

**Executive Committee Minutes**  
February 11, 2021  
3:00 – 5:00 with free the fifties, Via Zoom

**Abstract**

Approval of Agenda, items added – Approved. Minutes of 2/4/2021 – Approved. Chair Report. President Report. Provost Report. Statewide Senators Report. Vice President of Administration and Finance Report. Vice President for Student Affairs Report. Associated Students Rep. From FSAC: RTP documents for discussion at Senate – approved for Senate agenda. Faculty Eligible for Emeritus Status for Spring 2021 – Gregory Roberts – approved for Senate consent calendar. Posthumous degree request for Alondra Bandt and posthumous certificate request for Luis Cid approved for Senate agenda. By-Law Change: Membership on URTP – approved for Senate agenda. From EPC: Changes to the Academic Calendar – not approved for Senate agenda, return to EPC. Senate agenda approved.

**Present:** Jeffrey Reeder, Carmen Works, Laura Krier, Bryan Burton, Wendy Ostroff, Elita Virmani, Emily Asencio, Paula Lane, Hilary Smith, Sam Brannen, Amal Munayer, Karen Moranski, Wm. Gregory Sawyer, Erma Jean Sims, David Crozier for Joyce Lopes, Jerlena Griffin-Desta for Judy Sakaki

**Guests:** Stacey Bosick, Richard Senghas

**Approval of Agenda** – items added: Request for Posthumous degree for Alondra Bandt, Request for Posthumous Certificate for Luis Cid – **Approved.**

**Approval of Minutes of 2/4/2021 – Approved.**

**Chair Report – J. Reeder**

J. Reeder reported on the Statewide Senate Chairs meeting. Chancellor Castro came and spoke to the group and spent a good amount of time answering questions, addressing topics. Many of the topics, as you might imagine, centered around questions relating to our plans for the fall. There was no new information at this morning's meeting, other than what we've already heard publicly in the last few days and weeks. It is clear that the Chancellor's Office is intent on supporting the campuses in their decisions about how to roll out and allowing a good bit of flexibility as campuses determine what their best courses of action are. He specifically cited the example of CSU Maritime which will probably be back hundred percent, some other campuses might be setting goals at 70%, other campuses might be having much lower goals. It's really dependent on the institution itself, the county in which the institution is located and, of course, the progress of the vaccination efforts and the activity of the virus itself such as mutations and variants, etc. We talked a little bit about implementation of AB1460, but not very much. Later in the day, the Chair was in a meeting of the Native American studies/ American Indian Studies Statewide Caucus and in that meeting, we found

that the Chancellor will also meet soon with the Ethnic Studies Council to talk about more details regarding the implementation roadmap. We're in a holding pattern as well. He noted that the ExCom often has agenda items that are just for us to determine whether those items are ready to move forward to the Senate, so we don't necessarily need to speak about or hear about them in as much detail as at the full Senate. If we ever get to the point where we're at 3:50 and it looks like we only have a couple or three more items on the agenda, he will just go ahead and push through and that way, we could get out early. He said he's trying to be respectful of everybody's time and, also, be efficient and overall make it a better meeting and better use of our time.

### **President Report – J. Griffin-Desta for J. Sakaki**

J. Griffin-Desta noted that the President was at a meeting with the Higher Education Leadership Consortium, which includes all the Presidents of the Bay area including Stanford, Berkeley, Cal State East Bay, and Santa Clara. One of the topics that they will be discussing is the Covid preparation and vaccination rollouts and admissions and enrollment impact. She had a couple of things she wanted to report. The first thing is she wanted to let you all know that she concluded all of the Federal and State legislative staffing meetings. In the advocacy meetings, our students were amazing in terms of sharing their stories. The students really honed in on food insecurity and support for undocumented students and she thought our Legislators really heard that and we left some data and information about our campus with them. Several of them are alumni and several of their staff are also alum, so it was great to have that personal connection. There's a Board of Trustees retreat next week and she'll be reporting the following week about how that's going. J. Griffin-Desta noted that she would be talking with the Senate Diversity subcommittee tomorrow during their meeting and wanted to let the ExCom know how excited we are that we're going to be rolling out our system wide campus climate survey in April. The President's Advisory Council on Diversity campus climate and inclusion subcommittee had a ready-made recommendation for a vendor to go with and we decided to go with a company called Viewfinder because we can customize the surveys. We will be provided with interim summer reports doing the survey period to get a sense of what the data is telling us.

