



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
OCTOBER 22, 2019**

*Approved 11-5-19*

**11:30 AM - 12:50 PM**

**PLN-120**

Present: Dabirian, Gradilla, Matz, Stambough, Stohs, Walker, Wood, Walsh

Absent: Graewingholt

## **I. CALL TO ORDER**

Chair Stohs called the meeting to order at 11:30 am.

## **II. URGENT BUSINESS**

## **III. ANNOUNCEMENTS**

- (Stohs) There is a meeting National Conference on Undergrad Research (NCUR) going to be held in Long Beach in spring 2021 and one of our Provost agreed to be part of this. At this meeting, Senate chairs are going to review papers that have been submitted, but I don't think it has to be just Senate chairs. If anyone is interested, they want names by November 1<sup>st</sup>. I think the papers are submitted later this fall.
  - Everyone is willing to do it, chair Stohs will submit their names.
- (Stohs) SOQ's
  - Q: (Stohs) Is IT already providing things in classes for students to do the SOQ's on devices?
  - A: (Dabirian) We have not received any request for devices yet, but yes we can.

## **IV. APPROVAL OF MINUTES**

M/S/P (Walker/Stambough) Minutes were approved as amended.

4.1 EC Minutes 10-15-19 (Draft)

## **V. CHAIR'S REPORT**

- I think we should add the survey results on the Senate Website.
  - (Wood) I would like to add the slides I created, it would be easy for people to interpret.
- The Academic Senate meeting on October 31<sup>st</sup> is going to be in Mihaylo in the O'Brien Room, which could create issues. I think they have microphones hanging from the ceiling in that room, but not sure if we will be able to record.
  - (Dabirian) There are no microphones hanging from the ceiling, but we can give them microphones.
  - (Walsh) We could live stream it.
    - Q: (Wood) Do we usually record our meetings?
    - A: (Stohs) Yes
      - (Wood) Then we shouldn't do anything differently then we normally do.
    - Q: (Dabirian) Do you want to run it like a Senate meeting?
    - A: (Stohs) Yes.
      - (Dabirian) That room does not have tables for the Senate set-up.
      - (Stohs) I know, the only table there are round tables and we would need about 10 tables for the Senators and I would have to make sure the Senators sit at the front tables.

Q: (Dabirian) Is PLN-130 not available?

A: (Stohs) No.

Q: (Stambough) Do we know who is in PLN-130 on October 31<sup>st</sup>?

A: (Stohs) No.

Q: (Dabirian) Can we ask the persons who have PLN-130 to switch to the O'Brien Room and the Senate meet in PLN-130? That makes more sense and makes it easier to set-up for the Senate meeting.

A: (Dabirian) I will contact Dean Bonney to see if switching the meeting is a possibility.

- (Stohs) Another logistical issue is I will not be surprised if there were somewhere between 50 - 200 students that would show up to the meeting. I'm not sure how to control that, there is only so much room in PLN-130.
- (Wood) I think we have to pay attention to the room capacity and beyond that, everyone that can get in is welcomed.

Q: (Stohs) Should we have one security person on stand-by? If we have 200 students and they start chanting they want to get in, who's going to manage that?

Q: (Dabirian) Is the Pavilion available? If it is, we could set it up like a Senate meeting.

- (Walker) We have had lots of problem with stuff like that before and I don't recall us going so far over the room capacity where we have had to kick people out. I would say we try to get our normal meeting room and maybe have a quick conversation with VP Kim or Chief Aguirre and if they feel we might need additional security, let them make that call.
- (Wood) I just want to be very careful about perception, I don't want to communicate to our students that they are trouble and they are a problem.
- (Dabirian) We could ask the Quad Squad to be on standby.

Suggestions:

- (Dabirian) Shorten the room set-up. Instead of setting up for 50 Senators, set-up for 42, this will allow for a larger gallery.
- (Dabirian) We could have an overflow room. We could use another room in the Library where people can hear and ask questions. We could have a facilitator in that room that can feed the questions via Zoom.

## **VI. PROVOST REPORT - 12:30 PM**

The Provost continued the discussion of the Associate Vice President of Institutional Effectiveness position she brought to Exec at the last meeting and provided the Executive committee with a draft of the job description. She would like to have the search finished by the end of the spring semester if possible.

The Provost stated there were three options for the Executive Committee to choose: 1) promotion, 2) internal search, and 3) external search

The Provost asked that the Executive Committee let her know their decision after they discuss all the options.

Q: (Matz) How many people will this person have under them?

A: (Provost) Approximately ten persons.

