

## **Executive Committee Minutes**

*Tuesday, January 28, 2020  
3:00 – 5:00 pm, 275 Sacramento Hall  
Approved: February 4, 2020*

### **Call to Order:**

Exec Session: 3:00 pm to 3:10 pm  
Regular meeting: 3:10 pm

### **Roll Call:**

Adam Rechs, Amber Gonzalez, Andrew Hertzoff, Anne Lindsay, De-Laine Cyrenne, Harvey Stark (absent), Israel Flores, Jeff Dym, Kitty Kelly (absent), Philip Flickinger (absent), Rafael Diaz (absent), Sue Holl, Tracy Hamilton

### **Guests:**

Academic Affairs: Provost Perez, Dean German, Interim VP DeGraffenreid and Miller  
A&L: Associate Dean Wilson Ramey,  
HHS: RPTA faculty Tony Sheppard  
SSIS: Associate Dean Endriga  
Information Resources & Technology: AVP Kay and Senior Director Johri  
President's Office: Director Peigahi and Executive Director Dragna  
Student Affairs: VP Mills

### **Open Forum:**

- **Winter Intersession:** Concern was expressed about the inconsistency of the length of Winter Session. The item was added to the agenda.
- **Graduate Education Task Force Report:** Senator Hertzoff requested an update on the status of the recommendations outlined in the 2016-17 Graduate Education Task Force Report. The Provost recollected that the Senate had reviewed the report and prioritized five of the recommendations. Dean Newsome will be invited to a future Exec meeting. The Chair will follow-up.

**Agenda:** The agenda was amended to add Winter Intersession to the end of the agenda. The agenda, as amended was approved.

**Minutes:** Approved – December 3, 2019

### **From the Chair:**

- **Annual Preference Poll:** Open January 27 through February 14. All faculty currently serving on a committee that is filled from the Preference Poll have been notified.
- **VP for IRT/Chief Information Officer Search Committee – Call for Nominations:** A call will be sent out.

- **Commencement Marshalls:** Exec members were asked to volunteer.
  - **Land acknowledgement at commencement.** It was asked if the Senate would recommend to the President that a Land acknowledgement be done at commencement. The Chair will follow up with VP Tate Vermeire. The item will be added to a future agenda.
- **Emeritus Policy Update:** The Director of Policy and Retention provided additional suggested edits to the policy, which was forwarded to FPC for consideration.

**From the Provost:** The Provost encouraged the people present in the room to help foster a positive environment on campus by consciously being nice to others.

**Program Review:** The two items will be placed on the Jan. 30 Senate agenda on consent calendar.

**Director of Faculty Diversity and Inclusion Search Committee Nominations:** The names of Josh Wiscons, Mathematics and Statistics and Ebony Williams, Graduate and Professional Studies will be placed on the Consent Calendar for the January 30 Senate meeting.

**Policies:**

**Student Safety Training Policy:** Risk Management has proposed changes based on one of the findings of the Chancellor Office Audit of the CSU Environment Health and Safety Policy, Program, and Procedures. The changes are to increase flexibility for faculty covered by the policy. The policy pertains to protective equipment not safety equipment.

Exec discussed the policy and felt that the policy should go forward to the Senate as is to act on the time sensitive edits. It was suggested that once the President has acted on amendments, the policy may be referred to a Senate Committee for review to address the concern of some that the policy language seems too narrowly focused on lab-related PPE, without addressing PPE that might be used in non-laboratory courses.

The item will be placed on the January 30 Senate Agenda at First Reading. Once the policy amendments have been approved by the President, the Executive Committee will review the policy again and discuss referring to a Standing Policy Committee to address the concern listed above.

**Undergraduate Academic Advising Policy:** Questions were raised about integrative advising. The Chair stated that the new policy language is purposefully silent on this to allow individual programs to determine whether they want to employ integrative advising. The item will be placed on the January 30 Senate agenda at First Reading.

**Academic Units and Programs, Policy on Reorganization or Moving of (Interim):** The item will be placed on the January 30 Senate agenda at First Reading.

**Referral: Visual and Sound Productions by Students:** The policy amendments were presented by Director Peigahi. During Exec's discussion it was determined that the existing policy was amended into two separate policies. Director Peigahi will follow-up with the President's Office to refer the second policy so that they may be considered together. These items will return for Exec's review at a future meeting.

**Faculty Survey of Student Engagement:** Director Dragna and Erryn Rivers presented information on the Faculty Survey of Student Engagement (FSSE) that will be sent out April 7. The survey asks about faculty and student interactions, faculty workload and how faculty view different areas of learning development.

**Winter Intersession:** Concern was expressed about whether the short duration of Winter Intersession is enough to adequately meet the learning outcomes of courses. Below are the paraphrased views expressed by committee members:

- Cyrenne: The Winter Intersession was discussed during the Senate review of the Academic Calendar Policy. The number of days will vary from year to year.
- Hamilton: The Credit Hour Definition Policy addresses any course taught in any setting must meet that definition. There is a policy that defines what a 3-unit course needs to be.
- Hertzoff: There may be a Credit Hour Policy, but it may not be sufficient to maintain academic quality. An assessment needs to be done to make sure intersession courses do the job. Also look at whether or not winter session has to be offered during years when it would be too short.
- Dym: A credit hour in theory and online may not be the same. Online courses are probably not doing 6 hours of contact. It might not mesh.
- Provost: We should not teach classes that our students are not learning what we want them to learn at the end of the course. The classes are put into winter and summer intersession because departments want them in there.
- Holl: Whether a program offers a course over Winter Intersession is an academic freedom thing.
- Lindsay: There is concern over trying to teach more than a week of content in a single day and expect at the end of intersession that students will come out with the same knowledge as with they would if it was a regular semester. Perhaps 12 days is not enough and a policy is needed that regulates the minimum number of days required for intersession.
- Dean German: Other institutions have policies that prescribe the minimum number of instructional days required for GE courses.

The discussion will continue at a future Exec meeting.

**Adjourned:** 4:45 pm