



**2015-2016 Faculty Senate
Executive Committee**

EXECUTIVE COMMITTEE
Minutes of the Meeting of October 27, 2015
275 Sacramento Hall
Approved: November 3, 2015

Call to Order:

The Chair called the meeting to order at 3:01 pm.

Roll Call:

Roll was taken.

Lorelei Bayne, Sylvester Bowie, Tucker Caruso, De-Laine Cyrenne, Jeff Dym, Sue Escobar, Ben Fell (absent), Kathy Garcia, Julian Heather, John Ingram, Tom Krabacher, Reza Peigahi (absent), Kath Pinch, Adam Rechs, Fraka Harmsen (absent), Sue Holl (absent)

Guests:

Academic Affairs: Jim Prince, Vice Provost; Sheree Meyer, Dean, Undergraduate Studies
CODE Committee: Amber Gonzalez, member
Police Department: Mark Iwasa, Chief of Police
Academic Senator: Christine Miller
Human Resources: Alan Honeycutt, Associate Vice President

Agenda: The agenda was amended: Item #11: General Education Program Policy, Minimum Grade Requirements for Area A and subareas B-4 will be placed on the Nov 3 agenda. The agenda as amended was approved.

Minutes: October 13, 2015: The minutes were approved as published.

Open Forum:

- **Diagnostics Test Requirements:** Caruso expressed concern regarding the implementation of Diagnostics Test Requirements. He asked Exec to consider establishing a Taskforce to assess and recommend any necessary changes to alleviate the problem.
- **SacCT Rebuild:** Krabacher reported that the NSM Academic Council expressed concern that SacCT will shut down for maintenance at the end of finals weeks before grades are due. Exec members expressed concern about the scheduling of the Rebuild and felt earlier notification to faculty should have taken place. The Chair was asked to invite Larry Gilbert and Christine Miller to the Nov 5 Senate meeting to address any questions that may come up during Open Forum.

The information below was provided to the Senate Office by Christine Miller on Nov 28.

SacCT Rebuild:

- **Schedule:** Sun, Dec 20 from 12:01 am to 12:00 pm, the system will be down. The Course Migration Period will follow the downtime for approximately 10 days to migrate courses.

- **Fall 2015 Course Sections Migration Plan:** 2015 courses will be restored alphabetical by course and a tentative schedule will be provided to advise faculty when their courses will be available.
- **New Features and Enhancements:** The rebuild to update to the latest stable service pack for Blackboard and updated operating system, storage, etc. To assist faculty, instruction will be provided so that faculty may download items such as the grade book and/or assignments prior to the Rebuild and then reload those items when their courses have been restored.

ENS: Chief Iwasa provided an update on Sac State’s current emergency procedures (the ENS system) in light of recent campus shootings in different states, protocols for “Active Shooter”, and other emergency situations. An update will be provided to the Senate at the November 12 meeting.

Sacramento Hall Security/Side Doors: Questions were raised regarding the need to have the external doors of Sacramento Hall locked. Chief Iwasa responded that the security was initiated due to issues with transients in the building and thefts of employee’s possessions. A security officer is posted in the building lobby and this has helped with security issues.

AIRC Building Access: It was brought to the Chief’s attention that the building doors are locked at 5 pm instead of the posted time of 7 pm. The Chief will follow-up.

From the Chair:

- **Fall Commence:** The assignment of Chief Marshalls was finalized.
- **November/December Senate Meetings:** Exec reviewed the schedule and confirmed the following dates:
 - **November 5 and 12** (a meeting room was not available for November 19)
 - **December 3 and 10**

Emeritus Status Policy: Exec reviewed the suggested changes from FPC. The Senate Chair will forward FPC’s changes to the President.

Program Proposals:

The following program proposal will be placed on First Reading on the Nov 5 Senate agenda:

- College of Arts and Letters - BA in Communication Studies, Concentration in Digital Video

The following program proposal will be placed on Consent Action on the Nov 5 Senate agenda:

- College of Social Sciences and Interdisciplinary Studies - BA in Economics

The following program proposal will be returned to the Chair of the Curriculum Subcommittee for clarification on the unit distribution for the proposal.

- College of Arts and Letters BA in Film

The following program proposal will be reviewed at the November 3 meeting.

- College of Social Sciences and Interdisciplinary Studies – Minor in Environmental Studies

Program Review – Department of Geography: The program review will be placed on the November 5 agenda on Consent Action.

Repeat Policy: The policy was reviewed and Exec felt that it was unclear as to when and under what circumstances a course could be repeated. The APC Chair was asked to provide further clarification.

CODE Update: Gonzalez reported that CODE is working on the Achievement Gap Report and the Campus Climate Survey report.

Standing Policy Committees Updates

- APC: The Committee is working on the Repeat Policy and on-line student evaluations – content and response rates.
- FPC: The Committee is reviewing the Department Chair policy and discussing the Faculty Resources webpage. At their last meeting the Committee asked the Senate Chair to follow-up on the status of the webpage with Jana Noel. Upon discussion the Senate Chair directed the Committee to assume responsibility for contacting Jana Noel and the Senate Chair has asked the FPC Chair to follow-up with Jana Noel. The Committee also requested that Senators be reminded to take information back to their department for consultation.
- GSPC: The Committee is looking at data from the Graduate Summit, in particular core competence for graduate education; and is working on policies for a duplicate graduate degree and for blended programs, the GWAR, which will be expanded into a policy on writing for graduate students.
- CPC and GE/GRPC will be reported on at the November 3 meeting.

Adjournment:

The Executive Committee meeting was adjourned at 5:02 pm