AGENDA

Report of the Chair of the Faculty – L. A. Watt
Request for device
Approval of Agenda
Approval of Minutes

Consent Items: From EPC: Curriculum Revisions: BA/BS Chemistry and BS Biochemistry; Early Childhood Studies BA, Early Childhood Studies Minor

Business

1. From SAC: Statement on Cheating and Plagiarism – First Reading – H. Smith

2. From APARC: Recommendation to remove Appendix B from Program Review Policy – First Reading – S. Place

Standing Reports

1. President of the University - (J. Sakaki)
2. Provost/Vice-President, Academic Affairs - (L. Vollendorf)
3. Vice Chair of the Senate - (M. Milligan)
4. Vice President/Admin & Finance - (J. Lopes)
5. Vice President for Student Affairs – (W. G. Sawyer)
6. Vice-President of Associated Students – (M. Kadar)
7. Statewide Senators - (C. Nelson, W. Ostroff)
8. Staff Representative – (A. Sandoval)
9. Chairs, Standing Committees:
   Academic Planning, Assessment & Resources – (S. Place)
   Educational Policies – (J. Lillig)
   Faculty Standards & Affairs – (P. Lane)
   Student Affairs – (H. Smith)
10. CFA Chapter President – (E. Sims)

Occasional Reports

1. Senate Diversity Subcommittee – (K. Altaker)
2. Lecturers Report – (C. Torres)
3. Graduation Initiative Committee (GIG)

Good of the Order
Abstract

Present: Laura Watt, Melinda Milligan, Hope Ortiz, Catherine Nelson, Sam Brannen, Melissa Garvin, Jim Robison, Carlos Torres, Jeffrey Reeder, Joshua Glasgow, Angelo Camillo, Puspa Amri, Rajeev Virmani, Chiara Bacigalupa, Rita Premo, Izabela Kanaana, Mary Ellen Wilkosz, Adam Zagelbaum, Kevin Fang, Rick Luttmann, Amal Munayer, Cookie Garrett, Judy Sakaki, Joyce Lopes, Wm, Gregory Sawyer, Erma Jean Sims, Melissa Kadar, Arcelia Sandoval, Sean Place, Jenn Lillig, Hilary Smith

Absent: Paula Lane

Proxies: Karen Moranski for Lisa Vollendorf

Guests: Michael Balasek, Laura Monje-Paulson, Kara Aabbit, Anna Reynolds Smith, Paul Gullixson, Susan Walling, Ryan Henny, Gerald Jones, Chris Deny, Kalli Sandburg

Chair Report – L. Watt

L. Watt reported that she was unable to attend the statewide Chairs meeting, but heard that they discussed creating more systemwide guidelines for campus closures due to natural disasters and the new corona virus outbreak.

Approval of Agenda – Approved.

Approval of Minutes of 2/13/2020 – Approved.

President Report – J. Sakaki

J. Sakaki reported on campus efforts on Super Sunday. She appreciated all the people who were present at the event to help out. She appreciated all the feedback on the Dean searches. She noted that VP Lopes will report on the campus response to the corona virus. She reported on a meeting with the Commission on Extended Education. CSU Presidents are discussing elevating extended education on campuses. The Governor’s budget does, currently, include money towards this effort. A member asked if Super Sunday would be including area mosques. VP Sawyer responded that there was no movement on it this year, but he thought they
would start including mosques in the future. The President noted that discussions were underway to see how Super Sunday could be more effective.

Provost Report – K. Moranski for L. Vollendorf

K. Moranski announced that the Teagle grants call is coming out. Teagle grants are focused on curriculum re-design that works towards GI 2025 goals. She noted there was another grant for online course re-design. There was funding for at least four new online courses. Questions for the Provost: How many tenure track searches were successful this year and how many searches are planned for next year. It was clarified that currently the Teagle grant was focused on undergraduate programs. She hoped to identify funding for graduate programs. Question for Provost: Does the campus have any historical data on candidates who have refused offers based on local housing costs and the cost of living.

