



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 21, 2020**

Approved 4-28-20

11:30 AM - 12:50 PM

ZOOM Meeting

Present: Dabirian, Gradilla, Kanel, Matz, Stambough, Stohs, Walker, Walsh, Wood

I. CALL TO ORDER

Chair Stohs called the meeting to order at 11:35 am.

II. URGENT BUSINESS

- There are questions about incompletes. The FAQ's provide an answer, but someone is suggesting that the student could elect to change to the CR/NC at the time of selecting the Incomplete.
 - This suggestion is not consistent with UPS 300.017 Incomplete Authorized (I) and Incomplete Charged (IC). Although the Senate could make a recommendation, we change it, but if we make this change it will be more confusing for students.
 - I don't think we should change it. There is a point where students want to withdraw for personal reasons, but when I talk to them it's a crisis that is going to pass. I encourage them to take an incomplete and finish the work in the next few months.
 - This would be a disadvantage to our students. If you give them an incomplete, they could finish the work, but if you don't, they will have to get a no credit.
- The issue of not having afforded faculty with the opportunity to withhold a gpa's for this semester for their courses. My concern is if we have students going CR/NC, that will be done selectively and students with lower grades are more likely select those and our gpa distribution for this semester are going to be rubbish and I think we have to deal with that.
 - CFA and CSU met on Friday and this was brought up to them. Kristin Stang is working with Joe Luzzi to try and make sure that grade distributions will have both the original letter grade assigned and CR/NC available for faculty to do that. The grade distributions will have grades most likely, but I would still question how meaningful those grades will actually be given our circumstances. I don't know what is being negotiated, and given that it is in the middle of the negotiations I don't think they are going to share that with us.
 - It would be really helpful if they would at least signal what they are going to do about faculty taking time off the tenure clock. I have junior faculty really anxious about that.
 - Q: Would that be a systemwide or campus decision?
 - A: It should be a systemwide decision.
- I received a message from a junior faculty member that went to a RTP workshop and they asked when they would be able to start uploading documents, she didn't want the extra year, and she was told it probably would not happen this summer, maybe not until the fall for them to be able to upload the documents. With the timeline, I was wondering why? Are they waiting to hear from CFA about getting the extra year to make this available? Faculty who are wanting to go up or even doing the regular reviews are going to want to upload these things up over the summer as opposed to the fall. I don't know if there is a particular reason for the delay or if we could find that out.
 - Chair Stohs will ask Ed Collom.

III. ANNOUNCEMENTS

No announcements.

IV. APPROVAL OF MINUTES

M/S/P (Matz/Walker) Minutes passed.

4.1 EC Minutes (Draft) 4-21-20 - *forthcoming*

V. CHAIR'S REPORT

No report.

VI. PROVOST REPORT

➤ I read through the chain of email and one of them was about the SOQ's and where we are on that?

The Union is fine with giving the faculty members the ability to either included them or not include them. They will prepare a statement that I can send out.

➤ We are also asking the Union to look at Grade Distributions; this should also be up to the faculty if they want to included them or not include them. This has been a very unusual semester and I don't know if this semester would be indicative of what your grades would typically be in a semester.

Q: (Stohs) You mentioned there would be a committee about the decision of what to do in the fall. Is that still going to happen?

A: (Provost) It is not one committee; it is a series of working groups that will be working on various aspects of it. The Infectious Disease Working Group put out some recommendations for various groups to work on this. The Council of Deans is working on what would the phasing in process look like. The decision as to whether or not we would start being virtual, or would we go virtual in the fall even for a few weeks, that is based on the Governor's proclamations and where we are in terms of what can be opened.

Marie Johnson is thinking of sending out a survey and that survey will be asking faculty which of their classes are essential for face-to-face. Can it be done with social or physical distancing? Can it be done and scheduled across a certain amount of time so that individuals can come in singly with their instructor? Is that possible for the instructor to do it that way without over burdening them?

- (Stambough) You said you have the Council of Deans is working on the reemergent, but most of the deans have not been in the classrooms for a while. Having a couple of people in that working group that have been in the classroom more recently would be a good idea.
- (Stambough) I like that the survey is going out directly to faculty, hopefully departments will discuss these collectively as well at the department level. I hope the instrument is asked a little bit beyond what is essential, if there is an option for programmatically preferred and then as we roll stuff out those would be the next ones to go. There are certain ones that it doesn't really matter if it's online or not, there are other ones it really takes a huge quality hit if it does. As long as the survey can account for that, it would probably help.

Q: (Kanel) We do a lot of small lab courses where there is only ten people in our small break out rooms. There is no way people can be six feet apart from everybody because we sit in a circle. If we were in classrooms that were big enough, I suppose we could sit six feet apart. Is there going to be a six feet apart rule if you have a group of ten people or more? And in terms of our students going to internships sites where there would be less than ten people in a group, would they be allowed to go to an internship site and do something like that?

A: (Provost) Those questions are really dependent on the Governor's mandates in terms of what they say and is social distancing still required or recommended. If it is required or recommended, then yes, those classes or groups of ten we could run them in classrooms of appropriate sizes, not the rooms you typically have your classes in. We don't know, but maybe it would be recommended that people wear masks.

In terms of the internships, it would be the same thing that we are doing when we did the transfer to virtual this time. If the internship site was open and was following the Governor's rules, we had no problem with the students being there if the students volunteered to do it. What we don't want to do is have a student be mandated to do something they don't feel safe doing.

- (Matz) When the committee thinks about bringing students back on campus, think about graduate seminars are usually smaller gatherings of students.

Q: (Matz) If we are virtual, will we move the classes to asynchronous?