We will be able to have a different survey for faculty and staff. Students will have another survey, with some similar items in both. The cost was less than \$20,000 for them to do the entire survey administration, including a Spanish language version for our faculty and staff. They could adhere to our timeline, which is to release the survey the first week of April and keep it live for about three weeks. Doing our research, we learned that about seven of our CSUs are also using the same the same vendor. During the month of February, we are doing consultations and providing information out to the different stakeholder groups which would include again the Senate Diversity subcommittee and she asked if there was any other Academic Senate subcommittee that she should be also approaching to give some feedback and update about where we are. Specifically, she wanted feedback on the survey instrument itself. The vendor has given us their standard basic survey and we have some ability to change some of the items. She's inviting different stakeholder groups

to review and provide that feedback and that's what we'll be talking about at SDS tomorrow. We'll be doing campus announcements and promoting the survey during March, when so when folks come back after spring break, we'll go live with it.

### **Provost Report – K. Moranski**

K. Moranski reported on enrollment. She noted that the campus has extended our deadline for applications to March 10, so we will be the last CSU to close our application period. She said this is a strategic decision. The UCs send out their rejection letters at the beginning of March, and so our thought is that holding registration open until after those decisions have been made would encourage students who find out that they're not going to be able to get into the UC of their choice might see that Sonoma State would also be a good option for them, whether they have applied before and just not deposited, or whether they would actually like to submit an application. We also have been sending out communications to area guidance counselors and Community Colleges, so that we can get to those prospective students to let them know that Sonoma State will be open until March 10<sup>th</sup>. She thought that was a very strategic move on our part to try to capitalize on what happens with the other system. In addition, we are rolling out scholarships for the fall semester primarily to first time, first year students. The President's office and the Deans are making decisions this week and we will be making decisions on Provost scholarships next week. We will be rolling out several hundred scholarships to students who have applied. Those are \$1000 and \$2,000 scholarships. We think that is a very important strategy for conversion and for making sure that those who apply to us and get admitted, then become depositors and enrolled students. The scholarships create an incentive for those students to deposit early with us. We're excited to see how that works. She said she has a meeting as the Accreditation Liaison officer with our WASC team tomorrow afternoon. She was encouraged by a comment from an email she received that said "You have made a tremendous amount of progress." There is an equity report coming out from the Chancellor's Office related to GI 2025 and we'll distribute that equity report as soon as we get it. We had a chance to see it today in the the systemwide Provost meeting, and it has some suggestions for tactics that we can use between now and 2025 to reduce our equity gaps and drive up graduation rates for our Pell eligible and underrepresented populations. One of those is a project to look at stop out and see those folks who have stopped out from Sonoma State and encourage them to come back and finish their degree at Sonoma State.

She will be reminding people how important it is to turn in textbook orders in a timely way. We are hearing again this spring that textbook delays have created problems for students with disabilities. DSS has had trouble this semester with getting materials out to the students with disabilities because the textbooks didn't come in on time. We continue to need to strive to help our students by getting those textbook order in. We're going to try some new things. She thought there were some ways we can we can help faculty and help students. She and VP Sawyer will be talking with faculty more about how we can use some new strategies to try to address that problem. She encouraged faculty to, please, be working on those fall schedules and fall book orders.

She said she met with student leadership this week and had a really wonderful discussion about what they're seeing and experiencing this semester and hoping for next semester. They would like more guidance about using the SeaWolf scheduler to find courses in different modes, such as how to find an asynchronous course or a synchronous course or a hybrid course. They are also interested in some videos of what campus looks like now, so that we can encourage students to come back to campus. She thought that was lovely idea, so we'll see if we can get some videos and some pictures. She will talk to Strat Com and see what we can do. It may just be individual tweets and Instagram pictures from people who stopped by on campus to do things. All of that might be useful as we try to help people see what it looks like and what it would be like to come back to campus.

A member asked about the application deadlines and the longer period- how is that going to impact our notification of students that they have been accepted and if it's delayed because of the longer period, will that impact us, on the other end.

K. Moranski replied, no, we don't wait. In the period between October 1st and March 10<sup>th</sup>, it's a rolling admissions process. We have admitted about 10,000 students so far. We have about 3000 or 4000 applications that have not been processed yet. That will be finishing up in the next week or so and then we'll take them as they come until March 10<sup>th</sup>.

