

Executive Committee Minutes

*Tuesday, September 3, 2024, 3:00 pm,
Approved: 9/10/24*

Roll Call:

Martin Boston, Sharon Furtak, Carolyn Gibbs, Amber Gonzalez, Pat Oberle, Adam Rechs
Andrea Terry, Matthew Krauel,

Call to Order: 3:01 pm

Open Forum:

- **2023/24 Faculty Senate and Executive Committee Minutes:** A request was made to have the 2023/24 Senate and Executive Committee minutes be posted to the Senate website for transparency. The minutes will be added to the Senate website.
- **Senate Presentations:** A request was made for visual aids to be provided for presentations to improve understanding of the topic being presented.
- **Faculty Senate Meetings – Voting via Zoom:** A request was made to establish a more accurate voting method for Senate meetings for members voting via Zoom.

Approval of the Agenda: The agenda was amended as follows:

- Add the discussion item: “Voting in Senate Meetings” to follow item #11 before the Divisional Town Hall discussion item.
- Add the discussion item: “Student Fee Increases” at the end of the agenda.
The Chair shared that no one was present to speak about this item in depth. The President will speak about Student Fee increases at the Sept. 5 Senate meeting. Or the item can be placed on the Sept. 10 agenda to allow time to invite someone who would be able to speak about the fee increases. The Chair also shared that on Sept. 5 the President is holding an in-person Town Hall for students regarding the Student Fee increases. All are welcome to attend and the Chair will send a message to Senators about the Town Hall

The agenda as amended was approved. *Carried.*

From the Chair:

- **Executive Committee minutes:** The minutes from April 30, July 9, August 20 and September 3 will be on the September 10 agenda. The Chair thanked the committee for their patience.
- **Future Executive Committee agenda items:** The Chair will send the Executive Committee members a map of items for future agendas for their feedback and their agenda contributions. Three meetings at a time will be mapped out. This will continue through the academic year to assist in organizing Exec committee agendas.
- **Chair / Standing Policy Committee Chairs Meetings:** The Chair will be setting up one-on-one meetings with the Standing Policy Committee chairs beginning the week of Sept. 17 through early October.
- **Disruption Protocols:** Chief of Staff Tudor met with the Chair regarding protocols for faculty in the event of class disruptions, events/speakers that might have disruption, and how to handle anticipated protests considering the continuing conflict in Gaza, the upcoming Presidential election, and numerous other issues. The Chief of Staff volunteered to share ideas previously used by faculty on our campus.
- **TPM Campus Addendum:** The campus addendum to the TPM policy is posted on the Student Affairs website. The Chair will forward the link to the Exec members.

The Chair will ask the Provost to send a Sac Send out to remind faculty of protocols in the classroom.

Motion: The Executive Committee recommends faculty and departments who are hosting events think about contingency plans in the case of event disruptions. *Carried.*

- The Chair stated that various university divisions are looking at different policies where an event-related disruption protocol might fit.

From the Provost: The Provost spoke about the recent Academic Affairs SacSend welcoming faculty back that included a few points of pride of our faculty; budget challenges; outreach and recruitment; faculty taking on the pedagogy in the classroom; graduation and retention rates.

September 5 Faculty Senate agenda: The agenda was amended as follows. The amended agenda was approved.

- **Information Items:** The President and Provost item will be reformatted so each is on separate lines and the Q &A will be removed. The Chair will advise the Senators that an extended questions and answer time will allow for questions for the President and Provost.
 - It was suggested either individually or collectively to come up with questions to ask the President/Provost.
 - It was suggested to draw parameters about how long reports are that are brought in.
 - The Chair responded that parameters are set but not for the President/Provost.
- **First Reading Items – Removed:**
 - FS 24/25-32/FL: Resolution of Faculty Commitment of Support in a Time of Multiple Global Conflicts
 - FS 24/25-37/FL: Faculty Senate Subcommittees Standing Rules, revision to produce consistent language across subcommittees.

Executive Committee Meeting Modality 2024/25: A motion was made to amend the meeting modality to add the words “the expectations for” to read:. Guests will attend via Zoom. *Carried*

Key Takeaways from the Discussion:

- If members are away at a conference they still might want to attend via zoom.
- Amend the motion to allow for exceptions in extraordinary circumstances.
- Concerns were expressed about the pressure of attending meetings virtually.
- Concerns were expressed about workload creep with Zoom. Sees a logic with the exception.
- Concerns were expressed that the executive committee members do not have alternates like the Senate does. Important to be able to op-in.