Vice Chair Report – M. Milligan

M. Milligan noted that the results of the election were emailed out to all faculty. She noted that the at-large positions for the SEIE Dean search were still open for nominations. Senator Reeder was congratulated on his election to Chair and Jim Robison and Carlos Torres were congratulated on their re-election as Lecturer Senators.

VP of Administration and Finance Report – J. Lopes

J. Lopes reported on the campus efforts to prepare for the potential corona virus spread. Strategic Communications will send out information soon to the campus. She had just received communication about study abroad programs. She reminded everyone to wash their hands, and if anyone feels symptomatic, to stay home. There was discussion about limits on student and faculty travel. The Student Health Center will start doing actual screening for any students who present with flu symptoms.

Special Report – Rebranding the University – J. Griffin-Desta, P. Gullixson, C. Deny,

J. Griffin-Desta discussed the initiation of the effort to re-brand the university. P. Gullixson introduced the speakers – C. Deny and K. Sandburg. He discussed the process so far including: gathering all materials currently in use on campus, surveys with students, faculty, staff and admins, drafting elements for the branding, gathering more feedback and eventually creating a branding book. What will not change are: the campus seal, campus mascot, and color palette. The goal is to refresh the branding and formalize how we tell our story. The presentation shared the work so far and the images could not be included in these minutes. C. Deny requested feedback on their work.

A member suggested that the branding highlight social justice and civic engagement goals of the campus. A member requested more language about sustainability and resilience. There were a couple of specific questions about the implementation of the
new branding for departments. There was a suggestion to create a virtual map that students could use to explore the campus.

**Special Report – Student Affairs Division Organization – L. Monje-Paulson, Wm. Gregory Sawyer**

Wm. Gregory Sawyer shared that they often hear that Student Affairs changes a lot and that is due to the students changing. He noted that in the past two years they have worked hard to renew the Student Affairs division and now are one of the most promising places to work in Student Affairs. This presentation will show the services Student Affairs is providing for student success and engagement through co-curricular programs.
Sonoma State University
Division of Student Affairs:

Vision Statement

The Division of Students Affairs at Sonoma State University strives to be recognized for our commitment to student success, transformative learning, leadership cultivation, outstanding service, and diversity and inclusivity.

Sonoma State University
Division of Student Affairs:

Diversity Statement

The Division of Student Affairs at Sonoma State University affirms the importance and centrality of the values of diversity, equity, and inclusivity. As Student Affairs professionals, we believe that inclusivity and social justice require persistence and perseverance to ensure that members from all identities, backgrounds, abilities, and belief systems have access, acknowledgement, opportunities, and a voice to participate at all levels within the university. Additionally, the Division of Student Affairs strives to ensure that our staff, programs, activities, and services are reflective of these values and that through the mission of our university and purpose of our division, we hold ourselves accountable to these principles in our everyday work.

*Inspired by NASPA’s Commitment to Equity, Diversity and Inclusion*
OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS

WM. GREGORY SAWYER, PH.D.
Vice President for Student Affairs
he/him/his

CONTACT INFO
sawyerG@sonoma.edu
707.664.2838
Student Center 3020
OFFICE OF THE VICE PRESIDENT

PURPOSE

The Office of the Vice President serves as the administrative foundation and central location for the co-curricular programs, areas, and services of Student Affairs.

OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS

2019-2020 GOALS FOR THE DIVISION

• Develop a model and philosophy of inclusive excellence for the DSA

• Evaluate policies and procedures in the DSA and establish clarity and communication

• Tie the division’s strategic plan, budget, and assessment processes together

• Achieve Most Promising Place to Work 2020
CENTER FOR ACADEMIC ACCESS & STUDENT ENRICHMENT

PURPOSE

Provide SSU’s under-represented and underserved students with resources to persist and graduate.

GERALD L. JONES, J.D.
Senior Director
he/him/his

CONTACT INFO
gerald.jones@sonoma.edu
707.664.4201
Schulz First Floor
Center for Academic Access & Student Enrichment (CAASE)

CAASE
Organizational Chart

- VP, Student Affairs, Wm. Gregory Sawyer, Ph.D.
  - Center for Academic Access & Student Enrichment
    - Gerald L. Jones, J.D., Senior Director
      - Disability Services for Students and Testing & Proctoring Services
      - DREAM Center
        - Legal Services
      - Educational Opportunity Program
      - PUERTA Centro for Diversity in Teaching
      - Seawolf Scholars
      - Student Support Services
CENTER FOR ACADEMIC ACCESS & STUDENT ENRICHMENT

2019-2020 GOALS

• Increase awareness and visibility of services both on- and off-campus

• Implement free immigration legal services on campus through the DREAM Center

• Create mentorship programs through EOP and TRIO SSS

• Expand services beyond advising for Seawolf Scholars

CENTER FOR ACADEMIC ACCESS & STUDENT ENRICHMENT

2019-2020 GOALS (cont’d)

• DSS will coordinate campus-wide activities and community outreach to increase awareness and understanding about how disability contributes to the world of diversity, including spearheading Disability Awareness Month in April
COUNSELING & PSYCHOLOGICAL SERVICES (CAPS)

PURPOSE

The purpose of Counseling and Psychological Services (CAPS) is to serve the mental health needs of the campus community.
CONFIDENTIAL ADVOCACY

PURPOSE

Provides culturally-sensitive, empowering and empathic support and advocacy for survivors of power-based personal and sexual violence, and educational programming for the Sonoma State University community.

SONOMA STATE UNIVERSITY | DIVISION OF STUDENT AFFAIRS

Counseling & Psychological Services

SONOMA STATE UNIVERSITY | DIVISION OF STUDENT AFFAIRS
COUNSELING & PSYCHOLOGICAL SERVICES

Organizational Chart

- VP, Student Affairs, Wm. Gregory Sawyer, Ph.D.
  - Counseling & Psychological Services
    - Laura Williams, Psy.D., Director
      - CAPS
      - Confidential Advocacy

COUNSELING & PSYCHOLOGICAL SERVICES

2019-2020 GOALS

- CAPS will introduce new counseling delivery models, including single-session therapy sessions, increase group therapy options, and offer skill-building workshops to address demand for services and reduce wait times
- CAPS will assign counselors as lead contacts for major campus partners to enhance communication and referrals process
- Confidential Advocacy will continue to provide events and programming to eradicate sexual and domestic violence and create a culture of consent

SONOMA STATE UNIVERSITY | DIVISION OF STUDENT AFFAIRS
PRE-COLLEGIATE PROGRAMS

SUSAN WANDLING, M.A.
Senior Director
she/her/hers

CONTACT INFO
susan.wandling@sonoma.edu
707.664.3122
Pre-Collegiate Programs
Building

PRE-COLLEGIATE PROGRAMS

PURPOSE
Provide information and services to families in SSU’s local communities to prepare K-12 students for college success.
Pre-Collegiate Programs

VP, Student Affairs, Wm. Gregory Sawyer, Ph.D.
- Pre-Collegiate Programs,
  Susan Wandling, M.A., Senior Director
  - Academic Talent Search
  - TRIO Training Programs
  - Upward Bound Programs
PRE-COLLEGIATE PROGRAMS

2019-2020 GOALS

• Strengthen/enhance messaging to community about the college access and readiness services

• Strengthen the higher education pipeline

• Encourage students and staff to lead the way toward social and environmental change.

SONOMA STATE UNIVERSITY | DIVISION OF STUDENT AFFAIRS

STUDENT ENGAGEMENT

RYAN JASEN HENNE, PH.D.
Dean of Students
he/him/his

CONTACT INFO
henne@sonoma.edu
707.664.3078
Student Center 3020

SONOMA STATE UNIVERSITY | DIVISION OF STUDENT AFFAIRS
STUDENT ENGAGEMENT

PURPOSE

Provide access and resources for self-advocacy, leadership cultivation, and transformative experiences to create a connected Sonoma State University community.
STUDENT ENGAGEMENT

