

**AY 2017/2018 End of Year Report for Faculty Policies Committee**  
**Submitted by Hellen Lee**

## 1. Membership

### *Voting Members*

Cardenas-Dow, Melissa (Library, LIB)  
Cyrenne, De-Laine (Psychology, SSIS)  
Ives, Sarah (Undergraduate Studies, EDU)  
Lee, Hellen (English, A&L)  
Smith, Gerri (Communications Studies, A&L)  
Wang, Ta-Chen (Economics, SSIS)  
Zeigler, David (Mathematics and Statistics, NMS)

### *Ex Officio Non-voting Members*

Heather, Julian (Faculty Senate)  
Oppy, Brian (Academic Affairs)  
O'Neal-Watts, Jennifer (United Staff Assembly)  
Sarah Potter (Associated Students)  
Vacant (CSU Sacramento Retirees)

## 2. Meetings

The Faculty Policies Committee meets first and third Wednesdays of the month, from 1.30-2.45pm, and convened on the following dates:

<i>Fall 2017</i>	<i>Spring 2018</i>
September 6, 2017	February 7, 2018
September 20, 2017	February 21, 2018
October 4, 2017	March 7, 2018
October 18, 2017	April 4, 2018
November 1, 2017	April 18, 2018
November 15, 2017	May 2, 2018

## 3. Summary of Action in the AY 2017/2018 Faculty Senate

The following items were acted upon by the Faculty Senate in AY 2017/2018:

- FS 17/18-45/EX Academic Calendar 2018-2019 AY;
- FS 17/18-48 FPC/EX Role and Responsibility of the Department/Division Chair, Amendment of AS 89-66/FA; and
- FS 17/18-49/FPC/EX Academic Calendar Policy, Establishment of.

In addition, the Committee did the following:

- In tandem with Academic Policies Committee, reviewed and made recommendations regarding the President's Advising Task Force Report;

- In tandem with Academic Policies Committee, reviewed and made recommendations regarding AS-3295-17/FGA/AA Campus Accommodations of Military Students Service Obligations;
- In tandem with Graduate Studies Policies Committee, reviewed and assigned two members to consult on the Graduate Studies Task Force Report;
- Researched, consulted, and submitted a memo regarding the necessity of a policy for ICE enforcement on campus;
- Researched, consulted, and submitted a memo regarding a change to the regular meeting time for the committee in order to open up more teaching times for Committee members; change approved to first and third Wednesdays from 1.30 to 2.45pm in SAC 161;
- Researched, consulted, and submitted a memo regarding the necessity of a policy for Use of Electronic Devices on campus;
- Researched, consulted, and submitted a memo regarding collecting, publishing, and making available Course Syllabi online;
- Researched, consulted, and began drafting policy for Human Subjects;
- Consulted and gave recommendations on the Zero-Cost and Low-Cost books policy;
- Began consultation with campus units regarding Disabilities policies; and
- Began consultation with campus units regarding Custodianship of Course Evaluations.

#### **4. Summary of Anticipated Action in the AY 2018/2019 Faculty Senate**

As Chair, I anticipate that the following items will be discussed by the Faculty Policies Committee in AY 2018/2019:

- Complete draft for amendments to procedures for Administrative Appointments Selection Committee;
- Review and make recommendations regarding Exceptional Assigned Time Committee referral;
- Review and make recommendations regarding Custodianship of Course Evaluations;
- Continue work on the Human Subjects policy;
- Continue work on the Academic Calendar Policy; and
- Respond to Student Retention and Graduation Subcommittee on Ethical Guidelines for Data Analytics.