A member noted his experiences last summer when he submitted his book requests way ahead of time from the bookstore and his books didn't get released to his students on time. He also made an informal list of faculty members who have had issues with the bookstore. He noted that he's new to Sonoma State, but he knows some faculty have had some stressful experiences with the bookstore. He thought faculty could do better in terms of getting things in on time, but he had heard of cases in which faculty did get things on time and the bookstore created the delay. He knows a lot of faculty members are done with the campus bookstore. He was happy to provide that list of issues. K. Moranski said it would be helpful to have that list and have some explanation of what happened, so that we can work with folks and the bookstore on those issues. We need to figure out what the barriers are, wherever they are.

A member thanked the Provost for bringing this up during the ExCom meeting. This is important for our student success, and this was recently brought up during the Division for Student Affairs meeting and my colleagues brought it up to the President as an issue that's holding up the student experience. To know that it's crossed your desk so quickly, she just wanted to say thank you and if there's anything she could do as the Senate rep to the ExCom to support this, please let her know because the person who brought it up is in the Center for Academic Access and Student Enrichment, which is under the umbrella that she works under.

A member noted, regarding the books, he has had a mixed experience. In one of his classes, it seemed like the orders are in early and in the other something happened with getting the order in where it fell through a crack. He's finding students

themselves often don't appreciate how much advanced time it takes for them to place their orders either. This is happening, regardless of whether it's the bookstore or Amazon or Powell's or wherever else they're getting their books. He wanted to make sure we understand which factors are under our control. We need to let the students know when they go to different sources, what their risks are in the different places. He knew that our Vets and students who are getting DSS have to go through their financial aid packages. He's had students coming to him saying, "I don't know why my books aren't here in time. I ordered them the day before classes started."

### **Statewide Senators Report – W. Ostroff**

W. Ostroff said the Statewide Senators have a request from the Legislative Analyst Office in Long Beach for feedback on three proposals that are in the Governor's budget. One is expecting the CSU to increase the share of courses that are online by 10 percentage points and the Legislative Analyst Office is wondering what instructional and fiscal impacts to be keeping in mind in this case. Second, is expecting the CSU to create a dual admissions policy with the California Community colleges and they're seeking feedback on how such a policy might work, how would it interact with existing admissions policies and what new transfer pathways would need to be developed. The third is about faculty professional development, with a \$10 million one-time increase in the Governor's budget they are wondering what is the level of need for professional development, what's driving this need and what types of professional development would be useful. Feedback on those three is being requested from us by February 17<sup>th</sup>. She wanted to represent the voice of Sonoma State in this conversation. If any folks have feedback on those three issues, she wanted to hear it. Preliminary feedback from some members of the CSU includes questioning the 10% increase in online courses which needs some clarification to know if it's tied to budget and folks want to see the logic of why. In other news the CSU is presenting a series of four meetings for EO 1100 implementation teams. The February workshops are going to be about inclusion and equity on February 18<sup>th</sup> and on February 25 there is going to be discussion on the importance of fostering student development and strategies for instruction support and administration to address challenges about equity and representation. There are also, through the CSU, being offered, something which is called Mental Health First Aid training. These workshops have been hugely successful. The workshop requires two hours of preparation and six hours of synchronous participation and once completed attendees are certified in Mental Health First Aid. Training plans are under way. The demands keep exceeding the capacity, because, of course, a lot of us and our students are dealing with mental health issues right now. 75 people applied for the first offering. Their plan is to make these more available widely for faculty. We heard yesterday in a meeting from outgoing AVP Blanchard that Chancellor Castro's statement on Monday that the CSU would have a majority of instruction in person in the fall semester was clarified to mean that this is across the CSU, he would expect 50%, but he's not saying that each campus will have 50%. This depends on the campus Presidents and it depends on the local county health officials. For instance, Chico State has already announced that it expects 20% of their courses on campus in the fall.

