

**Executive Committee Minutes**  
March 7, 2019  
3:00 – 5:00, Academic Affairs Conference Room

**Abstract**

Agenda – Approved. Minutes of 2/21/19 – Approved. Chair Report. Provost Report. Statewide Senator Report. Vice Chair Report. Vice President for Student Affairs. Associated Students Report. Revision to the Emeritus Policy – referred back to FSAC. From PDS: Resolution for the Creation of an Ombuds Office at Sonoma State University – approved for Senate agenda. From EPC: Revision to Art Studio curriculum – approved for Senate consent calendar. From EPC: Music BM Performance concentration revision – approved for Senate consent calendar. APARC Report. EPC Report. FSAC Report. SAC Report. Rep to SEC Ex Com Report. Senate agenda approved.

**Present:** Laura A. Watt, Melinda Milligan, Carmen Works, Jeffrey Reeder, Mark Perri, Jenn Lillig, Rita Premo, Ron Lopez, Laura Krier, Carlos Torres, Lisa Vollendorf, Joyce Lopes, Wm. Gregory Sawyer

**Absent:** Damien Wilson, Judy Sakaki, Erma Jean Sims

**Guests:** John Dunstan, Monica Lares, Megan McIntyre

**Approval of Agenda – Approved**

**Approval of Minutes of 2/21/19 – Approved**

**Chair Report – L. Watt**

L. Watt said she thought we were in a pre-spring break lull. She noted she meet with the Provost and the VP of A&F this week. In her conversation with VP Lopes, they discussed administrator's attendance at the Ex Com and Senate to explore whether administrators need to attend the entire meeting or all meetings every time. She noted that this was just something to think about. Dr. Sawyer noted at previous institutions, he would have lunch with the faculty chair on a regular basis to check in and make that connection. It was noted that the administrators on the Senate and the Ex Com were in the Senate Constitution. A member voiced some concern that it did not become a slippery slope allowing administrators to attend or not. L. Watt responded that clear guidelines and expectations would be necessary. A member noted that having the administrators present helped with quelling rumors. L. Watt asked for any ideas to be emailed to her.

**Provost Report – L. Vollendorf**

- We are prepared for the budget forum next week! Please encourage people to attend and to stay and give feedback during the discussions. Tuesday, March 11, 2018, 2-4 p.m. in the ballrooms.

- The CSU is launching strategic regional enrollment management discussions. SSU admissions and recruitment efforts are a large focus of work that \_\_\_\_\_?
- SSU just eliminated the early registration deposit (\$200) for incoming first-time frosh. This will bring their deposit at time of committing to SSU to \$555 down from \$755. (The deposit for transfer students is \$235).

### **Statewide Senator Report – J. Reeder**

J. Reeder noted the Statewide committee and plenary meetings are next week. He said they would be hearing from the candidates for faculty trustee. They would also start discussing a resolution regarding border issues and how those issues impact students, faculty, staff and families in the CSU.

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

M. Milligan reported that the faculty governance general election was on-going. Two calls for service were currently open – At-Large member to UPRS and one faculty member for the Dean of B&E search.

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

- An interim AVP of Human Resources started this week. Janet Speer will be with us until a new permanent AVP starts.
- Our safety committee is now meeting monthly, which is a good practice.
- Staff Council is now meeting monthly as well.
- Faculty and Staff Appreciation Day is going to occur on April 26<sup>th</sup>.

### **Vice President for Student Affairs – Wm. Gregory Sawyer**

- Dr. Sawyer has searches running for two AVPs in his division and finalists are coming soon for one of the positions.
- Dean Kennedy just joined the Student Affairs team. He oversees REACH (residential education and housing).
- Director of Student Conduct position did not yield a successful candidate so that search will run again.

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

J. Dunstan reported on the amount raised by the Vagina Monologues for Verity was \$8000. He reported on his visit to the advocacy day visit to State legislators. He thought it went well. They wanted to know how we are spending the GI 2025 money. They all supported the proposed budget for the CSU. He also attended the Assembly budget committee under the Higher Education committee where they learned that there will be a budget deficit which was unknown when the Governor proposed his budget. There is a level of uncertainty about the budget.

