



**2015-2016 Faculty Senate  
Executive Committee**

**EXECUTIVE COMMITTEE**  
**Minutes of the Meeting of March 1, 2016**  
275 Sacramento Hall  
*Approved: March 8, 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 (absent), Kathy Garcia, Julian Heather, John Ingram, Mike Lee, Tom Krabacher, Reza Peigahi, Kath Pinch, Adam Rechs, Sue Holl

**Guests:**

Academic Affairs: Don Taylor, Interim AVP, Academic Programs and Educational Effectiveness  
Academic Senator: Christine Miller  
CODE: Elvia Ramirez, Chair  
President's Office: President Nelsen  
Sociology: Kevin Wehr, faculty member  
Student Affairs: VP Ed Mills and AVP Beth Lesen  
Student Organizations and Leadership: Tom Carroll, Director

**Open Forum:**

- **Key Fobs:** Concern was expressed about fobs not functioning properly or functioning on a sporadic basis preventing employees' access to buildings. For assistance outside of normal work hours calls are now handled by Facilities (the Police Department used to provide this service). However when there was a recent problem with fob access to a building Facilities did not have staff available to assist. The Provost will follow-up with Facilities.
- **CSU Summer Arts Program:** Bayne announced that Sac State is the process of bidding to host the Summer Arts Program on our campus. The Program is based at Chancellor's Office and is a month long event for students—an intensive course. 2 week session. Every 5 years a different campus hosts the program.
- **Training Plan Reminder Notices:** Questions and concerns were raised about employees having to complete some of the mandatory training twice. The Provost stated that trainings are in compliance with Title VIII. The training program previously used was long and so the campus is offering a newer easier to do training. However with the transition of programs some employees who completed the training in the fall will need to complete the training again this spring. Concern was also expressed that confirmation of completed trainings are not always provided and so the employee keeps get training notifications. It needs to be addressed at a broader level the issues with training.
- **Classroom Scheduling Task Force:** The Provost has asked the President to establish a Task Force to develop a plenary design. The Task Force will include faculty, students, and some Associate Deans and Department Chairs who deal with scheduling. The Senate will be asked to also provide feedback.

- **Program Reviews:** The Provost stated that in order to complete pending program reviews, he has asked those Chairs to provide a plan to complete their review. Some of the reviews are from the 2012/13 AY. Some are 13/14 AY. He also invited suggestions on how the process could be improved so that reviews are completed in a timely manner.
- **HR Matrix:** Concern was expressed about the current matrix that HR is using. The system does not allow for norming or nuanced decisions. The system ties the hands of search committees which may want to use qualitative as opposed to quantitative measures.

**Agenda:** The agenda was approved as published.

**Minutes:** February 23, 2016: The minutes were approved as published.

**Public Speaking on the Quad-Time/Place/Manner and Amplified Sound:** Carroll stated that there is no “free speech area” as CSUS is a public campus. His office monitors events and acts on calls as soon as received. The current policy (2008) address amplified sound management but there are limitations in the policy. The policy is being updated and will address rallies, freedom of expression.

**From the Chair:**

**CSU Report: Displaced and Food Insecure Students in the CSU, January 2016.** Bowie emphasized the percentage of displaced students and expressed hope that the campus will work with ASI to assist our students. It was suggested that an education campaign be established.

**ASCSU Faculty to Faculty Newsletter**

**CSU Coded Memo –Research, Scholarly, and Creative Activity:** Bowie brought to Exec’s attention the funding for this year. The provost indicated that the funding is about the same as last year. The amount this year is \$2.5M for the system and \$143,589 for CSUS.

**CODE 2014-15 End of the year Report.** Ramirez provided an overview of the Committee’s report. A question was raised about “Unconscious Bias” training, Ramirez unconscious bias a short film last year but it was not helpful. Ramirez stated that it was her understanding that the training has been approved.

**GSPC: Report on the Summit on Graduate Education – February 2016:** Heather provided an overview of the Summit. The Provost will discuss the report with Graduate Studies Dean, Chevelle Newsome, for next steps. Questions were raised about notification to graduate students regarding posting of hours for eating facilities. Bowie felt the report was important and that the President needs to address graduate education. The report will be placed on the March 3 Senate agenda as an Information Item.

**APC:** Proposed revisions to the policies below were presented. Additional edits will be made for Exec’s review on March 8.

**Timely Declaration of Major Policy:** The title of the policy was amended and the following changes were made to the content:

1. Added a Definition of Major Status section, which will include definitions of important terms such as Undeclared Major, Pre-Major and Expressed Interest Status;
2. Included a section which requires Department/Division/Program Chairs or Directors to admit students with fewer than 120 units into a major program unless the major is impacted or there is an established pre-major;
3. Included a related section that gives permission to Department/Division/Program Chairs or Directors to deny admission to students with 120 units or more;
4. Requiring students, who wish to add into a non-impacted major without pre-major criteria, to meet with a major advisor and Department/Division/Program Chair for the major they are seeking to add, and complete with them the Declaration/Change of Major form.

**Pre-Major and Expressed Interest Definitions Policy:** The proposed amendments deletes the Policy upon approval of the amendments to the Timely Declaration of Major Policy. The language of the Pre-Major and Expressed Interest Definitions Policy has been subsumed into the amended Timely Declaration of Major Policy. Deleting this policy will eliminate a legislative redundancy. By subsuming the language from the policy into the amended Timely Declaration of Major Policy, all of the various aspects of how students go about declaring a major, which includes a clear explanation of the different statuses students may have (i.e., undeclared/expressed interest/pre-major/declared major) will be consolidated. Likewise, all definitions of these different statuses will be located in a single policy, rather than duplicated in a separate policy.

**President Nelsen:** Dr. Nelsen spoke about the appointment of the Director for State and Federal Relations and also about the job description and function for the proposed Ombudsperson.

**Adjourned:** *The meeting was adjourned at 5:00 pm.*