The Chair asked about the 10% increase in online courses and asked if it was specified whether that's 10% in the number of courses, the number of seats in courses or the number of seats that actually travel from one campus to another and what courses did they specify. W. Ostroff said the language that she has was "expecting CSU, to increase the share of courses that are online by 10 percentage points." R. Senghas said from what he'd been hearing from folks in the Faculty Affairs Committee, they think that what's being asked for is a 10% increase over what we've currently been offering, not 10% of courses. So, it's a much smaller number right to begin with, and that issue of what metrics is still not entirely clear, but what we're talking about is if we are offering 1% of our courses online, then we're looking at 1.1% of our courses being online not going to 11%. The other issue he wanted to talk about was for a different topic. A resolution is coming forward regarding emeritus status and that's another one that's in the Faculty Affairs committee. The first concern he'd been hearing is that people were worried that there was going to be something coming down from the top, or an overall kind of thing and not as much autonomy by the campuses and that's not what's being asked. At the CSU level, they're trying to say, if you don't have a clear policy, you need one, and when you make that or check it, here are the things to make sure that you're taking care of - that you state, one way or the other, what you are not doing. So that in the event that somebody wants to have any kind of lawsuit, we have clear policies that are going to address the issues. Nobody is saying any of the campuses need to change their emeritus policy. What they're saying is they need to codify it cleanly.

The Chair thanked the Statewide Senator for the clarification on the percentage. He was guessing that relates to what the Chancellor and the VC were speaking about. Whenever you set a goal or a rough target for X percent of on-ground courses, does that mean total number of courses, total number of seats, total number of courses which have any one element on the ground, there are a lot of different ways to interpret it.

A member said as a mathematician anytime he heard something like a 10% increase, he has to think that it's kind of random. It's not something that's well documented that we need 10% because why isn't it 9.8%, why isn't it 10.23%, when you just say 10% then you're what you're really just saying is a little or let's increase it some and then we've got to give a number so we give 10 because we have 10 fingers and we have a base 10 system, but if we had if we had a base 12 system, one zero would stand for 12 and we'd be wanting to increase it by 12% because it's a nice looking number. Again, it makes him think that it's random. If we did nine or eight or whatever, it's close to 10 and we'll round up and call it 10 or whatever.

A member said her question was related to W. Ostroff's comment about increase, but it probably needs answers from other people or people could just let her know. She said she is a chair and has a very detailed document directing her about the fall and she is someone who will be teaching as well. Let's say there are three classes that need science methods education. Let's say we put 20 people in those. She's going to teach half of that time face to face by going to campus, so she has to look at the room chart that we have due to Stevenson Hall being offline and would require

smaller sections. She was confused about how to understand how to teach that physically distanced and how that might impact her compensation.

K. Moranski responded that there are five modes that are possible and that we've been using this year. 1. In person, entirely in person. 2. Hybrid. 3. Asynchronous there's no set meeting time. 4. Synchronous there's always a set meeting time. 5. Bi-synchronous, which means that that there are some synchronous meetings, but not all. She offered to follow up with the faculty member on her specific situation.

#### **Structure and Functions Report – L. Krier**

No report.

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

D. Crozier said VP Lopes asked him to report that the Sonoma County Office of Education is handling the vaccinations in the education sector which is part of the request from Public Health officer. Emergency Management at SSU is the contact with the Sonoma County Office of Education and they're working through the groups that will be notified for when their time comes up to be vaccinated. Regarding repopulation, the Logistics team is moving forward with coordinating for fall continuity planning. They're currently assessing the classrooms and looking at each classroom to assess how much space is available and then determining what layout is appropriate, considering physical distancing and such. We fully anticipate needing to continue to wear masks, physically distance, and wash our hands thoroughly through the fall semester. The campus received some federal stimulus money recently as part of the bill that passed, back in December and we're working on the details and distributing \$4.5 million worth of grants to students. Those will go to our most needy students, which aligns with our Pell eligible students. There are a few nuances, but we're working through the details of sending that money out to the students and we're hoping to do that sometime next week.

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

Wm. Gregory Sawyer reported that in Student Health Services, we continue to partner with the county to vaccinate Sonoma State students. To date the Student Health Center has given four doses of the Pfizer COVID-19 vaccine. 100% of the Student Health Center staff and has been fully vaccinated. The Student Health Center will continue to vaccinate all students, as they become eligible and desire vaccination. He reported on the Dream Center. The Dream Center has worked with Strategic Communication and recorded videos of themselves talking about their experiences at SSU and their experience at the Dream Center. We're looking at, hopefully, putting these together as an overall recorded message that we can send out to potential students, as well as donors. CAPS has provided 68 regular intake appointments. Today, we are at 748 meetings overall in terms of the meetings from the fall semester through spring. We're now in the position of being under the ratio of counselors to students required. He was very proudly that out of the 23 campuses that we are one of the three campuses that actually meet the standard for counseling.

