that the UC system had a gathering of their Senates that discussed shared governance and she offered to share the panel names with the Chair. A member suggested having something come out of the retreat, a take-away that could be used for further conversations. Support was expressed for this topic. The Chair noted she would be more comfortable in her role if the expectations were clear and we understood the mission of faculty governance.

### **Assessment of APARC priorities of 2017-2018 - M. Perri**

M. Perri noted that APARC was charged with creating priorities and assessing those priorities each year. The document listed each priority and what progress has been made so far. He thought good progress had been made on the priorities. J. Lopes noted that a report about staff salary equity was forthcoming. **He asked that a report on this issue be made to Senate. No objection.**

### **Lecturer positions on EPC and/or APARC – J. Lillig**

J. Lillig said she met with Sakina Bryan, a lecturer rep to the Senate about the GE revision and in that conversation a couple of governance issue came up. One is the fear of lecturers that they will lose their ability to vote and serve in governance due to the GE changes. She noted that the faculty governance requirement for lecturers to teach 7.5 units or more was in the Senate Constitution. The other thing that came up in the meeting, was to have specific positions for lecturers on committees such as EPC or APARC. She thought this was worth the Ex Com discussing. It was noted that if GE courses changed from 4 units to 3 units, some lecturers would lose their ability to vote and serve. Highlights of the discussion: why have lecturers on one committee but not others?; it is important to consider Lecturer representation on committees; do people not serve because they don't see the committees as relevant?; lecturers do not have service expectations nor are paid for service; there is a lack of information about what the committees do and how they help the university; improving participation by lecturers will take more than changing their eligibility; make the low voting rates of lecturers transparent; now is a good time to encourage participation of lecturers due to their interest in the GE revision; issues of inequity between schools in terms of lecturer appointments. **It was MSP to refer this question to Structure and Functions.**

### **APARC Report – M. Perri**

M. Perri reported that APARC had a good discussion with L. Lupei on strategic budgeting. They discussed tenure track hires with E. Lopez and learned about the various metrics used. The budget timeline was moved up a bit which was helpful. At the budget forum, they learned that units will have to justify their base funding as it aligns with the strategic plan. The Provost visited APARC to discuss the Faculty Consultation in University Decision Making Policy. He reported that the Provost said that she uses S&F to find faculty for committees, but can't use them for ad hoc

committees. She expressed a desire to have a slate of faculty for committees to ensure a balance of representation. APARC and the Provost agreed that transparency was important and the Provost argued that the policy only asked the administration to be transparent. The Provost expressed she wanted to keep the current policy and revisit it later. The Chair asked about the metrics for tenure track hires. The Provost responded that they were working toward a common data set to use to determine faculty lines in Schools. The Chair noted that when the Social Sciences CDC looked at the dashboards provided by E. Lopez, they saw many errors and she encouraged the common data set development to address those concerns. The Provost responded that moving toward a common data set was working toward common definitions taking into consideration the reporting requirements of the Chancellor's office. A member asked what APARC's response is now to Faculty Consultation in University Decision Making Policy. M. Perri responded that APARC had not discussed that yet and he thought that policy issues would be a good activity for the faculty retreat.

### **EPC Report – J. Lillig**

J. Lillig reported that EPC is preparing for the second reading of the new GE program curriculum. All feedback is being gathered and organized into topics. She noted this was the campus' first pass at developing a real GE *program*. She was not sure many would be happy with the whole thing, but this new effort was better than what exists now. She encouraged everyone to read the documents and talk to people outside their schools to get colleagues' perspectives.

### **FSAC Report – R. Premo**

R. Premo reported that FSAC did a "postmortem" of their conversation with URTP. They had quite a philosophical discussion about the criteria for Emeritus status. They had a presentation on the excellence in teaching award process. The small group provided a list of recommendations for improvement which should come forward soon. She noted that department chairs had been notified of the deadline for any new RTP criteria to come to FSAC. A member asked what was talked about regarding RTP. R. Premo responded that URTP discussed faculty going up for tenure early and why they do that, research output that varies by department and larger numbers of faculty applying for sabbaticals. Those were the main three areas of concern. FSAC asked them a lot of questions about procedures.

### **SAC Report – R. Lopez**

R. Lopez reported that SAC was near completing the change to their charge. He discussed his efforts on honoring indigenous land. SAC turned down addressing the effort and referred him to Associated Students. The issue of not supporting visas this year also came up.

### **CFA Report – E. J. Sims**

E. J. Sims reported that CFA had a zoom meeting with CFA budget leadership and learned how the SSU chapter will be affected by the legal implications (?) of the

Janus decision. CFA has started brainstorming for the process of collective bargaining. Workload, quality of life issues, pension and benefits, and lecturer concerns were prominent. A survey will be sent out to gather more information for bargaining. She reported that the recent CFA social was a success.

### **Associated Students Report – J. Dunstan**

J. Dunstan expressed his appreciation for the library being open 24 hours for finals week. He discussed the current effort to re-organizes Student Government. They will be adding two new officer positions.

### **SEC liaison Report – M. Perri**

M. Perri reported that the SEC discussed the GE reform report, particularly the section on sustainability, and drafted recommendations for more sustainability definitions. The Sustainability Enterprise Conference is looking for a home in April and they were hoping SSU could host this conference and perhaps sign the Second Nature commitment at that time. The Provost noted that she had received a briefing from SEC about this commitment and that they wanted to make an assessment to make sure the campus will seriously commit to the effort. The CFO voice support for hosting the conference. Information is available at <https://secondnature.org/>.

**Motion to extend for 5 minutes. No objection.**

### **Senate Agenda**

#### **AGENDA**

Report of the Chair of the Faculty – Laura A. Watt

Approval of Agenda

Approval of Minutes – emailed

**Consent Items:** From EPC: Curriculum Revision: ENSP teach out plan – emailed.

#### **Discussion Items:**

1. Report on Assessment of APARC Priorities 2017-2018 – M. Perri - attached
2. Commencement – L. Vollendorf –TC 3:30

#### **Business**

1. Recommendation to the Statewide Senate *for or against* adoption of the Tenets of Systemwide Shared Governance – Second Reading – C. Nelson – **Bring your 11/29 agenda!**

**Approved.**

**Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes*