



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 11, 2020**

Approved 2-18-20

11:30 AM - 12:50 PM

PLN-120

Present: Gradilla, Graewingholt, Matz, Stohs, Walsh, Walker, Wood

Absent: Dabirian, Stambough

I. CALL TO ORDER

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

Executive committee presented Megan with gift for her baby.

II. URGENT BUSINESS

The Library wants to have an internal search for an associate dean. We have to follow the policy and put the search committee on the AS agenda for Senate approval. Dean Bonney has sent her suggestion of faculty to serve on the search committee (Pratanu Ghosh, Natalie Fousekis, Irene Matz, Erica Bowers, and Barbara Miller). If we are all in agreement, this will be added to the consent calendar for the next AS meeting.

- The Executive committee were all in agreement of the suggested faculty for the search committee.

III. ANNOUNCEMENTS

- (Stohs) We need a substitution for Humanities constituency on the Library Committee. Please forward me your suggestions.
- (Matz) We need a replacement for the ECS constituency on the Extended Education Committee.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 1-28-20 (Draft)
M/S/P (Walsh/Graewingholt) Minutes approved.

4.2 EC Minutes 2-4-20 (Draft) - *forthcoming*

V. CHAIR'S REPORT

At the last Senate meeting Senator Kanel brought up the issue of smoking. There is a organization on campus through Environmental Health & Safety called Fresh Air Advocates, someone from the organization called me and sent me an email asking if we would like for them to present at the Senate. Is this something we want to do?

No, we can advertise the organization through the Senate announcements.

VI. STAFF REPORT

I received an email from the President's office stating we will have two trustees visiting our campus this spring, April 8th and May 5th and they would like to meet with the Executive Committee. I will be sending out doodle polls to coordinate those meetings.

VII. COMMITTEE LIAISON REPORTS

7.1 ASI Board [Stohs], T, 2-4-20, 1:15 - 3:45 PM, TSU Legislative Chambers
Normal meeting – ASI is beginning to gear up for elections.

- 7.2 International Educations Committee [Dabirian], W, 2-5-20, 11:00 AM - 12:00 PM, Titan Hall 1347
- Dean presented the CSUF Study Abroad Survey (See attached presentation).
 - The committee was concerned with the effect of Coronavirus for our student applicant from China on for Fall 2020.
- 7.3 Faculty Affairs Committee [Walker], F, 2-7-20, 10:00 AM - 12:00 PM, MH-141
- Meeting began with revising the “Faculty Workload: Policy and Procedure EP &R 76-36.
 - Next agenda item was UPS 210.001 Recruitment and Appointment of Tenure-Track Faculty
 - Six practices were discussed with possible solutions for revisions and incorporation to the policy.
 - Notes: As a substitute liaison for this meeting, I was impressed with the time commitment and hearty discussions for changes, solutions and revisions. This committee is well represented with representatives across campus. A two-hour meeting on a Friday is impressive by itself.
 - Since Committee Chair Walker will be discussing this at length, I will not forward any further detailed notes.
- 7.4 Curriculum Committee [Gradilla], F, 2-7-20, 12:00 - 2:00 PM, MH-141
- UCC spent most of the meeting revising UPS 430.000 Guidelines for the Submission of Proposals for the Addition of New Degree Programs to the University’s Master Plan with the guidance of Senate Exec feedback from last fall.
 - UCC decided that instead of rescinding the document we needed to clarify the campus process especially that of "projecting" a new degree. Projecting is not starting the process but starting the notion or idea that a new degree is needed and that it needs the CO/BOT stamp first before it is put through the campus based process.
- 7.5 General Education Committee [Wood], F, 2-7-20, 2:00 - 4:00 PM, MH-141
1. Welcomed new member, James Hussar, who is replacing Karol Ketchum. Karyl was unavailable the majority of meetings this semester.
 2. Reviewed and approved minutes from 11/8/19, 11/15/19.
 3. Discussed new GE course proposals and schedule for review.
 4. Discussed cross-listing challenges. Foster shared policy from other CSU campuses.
 5. Revisited 2 courses reviewed last semester. Rather than rejecting the courses, the GEC had voted to hold them over until Spring, work with faculty to have the questions resolved, and then vote. Both courses were approved.
 6. Discussed and approved revisions to UPS:
 - a. UPS 300.004. There is currently policy for requiring a statement in the syllabus indicating what counts as a passing grade for four core areas (A.1, A.2, A.3, B.4). The proposed revision is to also require this information for all courses in an effort to help clarify requirements for students. It is also proposed to add a statement that the course meets the GE requirement.
 - b. UPS 411.201. Proposal to prevent conflicting policy and clarify and consolidate meaning by referencing existing policy rather than quoting it (to cross-reference policy on syllabi in policy on GE breadth objectives).
 - c. UPS 411.200. Minor edit (strike out “and has been added to the catalog”) to shorten length of time necessary to propose a new course for GE. This would move new courses into the catalog a semester earlier. There are sometimes urgent needs to get a course proposed and approved. Another edit to require college curriculum committee review and approval, prior to Dean review. Final edit to clarify “GE” course change form.
 - d. UPS 411.100. No changes needed. Foster agreed to add Fall-Fall and Spring-Spring approval timeline to the Curriculog GE Course Change Form.
- 7.6 Library Committee [Matz], M, 2-10-20, 11:00 AM - 12:00 PM, PLS-299
- Library survey of faculty (Cruzon 360 Report) postponed until March.
 - Open syllabus resolution
 - Shared that IT has a record of all syllabi with access, if needed
 - Renovation of library – will open all floors in April as planned; they will input the shelving during the summer; 4 & 5th floors will be open, but after 6:00 P.M. closed because of staffing issues
 - Lottery money – extra money will be used for student employment
 - Racism – speakers to address issues during Library sessions being inclusive
 - Fundraising – working with Advancement on ways to help the Library fund raise

