

# **AGENDA**

## **Academic Senate – Executive Committee**

October 22, 2018, noon-1:30, ADM 167

1. Approval of meeting minutes of October 8
2. Consent calendar
3. President's update
4. Policy committee updates
  - a. C&R
  - b. ISA
  - c. PS
  - d. O&G
5. University updates
  - a. Provost
  - b. Chief Diversity Officer
  - c. VP Administration and Finance
  - d. VP Student Affairs
  - e. AS
  - f. Statewide Senate

**Executive Committee Minutes**  
**October 22, 2018**  
**ADM 167, 12:00 p.m. to 1:30 p.m.**

Present: Frazier, Shifflett, Peter, Day, Ficke, Marachi, Manzo, Faas, White, Mathur, Wong(Lau), Riley, Lee

Absent: Sullivan-Green, Papazian

Guest: Tsugawa

1. The Executive Committee approved changes suggested to the Executive Committee minutes of October 8, 2018 as written.

2. Policy Committee Updates:

a. Curriculum and Research Committee (C&R):

C&R will discuss the 4+1 blended curriculum model today.

Mexican American Studies (MAS) is requesting a name change to Chicana/Chicano Studies.

C&R is working on updating and merging five grade policies into one policy.

Committee members noted that it is important for C&R to connect with our statewide senators and other GE experts to keep track of changes in general education coming from the Chancellor's Office.

b. Professional Standards Committee (PS):

PS has a full committee, with the addition of Deputy Provost Kemnitz to the roster, and even one additional faculty member.

PS will bring a Sense of the Senate Resolution on bullying to the Senate, and is also considering creating a taskforce to look at the issues across the campus. At SFSU bullying is handled out of the Title IX Office. The committee discussed if it would be appropriate to have the same setup at SJSU. A member suggested a taskforce could develop a guide for department chairs on how to handle bullying.

PS is working on the President's requested revisions to the Academic Freedom policy.

PS received a referral in 2017 to look into creating staff awards that mirror the annual faculty awards, such as distinguished service, outstanding performance, etc. PS developed a policy proposal that would have combined the faculty and staff awards into one policy. PS discussed this with the President's Chief of Staff; however, nothing has been done to date. PS recently received another referral asking them to reopen the original referral, and urged the administrators to take action on this. Currently, the only staff award is the Wang Award, but

eligibility is limited to Administrator III's and IV's. The Provost will look into this. (The Provost also reminded faculty that the Academic Affairs staff appreciation breakfast is next week.)

PS is discussing an issue with who can serve on retention-tenure-promotion (RTP) committees. The Collective Bargaining Agreement (CBA) prevents anyone being considered for promotion from serving on the RTP Committee of someone being considered for promotion to that rank. This can result in faculty from other departments judging whether a faculty member from a different discipline and department gets promoted. Some faculty have gone so far as to delay putting in for promotion until department faculty can be a part of the committee.

- c. Organization and Government Committee (O&G):  
O&G will be bringing a resolution with updates to the charge and membership of committees to the Senate.

O&G requested information on how to make changes to the charge and membership of a special agency created with a presidential directive. The Executive Committee suggested O&G coordinate with the President's Office.

O&G is also working on a referral to look at the title, charge, and membership component of a policy recommendation related to the Writing Requirements Committee and will be reviewing that today.

- d. CSU Statewide Senator:  
The Executive Committee discussed the Academic Affairs Budget Presentation at the Senate on October 15, 2018. A member asked for clarification of the statement at the Senate that any salary funds not spent are brought back.  
Answer: Those funds are being used for things such as funding Research, Scholarship, and Creative Activity (RSCA) along with salary and benefit increases. This is a form of zero-based budgeting. Another member commented that in his/her department there is no money for items like computers, etc.  
Answer: The deans were asked to provide the Provost with what extra funds would be needed for their operating expenses so that those costs could be allocated in their O&E budget, instead of departments relying on salary savings.

The committee discussed tenure density and concerns were expressed that it is being brushed off and ignored by the CSU with the focus on Complete College America and the push to raise graduation rates. The committee discussed Georgia State and how they raised graduation rates. What SJSU has already accomplished with regard to increasing graduation rates is substantial, but more can be done.

The ASCSU is concerned that there is movement towards faculty deciding only what is in the major and minor, and the administration controlling the rest of the curriculum.

3. Updates from the Administrators:

a. From the Chief Diversity Officer:

The CDO introduced the new Title IX Officer, Tracey Tsugawa. Ms. Tsugawa spent three years as a Title IX Officer at UC Santa Cruz, and has 30 years of teaching experience in Asian-American Studies and Environmental Justice.

b. From the Provost:

The Provost urged faculty to put in their colleagues for the faculty awards. Nominations are due 10/31/18.

RSCA requests are due by 10/22/18 to the Office of Research. The Academic Affairs Leadership Team is looking into department chairs eligibility for RSCA for the next cycle. A member suggested an earlier date for RSCA submissions so that chairs can better schedule classes.

The Provost and Chair of C&R will be meeting to discuss the 4+1 Blended proposal. The Provost is concerned that one size does not fit all with combo degrees.

The Provost is still waiting for the final report from the Deans of Graduate Schools that were invited to the campus to review our Graduate Programs. They visited the campus on October 1, 2, and 3, 2018. The Provost was very pleased with their visit.

c. From the Vice President of Administration and Finance (VPAF):

The VPAF will participate in the Safety Walk on South Campus tonight (10/22/18). Everyone is welcome to join him at 7 p.m.

The Administration and Finance group will move from the 5<sup>th</sup> floor of Clark Hall to 60 S. Market Street at the end of January. Then plans can begin for the movement of the President's Cabinet and the Senate Chair to Clark Hall.

d. From the Vice President of Student Affairs (VPSA):

Shaun King will be speaking as part of the Spartan Speakers Series in the Student Union Ballroom on October 24, 2018 at 5 p.m.

The VPSA and other members of the Executive Committee attended a recent Student Success Symposium. SJSU has had some success in increasing graduation rates and reducing the gap in minority graduation. However, there is more work to be done and areas for improvement. Georgia State University was showcased and had substantial growth in their graduation rates. SJSU needs to find ways to work together better to increase our graduation rates, though there

is a recognition that it is not a quick process. (Georgia State University had a 10-year journey to get to where they are.)

**Questions:**

Q: What are some of the touch points on our campus?

A: Our student orientation for one. The way we bring students into the university and how their first six weeks are structured is another. We also need to look at what kind of freshmen seminars we have, and we need to evaluate the way we capture data.

The committee addressed other problematic aspects of Graduation Initiative 2025 and agreed on the need to continue this critical discussion.

e. From the Associated Students President (AS):

The AS Executive Director's last day is this Friday. A search committee has been established and a faculty member has been appointed, Ellen Middaugh. The AS President and Sonja Daniels will also be on the committee.

AS is participating in the voter Ballot Bowl. AS is currently in 5<sup>th</sup> place and is continuing to move up.

The AS President attended the Student Success Symposium 2025, and it was a great event.

4. The meeting adjourned at 1:35 p.m.

These minutes were taken and transcribed by the Senate Administrator, Eva Joice, on October 24, 2018. The minutes were edited by Chair Frazier on October 24, 2018, and approved by the Executive Committee on October 29, 2018.