

2011-12 FACULTY SENATE EXECUTIVE COMMITTEE

Tuesday, February 28, 2012

3:00-5:00 p.m.

Sacramento Hall, Room 275

MINUTES

Present: Buckley, Cortez, Hammersley, Hecsh, Koegel, Krabacher, Melzer, Miller, Noel, Peigahi, Russell, Sheppard, Van Gaasbeck

Guests: Margarita Berta-Avila (CODE Chair), Doug Jackson (Assoc VP, IRT) Marlyn Jones (CODE member), Susan McGinty (CODE member)

1. Open Forum

- Miller commented on recent emails from individuals wanting to purchase new and used academic books from faculty, and asked if there was a way to address the spam issue.
- Hammersley commented on the volume of email she receives from vendors regarding benefits. The email looks like it is coming from the Benefits Office, but is actually the vendor advertising their services.
- Cortez reported that an email was sent out with information on the “March to the Capitol”. She stated that the application deadline for the ASI Elections is March 16, and asked faculty if they would make an announcement in their classes to help get the word out to the students.

2. Minutes from February 21, 2012: Approved as published.

3. Chair Business

- **Committee Preference Poll:** Sheppard reported that the poll has been sent out to Deans and Department Chairs to be circulated to the faculty. He asked Committee Chairs to let their members know the poll was available, and to encourage them to indicate their preference for that committee on the poll if they were interested in continuing.

4. Policy on Program Impaction: Sheppard stated that the Exec had been provided with text from the interim policy with a couple of changes for the discussion of the recommendation for the adoption of a permanent policy. He asked Margarita Berta-Avila, Chair, CODE if the points on inclusiveness and diversity were sufficient. She responded that their primary concerns were on assessment of the impact and it being monitored on a regular basis and that those had been addressed. The Exec agreed to place the policy on the March 15 agenda as a First Reading. Sheppard asked if the Exec wanted to endorse the item. The Exec was in agreement on endorsing the item.

5. **IRT Forum: Personal Ownership of Computing Devices on Campus Update:** Koegel reported that the Forum discussion was about ownership and control of devices and documents. Issues were raised regarding email and IM and the co-mingling of personal and professional data. He provided a copy of CSU East Bay's Email and IM Retention Policy and suggested that the Senate may need to look at the issues. The Exec will address the question: "Whether or not the CSU East Bay policy and the need for a similar policy on this campus should be referred to AITC" at the March 6 meeting.
6. **AITC – Recommended Senate Approval of the “Strategic Plan for Academic Information Technology”:** Buckley reported that he had updated the background information and the set of motions. The Exec reviewed the documents and suggested edits. Sheppard asked Buckley to provide the revised documents to Senate staff by Friday, March 2 for the March 6 Exec agenda. The Exec agreed to place the item on the March 15 Senate agenda.
7. **APC/FPC Guiding Principles:** Sheppard stated that the motion language had changed from First Reading to Second Reading because the language did not state what the Senate was being asked to do. The Exec reviewed the language and agreed on the following edit. Senate staff was asked to make the change on the Senate agenda for March 1.

THE FACULTY SENATE ~~ADOPTS~~ ENDORSES FOUR STATEMENTS
(ATTACHED) FROM THE AMERICAN ASSOCIATION OF UNIVERSITY
PROFESSORS (AAUP) TO SERVE AS GUIDING PRINCIPLES FOR FPC-APC
DEVELOPMENT OF FACULTY AND STUDENTS RIGHTS AND
RESPONSIBILITIES POLICIES

8. **FPC**
 - **Recommended Policy on "Faculty Consultation on the Selection of Associate or Assistant College Deans":** Sheppard reported that David Wagner had asked the Exec to review the policy and that FPC has completed their review and recommends that the document become policy with the proposed edits. The Exec agreed the item would be placed on the March 15 agenda as a First Reading. Sheppard asked if the Exec wanted to endorse the item. The Exec was in agreement on endorsing the item.
 - **Recommendation Regarding AA/EO Representation on Academic Administrative Selection Committees:** Noel stated that one of the changes the Committee made, from the document originally submitted by David Wagner, was to reinsert the AAEO language that had been taken out. The exact language to fulfill all of the requirements was provided by Kent Porter. The Exec suggested a side-by-side format and asked that Noel insert the new language into the current Academic Administrator policy. The item will come back to the Exec at a future meeting.
 - **Review of FPC-APC Plan for Presenting Faculty Responsibilities and Student Rights and Responsibilities Policies:** Noel stated the document was reformatted based on comments from the Feb 21 meeting. The Exec asked Noel to insert a statement that the "concept was drawn from the AAUP document", to include a list of academic citations at the end of the document, and to provide the old document noting where each item is in the new document or if it does not exist anymore.

9. Electronic Signs in Tahoe Hall: Van Gaasbeck stated in reviewing the policy on electronic signs that she felt the advertisements were a violation of the policy. She said that one of the ads on the electronic signs is also a TV ad and that a partially cut off Sac State logo is on the bottom of the screen. The Exec asked Sheppard to write a letter to the VP for Advancement stating that it appears that the activity seems to be in violation of the policy and ask why it was there.

10. Senate First/Second Reading Items - Template: Sheppard asked for one or two Exec members to work together to develop a template (after allowing the IPP deadline to pass). Koegel and Russell agreed to work on the template and will also contact Mary Kirlin for her ideas. Hesch offered to forward a copy of the template that she had previously developed. The item will come back to the Exec at either the March 27 or April 3 meeting.

Adjourned.