

**CSU, SACRAMENTO**  
**2011-12 FACULTY SENATE EXECUTIVE COMMITTEE MINUTES**

Tuesday, January 31, 2012  
3:00-5:00 p.m.  
Sacramento Hall, Room 275

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

Guests: Juanita Barrena (Bio. Sci.), Jason Gieger (English), Christine Lovely (Human Resources), Sheree Meyer (Academic Affairs), Greg Shaw (RPTA), Elizabeth Sublett (Human Resources), David Toise (English),

## MINUTES

### 1. Open Forum

- Buckley reported that the Controller sent a letter to the Legislature regarding the 3.3 billion shortfall that will happen in March.
- Buckley reported on the availability of classes for students, that he had to turn away approximately 25 students from his class. He suggested a presentation be made to the Senate on enrollment management for next year and for the long term. The Provost stated that he will be talking with Department Chairs this week and would be willing to speak to the Senate.
- Van Gaasbeck asked what the policy and procedures were for interim or temporary positions in regards to an appointment becoming permanent without a search or open call. The Provost summarized the process. The issue was raised.
- Peigahi reported on the GE Committee's all day retreat to discuss general education. An interim timeline was mapped out for looking critically at the general education program, and the Academic Affairs proposal was looked at in depth. The Committee may make suggestions for changes to that proposal. Their work is on-going.

2. **Minutes from January 24, 2012:** Amended #5 Consortium Agreements, corrected spelling of Mary McCarthy-Hintz's name. The minutes were approved as amended.

### 3. Chair's Business

- **Campus Safety and Health Committee Nomination:** Sheppard reported one nomination from Criminal Justice was received - Jennie Singer, and that she has agreed to serve. No more names were forthcoming at the meeting. The Exec agreed to place the nomination on consent for February 2. A notice of an additional agenda item will be sent out to the Senate.
- **Senate Outstanding Teaching Award – Education Request for Tie:** Sheppard reported the College of Education has a tie and would like to award to two people. Currently there is not a policy on "ties" and "shared" awards; however ties have been awarded in the past. Sheppard suggested that the question of ties be referred to FPC to be included in their work of bringing together the Outstanding Teaching award process. The Exec agreed if the work is collaborative in nature then multiple recipients may receive the award for this year. The question of question of ties was referred to FPC.
- **Livingston Lecture Award:** Sheppard reported that the Call would be going out next month.

- **Manny Gale's Forum:** Sheppard reported the email announcement of Manny Gale's Forum had not gone out because the event date changed and Manny had not provided updated information. Sheppard suggested that Manny make an announcement at Open Forum on the Feb 2. The Exec agreed and asked that Sheppard inform Manny.
- 4. **Background Check Policy and Guidelines:** Elizabeth Sublett, Interim AVP and Christine Lovely, Interim VP, from Human Resources presented the new Background Check Policy. The policy does not affect faculty except for specific categories – primarily those that are working with children. Human Resources will bring, in the future, a new version of the policy that will effect faculty appointments.
- 5. **Program Review Report - Department of Geology:** The report was discussed. The Exec agreed to place the report on consent for February 16.
- 6. **“Redefine the Possible” - possible presentation to Senate:** Buckley suggested that the President be invited to speak to the Senate on the initiative. Sheppard reported he met with the President earlier in the day and asked him if he would be willing to speak to the Senate. The President said he would. The Exec agreed for Sheppard to invite the President to the February 16 Senate meeting and to allow 30 minutes for the presentation.
- 7. **Budget updates - possible presentation to Senate:** Buckley suggested UBAC make a presentation to the Senate on this year's budget. The Provost stated that he would be willing to speak to the Senate on changes to the budget and enrollments. Sheppard stated that he would convey to the three faculty representatives on UBAC that if and when they feel there is something new to report on, to let the Executive Committee know and time would be scheduled to present to the Senate.
- 8. **Student's access to courses:** There was no further discussion as the topic had been addressed during Open Forum.
- 9. **Select Committee report:** Hecsh reported that last year's Select Committee made a series of recommendations that the Senate asked the Committee to take further action on, specified in the ten recommendations to effect. The Committee revisited all of the recommendations, received formal and informal feedback, and has determined at this point that:

**Recommendations 1, 2, and 10:** With respect to the role of the Chairs of the Standing Policy Committees on the Faculty Senate as voting members, the naming of Standing Policy Committees in the bylaws and an amendment regarding the engagement of Faculty Senators in the work of the Standing Policy Committees. Those three would require a constitutional amendment and a subsequent bylaws amendment.

The Committee has created the motions to give effect to those and would like to schedule them as necessary. There has to be two meetings in between a recommendation to a constitutional revision.

**Recommendations 3-9:** Call for restructuring of committees separately.

The Committee is taking a 3-phase approach:

1. Bring forward motions with respect to the constitution and bylaws that give effect to only three of the recommendations.
2. Have full discussion, hearing, and voting on the remainder of the recommendations.
3. Should the recommendations need approval of the faculty for restructuring the Standing Policy Committees, there should be another group of people to reconcile the rest of the subcommittee's so that those charges are consistent with each other and the master committees.

**Proposed schedule:**

**February 2:** General announcement

**February 16:** First Reading of the motions connected with first set of recommendations: #1, 2, and 10.

**March 15:** Second Reading with the referendum to follow

**March 1:** First Reading on recommendations #3-9

Sheppard asked the Select Committee to report, at the February 7 Executive Committee meeting, on the items that they want on the agenda for the February 16 Senate meeting. He also asked Hecsh to make a brief announcement at Open Forum on February 2. Hecsh requested the memo of May 2, 2011 be posted on the Senate web-site for easier reference.

- 10. Course Inactivation in the Catalog:** Sheppard introduced the guests: Jason Gieger and David Toise (English), Greg Shaw (RPTA), and Sheree Meyer (AA). He reported that courses are being deactivated in the catalogue, when not taught for two years. The Curriculum Subcommittee is working on a recommendation that the two year cycle in the catalog might be amended to three years.

Gieger expressed concern about the lack of notification and faculty consultation on the deactivation process. He has electives that come up infrequently that will need to be monitored. Even with a two or three year time line, tracking of those courses will be difficult in order to submit in time for a course to be scheduled a year out. Toise added that it affects faculty having control over the curriculum. Shaw agreed that it is not easy to track courses and also had concerns about the Academic Council deadlines at the college level.

Meyer stated this came about in preparation for the next catalog cycle and that there is no intention of implementing the process in this way again. Electives only were deactivated. If there is a course that needs to be offered in the fall, Chairs should contact her so that it can be reactivated. The matter was referred to CPC.

Meeting adjourned.