

2017-2018 EXECUTIVE COMMITTEE
Minutes of the Meeting of September 5, 2017
3 pm, 275 Sacramento Hall
Approved: September 12, 2017

Call to Order

Roll Call: Roll was taken.

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

Guests:

Academic Affairs: Dianne Hyson, AVP for Faculty Advancement (Interim), Chevelle Newsome, Dean of Undergraduate (Interim) and Graduate Studies, and Steve Perez, Vice Provost
College of Arts and Letters: John Williams, Associate Dean (Interim)
College of Engineering and Computer Science: Kevan Shafizadeh, Associate Dean
College of Health and Human Services: Lois Boulgarides, Physical Therapy
President's Office: Jim Dragna, Executive Director of University Initiatives and Student Success
Student Retention and Graduation Subcommittee: Jing Pang, Chair

Agenda: The agenda was amended to add one item to *From the Chair*:

- Fillable PDF versions of Form A and Form B

The agenda as amended was approved.

Minutes: The meeting minutes of August 29, 2017 were approved as published.

Open Forum:

DACA: The President spoke briefly about the announcement from President Trump and Chancellor White's statement regarding Deferred Action on Childhood Arrivals (DACA).

Post- Sabbatical Reports Notification: A committee member reported that a faculty member had spoken with him about never receiving notification regarding acceptance of their post-sabbatical report. This information was necessary because, in fact, it had not been considered acceptable (he had not achieved enough), and he would not be approved for another sabbatical. The Chair will follow-up.

Fake News Class Assignment: A committee member reported hearing that a faculty member had created an assignment that credited students for producing a piece of fake news and promoting the fake news item until it hit the front page. Members asked whether a policy covering this exists, and if not, whether a policy is needed. This item will be placed on a future Exec agenda for discussion.

Reckless Driving in Parking Garages/campus: Strong concern was expressed again about the reckless driving in parking garages and on campus. Although an Officer is assigned to Parking Garage 1, the situation is getting worse instead of improving. In addition to the speeding in the garages, vehicles are parked over the lines of the designed parking spaces making the space next to it not accessible. Exiting out of the Parking Garages is also a safety issue for vehicles traveling on College Towne Drive. The Chair will follow up with the Chief of Police and the Senior Director of Transportation & Support Services.

From the Chair:

Policy on Cloud Services Follow-up: Last spring a concern was raised that a policy does not exist regarding the use of cloud services to store sensitive information. The Chair asked Exec if they wished to discuss the item or refer it to AITC. Peigahi asked if there is a Systemwide policy and suggested that VP Christine Miller, who serves on the Systemwide Task Force, may be able to address this. The Chair will follow up with VP Miller.

Winter Commencement Marshalls Assignments:

De-Laine Cyrenne: SSIS

Sue Escobar: HHS/NSM

Julian Heather: CBA/Engineering and A&L/Education.

Fillable PDF Forms A and B Follow-up: Questions were raised during Open Form at the August 29 meeting regarding the fillable PDF forms created for course and program proposals. The Chair followed up with Dean Newsome. Her response is provided below.

Yes, the fillable PDF forms are the forms the committees will be using for curriculum review this year. If programs have course/program proposals already under review and they are at the university level, the staff in Academic Services will be transferring the information to the new forms and concurring with the department to ensure accuracy of information on the forms. If the course/program proposals have not reached Academic Affairs, then we are asking the originator to use the new form or attach the old form to the new form and complete any relevant fields on the new form that may not be covered on the old forms.

Temporary Faculty Senators: The Chair reported that there are 2 Senator and 1 alternate seats vacant. Exec discussed the options for filling the vacancies. A Call for Nominations and the election process will be handled by the Senate Office. De-Laine Cyrenne, Temporary Faculty Senator, will send a separate email to temporary faculty to encourage faculty to apply.

Academic Senate vs Faculty Senate: The September 12 Executive Meeting will be devoted to the single topic of an Academic Senate vs Faculty Senate to determine if this will be put forward to the Senate.

Faculty Representatives – Search Committees and Task Force: Minimal response has been received. The Chair will follow-up with the Deans and Directors and a Sacsend message to faculty will be sent out. Exec members were asked to encourage colleagues to serve.

From the Provost:

Cancelling Sections Follow-up: At the Aug 29 meeting, concern was expressed about instruction from the ECS Dean to cancel low-enrolled sections in spite of the fact that students are still being manually enrolled in classes and that Academic Affairs is encouraging departments to offer as many seats as possible. The Vice Provost reported that he had spoken with the ECS Deans Office and that the College's message was the same as Academic Affairs.

DACA – President Trump's message: Consideration and understanding needs to be extended. If faculty are approached about what to do if presented with a subpoena, they are to contact the Police. Resources are available for students. Discussion included:

- What can and cannot be done when situations arise in the classroom. The recent video of the security employee and nurse was referred to. The Chair will follow-up with the Interim Director of Diversity.
- What information do we need to advise faculty on? The President stated that Jill Peterson, University Counsel will attend a Exec meeting to advise on this.

Timely Declaration of Policy: The Chair noted that Nursing has informed him that they may request an Exemption to the "Expressed Interest" category for their students; Associate Dean Maguire and Chair Altman will attend Exec in the near future to discuss this.

Exec members discussed whether to delay forwarding the Timely Declaration of Major policy until after this discussion, but decided to place the policy on First Reading on the September 21 Senate agenda. Exec also voted to also include the action language deleting the Pre-Major and Expressed Interest Definition Policy (originally FS 15/16-121/APC/EX).

SRGS Data Studies Referral Draft: Exec reviewed the draft referral to SRGS and suggested an edit to #2. The Chair will revise the referral and forward to SRGS.

Program Proposal: The program proposals will be placed on the September 21, 2017 Senate agenda, as follows:

- Consent Action Item:
 - Kinesiology and Health Science Program
 - RN to BSN Programs and ADN to BSN Collaborative Program
- First Reading
 - Russian Program

EO 1100: GE/GRPC Chair Peigahi provided an update on EO 1100. In late August 2017 a revision to Executive Order (EO) 1100 (General Education) was disseminated from the Chancellor's Office. The expressed goal of the revision was to clarify elements of the Executive Order and provide consistency across the system. Major elements of the revised EO include:

- The explicit statement that Upper Division General Education takes place only in GE Areas B, C, D.
- Sufficient written communication (GE Area A2) and quantitative reasoning (B4) be made available so that students may satisfy those requirements in their first year.

The GE/GRPC, in conjunction with the Dean of Undergraduate Studies, is reviewing the implications of EO 1100 on our campus. It is working with the Dean of Undergraduate Studies to communicate these implications to the campus community. The GE/GRPC and GE Course Review Subcommittee (GECRS) stand ready to streamline (as appropriate) processes to facilitate the movement of courses from Upper Division E elsewhere.

The GE/GRPC and GECRS s further committed to the integrity of the GE program and will uphold extant policy and learning outcomes in General Education.

In anticipation of an increase of program proposals revisions, it was suggested to streamline the approval process for course proposals and to consider additional faculty members to the GECRS and Curriculum Review Committee to assist with document review.

EO 1100 will be placed on the September 21 Senate agenda as an Information Item. Reza Peigahi and Chevelle Newsome will be able to respond to Senator's questions.

Exec suggested writing a resolution asking the Chancellor's Office for more time to implement GE revisions required by the revised E.O. 1100. Hellen will draft the resolution.

Adjourned: 4:50 pm