A: (Provost) Moving a class to asynchronous means that we are moving online and that is a different thing than what we are doing right now. At the present time we are saying is we are doing this virtually. If the faculty member wants to propose a course to be asynchronous and they have done it before, then we have to find out can we get it approved. We are trying to help the students with their work scheduling.

- (Walsh) Anticipating that the fall will not be fully face-to-face, what we have done is worked out a staggered schedule for our staff. The vice chair and myself have also decided that we would like to show on the class schedule on our webpage show that any class that is not online that is scheduled to be on the ground will be delivered hybrid, which would give us the flexibility the first few weeks to be able to have the classes meet online and then be able to phase in after that. This way we will have an ability to decide course by course to decide how best to phase in.
- (Provost) If you bring that up at your chairs meeting that will be helpful, because then your Sheryl can share with the other Dean's what you are doing.

Q: (Wood) There was an email that went out from Rob Bodeen to students telling them if they wanted to change their major or minor to email their department chair. So not students are contacting me instead of an advisor and I am not qualified to advise the students on this. We hired advisors, shouldn't they be the ones working with students on this and not the department chairs?

A: (Provost) Let's talk about this offline.

Q: (Stambough) As we put out the messaging that fall is going to start virtually, can we also include what the procedures is going to be for faculty who need to go onto campus to get stuff to prepare for their fall classes?

A: (Provost) Yes.

Q: (Walsh) Are we thinking of the expanding course match offerings to keep enrollment up at Fullerton?

A: (Provost) I think we can. We are actually the highest of all the CSU's in terms of our course match. One of the difficulties with the course match is we have to be ATI Compliant and some of the courses aren't, but we could look at offering more of them. I also think when we get an Ethnic Studies class, we should offer that for sure.

- (Walsh) We have course that are approved, syllabi and ATI Compliant, but I could also open up additional selections if it would help enrollment.

VII. STAFF REPORT

Q: When will the letter from the President go out announcing this year's faculty award recipients?

A: (Stohs) We will work that out.

VIII. COMMITTEE LIAISON REPORTS

8.1 Faculty Affairs Committee [Walker], W, 4-17-20, 10:00 AM - 12:00 PM, Zoom

This was the 2nd joint DI/FAC meeting. We had quorum from both committees and two exec committee liaisons at both meetings.

1) Both committees have, in essence, approved a revised recruitment UPS. Big time kudos to Aitana Guia (Chair of D&I), Alexandro, and our committee members and ex officio's. It wouldn't have happened without them. We need to clean up the document (freaking formatting issues).

2) FAC sent the following to CSU/CFA folks RE spring 2020 evaluation:

A) Dealing with department requirements/standards for this semester. This is problematic for a number of items, SOQs, Grade Distributions etc. where departments have standards based on historical data or based on averages, what do we make of these and how do we take our 'norms' and use them meaningfully since at this point, they probably aren't.

B) Translation of disciplinary/course outcomes into the virtual environment. Some things translate well to the virtual environment while others do not. This is going to be reflected on student evaluations, materials faculty create for their courses, and the level of frustration faculty are or are not showing their students.

C) There are hidden costs/issues to working at home that will likely create equity issues among faculty and students. From the faculty perspectives, being a caregiver, parent, pet parent, the internet connection, etc. will impact how faculty are able to teach and how their 'classroom' and pedagogy may be perceived by students.

8.2 General Education Committee [Wood], Email

The committee elected Greg Childers as the chair for AY 2020-21.

IX. UNFINISHED BUSINESS

9.1 Revisions to UPS 300.030 Academic Appeals

The Executive Committee continued extensive discussion of this document and agreed to leave the document as is and send it to the Academic Senate for approval.

X. NEW BUSINESS

10.1 Planning (discuss items that need to be handled)

10.2 Program Discontinuance - Spring 2020

(Stohs) We will add this to the May 7th AS agenda as a Consent Calendar item.

From the meeting chat:

Q: (Matz) If we do virtual teaching in the fall, can it be from our campus office?

A: (Walker) Coming to campus is going to be dictated by when the Governor lifts the Stay At Home Orders, it is probably not going to be a campus decision. The Stay At Home Orders have a very specific set of criteria that he has listed that has to be met in order to lift them. One of the things that everyone needs to pay attention to is basically the prevalence of COVID-19 is down to an extraordinarily small number. It's not that we have leveled off on the number of cases, it's actually that we have declined significantly so the prevalence is very low and we were not at risk of having a secondary peak in infections from a lot of people being infected. We will be waiting a long time for that to happen.

- (Stohs) Part of the issue is the campus has to make that decision within a month from now. We have to make the decision about what to do in August now so faculty have time over the summer to prepare. We can't just spring it on them. And part of the issue is the media has reported that Cal State Fullerton is going virtual in the fall and the Provost said it was likely going to be virtual in the fall.
- (Provost) We are working on make sure the statement is very clear. Nuance statements do not do well in the press and this was a nuance statement. Basically, what we are trying to say is we would like the faculty to plan to start teaching virtually in the fall because we don't know at this point. As soon as we know when it is safe to come back, to phase in teaching on campus face-to-face, we will obviously make that decision and move in that direction. We do not expect that in the fall things would be as they had been previously. This is an epidemiological question, it's not something we can answer.

We have a statement that Ellen is using with the press in terms of there are a lot of unknowns and we are following the guidance of the Governor and the Chancellor's office. What we are asking is for faculty to be flexible. Our concern was that when we had to go virtual this semester, there was absolutely no time to think about it. Faculty go off contract on May 22nd and what we want people to know is this is the kind of thing where we have to pivot and be flexible with. Even if we started with some of our classes face-to-face, we don't know what is going to happen with COVID-19; there could be a spike and the Governor says back to stay at home.

XI. ADJOURNMENT

M/S/P (Dabirian/Kanel) Meeting adjourned at 12:50 pm.