

**Executive Committee Minutes**  
August 23, 2018  
3:00-5:00, Academic Affairs Conference Room

**Abstract**

Agenda Approved. Minutes of 5/10/18 Approved. Chair Report. President Report. Provost Report. Vice President of Administration and Finance Report. Minimal adjustments to Music BA /BM – Approved for Senate consent calendar. Schedule Gordon McDougall to visit Senate. Catering at the Senate. APARC Report. EPC Report. FSAC Report. SAC Report. Discussion of how faculty governance intersects with administrative initiatives across campus such as Stevenson Remodel and move out plan, streamline modules, space utilization generally, strategic planning, relationship of SEIE to the other Schools. CFA Report. Associated Students Report. Senate Agenda approved.

**Present:** Laura Watt, Melinda Milligan, Elizabeth Stanny, Mark Perri, Jenn Lillig, Rita Premo, Ron Lopez, Laura Krier, Carlos Torres, Judy Sakaki, Lisa Vollendorf, Erma Jean Sims

**Absent:** Jeffrey Reeder, Joyce Lopes, William Greg Sawyer

**Guest:** John Dunstan

**Approval of Agenda – Item added: Discussion of how faculty governance intersects with administrative initiatives across campus such as Stevenson Remodel and move out plan, streamline modules, space utilization generally, strategic planning, relationship of SEIE to the other Schools. Approved.**

**Approval of Minutes of 5/10/18 – Approved.**

**Chair Report – L. A. Watt**

L. Watt reported that she has heard a lot of positive feedback about convocation. She noted that Christopher Dinno would be presenting to the Senate next week about the Stevenson remodel. A member voiced concern about people who appear to be students showing up to her class and asking to talk about internships without prior notice or providing information about the internship. They are bringing sign-up sheets and asking students for personal information. The Provost said she had not heard about this and appreciated hearing this information. She thought faculty should know this information and the guidance for this should be not to allow this in the classroom.

**President Report – J. Sakaki**

1. **Budget:** CSU got \$171.1M in base increase and \$161.1M in one-time funding. The advocacy that occurred statewide resulted in this better result compared to what the January budget had signaled, so we are grateful to everyone for their advocacy. One-time funding is tied to enrollment expansion, deferred

maintenance, and student well-being support. GI2025 new base funding to SSU is \$2M. So, we are glad to have more funding than we thought we would, but we are still at a 1.5% shortfall university-wide, so we will continue to work to close that gap. [Provost Vollendorf later indicated that GI2025 budget plans are being discussed and will be vetted with GI2025 and following the same process we developed last year to ensure we are supporting student success and academic excellence with these new base dollars.]

2. **Stevenson Hall Remodel:** We have a working group led by Christopher Dinno with representatives from impacted schools and areas of campus. The original cost was \$99M and due to escalating building costs in Sonoma county as well as our need to reconfigure classrooms (especially in Tech High) area, we are now at \$108M. The plan is what it has been since we began to discuss last year: schools will surge to Schulz; student services will be consolidated on the first floor of Schulz; schools (faculty, staff, deans) will move into the other floors of Schulz; President, Provost, and Advancement will move to Salazar. We will move out of Stevenson right after commencement in May 2020. We then expect to have all the schools back in Stevenson in fall 2022. Stevenson working group members were named and will be named as part of Christopher Dinno's presentation to the Senate so everyone knows who they are.

**Questions:** Will the move back be in the fall of 2022? Yes, that is the plan. Where is the resistance to temporary buildings come from? The President said it was a systemwide perspective. The campus needs to work within the budget provided. The Provost discussed the structure of the project that makes it palatable to the Department of Finance. There was some discussion about the Stevenson Remodel workgroup.

3. **VP of Advancement:** Gordon McDougall agreed to stay on as VP of Advancement after the search did not yield a hire. He agreed to be here for up to two years. We will launch the search again in fall of 2019 as the search firm had advised us that launching it again did not make a lot of sense since the pool would not be significantly different if we launched immediately this year. President Sakaki is grateful to bring stability to Advancement after a lot of turnover in that division. This will allow us to strongly support fundraising in a time that is difficult in our post-fire context.