However, on the other hand, those counseling needs are increasing. We just got a notification on Monday from one of our sister campuses that they required our assistance because they had a suicide Monday morning and on Friday, they had a student to jump off a bridge, who did survive. We actually are now going to help provide services for them. In terms of the CARE team, right now we have 20 open cases and, to date we have had 474 cases so far this academic year.

A member asked to ask a question of the Provost. He noticed in the guidelines there's something about 50 square feet per student for physical distancing and he thought his office is just about 50 square feet. Does that mean he can't meet with students in his office. K. Moranski said she didn't know the answer to that and noted that the Risk Management team is actually going through and measuring offices to provide some guidance on that. We're hoping that there's going to be state guidance on that. (in the chat - David Crozier: Sam, I checked with our risk folks on your question about meeting with a student in a 50 sq ft office. They responded that 50 sq ft is too small and not considered safe.)

3:50 Break – The Chair led archery exercises.

The Chair said he wanted to follow up a little bit on something that we were starting to talk about which was our role as we come back face to face or virtual or as hybrid in the fall and specifically about faculty governance. We don't have a set policy for what we'll be doing in the fall yet, but we have been discussing it among the Vice Chair, Past Chair and myself. The consensus among the three of us is that faculty governance will work best if it's an all or nothing thing. If we have some folks that are teaching or working remotely and some folks are in person, it'll be best to continue what we're doing this semester. This seems to be the way that we can get more inclusive participation from folks in faculty governance and we definitely want to be inclusive in how we invite people into our governance spaces and not leave anybody out.

### **Associated Students Report – N. Brambila-Perez**

N. Brambila-Perez reported that the Associated Students has an internal board which she chairs, and we're going to start getting data from students. Some of the questions will be asking are - what are their concerns for returning back to campus. We haven't seen a lot of issues related to books and courses this semester. She noted that some students do wait for the last minute to order books, but not all students. She knew from her own experience, all her professors either messaged her the night before or a couple hours before the class started. Again, we understand, and we also want to give grace to faculty but we're we need grace too. We're also working with the Executive Director from the Sonoma State Alumni Association to give a gift to the 2021 graduating class of this year. We're getting a lot of feedback from our students about how to better help them and said she needs faculty help at this point about how she can better help you all to help our students. Associated Students are trying to tackle these issues, one by one, but we'll definitely going to need all of your help to be able to do that.



### **From FSAC: RTP documents for discussion at Senate – P. Lane**

P. Lane said all five documents were presented on December 3<sup>rd</sup>. We have not received any feedback except from one human, so we would very much like to present again at the Senate these five documents to try to get more chatter about the potential things that we're thinking about. This is not a request that we have a change document ready, but it's the precursor to that. This is our best guess and our work at tidying up, reorganizing, as well as some changes which all meet the collective bargaining agreement and things that we think help us all. **It was approved for the Senate agenda.**

### **Faculty Eligible for Emeritus Status for Spring 2021**

The faculty member eligible for emeritus status, Gregory Roberts, in Art, was **approved for the consent calendar for the Senate.**

### **Posthumous degree request and posthumous certificate request – J. Reeder**

The Department of Nursing is requesting a posthumous certificate of recognition in the field of Nursing for Mr. Luis Cid, who passed away on January 21 2021. The Nursing program has prepared a letter describing everything that's required in the policy, explaining that he had 45 units to go before graduation and therefore they're requesting a posthumous certificate of recognition. In the case of Alondra Bandt, the Department of Modern Languages and Literature's is requesting a posthumous Bachelor of Arts in Spanish. Bandt, who passed away on January 4, 2021 was in her final semester of course work for the Bachelor's degree and therefore the department is requesting a posthumous BA in line with our policies.

The Senate Analyst noted that the Executive committee always sees requests for posthumous degrees or certificates before the Senate does, and the reason is because sometimes departments have come to the Executive Committee asking for a degree and the Executive Committee reviews it and evaluates it according to the policy. The Executive Committee does that review, and then it goes to the Senate. The Chair shared his Zoom screen so the ExCom could see the department letters.

