



SACRAMENTO STATE

Faculty Senate

FACULTY POLICIES COMMITTEE
MINUTES OF THE MEETING OF March 7, 2018
Approved: April 4, 2018

CALL TO ORDER:

The Chair called the meeting to order at 1.02pm.

ROLL CALL:

Roll was taken.

Voting Members:

Cardenas-Dow, Melissa (Library, LIB) (absent)
Cyrenne, De-Laine (Psychology, SSIS)
Ives, Sarah (Undergraduate Studies, EDU)
Lee, Hellen (English, A&L)
Nevarez, Carlos (Ed.D., EDU) (Absent)
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) (Absent)
Oppy, Brian (Academic Affairs)
O'Neal-Watts, Jennifer (United Staff Assembly)
Vacant (Associated Students)
Vacant (CSU Sacramento Retirees)

Guests:

William DeGraffenreid (Office of Research, Innovation, and Economic Development)

APPROVAL OF THE AGENDA: Approved

APPROVAL OF THE MINUTES: February 21, 2018, Approved

Business:

- **Open Forum:**



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- How to ensure integrity of student course evaluations from when they leave students to when they enter the Working Personnel Action File (WPAF)?

- **Liaison Reports:**
 - **Visiting Scholars Subcommittee:** Nothing to report
 - **Pedagogy Enhancement Awards Subcommittee (PEAS):** Nothing to report
 - **Center for Teaching and Learning Advisory Board:** Teaching Summit will take place on April 6.
 - **Livingston Annual Faculty Lecture Committee:** Nothing to report.
 - **Research and Creative Activity Awards:** Seat vacant.

- **Administrative Appointments, Search Committee Composition** (from Faculty).
 - **Lee** will try to find out how and why these particular positions on the Admin Appointments Search Comm Composition are listed on Appendix A;
 - Need to add AVP of Faculty Development to list on Appendix A.

- **Human Subjects Research Policy Referral** (due to Senate Exec Oct. 31, 2018)
 - **Cyrenne** (and **Cardenas-Dow**) drafted policy language, which was approved with amendments at a previous meeting.
 - **Lee** prepared proposal for submission and found significant segments of current policy (not Interim Policy). Incorporated some of the language back in for review.
 - **Vargas** submitted policy language amendments, based on Interim Policy.
 - **Tasks:**
 - **Committee** will review the Belmont Report to determine which parts of the lengthy report should or should not be incorporated into policy (whether citing complete sections or referring to them).
 - **Committee** will review the Lee and Vargas versions (compared with originally approved Dow and Cyrenne version) to draft a new working version of policy to accommodate all necessary changes.



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- **Electronic Devices** (due to Senate Exec: Oct 15, 2018).
 - **Tasks:**
 - **Lee** will draft a memo.

- **Course Syllabi online** (due to Senate Exec: Dec 3, 2018).
 - **Lee** will submit memo with revisions.

- **Academic Calendar, returned to Committee** (due to Senate Exec: Spring 2019)
 - Will take up again at next meeting.

- **ADJOURNMENT:** Meeting adjourned at 2.30 pm.