A member argued that temporary buildings might be important to the future of the university as well as the Stevenson remodel. The President addressed the concerns and asked everyone to help come up with the best solutions. The student rep asked about the search for the new Title IX Coordinator. The Provost said candidates will come to campus in September. The President noted that the Undocu Center name has changed to the Dream Center.

## **Provost Report – L. Vollendorf**

### **1. Admissions Update**

- a. Admissions are essentially flat compared to last year: we are at 2,980 students enrolled this fall. Last fall we ended up with 3,006. We are thankful to everyone.
- b. We are posting an Assistant Vice President position to oversee Admissions and Recruitment – we will put out a call for faculty, staff, and students to serve on the committee.

## **2. Strategic Plan Implementation**

- a. Academic Affairs Working Group
  - i. Faculty: senate chair, APARC chair, lecturer; Students; staff; dean; Provost as chair.
  - ii. Call will go out for involvement from relevant stakeholders.
- b. Sustainability, Diversity, Community Engagement Working Group
  - i. Karen Schneider, Merith Weisman, Claudia Luke leading and will be putting out a call for faculty leads and staff and students to partner on the working group. They will have group convenings to gather input about core values for strategic plan implementation.

## **3. Personnel updates:**

- a. Dean of Social Sciences and Dean of Business searches updates: we will launch social sciences search soon with Isaacson Miller, and the Dean of Business finalists are going to arrive on campus probably the last 2 weeks of October. Dean Robbins will be chairing the search for the Social Science dean.
- b. As part of our need to support academic programs more effectively, we are considering placing Associate Dean of Academic Programs under Karen Moranski. We also are posting a permanent posting for accreditation and assessment support (the position that Vic Liptak is in currently on temporary dollars). This will support faculty as we do program and GE assessment; curricular changes; program review; and build out our high impact practices support.

Questions: A member asked if the Accreditation position would only help with the University accreditation or would that position also help with School or Department accreditation. The Provost replied that the position would be a resource to departments undergoing accreditation. The President noted that at the Board of Trustees they do look at the accredited programs in the CSU and SSU is very low in accredited programs.

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

L. Lupei provided quick updates from Administration and Finance. She noted that Dana Twedell joined the campus as the VP of Facilities, Chief Dougherty was confirmed as the new chief of policy and the search was launched for a Title IX director. They have been working on workforce housing over the summer. They would be requesting faculty to serve on the workforce housing group. There was a brief discussion about what L. Lupei would present at the Senate. In regards to GI 2025, a member noted that her department chair was directing students to online courses, but it didn't look like SSU had any online courses and she wondered why. The Provost said part of what was being done with GI 2025 was encouraging faculty

to develop online courses, particularly given the disbursed nature of our service region. A member suggested that EPC and APARC might want to re-look at the Online and Hybrid Courses policy. The Chair of EPC said that policy was already on their radar. A member noted he had been working on developing online courses for years and a strong pedagogy has been developed. It was clarified that SSU has no online courses in the CSU online portfolio. The Chair argued that given the COPLAC identity of the campus, some courses would not lend themselves to an online format. There was a discussion about coming up with a way faculty could serve in the summer on search committees.

### **Minimal adjustments to Music BA/BM – J. Lillig**

J. Lillig introduced the item. She noted that the term “minimal” was replacing “expedited” in the curricular process. The item was approved unanimously by EPC at the end of the Spring semester. A member questioned the procedure of bringing this forward without going back to EPC first. It was her understanding that it should have gone to the new EPC for the new Senate to consider. J. Lillig said that EPC did discuss this issue. Since it finished a second reading, EPC thought it could go forward. **The issue of when business ends and needs to start over in all faculty governance committee was referred to S&F.** J. Lillig asked S&F to take in to account the two levels of curricular processes now. **It was moved, seconded and approved to move this Music item forward and to put it on the consent calendar.**

### **Schedule Gordon McDougall to visit Senate**

L. Watt noted that Mr. McDougall asked to visit the Senate. It was decided to invite Mr. McDougall to the 9/13/18 Senate meeting.