Luis Cid was nominated by the Nursing Department. J. Reeder discussed with the Nursing Chair that they wanted him to receive the Bachelor of Science, but he was not close enough to graduation. He had only completed the first semester of the pre licensure and needed another 45 units to go before graduation. Consequently, they are requesting the Certificate of Recognition in the field of Nursing and this request fits within our guidelines. **The request for a posthumous certificate for Luis Cid was approved for the Senate agenda.**

Modern Languages nominated Alondra Bandt for the posthumous degree of Bachelor of Arts in Spanish. Again, following the guidelines and limitations, she was in her final semester of course work toward earning her degree. She was deceased on January 4, 2021. **The request for a posthumous degree for Alondra Bandt was approved for the Senate agenda.**

### **By-Law Change: Membership on URTP – L. Krier**

L. Krier said the University RTP subcommittee came to Structure and Functions and asked us to amend the by-laws to increase the number of members on this committee from five to seven. The reason for the request is that the workload is demanding and, in the proposal, they present the number of files reviewed in the last six years, and what the workload has been. They also talked about the difficulty of evaluating RTP files when there is no representation from a particular school on the committee, so we have amended the proposed the language, the by-laws to say that the community will be composed of seven members with one member from each of the five schools, plus the library and the remaining member would be elected at-large and any seat unable to be filled by a member from the school would also be elected at large.

The Senate Analyst said perhaps if the members are elected by School, the issue with that committee will improve, but we have a heck of a time getting faculty to serve because only full professors can serve on URTP. Right now, we need three people on that committee and no nominations have been received at all for this cycle of election. L. Krier said Structure and Functions did talk about that and our take on it was that it's difficult to fill seats on all committees. We have a couple of other things we're trying to investigate that might incentivize people to participate, but that's the challenge we all recognize for all committees, all the time.

A member said this is that the result of a problem concerning the years we went without hiring and so the top tier of full professors is very thin which of course also means that the bottom, two thirds of faculty have an increased number of documents which have to be reviewed, because there are way more people going through the 10-year process. Though it is hard to find people, FSAC is strongly behind this and we want the very necessary the representation across schools for our colleagues. She was not dismissing the problem of finding people. We are a heavy service institution and system, but she would be happy to work toward helping people understand what committees are and places where we spread out the senior faculty. For example, perhaps FSAC doesn't need senior faculty on it. This is a really important aspect and the problem is exacerbated by not hiring for a big hunk of time, and so the workload is bigger and the people to do it are fewer and if we're going to be fair to our colleagues, we have to make that committee larger. **Approved for the Senate agenda.**

### **From EPC: Changes to the Academic Calendar – E. Asencio**

E. Asencio said this academic calendar change is actually not being proposed by EPC, but it was brought to EPC by Academic Programs to get feedback at our meeting last week. We didn't feel that we have sufficient time because there's a time crunch. We were told it need to be approved by February 19th. We didn't feel that we had time to get feedback from our constituencies and bring that feedback back to EPC and vote, so we agreed that the best way to handle this was to bring it up to ExCom as a way of getting the larger campus community to be able to provide feedback to Academic Programs. We had a couple things come up. It would be

preferred if we were to add this flex week that's being proposed, that it be something permanent, each semester, and that we use it pedagogically. One suggestion was it be called a reading week and then, if it wasn't needed for an extension of classes because we didn't have an emergency that Semester, that would actually become a reading week for students to prepare for finals and things like that. The other concerns that came out was that we would need to make sure that faculty would actually use it as a reading week and not an extension of course work each semester. The other thing that came up in our discussion was whether adding the days was in line with the contract.

A member said his constituents are concerned that this will lead to more workload for faculty. They want to make sure that it's a reading week and that the faculty aren't expected to answer emails, answer questions, nor help students study during that week. Otherwise, it's another week of work for faculty and then it is a contractual issue. The Chair noted similar concerns in his School. The CFA rep said CFA has had a chance to take a look at the proposal and some of the feedback and questions that were raised include reviewing article 20, 20.4 which addresses the work year. The work year of academic employees should not exceed 180 work days. Looking at the proposal, it would change us to 175 days. Part of the concern is what are the requirements going to be for faculty. Are we required to meet with students at that time and what kind of workload increase would it be for our faculty. The other issue that came up is can faculty members use the next week to give their finals sooner than the final exam week. In terms of our lecturers, lecturers file for unemployment compensation on the official last day of the semester and so by extending it one more week, it means that it's a week longer that they have to wait to file for unemployment compensation. We're wondering about our librarians and counselors, what's the impact for them by having an extra week. What kind of compensation would they be given for working an extra week in the academic year. She hoped that some of those answers can be provided either by EPC or the Provost prior to any decisions being made about extending the fall semester by one week or a what's been called a flex week and then lastly are there any other CSUs that are currently utilizing a flex week, and if so, what are the changes that are being made in their work year.

