



# SACRAMENTO STATE

Faculty Senate

## FACULTY POLICIES COMMITTEE

Wednesday, February 21, 2018  
Sacramento Hall 161

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### MEMBERS

Cardenas-Dow, Melissa (Library, LIB)  
Cyrenne, De-Laine (Psychology, SSIS)  
Ives, Sarah (Undergraduate Studies, EDU)  
Lee, Hellen (English, A&L)  
Nevarez, Carlos (Ed.D., EDU)  
Smith, Gerri (Communications Studies, A&L)  
Wang, Ta-Chen (Economics, SSIS)  
Zeigler, David (Mathematics and Statistics, NMS)

### NON-VOTING/EX-OFFICIO MEMBERS

Heather, Julian (Faculty Senate)  
Oppy, Brian (Academic Affairs)  
O'Neal-Watts, Jennifer (United Staff Assembly)  
Vacant (Associated Students)  
Vacant (CSU Sacramento Retirees)

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### AGENDA

#### 1. Call to Order

#### 2. Open Forum

*(Brief period for members to raise issues related to the committee charge that are not on the meeting's agenda.)*

#### 3. Approval of the Agenda

#### 4. Approval of Minutes: February 7, 2018

#### 5. Subcommittee Liaison Reports:

- Livingston Annual Faculty Lecture Committee: Vacant
- Pedagogy Enhancement Awards Subcommittee (PEAS): Wang
- Research and Creative Activity Awards: Vacant

- Visiting Scholars Subcommittee: Ives
- Center for Teaching and Learning Advisory Board: Smith

## BUSINESS

6. (joint with APC): **Presidents Advising Task Force Report** (due to Senate Exec: Mar 29, 2018). *To review and comment preliminary draft of Committee response.*
- Review FPC memo to Senate Exec.
  - Attachments.
    - i. **Memo:** FPC response to Pres Adv Task Force Rpt 2018.02.16.doc
    - ii. **Memo:** APC memo to Hellen Lee FPC Chair\_Advising Issue Consultation 2018.01.17.pdf
  - Documents held in SacCT 9.1:
    - i. **Memo:** APC memo to Hellen Lee FPC Chair\_Advising Issue Consultation 2018.01.17.pdf
    - ii. **Request for Information and response:** Response to request for info from Senate Chair 2017.11.20.pdf
    - iii. **Referral:** REFERRAL President Advising Task Force Report Referral to APC - FPC 9-6-17-f.pdf
    - iv. **Report:** Presidents Advising Task Force Report May 2017.pdf
    - v. **Hellen's highlights:** Presidents Advising Task Force Report May 2017 2017.10.10 HSL highlights.pdf
7. ONGOING ITEM (from faculty): **Administrative Appointments, Search Committee Composition.**
- Review Zeigler's recommendations to update current list of MPP positions.
  - Documents held in SacCT 9.1:
    - i. **Proposal:** FS 15-16-87 Admin Appts Search Comm Composition, UPM, Policy 2015.06.17 Proposal 2018.01.23.docx



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- ii. **Memo** from Reza Peigahi, Faculty Senate Chair, 2014-2015: FS 15-16-87 Admin Appts Search Comm Composition, Memo 2015.05.15
- iii. **Policy, Previous:** FS 15-16-87 Admin Appts Search Comm Composition, UPM 2015.06.11
- iv. **Current Policy, Draft:** FS 15-16-87 Admin Appts Search Comm Composition, UPM, Draft 2015.12.10
- v. **Current Policy:** FS 15-16-87 Admin Appts Search Comm Composition, UPM, Policy 2015.06.17
- vi. **Current Policy, Procedures:** FS 15-16-87 Admin Appts Search Comm Composition, UPM, Procedures 2016.01.04

## 8. NEW ITEM (from Chair): **Adjustment to FPC meetings times, proposal of**

- Review memo to Senate Exec.
- Attachments
  - i. **Memo:** FPC request for time change 2018.02.16.doc
- Documents held in SacCT 9.1:
  - i. **Memo:** FPC request for time change 2018.02.16.doc

## 9. NEW ITEM (from Chair): **Human Subjects Research Policy Referral**

- Update from Cardenas-Dow and Cyrenne.
- Attachments
  - i. **Memo:** FPC referral re Human Subjects 2018.01.31.pdf
- Documents held in SacCT 9.1:
  - i. **Referral:** FPC referral re Human Subjects 2018.01.31.pdf

## 10. NEW ITEM (from Chair): **Graduate Education Task Force Report.** *Review and comment on GETF Report, work with GSPC.*

- i. Lee forwarded the names of members—Smith and Wang—to Dmitri Bogazianos, Chair, GSPC.

**11. NEW ITEM (from Chair): Electronic Devices** (due to Senate Exec: Oct 15, 2018).

- Work with APC regarding electronic devices in the classroom.
- Attachments
  - i. **Referral:** APC referral re. electronic devices.pdf
  - ii. **Policy:** POLICY Faculty Responsibilities to Students in the Instructional Environment.pdf
- Documents held in SacCT 9.1:
  - i. **Referral:** APC referral re. electronic devices.pdf
  - ii. **Policy:** POLICY Faculty Responsibilities to Students in the Instructional Environment.pdf

**12. NEW ITEM (from Senate Exec): Course Syllabi online** (due to Senate Exec: Dec 3, 2018).

- Review ASI request to put course syllabi online.
- Attachments
  - i. **Referral:** REFERRAL re online syllabi.pdf
  - ii. **Policy:** POLICY Faculty Responsibilities to Students in the Instructional Environment.pdf
- Documents held in SacCT 9.1:
  - i. **Referral:** REFERRAL re online syllabi.pdf
  - ii. **Policy:** POLICY Faculty Responsibilities to Students in the Instructional Environment.pdf

**13. NEW ITEM (from Chair): Academic Calendar, returned to Committee** (due to Senate Exec: Spring semester 2019). *Revise calendar policy to include significant academic dates and deadlines, minimum duration of summer sessions,*



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- At First Reading, Senate determined that the Calendar Policy lacked important dates pertaining to the normal running of the academic year, thus is sending it back to Committee for additional review, consultation, and possible revision before resubmitting the item.
- Attachments.
  - i. **Referral:** REFERRAL FPC referral re Academic Calendar 2018.02.02.pdf
  - ii. **Academic Affairs proposed calendar (continuing current model):** AY 2019 2020 CALENDAR DRAFT Taylor.DOCX
  - iii. **FPC Proposed Calendar (with week off):** APPENDIX 2 AY 2019-20 Calendar Exemplar 2017.10.05.pdf
- Documents held in SacCT 9.1:
  - i. **Referral:** REFERRAL FPC referral re Academic Calendar 2018.02.02.pdf
  - ii. **Academic Affairs proposed calendar (continuing current model):** AY 2019 2020 CALENDAR DRAFT Taylor.DOCX
  - iii. **FPC Proposed Calendar (with week off):** APPENDIX 2 AY 2019-20 Calendar Exemplar 2017.10.05.pdf

\*NVL: Non-Voting Liaison; VM: Voting Member