### **Catering at the Senate**

L. Watt asked the Executive Committee for feedback on what was desired for Senate catering now that the Provost has generously given catering money to the Senate. There was a brief discussion and it was decided to have food at the first and last Senate meetings of each semester and coffee service at every meeting.

### **APARC Report - M. Perri**

M. Perri discussed the items APARC would be starting with this year: The role of faculty governance in the strategic planning process; follow up with the Canvas transition; and the Online / Hybrid Course policy.

### **EPC Report – J. Lillig**

J. Lillig reported that GERS had met over the summer and they had a framework. They were working on a communication plan. The plan was to have the GERS proposal to EPC by the end of October, so it could go before the Senate in the early Spring. EPC would also be returning to the Internship policy. She and K. Moranski had drafted a shorter policy and they were working the procedures. They want to get the policy and process out to the campus by September 13<sup>th</sup>. She found out from university counsel that if faculty follow the policy and process, they are protected

from risk. If they do not, they are at risk. She asked the members to check out the curriculum guide and noted that most curricular forms had been changed. <http://web.sonoma.edu/aa/curriculumguide/>. There was some discussion about the timeline for the GE Revision process.

### **FSAC Report – R. Premo**

R. Premo noted that FSAC would look at RTP and SETEs; and the Excellence in Teaching Award.

### **SAC Report – R. Lopez**

R. Lopez did not have a report.

### **Discussion of how faculty governance intersects with administrative initiatives across campus such as Stevenson Remodel and move out plan, streamline modules, space utilization generally, strategic planning, relationship of SEIE to the other Schools**

L. Watt began the discussion noting that efforts have been coming from the administrative side and it was not always clear how workgroups and task forces articulated with faculty governance. There was some discomfort about the strategic plan roll out last year and she wanted to avoid that going forward. She said, for instance, the Stevenson Hall remodel working group was not sending information back to the schools and there was a desire to figure out how space issues articulate with faculty governance. She asked the Ex Com to come up with recommendations. Another issue was as the strategic plans start coming out of Divisions, how would they articulate with faculty governance? The Provost noted that Academic Affairs would vet its plan with governance. She thought it was more important to actually do the work, loop back and assess. The Chair noted that she did not always see the value of creating working groups when there are faculty governance committees that could do the work. She suggested an agreement about when existing groups would be used and when a working group or task force was needed. Also, how will these work groups or task forces communicate with faculty governance. The Provost suggested having guiding principles for communication between working groups and others on campus. A member suggested that there be mechanisms for accountability for following the principles created. A member suggested a strategic planning effort by the Senate would help faculty governance articulate these concerns. A member suggested creating a decision tree for structures and voiced concern that working groups were hard for faculty to attend if they care about an issue. A member voiced agreement that if a separate working group was needed, their articulation with governance be explicit. She suggested that S&F could look at such guidelines. There was general agreement that S&F take this on. A member argued that faculty governance might examine how to work as efficiently as possible, so administrators do not see the need to create other groups. A member voiced support to increase communication overall. A member asked who would coordinate all the Division's strategic plans. The Provost said there would be a website that would show the process and how well the campus was meeting its goals.

## **CFA Report – E. J. Sims**

E. Sims discussed the activities of CFA at the beginning of the semester. There was a new brochure for new faculty about the union. She said out of 15 new faculty at orientation, 14 signed up to be union members. She discussed the raises upcoming for faculty. She described an event coming up – an Unconscious Bias workshop – and discussed the anti-racism/social justice strategy of CFA this year.

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

J. Dunstan reported that the Associated Students Senate had their first meeting. He stressed they are working hard on appointing students to faculty governance committees.

## **Senate Agenda**

### **AGENDA**

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

Approval of Agenda

Approval of Minutes – emailed

**Information Item:** End of year reports: Senate, Academic Advising, EPC, FSAC and its subcommittees – emailed

**Consent Items:** Minimal Adjustments to Program: BA / BM Music - emailed

**Special Report:** SSU Budget – L. Lupei TC 3:15

**Special Report:** Stevenson Remodel Update – C. Dinno TC 3:30

### **Business:**

1. Group Photo for new Senate website – senate.sonoma.edu

**Approved.**

**Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes*