



**2018-2019 EXECUTIVE COMMITTEE**  
**Minutes of the Meeting of July 10, 2018**  
**11 am, 275 Sacramento Hall**  
*Approved: August 28, 2018*

**Call to Order:** The meeting was called to order at 3:02 pm.

**Roll Call:** Roll was taken.

Amber Gonzalez, Andrew Hertzoff, Ching-Hua Wang (absent), De-Laine Cyrenne, Julian Heather (absent), Kathy Garcia, Kitty Kelly, Rafael Diaz (absent), Antonia Peigahi, Robert Nelsen (absent), Sue Holl, Sylvester Bowie, Tom Krabacher, Tony Sheppard, Tracy Hamilton

**Guests:**

Office of Academic Affairs: Steve Perez, Vice Provost and James German, Dean for Undergraduate Studies

Office of Research, Innovation, and Economic Development: Bill DeGraffenreid, Associate Vice President (Interim) and Shannon Rexin, Associate Director

College of Engineering and Computer Science: Kevan Shafizadeh, Associate Dean

College of Health and Human Services: Fred Baldini, Dean and Tanya Altmann, Chair, School of Nursing

President's Office: Lisa Cardoza, Chief of Staff

CSU Sacramento Academic Senate: Christine Miller

**Introductions:** Executive Committee members and guests introduced themselves.

**Open Form:**

**Academic Policies Committee (APC) – Chair Vacancy:** Tony Sheppard stated that Adam Rechs has indicated interested in serving as APC Chair. The Senate election process to fill the vacancy will be held in early fall.

**Art Institute of Sacramento:** Tony Sheppard stated that the Institute is closing and asked if targeted counseling can be set-up to assist potential transfer students. The Chair will follow-up with the Vice Provost and the Dean of Undergraduate Studies.

**Parking Structure 5 (PS 5):** Sue Holl requested information be sent out to faculty and staff explaining the parking designation acronyms in PS 5.

**International Programs/Study Abroad:** Sylvester Bowie stated that students need to be encouraged to study abroad. Amber Gonzalez stated that students are not aware of all of the scholarships available to them.

**Agenda:** The agenda was amended to add to Item 12: Faculty Senate Retreat. The agenda, as amended, was approved.

**Minutes – May 8, 2018:** Approved as published.

**From the Chair:**

**Information items:**

- **EO 1111 Policy on Disability Support and Accommodations:** The policy was provided as information. The Chair stated that IRT is taking an active role in the issues around technology. Exec discussed combining all of the policies into one policy or having a steering policy to point to all of the policies.
- **CSU Council on Ethnic Studies recommendations of a Task Force on the Advancement of Ethnic Studies:** The Chair shared the May 13<sup>th</sup> memorandum from the CSU Council on Ethnic Studies with the Exec. There are potential campus governance implications.
- **2018/19 Academic Calendar:** The calendar was shared as information.

**Fob access to Sacramento Hall:** Executive Committee members will have access to the side doors at the beginning of Fall semester.

**From the Provost:** The Vice Provost stated that, with passage of the State Budget, campus will continue to add sections of high demand courses once the budget is distributed.

Tony Sheppard asked if Academic Affairs was following-up on the concerns from the Foreign Language graduate students regarding the inability to complete the program in a timely fashion (Spring 2018 Faculty Senate meeting). The Vice Provost stated that Academic Affairs is following-up.

**School of Nursing – Clinical RTP Track:** The Senate Chair stated that the School of Nursing followed existing processes to create a Clinical RTP track. Dean Baldini stated that consultation took place with faculty, Senate Committees, CFA, and the President’s Office. Chair Altmann stated that the Chancellor’s Office was aware of the program and that it is consistent with the current CBA.

However, the situation raised questions about Senate approval v. Senate Committee approval and how information is shared. It further has implications for other programs, which may seek similar kinds of and methods to boost faculty hiring and retention. Concerns were also raised that this could further create stratify faculty with implications for morale and equity. The Exec expressed concern that there wasn’t anything the Senate could do in regard to the specific Nursing situation, but would like the item on either a Fall agenda or at a Fall retreat.

