

## **Executive Committee Minutes**

*Tuesday, October 31, 2023, 3:00 pm*

*Approved: November 7, 2023*

**Call to Order:** 3:01 pm

### **Roll Call:**

Adam Rechs, Aleta Baldwin, Amber Gonzalez, Andera Terry, Bertha Vegas Castellanos, David Moore, Jeff Wilson, Matthew Krauel, Michael Mink, Monicka Tutschka, Raul Tadler, Tracy Dawn Hamilton (absent)

### **Open Forum:**

**Campus support for laptop data recovery :** It was shared that a faculty member's university-owned laptop (refreshed 1.5 years ago) stopped working (about 4 weeks of important data was not backed up). The department inquired to IRT for in-house services to retrieve the data, and were told that there are not. The cost to retrieve the data is between \$700 - \$4,000. The college's preference is for the department to cover the cost, but the college would be willing to do some cost-sharing if needed. It was asked: 1) could IRT or Academic Affairs help the department with the data retrieval costs? 2) Is IRT planning to hire someone soon or down the road who can retrieve data in the future, as it's likely more computers will stop functioning and more people will need data retrieval and the costs are really exorbitant if we continue to use an outside provider. VP Hendricks will look into it and asked the faculty member to contact him. VP Hendricks encouraged the use of One Drive for file storage, especially files that need not be retained

**Hornet Launch:** Questions were raised regarding Hornet Launch auto enrolling students in the 1<sup>st</sup> and 2<sup>nd</sup> year. The discussion was added as the last item on the agenda.

**DAC Accommodation Notices:** Dan Burghart shared concerns about the notification and handling of students with disabilities email notification. A discussion was added to the agenda.

**Budget presentation on Senate November 2 agenda:** Concern was addressed about the budget presentation PowerPoint linked on agenda, that the presentation focused on projections not on how the cash reserves were spend or why there were cuts. Questions: Why is the budget presentation focused on projections rather than on how the money was spent?? What are the cash reserves? What were the cuts base on? A CFA audit report was referenced.

**Approval of the Agenda:** The agenda was amended to add 1) a discussion of DAC Accommodation letters going to spam, placed right before the Program Reviews, and 2) Add Hornet Launch discussion to the end of the agenda. The agenda as amended was approved.

**Approval of the Minutes – October 17, 2023:** Approved.

**From the Chair:** Nothing to report.

**From the Provost:** John Melikian, Executive Director, University Enterprises, Inc.(UEI) will present at the November 2 Senate meeting during the time set “From the Provost”. The presentation will address the UEI Self Study and concerns raised from faculty and leadership of various colleges that were sent to President Nelsen. The Executive Director will address questions at the Senate meeting and requested questions be forwarded to the Provost who will share them with the Executive Director. The Provost requested questions be sent to him and he will share them with the Executive Director

**DAC Accommodation Notifications Emails:**

Dan Burkhart shared concerns about notification and handling of students with disabilities email notifications to instructors: The formatted message looks like spam. Also, there is no link for disability services on My Sac State page and it was asked if an icon could be added to the Sac State Faculty page .

VP Hendrick shared IRT is working with the DAC team to update the link in the CSU My Sac State Portal for that DAC Accommodation notation: A icon will be added to the portal. The email message can be customized in-house so that it doesn't look like spam or phishing? The Chair encouraged IRT to reach out to Dan Burkhart or Raul Tadle for a testing group and asked about the timeline of when it will be implemented and the processing of notification letters. IRT's work would not affect the timing of the accommodation letters as those are from students, but the notification emails will be by the end of Fall semester.

**Program Reviews:** The following reviews will be placed on the November 16 Senate agenda on Consent Action.

- BA Communication Studies (A&L)
- BA English (A&L)
- BA Ethnic Studies (SSIS)
- BA Film (A&L)
- BA Journalism (A&L)
- BA Liberal Studies (SSIS)
- BA Public Relations (A&L)
- MA Communication Studies (A&L)
- MA Composition, Rhetoric, and Professional Writing (A&L)
- MA English (A&L)
- MA Teaching English to Speakers of Other Languages (A&L)
- MS Civil Engineering (ECS)
- MS Computer Science (ECS)
- MS Electrical and Electronic Engineering
- MS Mechanical Engineering
- MS Software Engineering

**Program Proposals:** The following proposals will be placed on Consent Action on the November 16 Senate agenda:

**Amended Programs**

- Master of Arts in Special Education Teaching (Early Childhood Special Education)
- Master of Arts in Special Education Teaching (Extensive Support Needs)
- Master of Arts in Special Education Teaching (Mild to Moderate Support Needs)

The following items will be placed on First Reading for the November 16 agenda.

**Discontinued Programs**

- Master of Arts in Special Education Teaching (Extensive Support Needs) with Multiple Subject
- Master of Arts in Special Education Teaching (Mild to Moderate Support Needs) with Multiple Subject

## **Hornet Launch Discussion:**

Has shared governance taken place? The Chair shared that when Hornet Launch was proposed, a discussion in Senate took place and there was shared governance.

It was shared that Hornet Launch has changed since it was launched. It was requested that a presentation to the Senate be scheduled so that feedback can be provided on the current iteration of Hornet Launch.

Concern was expressed about information about Hornet Launch now being used for all classes of a first-year student's Spring semester not being conveyed to advisors, faculty, and department chairs.

Concern was expressed about Hornet Launch violating the Priority Registration Policy (and possibly others) as it reserves seats for first-year students at the expense of seats for sophomores and juniors. A motion to refer to APC the work of reviewing if Hornet Launch is violating policy was defeated.

It was suggested that the campus would benefit from a town hall event on Hornet Launch. The chair agreed but pointed out that there is an advantage to have a presentation to the Senate as they can look at it through policy eyes vs. a Townhall more informational and garner feedback.

Bertha, student ASI rep., has been communicating with David Zeigler to have more students be involved in Hornet Launch. Would like to know more about how it can help students.

Questions arose for which committee members would like answers (e.g., Does Hornet Launch disadvantage/harm anyone or any departments? How is A&L dealing with these issues? How are students being informed they may change courses? Is Hornet Launch violating a core educational mission, e.g., does it undermine our commitment to foster student agency and self-direction?). David Zeigler said he would endeavor to get the data to address the questions.

Motion: Senate to be given a presentation on Hornet Launch followed up by a discussion placed on the Senate agenda for December 7. Vice Provost Zeigler will present and try to provide answers to the questions posed. Carried.

**Adjourned:** 4:45 pm