

**Senate Executive Committee Minutes**  
March 8, 2018  
3:00 - 5:00, Academic Affairs Conference Room

**Abstract**

Agenda amended and approved. Minutes of 2/22/18 approved. Chair Report. President Report. Discussion about stoles for commencement. Provost Report. Academic Calendar approved as an information item at the Senate. Modification to English MA approved for the Senate consent calendar. Revisions to the Kinesiology BS program approved for the Senate consent calendar. Expedited Proposal: museum and gallery methods - approved for the Senate consent calendar. Discontinuance: MA in kinesiology – approved for the Senate agenda. Discussion of Expedited Process. Revision to the Periodic Evaluation of Temporary Faculty - approved for the Senate agenda. Student Grievance Policy revision - approved for the Senate agenda. Vice Chair Report. Senate Agenda approved. Statewide Senator Report. APARC Report. SAC Report. Associated Students Report.

**Present:** Carmen Works, Laura Watt, Ben Ford, Richard J. Senghas, Jeffrey Reeder, Michael Visser, Jenn Lillig, Ron Lopez, Jennifer Mahdavi, Judy Sakaki, Lisa Vollendorf, Joyce Lopes, Elaine Newman, Jason Gorelick, Stephen Winter as interim chair for FSAC

**Absent:** Damien Wilson, Harry LeGrande

**Approval of Agenda**-items added: 1. Discuss recent changes to hospitality policy; 2. Discussion of the expedited curriculum process. **Approved.**

**Approval of Minutes 2/22/18 - Approved**

**Chair report – C. Works**

C. Works reported that she and J. Lillig met with the new General Education Revision subcommittee. They have decided to meet every Friday from 9:00 to 11:00 until the end of the semester. Their first deliverable to EPC is scheduled for the end of March, which will be the vision for GE. She noted that there had been a lot of conversation on the campus Senate chairs' listserv about policies for electing department chairs. She said there was still a lot of conversation about the LMS project. Strategic planning continued to progress.

**President Report - J. Sakaki**

- President Sakaki, Carmen Works, and Karen Moranski attended Community Baptist Church in Santa Rosa for Super Sunday.
- President Sakaki participated in CSU Advocacy Day yesterday in Sacramento.
- Associate Vice President for Strategic Communications will be announced soon to the campus. The new person starts April 9.
- Lucy was unveiled in front the library this week. We are excited to have this new iconic sculpture on campus. She weighs 500 pounds, so she will be placed on a

strict diet, and the SSU community is requested to not provide her with any candy or junk food!

- Stole purchase discussion: President Sakaki provided background about the shift in the hospitality policy late last academic year to allow for department funds to be used for stole purchases, but President Sakaki is concerned about the precedent being set for some students being excluded if some departments do not have funds to buy stoles for students. So she brought this issue for VP Lopes to discuss for input today. She meant for the approval last year to be for one year only, so we are bringing this forward to consider the equity and inclusion and financial responsibility implications of this as we discuss.

### **Discussion about stoles for commencement – J. Reeder**

J. Reeder said his concerns had been brought up by the president. J. Lopes discussed her concerns about setting up a situation of haves and have-nots and suggested that having a conversation about what was trying to be accomplished would be a good place to start. She and the Provost and the Ex Com agreed that using state resources, given the situation at this particular time, for purchasing stoles for commencement was not appropriate. There was discussion about creative ways to provide stoles for students. The Provost described what the \$18 commencement fee paid for currently. The fee barely generated enough resources to fund what it covers and commencement.

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

- Admissions and records update: we got out the admissions letter one full month ahead of last year's schedule. (Hooray!) We are really excited for Seawolf Decision Day to become more of an academic, all-inclusive welcome to SSU day. Karen Moranski is working with outreach, the deans, and soon with chairs and others so we can get that work done.
- Budget Forum is next week (3/13, 3pm-5pm) in the ballroom. Presenters are Laura Lupei from Budget Office, Provost, and Joyce Lopes. Please encourage people to attend. We will have the first half to present information and the second half.

The Provost discussed the plans for creating salary equity and stressed this was just the beginning and the ability to implement plans was also dependent on the outcome of the budget.

### **Academic Calendar - J. Lillig**

J. Lillig reported that EPC approved the academic calendar through 2021. She noted that EPC spent two meetings talking about this as they were concerned about the Tuesday start dates in a couple of the years. They found out that those start dates were based on the Chancellor's office payroll policy. She said AVP Moranski would follow up with the Chancellor's office to determine if they were aware of this problem. **It was approved as an information item for the Senate.**

### **Modification to English MA - J. Lillig**

J. Lillig said that this modification to the English MA was approved unanimously at EPC and they were requesting this item to be on the Senate consent calendar. English removed the comprehensive exam option since no one has done that for over eight years. They also canceled the requirement for a foreign language. They did this with a heavy heart. The Chancellor's office states that proficiencies need to be part of a degree and their foreign language requirement was not part of the degree. They were including in their catalog copy that students wishing to pursue a PhD or an MFA study a foreign language. **It was approved for the Senate's consent calendar.**

### **Revisions to the Kinesiology BS program - J. Lillig**

J. Lillig noted that two programs for the Kinesiology BS were coming forward, one in fitness and wellness and one in exercise science. She discussed the details of the proposal. She commended the Kinesiology department for being very clear about their prerequisites. EPC approved this unanimously and requested that it be a consent item at the Senate. **It was approved for the Senate's consent calendar.**

### **Expedited Proposal: museum and gallery methods-J Lillig**

J. Lillig said this was just a minor change to the minor. EPC approved it unanimously. **It was approved for the Senate's consent calendar.**

### **Discontinuance: MA in kinesiology**

J. Lillig said that EPC was unanimously recommending discontinuance of the MA in Kinesiology. She discussed the process EPC used to come to that recommendation. EPC had two readings, a blog was set up for comments, and a public hearing was held at the second reading at EPC. The department had done an excellent job of analyzing the MA and had come to the conclusion that it was not meeting students' needs. Students who do need an MA in Kinesiology are being directed to the Education department. **It was approved as a business item for the Senate.**

### **Discussion of Expedited Process - J. Lillig**

J. Lillig said that EPC had been discussing how the expedited process was progressing. They were recommending that expedited proposals be brought forward to the Senate as information items instead of consent items. They also want to change the name of expedited proposals to "non-structural program modification proposals." There was discussion about what were considered structural changes to curriculum or programs and what were considered non-structural program modifications. A member voiced concern about moving the items from consent to information and asked why EPC wanted this. A member argued that consent items were not getting much review at the Ex Com or the Senate. J. Lillig said that "non-structural" means there is no change to the program beyond very simple clean-up sorts of changes. J. Lillig noted that EPC would elevate proposals that did not meet the criteria for "expedited." They also wanted to change the name because expedited

is perceived as meaning quick or fast, and these expedited proposals were not any more quick or faster than regular proposals. A member noted that he thought there was still a need for oversight, even though EPC was working well currently, it might not always be so. EPC also discussed bringing the items forward as a batch. The Chair said she did not think the process had been cumbersome and that not inviting the faculty proposers to come speak to the EPC issues was helpful and saved time. The presentation by the EPC chair appeared to be sufficient. A member suggested having a true expedited process and J. Lillig said EPC was working on that.