**Additional questions/comments:**

- How are other schools handling the shortage in nursing faculty? It seems a system problem that all CSUs should be involved in the discussion.
- The UARTP Committee may not have the authority to approve the proposal. The Committee should have forwarded the proposal to the Executive Committee and then the Senate.
- In order to help keep the Executive Committee informed, it was suggested that Senate Committees (*Subcommittee and Other Committees*) provide their meeting agendas to the Executive Committee. The item will be placed on the August meeting agenda and the Committee Chairs will be invited to participate in the discussion.
- Concern was expressed that campus is creating something that is already addressed in the CBA.
- There needs to be more of a discussion with the faculty on this.
- The Chancellor’s Office needs to look at this for going forward to have well developed programs in the future.

- Nursing was asked to provide feedback to the Executive Committee going forward on how the program is working.
- A broader discussion may be needed to look at the life as a tenured faculty member, at programs that have a teaching track or scholarship track, and how service is looked at.

**Administration of Sponsored Projects at Sacramento State (Interim) Policy and Procedures:** Shannon Rexin spoke about the editorial nature of the changes. Following this, the Executive Committee referred the item to the FPC and recommended that the President approve the policy as an interim policy to allow for the Senate's review.

FPC Referral: The item was referred to the Faculty Policies Committee. The Chair will draft the referral and circulate to Exec via email.

Recommendation to President Nelsen: The Executive Committee, on behalf of the Faculty Senate, recommends to the President that an interim policy be approved until such time that feedback has been received by the end of the 2018/19 AY or until sufficient feedback has been received that the Faculty Senate has taken further action. Whichever comes sooner. The Chair will follow-up with the President.

**Policy on the Creation, Oversight, and Review of Academic Centers and Institutes (Interim):** The Chair stated that the President had planned to forward the policy to the Senate for review before it was forwarded to the Board of Trustees (BOT). Due to the BOT (Committee on Audits) deadline for agenda items, the policy was adopted as an interim policy in order for it to be placed on the agenda. The interim policy has been forwarded to the Senate for review and feedback. Directors and Deans have reviewed the interim policy.

Bill DeGraffenreid stated that audit found a lack of oversight of centers and institutes. The policy was updated with a goal to have it in place within 6 months of the audit's finding.

A motion was made, seconded, and carried to forward the item to APC and FPC in early fall so that the Senate can review it at the beginning of Spring 2019. Also that the two-year review be shared with the Senate.

Referral: The item was referred to the Academic Policies Committee and the Faculty Policies Committee with instructions that they should report back to the Executive Committee by the end of fall semester 2018 with their recommendations.

A copy of the Coded Memorandum, the audit, and the results of the audit will be shared with APC and FPC. The Chair will draft the referral and circulate to Exec via email.

- Coded Memorandum AA-2014-18 Centers and Institutes: Guidelines Replacing Executive Order 751
- Audit Memorandum, Mandel to Nelsen, September 7, 2017
- Centers and Institutes, California State University, Sacramento Audit Report 17-60, December 13, 2017

**Indirect Costs Recovered Fund (IDC) Sharing Plan and Facilities and Administration (F&A):** Bill DeGraffenreid provided an update and stated that the plan addresses where resources will be directed. It was discussed at length with the Deans and AABAC and will be reviewed in two-years.

- New Indirect Cost Recovered Fund (IDC) Sharing Plan \*Revised\*, May 8, 2018
- IDC Sharing Plan email, DeGraffenreid to Heather and Peigahi, May 12, 2018

Questions were raised about how the document was shared with faculty. The Chair will work with Academic Affairs to ensure better ways to communicate with faculty.

The item will be placed as an Information Item on a Senate agenda in early fall. It was also requested that the two-year review be shared with the Senate.

**Faculty Senate Retreat:** This item was not discussed.

**Adjournment:** The meeting adjourned at 12:40 pm