

Executive Committee Minutes

*Tuesday, September 24, 2019
3:00 – 5:00 pm, 275 Sacramento Hall
Approved: October 1, 2019*

Call to Order: 3:00 pm

Roll Call:

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

Guests:

Academic Affairs: Provost (Interim) Perez, Deans Newsome and German, AVP Wallace.
Interim Vice Provost DeGraffenreid and Miller

Colleges:

A&L: Associate Deans Wilson Ramey

CBA: Associate Dean Wilson

CCE: Dean Murphy

ECS: Associate Dan Shafizadeh

SSIS: Associate Dean Endriga

Faculty Senate: Parliamentarian Krabacher

Student Affairs: VP Mills

Open Forum: No items.

Agenda: The agenda was amended to remove Executive Session and add an additional item, Faculty Interaction on Senate Committees, at the end of the agenda. The agenda, as amended, was published.

Minutes: Approved – September 10, 2019

From the Chair: No items

From the Provost:

Academic Affairs Strategic Planning and Budget Advisory Committee (SPBAC): Updates were made to the name, charge, and membership of the Academic Affairs Budget Advisory Committee. Faculty representatives appointed by the Senate has been increased from 3 to 8 faculty, with representation from each college and the Library. The Committee will also have a set day/time and location for meetings.

Definition of a Quorum: The language that is currently provided to Senate committees was reviewed and amendments suggested. Exec will review the amended language at the October 1 meeting.

Search Committee – Faculty Representative: AVP for Enrollment and Student Services: No nominations were received to the call that was sent out September 20. VP Mills stated that the workload of the Search Committee will be less because the applications will be screened by HR and Student Affairs prior to the Search Committee being convened. Exec discussed updating the call and sending it out again. Amber Gonzalez volunteered to serve as one of the faculty representatives. Another member of Exec indicated interest in serving. If the second faculty representative is not identified by the next Exec meeting, the call will be updated and sent out again.

Exec discussed the difficulty in filling the faculty representative positions on administrative search committees and the need to amend the call language to include information on the position, how it relates to faculty and the campus and the workload of the search committee. It was suggested that at a fall Senate meeting, a Meeting of the Whole be convened for the discussion of faculty participation on administrative search committees. Exec will continue the discussion at the October 1 meeting.

Policy Referrals

Self-support Programs: There are approximately seven self-degree programs on campus. Exec discussed concerns expressed by the previous-year's Senate regarding self-support programs offered through CCE, including the Graduate Studies Policies Committee (GSPC) May 7, 2019 memo recommending the Executive Committee form a Workgroup to review and/or develop policy providing guidance to academic units which wish to offer undergraduate and/or graduate curriculum through self-support. The Provost stated there is a need for a broader understanding and clarification of the programs offered in CCE and a systematic way policy address these items.

A Workgroup was formed.

Membership: One member from each of GSPC, APC, and FPC; a CCE representative; and an Associate Dean from a college that works with CCE.

Charge: Review policies currently in place and the list of items GSPC recommends and other issues around self-supporting programs. The Workgroup's recommendations are due by the February 28, 2020 to the Senate Chair.

Policy on the Role and Responsibility of the Department/Division Chair: Exec reviewed the September 11, 2019 memo from the President requesting Senate consider amendments to address the Dean's roll / responsibilities in the removal of a Department Chair and the need for wording about how to handle extraordinary circumstances that may require changes over the summer or when Sacramento State is not in session. The item was referred to the Faculty Policies Committee with recommendations to the Senate Chair by February 28, 2020. FPC will be asked to complete their work on current policies they are reviewing before taking up this referral.

Policies

Human Research Protection Policy: The item will be placed on the October 3 Senate agenda as a First Reading item.

Animal Care and Use Committee Policy: The item will be placed on the October 3 Senate agenda as a First Reading item.

Faculty Interaction on Senate Committees

The Chair asked Exec for guidance on how to deal with situations in which a faculty member serving on a committee is acting in a way that is abrasive or aggressive in interacting with members or others.

Discussion included how rules of engagement are addressed in the Senate Bylaws and Standing Rules; the Hornet Honor Code, Faculty Responsibilities and Professional Ethics and the Collegiality Policy; the Senate Chair or Vice Chair attending meetings to observe situations; who the first point of contact is for this type of situation – the Senate Chair or a Standing Policy Committee Chair; who would speak with the faculty member whose actions are of concern. Questions were also raised about appointment terms – a faculty member serving 4+ years as a committee member or consecutive appointments as committee chair.

The Chair stated that currently issues regarding an unruly member of a senate committee cannot be addressed in Executive Session because it does not fall within the three categories which allow for Executive Session. The discussion would need to take place in a regular meeting of the Executive Committee.

Exec requested that “expectation for collegiality and expectation of committee members” be placed on a future agenda.

The Collegiality Policy was last updated in 1996 and may need to be updated. The item will be placed on the October 1 Exec agenda.

Exec also discussed Executive Sessions and whether or not there is a need to have a 4th option. No action was taken at this time.

Adjourned: 5:00 pm