



**2018-2019 EXECUTIVE COMMITTEE**  
**Minutes of the Meeting of September 4, 2018**  
**3 pm, 275 Sacramento Hall**  
***Approved: September 11, 2018***

**Call to Order:**

The meeting was called to order at 3:03 pm.

**Roll Call:** Roll was taken.

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

**Guests:**

Administration & Business Affairs: Stacy Hayano, VP for Administration/CFO (Interim) and Gary Rosenblum, Risk Management Services

College of Arts and Letters: John Forrest, Chair, Design; Molly Dugan and Phillip Reese, faculty members, Journalism; and Chris Bellon, Associate Dean

College of Health and Human Services: Katherine Jamieson, Chair, Kinesiology & Health Science and Robin Carter, Associate Dean

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

Office of Academic Affairs: Chevelle Newsome, Dean for Graduate Studies, Jim German, Dean for Graduate Studies, Amy Wallace, AVP for Academic Programs and Educational Effectiveness, Steve Perez, Vice Provost, Brian Oppy, AVP for Faculty Advancement

Office of Inclusive Excellence: Diana Tate Vermeire, Executive Director

Office of the President: Robert Nelsen, President

University Initiatives and Student Success: Jim Dragna, Executive Director

**Open Form:**

- **MATLAB:** Professor Holl stated that the software package/program would be available systemwide soon.
- **EAB:** Questions were raised about what the product is, the date for campus implementation, what faculty consultation took place for planning and training, and if consultation will take place with faculty on ways to use the product. The President stated that the CO bought the product and that VP Mills would be able to provide information on it. The Chair will follow-up.
- **Oversight of Chair's Policy:** Questions were raised about oversight of the policy. The item was added to the end of the agenda.

**Agenda:** The agenda was reordered to place item #9 before item #8 and to add the Oversight of Chair's Policy at the end of the agenda. The agenda as amended was approved.

**Minutes – August 28, 2018:** The minutes were corrected: Parliamentarian: A motion was made to appoint Tom Krabacher as Parliamentarian to the Executive Committee until such time as the Senate appointed a Parliamentarian. The minutes as amended were approved.

**From the Chair:**

- **Senate Orientation: Sept 13:** Tracy Hamilton, Tom Krabacher and Tony Sheppard will assist the Senate Chair with the Orientation.
- **Information Items:**
  - [CSU EO 1096](#): Employee Duty to Report Discrimination, Harassment (including Sexual Harassment), Sexual Misconduct, Dating and Domestic Violence, and Stalking
  - [Center for Teaching and Learning Annual Report – June 2018](#)
- **Contacting the Chair:** The Chair requested that after hours contact be earlier in the evening or via text message.

**From the Provost:** The Vice Provost provided an update on recruitments and announced that the Conversation with Department Chairs on Student Success is scheduled for September 6.

**Invitation for the President to attend Standing Policy Committee meetings:** Committee Chairs were asked to contact Donna in the President’s Office to schedule the President to attend a committee meeting. The Chairs were also asked to advise the Senate Office.

**Program Proposals:**

- The following program proposals will be placed on Consent Action on the September 6 Senate agenda.
  - [BA in Design Studies](#)
  - [BFA Graphic Design](#)
  - [BFA in Interior Architecture](#)
  - [BA in Photography](#)
- The Executive Committee requested additional information on the following program proposals for the September 11 meeting
  - [BA in Journalism](#): The program was asked to provide a justification for the curricular reasoning dropping the requirement.
  - [Master of Public Health](#)
    - Rational for the program being in CCE v. Stateside
    - Consultation that would occur with various departments that are potentially affected by the program.
    - Evidence of robust consultation prior to the Program Proposal being scheduled for Senate review.
    - Concern was expressed that the move of an important program such as the MPH to self-support continues the trend of neglecting graduate education.
- The following proposals will be placed on the September 11 Exec agenda:
  - Health and Human Services: BS in Recreation Therapy
  - Engineering and Computer Science: MS in Civil Engineering
  - Social Sciences and Interdisciplinary Studies: MS in Applied Behavior Analysis

**New Faculty Orientation - Brian Oppy, AVP for Faculty Advancement**

Exec expressed concern about the retention value with the volume of information crammed into the orientation and suggested that the training be scheduled for several days in the fall and then again in the spring. *AVP Oppy stated that faculty are receiving a small salary and benefits for attending the training. If this the training was split between fall and spring these benefits could not be extended to new faculty. He stated that each day of training is assessed on the previous year's feedback and they will continue to refine it.*

De-Laine Cyrenne requested practical training be done in such a way as to allow faculty ample time to utilize it. The example used was ensuring Canvas access before the weekend to allow faculty to utilize the newly learned practice in the development of their courses.

Affinity Groups on Campus: Concern was expressed that new faculty were not aware of affinity groups on campus. The Groups create a support system that may not be available in colleges. Questions were raised about how diversity was talked about in the training. Amber Gonzalez stated that some new faculty had reported that they felt the “How to manage conflict resolution from a diversity perspective” training was more about how to manage conflict and less focused on diversity. It was suggested that new faculty receive more on the diversity of faculty instead of the diversity of students.

Brownbag workshops: It was suggested that more brownbag workshops be held and faculty be encouraged to attend.

Non-tenure track faculty training: AVP Oppy will reach out to De-Laine Cyrenne to discuss the training.

Senate Orientation – September 13: AVP Oppy was asked to share/invite new faculty to attend the workshop.

AVP Oppy stated that he will continue to incorporate the feedback from new faculty, the Exec, and other groups into the New Faculty Orientation training.

**Student Safety Training Policy Interim:** The item was referred to FPC, with the request for consultation with APC and CPC, to review the interim policy and make recommendations regarding both a permanent policy and procedures as needed. Responses are due by December 3, 2018 to the Senate Chair.

**September 6 Senate Agenda:** Exec discussed the Committee of the Whole – Class Size item and requested the Task Force Report and Chris Bellon's information from May 2018 be attached.

**Carnegie Classification Endorsement:** The Senate action language was amended to “The Faculty Senate recommends the adoption of the definition of Community Engagement as defined by NERCHE”. The item will be placed at First Reading on the September 6 Senate agenda.

**Adjourned:** 5:07 pm