

Senate Executive Committee Minutes

September 24, 2009

3:00 – 5:00, Sue Jameson Room

Abstract

Agenda approved. Minutes of 8/27/09 approved. Chair Report. President Report. Vice President of Administration and Finance Report. Statewide Senator Report. Chair-Elect Report. Vice President of SAEM Report. Associate Students Report. APC Report. EPC Report. FSAC Report. SAC Report. CFA Report. Discussion of WASC visit of Oct. 8th. Special reports noted for Senate. Discussion of Emeritus Dinner and Enrollment Targets. Senate agenda approved.

Present: Susan Moulton, John Wingard, Paula Hammett, Derek Girman, Andy Merrifield, Robert McNamara, Carmen Works, Margie Purser, Ruben Armiñana, Matthew Lopez-Phillips, Sam Brannen, Larry Furukawa-Schlereth, Deb Kindy, Kelly Estrada, Eduardo Ochoa, Scott Miller

Guests: Jenny Tice, Heather Howard

Minutes of 8/27/09 approved.

(Unfortunately, recorder did not start until midway through Vice President of Administration and Finance Report. First notes are from notes made at meeting. Profound apologies and if you believe that, do I have some real estate for you! – LHV)

The Chair gave a report.

President Report – R. Armiñana

The President reported that the four-day teaching schedule had been dropped and that Fridays would still be the 6 closure days for the Spring. He did want to talk to the Associated Students before making a final decision. He noted that fewer courses would be impacted by Friday closures than any other day.

No report from the Provost.

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

L. Furukawa-Schlereth reported on dividend money that he recommended to the President be given to the Schools in lieu of money traditionally given to the Schools from Extended Education. He reported on the Extended Education business model change, as talked about in recent Town Hall meetings, with the return of Summer School. He said they had been able to fund most scholarships for the '09 - '10 year from Foundation money earned in the '07 - '08 year. He discussed the rest of the scholarships still needing funding and his plans for those. He then discussed shortages in the utilities budget. He said all these plans would be formally presented at the PBAC for approval. He apprised the committee of the status of members of

the SETC union who had voted for layoffs instead of furloughs. He said he had heard that 13 campuses were in the process of laying off SETC members. He asked for faculty to serve on a committee he wanted to put together to discuss conflict of interest issues in the auxiliaries.

Statewide Senate Report – R. McNamara

R. McNamara reported that the Lower Division Transfer Program would not be going forward for awhile for financial reasons. He noted that the campus received an extension for the ATI initiative. He said he had been asked to keep the Executive Committee aware of this initiative. He also reported on the Early Start Task Force that was set up by the Board of Trustees to help K-12 students be ready for college. The Statewide Senate looks forward to what this Task Force generates. It was noted that the Provost was a member of the Task Force.

Chair-Elect Report – J. Wingard

J. Wingard reported that S&F had been looking at the issues of faculty sitting on other university committees. He noted that the Senate office was in the process of updating the database showing which faculty are serving on which committees. S&F wants to regularize how faculty come to serve on those committees and how faculty might report back to faculty governance.

Vice President of SAEM Report – M. Lopez-Phillips

M. Lopez-Phillips reported that M. Olson was working 50% time in the Center for Culture, Gender and Sexuality and they also have 6 unpaid interns. He said this showed the commitment to the Center among students. They were also beginning to put together an advisory board for the Center. He met with the Provost and began talks about how Spring registration would be run this year. A member asked if there was a formal or informal assessment of Fall enrollment. M. Lopez-Phillips said his informal assessment was that he had less calls from angry parents or students. The cap on first registration seemed to be working.

Associated Students Report – J. Tice

J. Tice reported that the AS put up a big white paper asking students to write what their experiences were with the budget cuts and the furloughs. It was hanging up in the Student Union. She reminded the body of the AS Senate meeting time, Tuesdays at 2:30 and said everyone was welcome. H. Hanson said students want to help with what's going on and were doing their own assessment of their budget priorities. They had decided to help fund the Tutorial Center and the SCLIS program.

APC Report – K. Estrada

K. Estrada reported that APC worked out their workload issue with JCAP by canceling some of their APC meetings. They were also looking at short term planning for the spring.

EPC Report – C. Works

C. Works reported that they would be looking at the double major and the 120 unit cap. They might write up a policy. They would also be looking at the discontinuance policy that is out of date on our campus. She noted they wanted to work with CFA to check on any MOU issues related to discontinuance. She reported that the GE program review had come to EPC and they were going to treat it a little differently. It's going to come to EPC as a first reading and when it is finished there, it will come to the Executive Committee as an information item and then be widely distributed. Part of the GE program review recommends creating an assessment plan, so GE is working on that now. They hope to have it ready for WASC. EPC wants to talk to the Provost about closing the loop on that GE program review. They are anticipating Arts and Humanities coming to EPC with a re-structuring of their GE courses. She also noted that the GE subcommittee approved that if students come from another CSU, they do not have to do 9 units of upper division GE here. This is in line with CSU Executive Orders. A member clarified that students needed to have cumulative 9 units of upper division GE in the CSU. Students transferring from the JC still have to do the 9 units of upper division GE.

