



**2015-2016 Faculty Senate  
Executive Committee**

**EXECUTIVE COMMITTEE**  
**Minutes of the Meeting of February 9, 2016**  
275 Sacramento Hall  
*Approved: February 23, 2016*

**Call to Order:**

*The Chair called the meeting to order at 3:02 pm.*

**Roll Call:**

*Roll was taken.*

Lorelei Bayne, Sylvester Bowie, Tucker Caruso, De-Laine Cyrenne, Jeff Dym, Sue Escobar, Ben Fell, Kathy Garcia, Julian Heather, John Ingram (absent), Mike Lee, Tom Krabacher (absent), Reza Peigahi, Kath Pinch, Adam Rechs, Sue Holl

**Guests:**

Academic Affairs: Don Taylor, Interim AVP, Academic Programs and Educational Effectiveness  
RTPA: Anthony Sheppard, faculty member

**Open Forum:**

- **Policy/Process to express concerns about an administrator.** Questions were raised about the existence of processes and or a policy. Exec members noted the following process are in place:
  - Administrative Review: An administrator is reviewed every 5 years.
  - A vote of a no confidence resolution – ad hoc process from the faculty: A resolution that is evidence based would be written by faculty, voted on by the faculty, and then forwarded to the administration.
  - College Constitution: A College's constitution may address a process. At the College level: Academic Councils are established as a College level Faculty Senate. Rech will follow-up with colleges to see if they have an established policy/process and report back to Exec.
- **Amador Hall – Wheel chair ramp:** Concern was expressed about bicycles being parked in the wheel chair ramp area at Amador Hall. The Provost stated that they are aware of the problem and he suggested that where violations are observed they should be reported to the campus police.
- **Campus Training Programs through Skill Port:** Concern was expressed about the deadline dates assigned to on-line training – dates that conflict with major deadlines for faculty.
- **Proposed Faculty Strike (April 13-15 and 18-19):** Sheppard stated that the proposed strike may be an Open Forum Item at the Feb 11 Senate meeting and suggested that Exec be prepared. Bayne stated that the strike falls on the 5 days of the Festival of the Arts, which is a major revenue event for her department. Exec will discuss at a future meeting if a Senate meeting will be held on April 14 and an Executive Committee meeting held on April 19.
- **Commencement / Final Conflicts:** Concern was expressed that some students are scheduled to take a final at the same time as they are scheduled to go through graduation ceremonies. Bowie stated that the issue has come up before and the Senate committee that deals with the academic calendar has tried to address it. The number of people affected by a final on a Friday is minimal compared to the rest of the schedule. Taylor stated that it is not just the issue with commencement and that there are multiple

reasons why there may be a conflict with the final exam schedule. A special exemption request may be requested to schedule a final at a time that is reasonable to the faculty member and the students involved. Academic Affairs typically leaves it to the department to handle. It was also pointed out that while there are some conflicts with the schedule, such conflicts are resolved through negotiation between students and instructors.

- **Associate Dean, College of Arts and Letters:** It was noted that Associate Dean Ah Yun has accepted a position at another institution. The Provost was asked why the current position is being replaced with two Associate Deans. The Provost will follow-up.
- **CFA Meeting with the Executive Committee:** Bowie stated that CFA has asked to meet with Exec for lunch. Exec was open to meeting.

**Agenda:** The agenda was amended at the request of the Provost to remove item #10. The agenda was approved as amended.

**Minutes:** February 2, 2016: The minutes were approved as published.

**From the Chair:**

- **Executive Orders and Coded Memorandums:** Bowie raised questions regarding the shared governance process in regards to Executive Orders (EO) and Coded Memorandums (CMs) and asked how, as a Senate, to respond to Executive Orders from the Chancellor's Office. The Internship Policy was noted as an example. During discussion, the following was noted:
  - Not all Executive Orders or Coded Memorandums are academically oriented, some are time sensitive.
  - The Provost Office should be advising the Faculty Senate on Executive Orders, what needs to be done and the status of the EO. Campus Presidents are responsible for implementing an EO.
  - Be aware of other directives that need to be addressed immediately.
  - Coded Memorandums: Academic Affairs receives CMs but may not forward them to the Faculty Senate. At the beginning of each academic year, the Senate Chair or Policy Committee Chairs should review the list of Coded Memos and see if it relates to their committee and not rely on Academic Affairs to notify the Senate.
  - The Exec members were also encouraged to be proactive and make periodic checks of the CSU website where such orders are housed to ensure that they are kept abreast of such issuances.

**College of Continuing Education Deans Search – Faculty Representatives:** The following faculty will be nominated to serve on the Search Committee. The names will be placed on the February 11 agenda on Consent Action.

- Carolyn Gibbs, Design (A&L)
- Julian Heather, English (A&L)
- Tyler Arguello, Social Work (HHS)

**AVP for Financial Services – Faculty Representative:** The following faculty member will be nominated to serve on the Search Committee. His name will be placed on the February 11 agenda on Consent Action.

- David Moore, CBA

**Open Educational Resources (OER) Ad Hoc Committee - Faculty Representatives:** The following faculty members will be nominated to serve on the Ad Hoc Committee. The names will be placed on the February 11 agenda on Consent Action.

- Beatrice Russell, World Languages & Literature (A&L)
- Dennis Dahlquist, Electrical and Electronic Engineering (ECS)
- Dale Allender, Teaching Credentials (EDU)
- Mary Reddick, Library
- Lynn Tashiro, Physics and Astronomy (NSM)

**Adjourned:** *The meeting was adjourned at 4:00 pm.*