### **Revision to the Periodic Evaluation of Temporary Faculty - E. Newman for FSAC**

E. Newman introduced the item. The Senate had requested that FSAC take a look at this policy when the Coaches Periodic Review policy came forward. FSAC did review and eliminated the reference to coaches in the Periodic Evaluation of Temporary Faculty policy. She reviewed their proposed changes. Beyond removing the references to coaches, they also changed the paragraph in II. G of the policy about how programs lacking chairs or review committee should create review committees. It was more general now. There was some discussion about how many SETEs were required for temporary faculty. There was considerable discussion about whether to bring this forward as a first reading or take it back to FSAC and have FSAC bring this and the Coaches Periodic Review policy back at the same time. **It was decided to put this policy forward as a first reading at the Senate.**

### **Student Grievance Policy revision - R. Lopez**

R. Lopez introduced the latest revision to the “standing” portion of the Student Grievance policy. That part of the policy had been changed into three paragraphs to clearly delineate the standing of various kinds of students. He noted that SEIE had developed student grievance and grade appeal procedures for students in SEIE. The Chair noted that technically this would be a second reading at the Senate, and stressed that the Senate would not be approving the SEIE procedures. There was discussion about the new revision language. **It was approved to move forward to the Senate as a second reading.**

### **Vice Chair Report - L. Watt**

L. Watt reported that the GE Revision Subcommittee had been convened and had started to meet. S&F identified faculty to serve on the Undergraduate Advising Task Force proposed by AVP Moranski.

### **Senate Agenda**

#### **AGENDA**

Report of the Chair of the Faculty – Carmen Works  
Approval of Agenda  
Approval of Minutes – emailed

**Consent items:** From EPC: English MA program modification, Kinesiology BS Program Revisions, Expedited Proposal: Museum and Gallery Methods – emailed

**Information Item:** Academic Calendar 2017-2022

**Business:**

1. From FSAC: Periodic Evaluation of Unit 3 Coaches – Second Reading – S. Winter
2. From SAC: Revision to the Student Grievance policy – Second Reading – R. Lopez TC 3:30
3. From FSAC: Revision to the Periodic Evaluation of Temporary Faculty – First Reading – S. Winter
4. From EPC: Discontinuance Proposal: Kinesiology MA – First Reading – J. Lillig

**Statewide Senator Report - J. Reeder**

J. Reeder reported that the 20th CSU Symposium on University Teaching will take place next month April 13 and 14th at Cal Poly Pomona.  
<http://www.cpp.edu/~csusymposium/index.shtml>.

**APARC Report - M. Visser**

M. Visser reported on the progress of the LMS decision-making process. A group was meeting to prepare the recommendation document. He said ATISS would provide pros and cons for both Canvas and cloud-hosted Moodle. Then APARC would include transition plans and financial information for both alternatives. He said he thought all this could be put together for the May 3rd meeting of the Senate. The Chair said she hoped APARC would bring forward a recommendation to the Senate. M. Visser said he did anticipate that APARC would present a recommendation as well as ATISS. A member asked who to contact for access early in the summer to whichever LMS is chosen. M. Visser said person to contact was Justin Lipp in the Faculty Center. There was a suggestion for ATISS to produce two documents, one discussing what they found in their research, and in the other providing their recommendation.

**SAC Report - R. Lopez**

R. Lopez said he visited the Academic Advising subcommittee and learned about the survey they were putting together for students about advising. He said he was concerned because it seemed as though the committee was in the same place it was when he was on it many years ago. He expressed concern that efforts towards improving advising was going on in different parts of the University and not as a coherent strategy. The Chair thought there would be some redundancy between members of the Advising Task Force and of the Academic Advising subcommittee. R. Lopez expressed his concern about advising in general among faculty.

## **Associated Students Report - J. Gorelick**

J. Gorelick reported that the Associated Students passed a resolution supporting CAPS. He noted there would be a walk out on March 14th at 10:00am in support of students at Marjory Stoneman Douglas High School asking for gun control legislation after the horrible active shooter incident. He noted that students are upset about others using the “living room” of the Student Center. He noted the AS scholarship were available and applications were available on Orgsync. Student elections will be held the week after spring break. He encouraged faculty to support students to vote. He reported he will attend meetings in Sacramento to help improve the budget for the CSU.

## **Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes*