



**2016-2017 Faculty Senate
Executive Committee**

EXECUTIVE COMMITTEE
Minutes of the Meeting of December 6, 2016
275 Sacramento Hall
Approved: January 24, 2017

CALL TO ORDER: The Chair called the meeting to order at 3:03pm.

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 (absent), Robert Nelsen (absent), Reza Peigahi, Matt Schmidlein, Chris Taylor (absent)

Guests:

Academic Affairs: Steve Perez, Vice Provost (Interim)

College of Arts and Letters: John Williams, Associate Dean (Interim)

College of Health and Human Services:

- Department of Kinesiology and Health Science: Harry Theodorides and Rodney Imamura, faculty members;
- Department of Recreation, Parks and Tourism: Tony Sheppard, faculty member

Office of the President: Lisa Cardoza, Chief of Staff

APPROVAL OF THE AGENDA: The agenda was amended to add item 11 - Shared Governance. The agenda was approved as amended

ACTION ITEMS

- **Minutes: November 29, 2016:** The minutes were approved as published.

INFORMATION / OPEN FORUM ITEMS / DISCUSSION ITEMS

Guess Speaker Reimbursement Issue—Follow-up: Provost Lee reported that the issue has been resolved and that Financial Services will be working with a vendor to move the campus travel system on-line.

Smart Planner – Graduation Requirements: Peigahi stated that the GE/GRP Committee is concerned that some Graduation Requirements are not in the Smart Planner system. This could lead to confusion amongst students.

Shared Governance: Holl expressed concern about the decrease in communication and faculty engagement and questioned the current nature of shared governance.

Program Proposal – Kinesiology and Health Science Kinesiology: Physical Education Teacher

Education, Sport Studies: Professor Theodorides, a faculty member in KHS, expressed concern regarding two words, *fitness* and *strength*, that were added to the course description (page 8); he stated that no justification was provided from the Unit for the insertion of the words and requested that the two words be removed.

He stated that the insertion of the words conflict with other programs, duplicates resources, and is an encroachment on the facilities that are used by Exercise Sciences. He stated that his concerns were addressed to his Unit and College and that it was his understanding that the words would be removed.

Peigahi noted that the UPM policy for Course Proposals includes language regarding the procedure for appealing program change proposals. Exec inquired if Professor Theodorides request had been presented to the Curriculum Subcommittee. He confirmed that it had.

The Provost offered to look into the matter and make arrangements for edits to be made, if needed. It was noted that this proposal is time sensitive for catalogue deadline. Exec agreed to have the Provost look into the matter and arrange for edits to be made if appropriate. If the matter is resolved, then the proposal will be placed on the Dec 8 Senate agenda. The Provost will follow-up with the Senate Chair.

Chancellor’s Office Memo on 2017-18 Enrollment Planning: Heather shared the memo with Exec.

Concern was expressed about the Finish in Four Initiative. Questions were raised about what is in place to give students the opportunity to determine if a 15-unit load is feasible for them; what information is given to students when signing up for the Initiative, and what counseling is in place for students who are struggling. Members expressed concern that the context seems to be “here’s a way we can manage our budget”. Members asked what more can be done to help students be successful. Student debt was also a concern. The Senate Chair will follow up with Director Dragna.

Coded Memorandum ASA-2016-29 Clarifying Military Leave/Readmission Requirement for Service Members: The Chair was asked to share the memo with the Readmission Committee.

Senate Meetings on Religious Holidays Referral. The draft memo was reviewed and minor edits were suggested: The memo will be updated and forwarded to FPC and CODE.

Retreat Planning Update: The Chair will be working on the agenda in January for the Exec to review at their first meeting in the spring.

Campus Safety – Escorts to/from Vehicles: The Chair reported that he spoke with Chief Iwasa and that the Chief confirmed after-hour escorts to/from vehicles are provided to University employees. The Chief has addressed the protocol with his staff.

Graduate Initiative Task Force – Faculty Representatives Nominations: Only one nomination was received. The call deadline date will be extended to the beginning of spring semester. The faculty will be advised.

President's Request for Consultation: The Work Group's recommendations were reviewed and next steps discussed:

- Exec discussed the need both for a policy and for that policy to be provisional.
- The policy should address who evokes the exceptional circumstance and that agreement from the Senate Chair would be required that it is an exceptional circumstance.
- Amendments may need to be made to the Executive Committee's charge, the Faculty Senate Bylaws, and Standing Rules.

Policy Manual Review Project: A Work Group was established (Heather, Schmidlein, Peigahi, and Lee) to review each memo and to decide between three options:

1. An editorial or non-policy-related change, which it is reasonable to proceed with.
2. A minor change in policy, which will be placed as an Action item on a Senate agenda.
3. A more extensive change, that will be referred to a Faculty Senate committee.

Maintaining institutional history in archives was also addressed. Perez stated that dead archival pages are important for history but when searching for policy the old policy comes up first. The Work Group will be asked to also address the archival concerns.

Adjourned: The meeting adjourned at 5:00 pm