



2017-2018 EXECUTIVE COMMITTEE
Minutes of the Meeting of January 30, 2018
3 pm, 275 Sacramento Hall
Approved: February 6, 2018

Call to Order: The meeting was called to order at 3:00 pm.

Roll Call: Roll was taken.

Amber Gonzalez, Andrew Hertzoff, Ching-Hua Wang, Chris Taylor, De-Laine Cyrenne, Dimitri Bogazianos, Hellen Lee, Julian Heather, Kathy Garcia, Kitty Kelly, Noel Mora, Liam Murphy, Reza Peigahi, Robert Nelsen (absent), Sue Escobar, Sue Holl, Tom Krabacher

Guests:

Academic Affairs: Steve Perez, Vice Provost, and Chevelle Newsome, Dean, Undergraduate and Graduate Programs

College of Arts and Letters: John Williams, faculty member, Melinda Wilson Ramey, Associate Dean

President's Office: Lisa Cardoza, Chief of Staff, and Diana Vermeire, Office of Equity, Diversity and Inclusion.

Open Form:

- **Immigration Assistance for Faculty Hires:** A question was raised about the lack of services that are available to new faculty hires for assistance in completing some immigration forms. It was noted that services are provided to DACA students but not to university employees. The Chair will follow-up.

Agenda: The agenda was approved as published.

Minutes – January 23, 2018: Approved.

From the Chair:

- Course Definitions Workgroup: Exec discussed the membership of the workgroup.

From the Provost: The Provost reported that the draft Strategic Plan was presented to Cabinet. The Center for Innovation and Entrepreneurship is now open and Jyoti Das has been appointed as Interim Director.

Supplemental Instruction Report: Exec discussed the timeline for implementation, having an interim policy so that it can be effective fall 2018, the need to inform students, and establishing an Implementation Team. The item will be referred to CPC to draft a policy and procedures and to define the charge and membership of a Implementation Team. The Senate Chair will draft the referral memo for Exec's review at the Feb 6 meeting.

Human Subjects Research Policy Referral: The Chair will amend the memo to ask FPC to consider the intersection of the policy with campus-shared governance.

Record Retention Workgroup: No nominations were received. Exec was asked to forward names of faculty who might be interested in serving. The Chair was asked to contact Tony Sheppard about serving.

Compliance Committee: Atousa Yazdani's name will be placed on Consent Action on the Feb 1 Senate agenda.

Founding Director for the Center for Innovation and Entrepreneurship Selection Advisory Committee – Faculty Representatives: The following faculty names will be placed on the February 1 Senate agenda on Consent Action: Jai Joon Lee, John Forrest, and Farshid Zabihian.

Founding Associate Vice President for Research, Innovation and Economic Development Selection Advisory Committee – Faculty Representatives: The following faculty names will be placed on the February 1 Senate agenda on Consent Action: Nancy Sweet, Jana Noel, and Tyler Arguello.

Electronic Devices Policy: Professor Williams asked Exec for guidance for new faculty on electronic devices used during instruction. Concern expressed included student's photo taking, audiotaping, and filming during instruction without consent; how situations are handled when a student does not stop after being asked to, and faculty rights.

The item will be referred to APC. The Chair will draft the referral for Exec's review February 6. Members suggested that referral language should include the following: APC should consider issues that will be covered by a policy governing the use of electronic use of devices in the classroom, with particular attention to policy on classroom disruptions, policy on the rights and responsibilities of the students, policies established on other campus and policies on the rights of faculty in the classroom

Program Proposals: The following program proposals will be placed on Consent Action on the Feb 1 Faculty Senate Agenda.

- Arts and Letters: World Languages and Literatures BA in Spanish
- Arts and Letters: Communication Studies BA in Communication Studies (Public Relations)

Status Report on Campus Responses to Recommendations by the CSU Task Force on the Advancement of Ethnic Studies, November 2017: The report will be placed as an Information item the February 1 Senate agenda and forwarded to CODE and the Department of Ethnic Studies.

Graduate Education Task Force Report: The report was referred to GSPC and FPC for review and comment. Each Committee will provide a separate response.

The meeting was adjourned at 4:55 pm.