Organizational Chart

- VP, Student Affairs, Wm. Gregory Sawyer, Ph.D.
  - Student Engagement
    - Ryan Jasen Henne, Ph.D., Senior Director
      - Campus Recreation
      - The HUB Cultural Center
      - Residential Education & Campus Housing
      - Student Conduct
      - Student Involvement

STUDENT ENGAGEMENT

2019-2020 GOALS

- Address ongoing politics and/or culture of local, state, national, and international communities through co-curricular development

- Establish opportunities to develop and enhance a personal philosophy of leadership

- Coordinate activities that connect an individual’s values and ethics to their academic, personal, and career aspirations

- Create and promote campus resources to help students gain or enhance knowledge, skills, and abilities needed to be viable candidates for future jobs and experiences

SOMOA STATE UNIVERSITY | DIVISION OF STUDENT AFFAIRS
STUDENT HEALTH CENTER

Kathy Andersen, M.D.
Director

CONTACT INFO
andkathl@sonoma.edu
707.664.2921
Student Health Center

PURPOSE
Provides on-campus medical, public health, and health education services.
STUDENT HEALTH CENTER

Organizational Chart

- VP, Student Affairs, Wm. Gregory Sawyer, Ph.D.
  - Student Health Center
    Kathy Andersen, M.D., Director
    - Student Health Center Physicians and Medical Staff
STUDENT HEALTH CENTER
2019-2020 GOALS

• The Student Health Center will extend its outreach activities to include staff trainings that address cultural competency through presentations with DSS staff and creating connections with student multicultural and identity-based organizations and clubs.

JAMIE ZAMJAHN, M.A.
Senior Director
he/him/his

CONTACT INFO
zamjahn@sonoma.edu
707.664.3079
Student Center 3020
STUDENT SUCCESS & ADVISING

PURPOSE

To help students successfully navigate their academic journey from their first class to graduation.
STUDENT SUCCESS & ADVISING
Organizational Chart

- VP, Student Affairs, Wm. Gregory Sawyer, Ph.D.
  - Student Success & Advising
    - Jamie Zamjahn, M.A., Senior Director
      - The Advising Center
      - Career Center
      - Center for Transfer & Transition Programs
      - Military & Veteran Program
      - Orientation & Family Programs

STUDENT SUCCESS AND ADVISING
2019-2020 GOALS

- Increase access to advising and career services

- Transition to proactive outreach/interventions/campaigns/advising

- Expand student success initiatives across campus
Achievements

Most Promising Places to Work in Student Affairs 2020

By ACPA and Diverse Magazine

Achievements – con’t

GRANTS

- $378k for Basic Needs for one year
- $200k/yr. for 5 years for sexual assault advocacy
- $125k one time funds to develop and enhance mental health prog/services to support students on campus.
Recognitions 2019-2020-con’t

Leo Serrato
Campus Life Advisor: Fraternity and Sorority Life

“Outstanding Fraternity & Sorority Life Advisor of the Year” by Pi Kappa Phi’s national headquarters.

Recognitions 2019-2020- con’t

Brent Boyer
Disability Services for Students

“CAPED Professional Recognition Award”
The Chair thanked the presenters for this helpful presentation.

VP of Administration and Finance Report continued

J. Lopes updated the members on the Athletic Director search and the Chief of Police search. She praised Laura Lupei for receiving the Outstanding Staff award at the Chancellor’s office. She noted the campus is working on a solar array project and micro grid to help with PSPSs. The AS rep asked if the campus will provide help for students to protect themselves from the corona virus. J. Lopes responded that the communication about that will come out soon.

VP for Student Affairs Report – Wm G. Sawyer

Wm. G. Sawyer reported on the Director of Student Conduct search and the Basic Needs initiative as well as the search for the Director of REACH. He reported on efforts to become a military friendly institution.

Associated Students Report – M. Kadar

M. Kadar reminded everyone that the primary election is coming up next Tuesday and encouraged all to vote. AS elections start after that. The AS is reviewing several resolutions. A group will be attending the Student Higher Education summit in Sacramento and Sonoma snowglobes was a great event that they hope will continue. Approximately 1000 students attended. JUMP will put on events for Earth Day about sustainability. A member asked if green composting would be available in the Res Halls soon. M. Kadar said she will check.
Statewide Senators Report – C. Nelson

C. Nelson reported that the CSU study abroad has suspended their program in South Korea. The Chancellor’s search continues and the expectation is for an announcement in March. A member asked about the Ethnic Studies requirement bill in the legislature. C. Nelson responded that there was no new information.

