

## Faculty and Student Policies Committee Minutes

---

TO: Faculty and Student Policies Committee

FROM: Miriam Walter, Chair

DATE: March 26, 2024

SUBJECT: FASP AGENDA – March 28 at 2:30 PM

Zoom link:

<https://csuchico.zoom.us/j/85712196204?pwd=ZWNXB29pVXpaR2ZJcUpSaXBLVk5KUT09>

Meeting ID: 857 1219 6204, Passcode: 594624

---

Secretary: Kun Tian

Secretary assignment sheet:

<https://docs.google.com/spreadsheets/d/1pOf1xqOOM4qnSHb-Mvvfo19EshwQrbO8uINJGplGz18/edit?usp=sharing>  
[Meeting minutes template](#) (Google doc version) [minutes template](#) (Box link)

*Times are approximate unless "time certain." Please be cognizant of the time when adding to the discussion.*

*Tell Miriam of proxies in advance of meeting (**by a.m. of meeting date**). Proxy votes go in chat.*

- Agreed upon norms (9/7/23): Think psychological safety
- Assume positive intent
- Impact matters more than intent **Be kind, consider possible triggers**
- Limit speaking to 4 minutes (unless presenting a motion). Chair/vice chair will monitor
- Allow everyone to speak who wishes to before speaking again.
- Minutes of meetings need to be turned in by Monday a.m. following the meeting
- Start and end on time
- Collective responsibility to keep on track/topic. Help each other to do that.
- Consider all who will be affected by policy

Link to all files in [Box](#)

Approve **Minutes** of FASP meeting – February 29, 2024 {If no objection, is approved without vote.}

**Note to minute-takers: please put proxies in the attendance list like this: Ana Medic (Boyd)- meaning Medic is absent and Boyd is holding her proxy.** People are only listed as absent if they didn't give proxy to someone. Take screenshot of participant list and use roster posted in Box if needed for attendance recording. From Robert's Rules: We must include the "work" of the committee (motions and votes) but we are not to include all that was said: RRO Section 48:2 "the minutes should contain mainly a record of what was **done** in the meeting, not what was *said* by the members." So, just put what you think is important, motions etc.

1) Approve **Agenda** {If no objection, is approved without vote.}

2) **Action Item: EM 10-020** Student organizations (K. Ross, Dir. Student Life & Leadership, & Recreational Sports)

3) **Report Item:** Request for revision to **EM 23-019:** E-mail Policy (Patrick Newell)

#### 4) Discussion Items

- a) Proposed revision of [EM 18-022](#): Executive Management Selection Committee (Revision committee: Mahalley Allen, Holly Ferguson, Marianne Paiva, Jennifer Underwood, Sheryl Woodward)
- b) Proposed revision of Senate Bylaws: selection of sub for faculty members of EC  
[https://www.csuchico.edu/sen/\\_assets/documents/approved-clean-acadsen-bylaws-ec-subcommittee.pdf](https://www.csuchico.edu/sen/_assets/documents/approved-clean-acadsen-bylaws-ec-subcommittee.pdf) (old/current)

- 5) [Subcommittees and Policy List \(link\)](#) – updates on work of committees  
Please sign up for #'s 1, 20

## 6) Announcements

Links to:

[FASP Procedures and Guidelines, updated Fall 2023](#)

[Academic Senate](#)

[Faculty & Student Policies Committee \(FASP\)](#)

[Current Executive Memoranda](#)

[The FPPP](#)

[Student Rights and Responsibilities, Campus Policies](#)

[FASP Subcommittee and Document Handling Protocols.pdf](#)

[EM Template](#)