



**2014-2015 Faculty Senate
Executive Committee**

EXECUTIVE COMMITTEE MEETING

Minutes of the Meeting of October 21, 2014

3:00 – 5:00 pm, 275 Sacramento Hall

Approved: October 28, 2014

Call to Order: The Chair called the meeting to order at 3:04 pm.

Roll: Ryan Allain, Lorelei Bayne, Sylvester Bowie, De-Laine Cyrenne, Ben Fell, Fraka Harmsen, Julian Heather, Sue Holl, John Ingram, Dana Kivel, Tom Krabacher, Todd Migliaccio, Christine Miller, Reza Peigahi, Kent Porter (absent), Deidre Sessoms

Guests: Ron Coleman, Chair, Academic Information Technology Committee

Open Forum:

- **Travel:** Concerns were raised on the issue of travel. The Provost stated that the Chancellor's Office has chosen Sacramento State and two other campuses for a travel audit this year and so Academic Affairs is working to assure that we are in compliance on issues of travel.
- **Retention, Tenure, and Promotion (RTP):** Questions were raised regarding Academic Affairs' request for color-coding of RTP files and the placement of the curriculum vitae to the front of the document. The Provost stated that the request was made to assist in the organization of files and to allow the reader to quickly find the curriculum vitae of the person undergoing review.
- **Department Chairs meeting:** Questions were raised about the change to the Fall semester Department Chairs meetings schedule to one meeting of all Department Chairs with smaller lunch meetings. The Provost stated that this was based on feedback from Department Chairs last spring. The Provost will take under advisement the feedback received.
- **Graduation Initiative:** Questions were raised about the Graduation Initiative. The Provost reported that the Chancellor's Office recently advised campuses of their graduation rate targets. Sac State's target is an increase of 12% by 2025.

Agenda: The agenda was approved as published.

Minutes: The Executive Committee approved the meeting minutes of October 14, 2014 as published.

From the Chair:

- [ASI – Resolution on a Student Success Fee 2014/2015-10-39](#): The resolution was shared with Exec and will be placed as an Information Item for the November 6 Senate agenda.
- **CODE Memo**: The Chair reported the memo regarding consultation was forwarded to CODE, per the Executive Committee’s request at the October 14 meeting.
- **President’s Search Committee**: The following faculty were elected to serve as the Faculty Representatives for the Advisory Committee to the Trustees Committee for the Selection of the President:
 - De-Laine Cyrenne, Psychology (SSIS)
 - Carlos Nevarez, Doctorate in Education Leadership (EDU)
- **Wang Family Excellence Award**: October 22 is the deadline for nominations.
- **Program Review Poll Call for Members**: Nominations are due October 31.
- **Senate Committee Charges/Membership**: Committees are beginning the process of reviewing their charges and membership.

From the Provost:

- Faculty Searches: 35 faculty positions have been approved for searches for incoming next fall.
- CSU and CFA reached a tentative agreement.

Senate Committee Charges: The Faculty Senate Committee charges are being reviewed. The purpose is to assure that the charges and membership criteria are correct. Further, consistency is sought in regards to language regarding officers, operations, and committee meetings.

The following Senate Committees were reviewed and will be placed on the November 6 Senate agenda?

- [Academic Information Technology Committee Charge and Membership](#): Professor Coleman addressed the proposed changes to the charge, membership, and term of service. Exec ultimately voted to retain the 3 year term of service.
- [Election Committee Charge and Membership](#): Proposed changes included a one-year term of service and the membership revised from six members to five to include the Vice-Chair of the Senate and the four At-large members of the Executive Committee.
- **Committee Liaisons**: Fell recommended that the following sentence be added to all Standing Policy Committee charges regarding liaisons to committees: “The Committee can request or appoint liaisons to other University committees, taskforce, or work groups as needed.”

Procedures: Exec discussed concerns expressed at the Senate meeting of October 16 regarding the separation of procedures and their parent policy. Exec determined it was best to review on a policy by policy basis when it would be appropriate to separate policy and procedures for Senate action. The policy transmittal document will be revised to address procedures

Adjourned: 4:00 pm