- There will be an internal search for the associate dean position; will be presented to the Academic Senate for approval during the February 20, 2020 meeting and it is hopeful that the position will be filled by March 31, 2020; job position has been written and posted

7.7 Extended Education Committee [Matz], M, 2-10-20, 3:00 - 4:00 PM, Titan Hall 1347

- Old business:
 - Discussion of EEC-IEC update; chairs discussed and there will be a couple of joint meetings during the Fall 2020 semester; the Senate will set dates and rooms
- New business:
 - New course proposals reviewed
 - Creators were there to walk us through each proposal
 - Cynthia Gautreau discussed the following; these were approved; courses are an alternative to traditional micro credentials; teachers can put these into practice
 - SEDU 7188, 7190, 7192, 7193, 7194
 - Mark Ellis discussed the following; these were approved for micro-credential module for teachers of mathematics
 - ATMALA SEDU 7191, 7195, 7196, 7198

7.8 Faculty Research Policy Committee [Stambough], T, 2-11-20, 9:00 - 10:00 AM, MH-141

No report submitted.

VIII. UNFINISHED BUSINESS

9.1 AA/AS Spring Retreat

(Stohs) We will discuss the retreat next week because both the President and the Provost are still thinking about it.

IX. NEW BUSINESS

9.1 General Committee Senate Nominees

The Executive Committee began working on filling the general committee vacancies. An email will be sent out to faculty asking them to serve. Once we receive an acceptance, the faculty member's name will be added to the consent calendar for the March 12th AS meeting.

9.2 Ethnic Studies Feedback Form

- (Wood) I wasn't really sure what you wanted, it occurred to me afterwards that we could have incorporated some quotes to capture the feelings.

Q: (Graewingholt) Didn't we say consensus based on how we asked the people to respond rather than the comments to scale it down?

A: (Wood) That's what I did. I tried not to overstate or say things that could be criticized as bias. I tried to capture the variety of the opinions, but where the more widely held opinions were.
- (Stohs) There is a corrected version, I took what Michelle had and filled it in on the corrected form. I added some other things, but we need to decide on the yes/no questions.
- (Stohs) I think we should take this to the Senate and have them vote to receive the report. Would that be appropriate?
 - (Wood) I think that is appropriate, but I do have the concern that some individual who has very strong feelings will want the data to be expressed in a different way.
 - (Graewingholt) It could easily develop into the last meeting we had. I think we do need to bring it to them, I don't know the safest way to do that.
 - (Matz) Maybe we frame it with this document has all the information you previously gave us that was put into the resolution.
 - (Walker) If we are restating what we have already reported, there is absolutely no need to put this on the Senate Floor. The Executive Committee should look at the final version to ensure it matches what is in the resolution and the data that was posted. We are not doing this to start a new debate on what feedback we want to give, we are just restating what we already said.
 - (Stohs) I can put this information into my chairs report.

- (Graewingholt) The only concern I have is at the last Academic Senate meeting Mark said he would be seeking feedback and if it's on the record that we would be seeking feedback rather than incorporating existing feedback, we might want to address that.
 - (Walsh) There was an extra step. HSS brought together chairs and asked for feedback and we sent a letter to our CSU Senate Representatives. In addition, Ethnic Studies Faculty got together recently and have given feedback too.
 - (Stohs) They are going to have their own feedback report.
 - (Graewingholt) Then we need to make sure we incorporate that information in the Chair's report to make it clear that you did seek feedback after the original resolution and it has also been incorporated.
 - (Walker) In your Chair's report, you can say if anyone has additional comments, please send them to our Statewide Senators.
 - Q: (Matz) But haven't they already given enough input and had opportunity for that?
 - A: (Wood) Yes. Last semester we collected the input, this semester we are summarizing the input and just reporting it out.

9.3 PRBC New Program Proposal

(Stohs) This will be added to the February 20th AS agenda as a consent calendar item.

9.4 Revisions to UPS 410.113 - Guidelines for the Structure of Joint Degree Programs

(Stohs) This is what we discussed last week at the AS meeting and the committee made changes. Does anyone have any questions or concerns?

This document will be added to the February 20th AS agenda as a new business item.

9.5 Academic Appeals Board Flow Chart - Arbitrary

1. Academic Appeals Board Flow Chart - Dishonesty

Additional document:

Resolution on Faculty Workload: Policy and Procedures EP&R 76-36

- (Walker) Faculty Affairs wrote this resolution we decided if we are going to hit supervision, we should hit all of these things because it's an equity issue for all of our faculty.
- (Wood) What do you think is a better approach, taking it all apart and dealing with all of it at once or doing it incrementally?
- (Walker) We wrote it as the ideal of the objective was to get them to reopen EP&R document.

(Stohs) we will add this resolution to the February 20th AS agenda as a new business item.

X. ADJOURNMENT

M/S/P (Matz/Walsh) Meeting adjourned at 12:50 pm.