## **VII. STAFF REPORT**

Faculty Collegial Governance Award applications were due yesterday, we received 4 applications.

## **VIII. COMMITTEE LIAISON REPORTS**

8.1 ASI Board [Stohs], T, 10-15-19, 1:15 - 3:45 PM, TSU Legislative Chambers

No report submitted.

- 8.2 Diversity & Inclusion Committee [Gradilla], T, 10-15-19, 1:00 - 2:00 PM, PLS-260C  
No report submitted.
- 8.3 Assessment & Educational Effectiveness Committee [Walsh], W, 10-16-19, 1:00 - 2:15 PM, MH-141  
Meeting cancelled due to lack of a quorum.
- 8.4 Writing Proficiency Committee [Matz], F, 10-18-19, 9:00 - 11:00 AM, PLS-360  
Meeting cancelled.
- 8.5 Academic Standards Committee [Wood], F, 10-18-19, 1:00 - 2:00 PM, MH-166  
No report submitted.
- 8.6 Planning, Resource & Budget Committee [Graewingholt], F, 10-18-19, 1:00 - 2:30 PM, CP-1060
- Presentation from the Office of Graduate Studies, Joe Garcia PhD
  - With loss of SOAR funds, resulted in 40% reduction in hours, but they are still reaching 75-80% of traffic during new operating time.
  - Would like to expand orientation through fee for grad students so it can be offered more comprehensively and support staffing.
  - Proposal to Establish the Center for Navigation in ECS
  - In line with the workforce growth and technology development in the area of Navigation, specifically self-driving cars, drones, and autonomous robots.
  - Seed funds and ongoing funds are self-supported.
  - proposal approved
  - Dave Mickey (chair) began conversation about Presidents budget memo and structuring the priorities around the campus strategic plan. Considered adding a section to the memo with data for future planning. The president will meet to discuss the memo in a forthcoming meeting after he returns from GI 2025 meeting.
- 8.7 Library Committee [Matz], M, 10-21-19, 11:00 AM - 12:00 PM, PLS-299
- Library Update from Dean Bonney
    - Renovation of the windows and installation will take two weeks per window; there are 70 replacements and she expects the work to be completed by March
    - Doors are being rewired to open automatically
    - There will be maker spaces on the 2<sup>nd</sup> floor replacing the three study rooms
      - Button maker & sewing machines to work with fabric for fashion classes
      - Drafting tables for various projects
    - Discussion about Elsevier
      - See FAQs
        - UC cancelled their subscription & European libraries
        - \$4 M annually with CSU
        - \$300,000 annually for CSUF
          - People feel it could be best spent elsewhere
        - Either reduce (4.5% increase) or a one -year contract (compared to a three year)
          - Our contract ends December 31
          - Lower the percent increase every year
        - No deans want to cancel altogether
      - Our discussion today
    - Syllabus depository
      - Discussion for Senate Exec
  - See Open Access Week 2019 activities
  - Library survey of faculty (Curzon 360 report: Task Force working on it)

## **IX. UNFINISHED BUSINESS**

### 9.1 Ethnic Studies Requirement Survey

- Executive Committee had an extensive discussion of the report. The report will be presented at the October 31<sup>st</sup> AS meeting and the Senate will be asked to receive the report.
- Exec also discussed working on a resolution which will be presented to the Senate at Thursday's meeting under Urgent Business.

## **X. NEW BUSINESS**

- 10.1 Revisions to UPS 610.000 - Conflict of Interest Policy for Externally Funded Proposals
- 10.2 Revisions to UPS 410.105 - Policy for Bachelor of Arts/Bachelor of Science Differentiation
- 10.3 Revisions to UPS 430.000 - Guidelines for the Submission of Proposals for the Addition of New Degree Programs to the University's Master Plan
- 10.4 New UPS 210.XXX - Nepotism & Conflict of Interest in Employment
- 10.5 Rescission of UPS 270.000 Teaching by Academic Administrators
- 10.6 Revisions to UPS 100.001 Academic Senate Bylaws
- 10.7 Revisions to UPS 220.000 Policies, Procedures, and Guidelines for the Administration of Student Opinion Question
- 10.8 New Course Proposal & New GE - Fall 2019
- 10.9 Library Funding (CSU) for Elsevier ScienceDirect Contract
  - 1. CSU Libraries Elsevier FAQs
  - 2. CSU Elsevier Negotiations PowerPoint - Sacramento State

## **XI. ADJOURNMENT**

M/S/P (Dabirian/Gradilla) Meeting adjourned at 1:00 pm.