FSAC Report – P. Hammett

P. Hammett reported that they reviewed the change to the charge of the Sponsored Programs subcommittee, approved it and have sent it to Structure and Functions. They would also be reviewing the policy for evaluation of lecturers to bring it into compliance with the MOU as they did with the RTP policy last year. They will bring that to Executive Committee as soon as they can. A member asked if FSAC would be looking at the canceling of the RSCAP funds and the implications to RTP. P. Hammett said she met with K. Nielson, Chair of Sponsored Programs, who said they would take that up. The Chair noted that other campuses were also looking at reviewing the evaluation of lecturers.

SAC Report – D. Girman

D. Girman reported that they have heard great concern from the Athletics Council about the unit caps last semester. Apparently, student athletes were affected pretty dramatically. They are documenting the hardships and would like that to be considered during planning for Spring enrollment. The Academic Advising subcommittee expressed some concern about the online catalog for advising and asked that some sections of the catalog allow printing without printing the whole catalog. They also asked about putting a hold on student registration so they can get advising at least once while they are here. He spoke about the change to the charge of SAC. They had a presentation from the Library about how to contact legislators and want to create mechanism for this to be available to students when they are registering in the Spring, so they have a place to direct their concerns. A member noted that students can print out sections of the online catalog now. The Provost said the print-on demand would be for a bound catalog only. The catalog would still be available as a .pdf file online. The Chair asked if student athletes needed a certain number of units. D. Girman said that according to the NCAA,

students athletes needed to be enrolled in 12 units, a burden other students do not share.

CFA Report – A. Merrifield

A. Merrifield reported that CFA has also collected student feedback on the budget cuts. It demonstrates that students may be looking at another year to complete their programs. He reported on the Post Promotion Increase Program for year two. He also described the appeal process.

BUSINESS

Discussion of WASC visit on October 8th

The Chair asked the Provost to report on the WASC visit. The Provost said they were on track and asked the Executive Committee to read the report and be prepared to meet with the team when they come. It was clarified that WASC would meet with the Executive Committee at its next meeting. The Chair of EPC asked the Provost if he had come up with a way to close the loop on program reviews. The Provost said the process is in place, he just hadn't been able to meet with the Department Chairs and Deans. He did not know why the program review process was backed up. A member asked why WASC would want to visit the Executive Committee. The Provost said WASC meets with any group they feel would shed light on their concerns. The Chair reported that WASC would be meeting with students, faculty and staff. J. Tice reported on how she was working on getting students to the WASC session.

Special Reports for next Senate meeting: Senate Budget Committee and the Ad-Hoc Diversity Committee

The Chair noted that these reports were coming up and said they would be made available electronically. She also noted an experiment with the set-up at the Senate to test for possible future meetings using more computer projection.

Spring Campus Closure Dates - S. Moulton

The Chair said that the President's report preempted this item and asked if there was any other discussion. There was not.

The Chair asked the VP of A&F to report on the upcoming Town Hall meetings. There will be a budget Town Hall in October, a Town Hall on the Foundation in November, no Town Hall in December and another Town Hall on budget in January.

The Chair also reported on the process of creating the Emeritus Dinner. The Senate Analyst described her projections for the dinner so far. It was uncertain if the Dinner would go forward. Members suggested asking for donations. The Chair also asked for faculty retreat topics.

The Chair asked for current enrollment information and targets for next semester. M. Lopez-Phillips said they are seeing some drop off which is good. He thinks they will be in ballpark for target. He hopes everyone will be working hard on the 120 units and getting students advised to graduate. The Provost said the Schools were digesting the budgets cuts and their targets. One School is in trouble, as they were over 300 FTS below target. He did not have information from the other Schools. The Chair asked for clarification about being below targets. It meant that the School did not have enough money to hire the lecturers needed to mount the classes to met target. The Provost said it was a changing landscape. A. Merrifield said that CSU wide data will be available after the census date and then CFA will be able to determine if the decline of lecturers in the Fall is in line with the students. The Provost discussed the complexity of determining the reasons for the loss of lecturers. A. Merrifield reiterated CFA's concern about the furlough situation not increasing workload for faculty. A member brought up difficult curricular decisions that were being discussed in the departments. The Chair asked if it was possible to have a report to the Senate after census.

Senate Agenda

AGENDA

Report of the Chair of the Senate – Susan Moulton

Correspondences

Consent Items:

Approval of the Agenda

Approval of Minutes

➤ Update on WASC T. C. 3:15

BUSINESS

1. By-Laws Revision: Change to Charge of Structure and Functions – Second Reading – *attachment in 9/17 agenda* – J. Wingard T. C. 3:30

Standing Reports

1. President of the University - (R. Armiñana) 3:35
2. Provost/ Vice-President, Academic Affairs - (E. Ochoa) 3: 40
3. Vice President/ Admin & Finance - (L. Furukawa-Schlereth) 3:45
4. Vice-President of SAEM – (M. Lopez-Phillips) 3:50
5. Vice-President of Associated Students – (J. Tice)
6. Chair-Elect of the Senate - (J. Wingard)
7. Statewide Senators - (R. McNamara, C. Nelson)
8. Chairs, Standing Committee - (Estrada, Works T. C. 3:55, Hammett, Girman)
9. CFA Chapter President – (A. Merrifield) T. C. 4:45

Occasional Reports

1. Senate Budget Committee – (T. Wandling) T. C 4:00
 2. Senate Ad-Hoc Diversity Committee – (B. Lesch-McCaffry, E. Velasquez-Andrade) - attachment T.C. 4:15
- Reports online at: <http://www.sonoma.edu/Senate/AdHocDiversity.html>

Approved.

Adjourned early.

Respectfully submitted by Laurel Holmström Vega