

CSU, SACRAMENTO
2011-12 FACULTY SENATE EXECUTIVE COMMITTEE

Tuesday, November 29, 2011
3:00-5:00 p.m.
Sacramento Hall, Room 275

Present: Buckley, Cortez, Hecsh, Krabacher, Miller, Noel, Peigahi, Pinch, Russell, Sheley, Sheppard, Van Gaasbeck, Wagner
Absent: Hammersley (Excused), Koegel (Excused)
Guests: Adriana Echandia (CODE)

MINUTES:

1. Open Forum:

- Sheppard explained the dilemma involving one applicant for the Faculty Endowment Student Scholarships whereby the Senate received one late application from England. He elaborated and explained the strict timeline rules. A discussion took place and it was decided to accept this one and only application in this case only. motion carried
- Peigahi invited all members to attend the second annual GEmmies scheduled for this Friday, December 2, 2011 in Library 11 from 3-5 p.m. He described that there will be a panel discussion.
- Pinch gave an update on the Timely Declaration of Major. She described that there will be a word/term change. Instead of students applying as a “pre-major” (whereby they think they will someday be a major) there will be a new term for pre-majors.
- Pinch updated the committee on the Impaction Policy. She mentioned minor revisions and said that it will be coming forth at the next Executive Committee.
- Vice President Wagner circulated a new policy on nepotism. He will circulate this handout to all department chairs this week. He also described a form, which employees will complete. Hopefully this will elevate/prevent a situation whereby an employee will have a family member in a supervisory role.
- Noel thanked Chair Sheppard for writing a letter to President Gonzalez requesting that the faculty webpage be ~~updated~~ created.
- Hecsh updated the committee on the Select Committee. The committee determined at their last meeting that they will not meet again until next semester.

2. Chair’s Business:

- Chair Sheppard updated the committee on the hiring process, replacing Cheryl. Three applicants will be interviewed on Thursday morning.
- Chair Sheppard reported that CODE had communicated with him requesting that a member of CODE be on the SCIPP Committee. He explained to them the current situation and cc’d Provost Sheley in on the communication and they seem satisfied.
- Chair Sheppard has now sent the SCIPP committee Scott Ferrand’s correspondence, as agreed upon earlier.
- Chair Sheppard mentioned that a member of SCIPP expressed concern that Provost Sheley is coordinating the SCIPP meetings. Sheppard felt that he was able to put the member’s mind at ease. The first meeting will take place Thursday, December 8, 2011.

- Provost Sheley reminded members that the SCIPP committee can have administrator representation on the committee. Hopefully, this will be decided at the first meeting, Provost Sheley is recommending it.
 - Chair Sheppard reminded the committee that he will be in Long Beach Thursday, December 8th attending a CSU Senate Chairs meeting.
3. Minutes from the November 22, 2011 Executive Committee were not available for review.
 4. Program Review status of graduate programs in Engineering & Computer Science were discussed. Everything has already gone through PROC at this point in time. Some recommendations are being made. Two departments are being granted approval for program review status for six year review cycles. And the other two are being granted intermediate report cycles because of assessment issues. Chair Sheppard voiced concerns regarding the sanction section wording. His recommendation is that the program review language from the Senate say either 1) six year review cycle 2) six year review with an intermediate report, as defined within the review teams recommendations. A discussion took place regarding assessment guidelines and how exactly the Senate could endorse program reviews, on consent.

Draft Proposal - Graduate Program Learning Objectives

Each graduate program shall define learning objectives, and assessment components associated with them, to be submitted to Academic Affairs during Spring 2013 (exact timeline for submission, feedback, re-submission to be established).

The draft proposal will be forwarded to GSPC for review. All four program review recommendations will be placed on the Senate agenda for December 15, 2011.

5. Class Size Report and Response was discussed. Chair Sheppard asked how exactly the Executive Committee/Senate wishes to move forward. Krabacher suggested that perhaps the report and response could be accepted as guidelines only and be listed on the Senate website. It was decided that both FPC and CPC would present at a Senate meeting (next semester) and then allow the Senate to move forward as the Senate wishes.

Motions:

The Executive Committee moves that all items relating to the class size task force from its inception through Senate discussions at retreats and through responses by all five standing policies committees be compiled into a white paper to be distributed/forwarded to Senate for adoption. carried

Amendment to the motion: That FPC's piece on workload issues be introduced separately and be considered as a separate piece from the white paper. The report could be introduced at the same time, but not as one document. defeated.

Amended motion to create a white paper with everything else including APC, other FPC information and CPC information and write as separate chapters to be compiled by the

Standing Committee Chairs that could be restated as part of a larger document, rather than separate documents. Please send the information back to Chair Sheppard. carried

6. Lori Varlotta updated the Executive Committee on Student Activism and Education Protocol. A discussion took place and she agreed to attend the Senate meeting on December 15th (if her calendar allows it) to update the entire Senate. Concerns were voiced regarding outside people, not students, coming to campus to protest. Provost Sheley discussed the boundaries that need to be enforced. The freedom to assemble rules must be in public places and that camping, disturbing, and class room disruptions are unacceptable and were discussed. The policy must be clearly stated that if the rules are not obeyed, there will be consequences. The policy states that no discipline will take place without first receiving a warning.
7. The next Executive Committee meeting is scheduled for Tuesday, December 6th.