The Chair noted that this has implications for campus facilities and operations as well things like the residence halls, operational calendar, and maybe the concomitant student expense to be in or live in the residence halls, etc.

A member noted that there's no impact on librarians because we have a 12-month contract and we work the whole year round.

D. Crozier pointed out that there are some implications for financial aid. When we calculate financial aid throughout the year, it's based upon instructional days and knowing what the calendar is each semester allows us to do that calculation. If we're going to start swapping instruction days between, say September and November or whatever, there may be some complications, so just make sure that financial aid can provide some input.

The Provost addressed CFA's question about other campuses. In doing research for this what we find is that is that campuses have work years that range between 170 and 180 days. Campuses have various numbers of work days, some have longer, some have shorter. We are at the fewest number of work days that's possible in the contract right now. We have 170 work days right now, so this proposal would be an increase to 175. If as suggested that it be for both semesters, to have a reading week both semesters, we'd be talking about having 180 work days per year. She brought this up so that everyone could understand the implications. The other thing she pointed out, was that as we're raising complications because of the tight deadline for this year. She didn't know that all of these questions can be answered in time to get this change to the Chancellor's Office next week and that may mean we go another year making do in the fall. We started asking about this last year and in discussions with the Chancellor's Office, we were complimented on being the first campus to bring this issue up. She told the Chancellor's Office that's because for many falls, we have been disrupted and so of course Sonoma State was going to bring this issue up. They did not have a solution at that point to some of the payroll issues. Apparently, the Chancellor's Office does now have solutions to some of the payroll issues. If we can't settle things before the 19<sup>th</sup>, we do need to go with our basic academic calendar and we'll take the fall as it comes. There won't be an opportunity to change the calendar after that point. She thought the disadvantage of that is that we can pretty much guarantee that fall is going to have some disruptions and the advantage of waiting is that we could continue to clarify some of some of the questions. We're kind of stuck in between, because in both situations we've got a problem.

A member asked whether going to online instruction is being considered this fall, in a fall disruption scenario. If we do not have a time to get this to the Chancellor's Office by the 19<sup>th</sup> and we do have a week in which we have fires or smoke, would we be able to transition in-person classes to Zoom classes in that emergency situation or not. The Provost responded if it was smoke then, yes, courses pivoting to online would work. If its power shut offs and internet disruptions and evacuations, no it won't work. We would still experience the disruptions. That's the kind of complexity we're dealing with.

A member asked a procedural question. It sounds as though this is not ready to go forward. There are still so many questions that have to be answered, and she didn't think we're going to be able to answer them in the next 20 minutes, so if we can't put forward something that's more complete by next week, we can't get it to the Chancellor's Office. It sounds like we just can't do it this year, because we don't have the answers. She was wary of putting forward something with the assumption that we will find the answers before the Senate meeting. She would rather see these questions answered before we send it to Senate.

There was further discussion about whether to send the proposal to the Senate. S. Bosick provided further information about the process. Initially, we put this proposal together out of Academic Programs and shopped it around because we know how much it means to students and faculty to be able to not have the sorts of emergencies undermine their education every fall. Certainly, EPC understood that there were a number of issues that needed to be worked out in that conversation.

Her interpretation of that conversation was that they would generally be comfortable moving forward with the with the calendar and working out those details in the next meeting. If it doesn't happen this year, that's fine. However, she is concerned that year after year, it will continue to slip by because it's a lot easier to say no, and it's a lot easier to not change than it is to change for the better, but she would allow that to happen as needed and continue to work with E. Lopez and other folks to take it forward the following year.

**Vote on whether to move the academic calendar proposal to the Senate – 4 No, 2 Yes. Failed.**

## **Senate Agenda**

### **AGENDA**

Report of the Chair of the Faculty – J. Reeder  
Special Student report  
Approval of Agenda  
Approval of Minutes

**Consent Items:** Faculty Eligible for Emeritus Status

### **Business**

1. From FSAC: RTP policy revision discussion for feedback – P. Lane TC 3:30
2. From S&F: By-Law Change – membership of URTP subcommittee – First Reading – L. Krier TC 4:00
3. Posthumous Certificate Request for Luis Cid – A. Valdez TC 4:15
4. Posthumous Degree Request for Alondra Bandt – E. Clark TC 4:20

**Approved.**

**Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes with help from Zoom transcript*