Staff Representative Report – A. Sandoval

A. Sandoval noted staff positions available to staff for application.

APARC Report – S. Place

S. Place reported that APARC had an eye-opening and frank discussion with AVP Dana Twedell about the classroom conditions survey results. They learned about some of the limitations facilities has surrounding custodial work. He also discussed concerns raised by faculty about the design of new classrooms in the Stevenson Hall remodel and stated he will bring those concerns forward to the remodel committee. A member asked what was eye opening in the discussion with custodial services. S. Place discussed the report and the thinking that there might be more overlap between day and night workers. During the meeting, the AVP also walked them through budgetary limitations. S. Place thought the report would help them make workable recommendations. A substantial conversation ensued focusing on bathroom cleanliness. VP Lopes discussed the current efforts of custodial services to address the concerns discussed.

EPC Report – J. Lillig

J. Lillig reported that EPC talked about GE implementation at its last meeting. They discussed how to facilitate the process going forward and help GE with their workload. She will be visiting GE and talk about their discussion. She noted that faculty not in School of S&T, could take advantage of the Teagle grant to help with GE changes. She discussed the second reading of the internship policy and said they will continue talking about it. Eventually it will come to the Senate. She discussed the AAC&U conference where she and others presented on SSU’s GE process. They learned a lot and brought back some great handouts which will be posted on the EPC website. They also heard great ideas about how students can talk about GE experiences on their resumes.

FSAC Report – A. Camillo for P. Lane

A. Camillo reported that FSAC is working on the survey results for the RTP policy revision.

SAC Report – H. Smith

H. Smith said they heard a report outs from the Scholarship Subcommittee and ATI. She discussed a universal access hub that will be a one stop shop for accessibility issues and will open April 28 near IT. She noted the open house for the student
services on the first floor of the Library on March 4th from 4 - 6. The event is open to students and faculty.

CFA Report – E. J. Sims

E. J. Sims reported that CFA tries to have fun and next Thursday will be a solidarity social in Lobos to relax, share information and meet other faculty across campus. A séance will be held to talk to Lucy Parsons about strategies for successful contract negotiations.

Adjourned.

Minutes prepared by L. Holmstrom-Keyes
March 12, 2020

Memorandum

TO: Executive Committee and Academic Senate

FROM: Dispute Resolution Board

RE: DRB Statement on Cheating and Plagiarism

The Dispute Resolution Board and the Student Affairs Committee have approved this statement about cheating and plagiarism which specifically:

requests that all faculty report any and all cheating and/or plagiarism regardless of the circumstances of the student. We urge all faculty to follow the policy on cheating and plagiarism so that SSU can be a beacon of academic integrity.

The Board understands that many faculty want to work out cheating and plagiarism on their own with a student. However, given the statistics about cheating and plagiarism cited, the DRB strongly encourages faculty members to report ALL instances of cheating or plagiarism via the negotiated form or formally, if needed. We believe it is important for students to understand the importance of academic integrity and that SSU is committed to upholding academic integrity. We note that the policy states: “It is also the policy of Sonoma State University to impose sanctions on students who cheat or plagiarize.”

The Negotiated form tells the student what sanctions a faculty member will give for an instance of cheating or plagiarism. If the student signs, they are accepting the sanction, not admitting guilt. However, once the form is sent to the Student Conduct officer, the student will be asked to meet with that officer to discuss the instance and how they can get back on track.

We ask the Senate for endorsement and ask that the statement be sent to all faculty, if approved.

