



**2016-2017 Faculty Senate  
Executive Committee**

**EXECUTIVE COMMITTEE**  
**Minutes of the Meeting of September 6, 2016**  
275 Sacramento Hall  
*Approved: September 13, 2016*

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

**ROLL CALL:** Roll was taken.

Dimitri Bogazianos, De-Laine Cyrenne, Jeff Dym, Sue Escobar, Kathy Garcia, Andrew Hertzoff, Julian Heather, Sue Holl, Tom Krabacher, Hellen Lee, Mike Lee, Abraham Mendoza, Liam Murphy, Robert Nelsen, Reza Peigahi, Matt Schmidlein, Chris Taylor

**Guests:**

Academic Affairs: Steve Perez, Vice Provost and Chevelle Newsome, Dean of Offices of Undergraduate and Graduate Studies  
College of Arts and Letters: Chris Bellon, Associate Dean  
Human Resources: Jake Hurley, VP  
Statewide Academic Senator: Christine Miller, Communication Studies

**APPROVAL OF THE AGENDA:** The agenda was approved as published.

**ACTION ITEMS**

- **Minutes – August 30, 2016:** The minutes were approved as published.
- **Faculty Senate Agenda – September 8:** The following items will be placed on the agenda as First Reading items:
  - Faculty Senate Bylaws
  - Faculty Senate Standing Rules
  - Blended Baccalaureate and Masters Programs Policy
  - Undergraduate and Graduate Degrees Policy

**INFORMATION ITEMS**

- **Impaction Task Force Report and the Diversity Task Force Report:** The Executive Committee will receive copies of the reports for discussion at the September 13 meeting.
- **Portable Emission Acquisition Systems Study Update:** Vice Provost Perez reported the cameras were a part of a research project with the California Air Resources Board (ARB) titled *Field Testing of a Portable Emissions Acquisition System – PEAQS*. Jeffrey Foran, chair of Environmental Studies, was the chief contact on campus, and the project included Sac State students as interns working directly with the scientists from the ARB. The project included a short period of time when cameras were set up to take pictures of license plates in order to match engine and car type to emissions. No personal data was gathered. The project was encouraged to not put up a sign, and it was determined that IRB review was not needed because the project did not involve human subjects.
- **Technology Support for Faculty Inside and Outside the Classroom:** The Provost will consult with the Executive Committee about how to solicit faculty input.

- **Program Review and Assessment:** The Provost suggested that the campus should review how Program Review and assessment are done.
- **Faculty Responsibilities-Holding Classes:** The Provost spoke about faculty's responsibility for holding classes as published, especially around holidays.
- **Critical Response Team (CRT):** The President reported that a Critical Response Team has been established, with representatives from across the campus community. CRT was established to plan for and respond to events and incidents that might disrupt the campus in a major way. The Senate Chair will serve on the committee.
- **Hornet Stadium Dean's Box:** The President reported that due to insufficient funds to complete necessary maintenance, the Dean's Box will not be used this year.
- **AVP for Facilities:** The President announced that Justin Reginato has been appointed as the AVP for Facilities and will oversee the Placer Ranch Plan. The Senate will be consulted on the plan.

## DISCUSSION ITEMS

- **Executive Session:** Confidentiality
- **EO 1071 Revision Consultation:** The Committee discussed with Dean Newsome whether or not programs should be asked to begin complying with the proposed changes outlined in EO 1071. CPC Chair Murphy stated that the Curriculum Policies Committee will review any problematic program proposals not in compliance. GSPC Chair Bogazianos expressed concerns about two sections: #5 Policy Compliance and 4.1 Confirmation from the Chancellor's Office. The Chairs of APC, CPC, FPC, and GSPC were reminded that their committee's feedback was due by Mon, Sept. 12.
- **Grade Appeal Policy Work Group:** The charge and membership of the Work Group was discussed. The membership will be finalized at the September 13 meeting. The President recommended that the Excused Absence Policy be reviewed along with the Grade Appeal Policy and that both policies come forward at the same time.
- **Executive Committee Handbook:** Professor Sheppard's feedback on the Handbook was reviewed. With regards to the Executive Committee's role in reviewing policy before it is forward to the Senate, committee members felt that Exec should not act instead of the Senate. Suggested revisions will be made for the Committee's review.
- **Faculty Senate Organizational Chart:** The Chart was approved as published.
- **Curriculum/Academic Policy Roadmap and Curriculum/Academic Policy Transmittal Document:** Final formatting will be done to both documents for the Committee's review on September 20.
- **Faculty Senate Bylaws:** The following language will be added to Article III. B.1. "The Faculty Senate shall hold a meeting at least once every month during the academic year. Ordinarily, the Senate will not meet in the first week of classes. The Senate may hold additional meetings from time to time at the call of the Chair of the Faculty Senate...." The Bylaws will be placed on the September 8 Senate Agenda at First Reading.
- **Faculty Senate Standing Rules:** The proposed addition of the following language to Article II. 1. was discussed: All Senate Committee Chairs shall use a designated email account for committee business. The Faculty Senate Office will be responsible for setting up the email accounts. Members decided against adding this language; instead, APC, CPC, and GE/GRPC will pilot use of the email addresses in 2016-17. The Standing Rules will be placed on the September 8 Agenda at First Reading.
- **GSPC:**
  - **Blended Baccalaureate and Masters Programs Policy:** The policy will be placed on the September 8 Senate agenda at First Reading.
  - **Undergraduate and Graduate Degrees Policy:** The policy will be placed on the September 8 Senate agenda at First Reading.

## ADJOURNMENT

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