Motion: A motion was made to allow for flexibility in attendance to read: The Executive Committee approves the expectations for the meeting modality for the 2024/25 AY as in-person for members. *Carried.*

AITC Committee – Executive Committee Representative: Andrea Terry volunteered to serve as the Executive Committee representative on the Academic Information Technology Committee for the 2024/25 AY.. The appointment will be added to the September 5 agenda.

Policy on Artificial Intelligence in Academic Freedom, Research, and Teaching:

Key Takeaways from the Discussion:

- GSPC Chair previously requested the committee have an opportunity to review the policy. At this point GSPC has not received it.
- The Chair stated that a policy committee may request to view a policy.
- Chair concerns: Concerned with the brevity of a policy, especially with the teaching at the end. There is guidance from NEA and Educause on creating AI policies that are more related to higher education.
- It was noted: The first paragraph differs from what went to the Deans/Department Chair’s Consultation.
- The FPC Chair stated, the policy is focused on safeguarding academic freedom with regard to AI.
- Questions raised: Is there a need for the policy? Isn’t academic freedom protected generally? Do we need a specific AI policy protecting academic freedom?
- Feedback provided: If the policy is only about Academic Freedom remove Research and Teaching from the title.
- Concerns raised: Is there a need for the policy? We use lots of tools in academics but have no other policies on this. Concern that it’s singling out a single tool.
- The Chair stated that GSPC will be consulted and will communicate with the FPC Chair. The discussion is tabled until it comes back to Exec.

Discussion: How to schedule Committee of the Whole (COW) discussions:

The Chair stated that there are 3-4 COWs from the Exec retreat ready to be placed on the agenda and shared three options for discussion on how COWs might be scheduled on Senate agendas.

Key Takeaways from the Discussion:

- Suggestion provided: Ask Senators how urgent the topic is for them and where they want to place it on an agenda.
- Suggestion provided: Limit the number of COWs for Senate meetings. Maybe 1 or 2 per month and place higher on the agenda and limit the time.
- Suggestion provided: Set a time for COWs.
- Concern raised: Sometimes COW conversations do not generate outcomes.
- Suggestion provided: Set a maximum of one per meeting in rank order by timeliness and have a time limit of 30 minutes with the possibility of extension. A COW should be carefully framed if an action is needed. There were times when people didn't know what actions could be taken.
- Suggestion provided: COWs should not be scheduled for every meeting.
- Suggestion provided: In Senate 101 discuss what a Committee of the Whole is and at the beginning of each one outline the purpose.
- Reminder given: During COWs, the Chair can choose to only call on people that have not spoken before.
- Feedback provided: Allowing representatives to add thoughts adds value to COW and sometimes gives a sense of the faculty of the whole leaning towards a policy. Adds value to COW discussions to allow representatives to add thoughts, gives a sense of where the faculty is leaning in their attitude towards a policy sometimes. The structure of COWs needs to be better.
- Suggestion provided: Set COWs to 20 minutes.

Voting in Senate Meetings:

Key Takeaways from the Discussion

- Suggestion provided: Move the Senators into the waiting room.
- Suggestion provided: Remind Senators to put an asterisk before their name. Those that are not a Senator go to a breakout room.
- Concern raised: There might be guests who have stepped away. They would not be in a position to move to a breakout room.
- Concern raised: There is a need to verify who is voting.
- Concern raised: There is a need for better handling a quorum call – take roll again or on the fly voting.
- The Chair shared that the Senate previously voted on the use of secondary technology tools down.
- Discussion placed on hold until further research into viable options are completed.

Division Town Halls: Last year the President asked divisions to set-up Division Town Halls. Previously the Faculty Senate would bring Administrators to the Faculty Senate for presentations (Student Affairs, IRT, etc.) The Chair shared that she and the President had discussed reconnecting the division updates to Senate. The President and Senate Chair would like Exec to weigh in.

Key Takeaways from the Discussion:

- Issue raised: Currently Presentations, in conjunction with last year's standing rules update, are limited to 5 minutes. This potentially limits what Senate-invited Division updates could be.
- Ideas presented by Chair: 1) Division Town Halls remain outside of the Senate. Divisions present a summary of questions and concerns to the Faculty Senate. 2) The Executive Committee coordinates the Town Halls with division leaders on what to address.
- Question raised: Would Town Halls be in place of Senate or scheduled separately? Separately was the response.
- Feedback provided: There is value in both Faculty Senate presentations and division-organized Town Halls with a report after the fact. More value after then in advance.
- Suggestion provided: Senate advertises Division Town Halls.
- Issues raised: 1) The President asked divisions to hold a Town Hall once a year and there was very minimal attendance. 2) There are no longer specific divisions coming to Senate meetings that Senate should be kept abreast of. 3) Time limit: 5 minutes.

Adjourned: 5:05 pm