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1 [https://academicintegrity.org/statistics/](https://academicintegrity.org/statistics/) - 62% of undergraduates admit to cheating on written assignments, 68% of undergraduates admit to written or test cheating;
2 [https://web.stanford.edu/class/engr110/cheating.html](https://web.stanford.edu/class/engr110/cheating.html) - While about 20% of college students admitted to cheating in high school during the 1940’s, today between 75 and 98 percent of college students surveyed each year report having cheated in high school; [https://grammargang.com/plagiarism-statistics/](https://grammargang.com/plagiarism-statistics/) - According to a U.S. News and World Report survey, 90% of students polled didn’t believe they would get caught or punished for plagiarism and cheating on other’s work.
Removal of Program Review Policy 2006-1 Appendix B

The University Program Review Subcommittee recommended removal of this policy as it appears to be a vestigial policy that is no longer applicable to the current policy as revised and approved by President Judy K. Sakaki on May 18, 2017 (UPRS justification is provided below). Although the genesis of this appendix is unclear, as recommended by S&F we are treating this as a stand alone policy approved by President Ruben Armiñana on March 3, 2006. APARC voted unanimously to recommend the removal of this policy during the February 12, 2020 meeting.

UPRS justification:

Sonoma State’s Program Review policy, policy number 2006-1, was revised in 2016-17 and approved by President Judy K. Sakaki on May 18, 2017. The original program review policy 2006-1 was approved by President Ruben Armiñana on March 3, 2006. There were two appendices to the original policy, 2006-1, Appendix A and 2006-1, Appendix B. The appendices were also approved on March 3, 2006. It is unclear from existing documentation whether the policy and appendices were approved separately or together as one policy.

In the revisions to the program review policy in 2016-17, the sentences referring to Appendix A and B were removed, and their removal was approved by the Academic Senate and the President. The removal of the appendices was not voted on separately from the policy itself.

It appears as though Appendix A itself was removed from the Policies webpage, but Appendix B was not.

The University Program Review Subcommittee is drafting guidelines for external reviewers, as well as for curriculum committees, deans, and self-study leads. These guidelines will be available on the Academic Programs website as resources for program review. In recent years, the Senate has frequently recommended the removal of process-related guidelines from policy. Removing Appendix B from the policies website not only reflects the Program Review policy that was approved in 2017, but also reflects recommendations from the Senate about what most appropriately belongs in a policy.

The University Program Review Subcommittee recommends that Appendix B be removed from the policies website, as the document to which it was appended no longer refers to it and it is no longer part of the program review policy as approved by President Sakaki on May 18, 2017.
Guidelines for External Reviewers

You have been selected as an external reviewer for a Sonoma State University department undergoing a regular 5-year program review. We are making a concerted effort at SSU to integrate the program review process with a long range planning process, which means that the department will use its program review self-study and your report as bases for its long-range planning. Consequently, our needs for your insights as an outside consultant may differ a bit from the needs defining other reviews with which you are familiar.

In order to assist the department as it plans for the next five to ten years, please be sure to address the following and make suggestions as appropriate:

1. The department’s curricular mission. Is it philosophically coherent? Is it appropriate for a comprehensive undergraduate institution that aspires to provide a strong liberal arts education for all undergraduates and to provide selected graduate programs in response to the professional development needs of the region? Does it uphold the SSU Mission Statement and Diversity Vision Statement in its dedication to perspectives of diversity?

2. The curriculum itself. Is it current? Does it have clearly stated goals that are consistent with the department’s mission? Is it well focused? Does it reflect an appreciation of the richness of differences among us? What are its greatest strengths? Its weaknesses? Is the faculty appropriately prepared to deliver it?

3. Program effectiveness. How effective does the department seem to be in preparing its students (both majors and GE students) as it wishes? Does the department have an assessment strategy adequate to reveal what is working very well and what is not? Is there evidence that the department has used assessment findings to guide program change?

4. Resource use. Are existing program resources being used to the greatest effect?

These questions are intended, of course, to provide direction rather than to limit your comments, so do not feel that you should avoid mentioning anything that is not on the list. We look forward to receiving your report and to benefiting from your perspective on what we are doing and how we might do it better. Thank you for agreeing to perform this invaluable service for us.

Related Links: Back to Program Review Policy

Updated March 3, 2006 by SSU.policies@sonoma.edu