## **Revision to the Emeritus Policy – R. Premo**

R. Premo introduced the item and reminded members that it had come to the Ex Com previously and was sent back to FASC for more edits. She noted that the main changes were: clarifying who was eligible for emeritus status; expanding the notion of what counts for 10 years of service; defining years of service; and removal of procedures that do not happen anymore. It was noted that only SSP – Academic Related would now be eligible for emeritus status. Concern was raised about only having the term “Professor Emeritus” when lecturers can be eligible for emeritus status, but not be at the rank of professor. There was discussion about the language in the policy about the 10 year’s service as it was not clear to many members. A member suggested a more detailed cover memo describing the implications of the policy changes and the committee’s thinking about why they made the changes. The Senate Analyst noted that the Senate will never bring up objections about a particular faculty member who is eligible for emeritus status at a Senate meeting and asked for another confidential way to express concerns. It was suggested to include in the cover letter or in the policy why emeritus status is important as a continuing relationship with the university. A member suggested that the policy might include how well the faculty member represented the university, or demonstrated the values of the university. It was noted that the President could hear confidential information about a particular faculty member and that the way service is calculated is not consistent with CALPERS. It was suggested that there be a minimum amount of time a faculty member has to be at SSU beyond the 10 years. **The policy was referred back to FSAC.**

## **From PDS: Resolution for the Creation of an Ombuds Office at Sonoma State University (SSU) – R. Premo and M. Lares**

R. Premo noted that PDS has been working on this resolution for some time. FSAC endorsed it. M. Lares noted that concerns were brought to PDS about collegiality between faculty. They consulted with Faculty Affairs and CFA. They thought having an Ombuds office was one thing to do to help with this issue. There was discussion about what exactly an Ombuds office would do. It was suggested to put in the rationale an example of what an Ombuds office would do. **It was approved for the Senate agenda.**

## **From EPC: Revision to Art Studio curriculum – J. Lillig**

J. Lillig introduced the item noting that Art Studio was streamlining their curriculum and scheduling processes. It was unanimously approved by EPC. **It was approved for the Senate’s consent calendar.**

## **From EPC: Music BM Performance concentration revision – J. Lillig**

J. Lillig introduced the item. It was unanimously approved by EPC. The revision was in response to their accreditation visit. They needed more coursework on conducting and more ensemble requirements. **It was approved for the Senate’s consent calendar.**

### **APARC Report – M. Perri**

M. Perri reported that ATISS sent out a communication about moving to Gmail and team drives. SETEs will be on Canvas instead of Moodle. ATISS continues to work on accessibility issues. UPRS finished their revisions to the program review self-study template and APARC will review that at their next meeting. APARC will attend the Spring Budget Forum. APARC was asked to look in to the Cloud procurement policy and Chair Perri thought that this was getting confused with the software purchase process. He wasn't sure this was in APARC's purview. A member asked if ATISS was looking at the issue of response rates for SETEs. A member noted that she heard that the campus stopped doing the survey on campus climate due to low response rates, but that had the same rates as SETEs and we're using those for RTP. It was noted that it was the NSSE survey that had low response rates and it took quite a commitment to get more survey results for any survey.

### **EPC Report – J. Lillig**

J. Lillig reported that the assessment folks for the GE revision sent out notice about workshops about signature assignments. She noted that people were freaking out about scheduling for GE courses and thought she might need to go to councils of department chairs. A member suggested talking to the School AMs. Next week EPC will consider two more overlays – Sustainability and Global Awareness. The Chair recommended that EPC ask the visitors to bundle or limit their comments as that seems to be slowing the process down. J. Lillig noted the deadline for moving the GE revision out of EPC is April 4<sup>th</sup>.

### **FSAC Report – R. Premo**

R. Premo reported that FSAC reviewed the Math and Stats RTP changes and offered some feedback to them. FSSP will come to the next meeting to discuss their proposed charge.

### **SAC Report – R. Lopez**

R. Lopez reported that SAC will take into consideration the feedback from S&F about their charge.

### **Rep to SEC Ex Com Report – M. Perri**

M. Perri reported that the President has agreed to sign the President's Leadership Climate Commitment at the Sustainability Conference in April.

### **Senate Agenda**

#### **AGENDA**

Report of the Chair of the Faculty – Laura A. Watt  
Approval of Agenda  
Approval of Minutes – emailed

**Consent Items:** From EPC: Curricular Revisions: Art Studio, BM Music Performance Concentration (Vocal and Music) – emailed.

**Business**

1. From PDS: Resolution for the Creation of an Ombuds Office at Sonoma State University – First Reading – R. Premo. M. Lares – attached TC 3:30
2. From EPC: New Policy - Off-Site Programs – Second Reading – J. Lillig – attached

**Approved.**

The Chair noted that for the April 4<sup>th</sup> Senate meeting, the Chair, the Vice Chair and the Immediate Past Chair will all be out of town and three recent past Chairs are teaching at that time, so the meeting may be cancelled.

**Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes*