



Executive Committee Minutes

Thursday, September 15, 2020

3-5 pm, Zoom

Approved: September 22, 2020

Call to Order: 3:02 pm

Roll Call:

Amber Gonzalez, Andrew Hertzoff, Anne Lindsay, De-Laine Cyrenne, Harry Theodorides, Harvey Stark, Jay Lee, Jeff Dym, Philip Flickinger, Samantha Elizalde, Susan Perez, Tracy Hamilton

Guests:

President's Office: President Nelsen

Academic Affairs: Provost Perez

Open Forum:

- **Summer Session Pay – Faculty:** Professor Dym stated that Summer Session II faculty have not been paid and it has been at least four weeks since SS II ended. The President will follow up. The President reported later that the issue is with one department and that they are working to resolve the issue.
- **Status of Contingency Plan:** When the campus first dealt with smoke from the 2018/19 fires there was talk of a plan being developed. What is the status of the plan and was it being developed by a committee or Administration?

The Provost stated that there is currently a contingency plan regarding restrictions from the smoke from the fires. Academic Affairs has a business contingency plan. A contingency plan for the various scenarios needs to be developed. It would be good to have this conversation with the Senate as to what faculty will need to plan for various scenarios. The Chair will follow-up.

- **ENS System Notifications – Smoke:** Concern was expressed about the frequency of the notifications to the point that they seem to not be effective and are often ignored – a majority of employees are not on campus. Each notification has multiple texts, emails, voice messages and a full stop pop-up notice on computer screens. It was feared that if an active shooter notification was sent out that the notification may be ignored.

There is a need for notifications to be developed to address various circumstances. The President stated that that conversations are taking place.

- **Duo Student enrollment deadline – October 5.** Concern was expressed about the deadline and that if students had not enrolled that they may experience interpreted access to classes. Why was the deadline not scheduled over a break or done during the summer?

Interim VP Hendricks stated that during a break is not an optional time. The date was chosen to allow students to obtain a Duo and become comfortable with it before finals. IRT has a plan for those students who have not enrolled. If a student needs a Duo token, those arrangements need to be made before the deadline. Regular messages are being sent out and faculty are being asked to advise their students to do this before the deadline. Currently there are over 30,000 with Duos. VP Mills stated that the other reason it is important is that the students use the Duo is that the consequences can be life stopping—theft of Financial Aid, etc. He supports the effort and work of IRT to get the word out to students. Working with students who have had their identity stolen is a major life stopping act.

- **WebCam Restrictions:** Professor Perez expressed appreciation to the Provost for his continued support of students by maintaining his position on the webcam restrictions.

Agenda: Approved as published.

Minutes: September 8, 2020 – Approved as published.

From the Chair: Reminder: Exec will not meet on September 29 in order to allow members to attend the Convocations.

From the President:

The Board of Trustees will the week of September 21 and will announce the new Chancellor at the meeting. The overall budget is about 30 million less than expected and we will be entering into a deficit. COVID numbers were shared and the President felt the resocialization had gone well.

From the Provost: Planning for spring is beginning. The Provost has been talking with the Deans on the process to move forward as smoothly and effectively as possible. VP Mills reported that, based on feedback received, the registration deadline will be moved back a few days before the Thanksgiving holiday, so that faculty will not need to do advising over the holiday.

Program Proposals: The four program proposals will be placed on the September 24 Senate agenda on Consent Acton.

Unit Cap for Summer Session: Discussion continued from the September 8 meeting.

- Students are required to petition to enroll in 18 units during the AY but not for Summer Session. This requirement is not in place for summer session. The data provided by Joel Schwartz was reviewed.
- Advising for summer session should be done by members of a department not CCE or Deans, as those individuals are not as informed. Faculty need to be kept involved in signing off on overload. VP Mills stated that advisers are available over the summer.
- Samantha Elizalde, the ASI representative, requested the conversation wait until student feedback is available.
- Summer session will continue to grow. It is better to be proactive than reactive. If something is not done now, then it will be a reactive situation. One person is a person and a part of the Sac State community and we need to do everything in our power to serve the one student.

Credit Hour Policy referral: Discussion continued from September 8 meeting.

- A member felt that a policy does not need to be developed.
- A referral needs to be made to CPC or APC for permission for overload has to be done for summer as it is during the AY.
- Look at 9 or 12 units.

Referral: The Credit Hour policy was referred to CPC and GSPC with required consultation with APC and ASI. The Committees are asked to review if current unit caps are in-line with the policy. Particularly in regard to advising for high unit loads in summer and winter intersession.

It was suggested to also look at what other campuses do and to also consider Summer Arts when thinking about other campuses.

Adjourned: 4:06 pm