



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 25, 2022**

Approved 11-8-22

11:30 AM - 12:50 PM

PLN-120

Present: Barros, Casem, Dabirian, Jarvis Kanel, Milligan, Self, Shepard, Stambough, Walsh, Wood

I. CALL TO ORDER

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

II. URGENT BUSINESS

- I mentioned to the President that we had been in contact with the attorneys Cozen and they had an email address for people that wanted to meet with them. He said we have a committee that is coordinating their visit. I told him that I didn't believe anyone on campus knows about the committee.
 - The message you received from the President is contrary to the message the lawyers provided to the Statewide Senate at our meeting. The takeaway from that two-and-a-half-hour discussion was they wanted to meet with a wide cross section of faculty and staff that were not handpicked by the administration.
 - My concern was people that talked to us want to be private so putting them on a public agenda is not the correct thing to do.
 - There are two pieces to this, we need to have a public meeting where people can talk about the process or other things that are generalized. We should have a session that is no more than fifteen people and we should invite the entire Senate to that session. We also need to create processes for people to make one-on-one appointments with Cozen, with the steps of how to make the private appointment and they can be anonymous.
 - This situation is odd for our campus and the way the Chancellor's office works. Usually, if anyone comes from the Chancellor's office, they go through the President's office process and gets coordinated, or they go through one of the offices on campus, which also coordinates. This time it's odd because they came to us, to the system wide Senate, and then to the President.
 - They were pretty clear they were at a loss, because there are twenty-three campuses with twenty-three different realities.

Suggestions:

- Our faculty are asking us for private meetings, so we should do that.
- Have a public session of 15-20 people and the entire Senate.
- Put down what we heard directly from Cozen and send to Danielle with Executive Committee recommendations.
- The need for Cozen to meet with representatives from multiple unions, that needs to be separately scheduled meetings.
- Can we have Sarah Bauer do a presentation at a Senate meeting and talk about the processes that students should take. There is faculty to faculty, administrative to faculty, faculty to staff, and student to faculty. I think if we all see the process in the Senate, if somebody sees something different in their reality, then they can actually talk to Cozen about it.
 - Last year when we had the resolution discussing the open searches for Presidents and Title IX, Sarah did speak to what the process was on the Senate floor.
 - Sarah mentioned things that are not Title IX, fall under harassment, which is what Blair Miles oversees.
 - Then maybe we can invite Blair and Sarah to a Senate meeting, invite Senators and other faculty that want to come so they can really understand it, that will set the stage for when Cozen comes.

- Some of the other universities are doing resolutions about the antisemitism. Do we want to do anything?
 - I have no objection to it, just don't know what's performative and what matters.
 - Probably because people are angry about it, people will be angry if we do it for being performative, and angry if we don't do it for not caring.
 - Well, we support an anti-racist campus, so that means being proactive.

III. ANNOUNCEMENTS

No announcements.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 10-4-22 - *forthcoming*

4.2 EC Minutes 10-11-22 - *forthcoming*

4.3 EC Minutes 10-18-22 - *forthcoming*

V. CHAIR'S REPORT

No report.

VI. PROVOST REPORT – 12:30 PM

- We are getting the funding to do the Academic Advising second year project. There is \$1.3 million being allocated to Academic Affairs for this project. We will bring the first folks on in December, beginning of January.

This is the time when colleges should be having the conversations. If colleges don't have first and second year staff for academic advising, if there is no conversation happening about it, that should stop because we are going to hire people that are going to come in. I have asked the Deans to manage this within the colleges, talk with chairs about having a hospitable place for them to go.

- (Casem) My biggest concern is how we train these people. I'm still working with the current people we have that are the NSM advisors with minimalist effort.
- (Provost) One of the things about this approach is we have people who train, rather than hire academic advisors, which we have done in the past. Academic advising professionals learn programs fast, it's what they do.
- (Kanel) I found the career issue to be the biggest issue, they don't understand careers.
- (Provost) Academic advising professionals typically work for multiple institutions in their time and at each institution they learn the system to be helpful. So, they can navigate not just the degree program, but also all the corollary experiences for students.
- This will be open and shared on the website for all us to get feedback.

VII. STAFF REPORT

No report.

VIII. COMMITTEE LIAISON REPORTS

8.1 ASI Board [Walsh], T, 10-18-22, 1:15 PM - 3:45 PM, TSU Legislative Chambers

No report.

8.2 Diversity & Inclusion Committee [Casem], T, 10-18-22, 1:00 - 2:00 PM, PLS-360

- Met with quorum over Zoom.
- Minutes of the previous meeting were approved.
- Ongoing discussion of anti-Black Racism on campus
 - Mentioned increased involvement of President Virjee to make Cabinet more race conscious
 - Vendor has been identified for campus survey on inclusion and sense of belonging
 - Strat Comm will be involved in branding for this survey
- Feedback from Senate on UPS 100.XXX was shared

- Waiting for data for work on revisions to UPS 260.102 (Sabbaticals) – is there evidence of bias in award of sabbaticals?
- Urged the committee to forward work on UPS 210.000 to FAC
 - Some confusion about whether FAC wanted to continue work before receiving D&I document
 - My understanding is that D&I Chair did forward their version to FAC
 - No other discussion of this topic occurred during the meeting
- Discussion of the Resolution on defunding UPD – faculty are working with students (ASI?) to update the document
- UCC is requesting comment on UPS 300.004 (Syllabi) on how to include diversity
 - Suggestion to use language from the Social Justice Principles document or UPS 100.007

8.3 Assessment & Educational Effectiveness Committee [Kanel], W, 10-19-22, 1:00 - 2:15 PM, Zoom

- Discussed having a secretary take notes. Kanel offered to share liaison notes if no one volunteers to be secretary. No one volunteered.
- Introduction of new member, Judit Gutierrez.
- Quorum met. Germo, Gutierrez, Mitra, Boese, Ashtiani, Bai, Brusckke, Swarat, Peng, Larios, Wilson, Kanel in attendance
- Chair Germo wanted to know if minutes need to be approved.
- Noontime talk Nov 14 Boutakidis and CAPS Kevin Thomas. FDC will be dealing with assessment.
- Dashboard presentation will take place Dec. 14th meeting during AEEC. And Amir
- Awards? Did it happen? Germo met with former Chair and there were no awards last year. Can talk about this for Spring.
- Germo met with FDC to build collaboration in furthering assessment goals, disseminated info at larger level. Student learning issues, equity, assessment can be an integral part of equity in the classroom. Are student benefitting? Will have a series of conversations with FDC. Seeking others on the AEEC to be part of those conversations. Spring and summer possibly. How to assess is big question. Many factors mitigate student success. Who will do it? How will it get done? Shouldn't just collect data, just to have data:
 - for the instructors
 - assignments
 - how are you setting things up? Issues about how faculty assess student learning may be beyond this committee.
- Assessment liaisons from various colleges will reach out to visit AEEC.
- PPR self-study guidelines, Swarat's report and information. Seeking a standard approach with only appropriate and relevant information for programs.
- Swarat would like AEEC to take on task of giving feedback for guidelines. And then review the guidelines when they are done. There is a starter rubric for committee to review and talk with colleagues. What are important elements for external reviewer guidelines.
- Reimbursement process for the external reviewers, travel expenses, etc. Have to be hired first to be compensated now. Several departments have complained about how much it costs. Reviewers have complained that it takes so long to get paid. AEEC can ask PRBC about this issue. Motion made to send to PRBC, seconded, discussion, and approved. Will send request to PRBC for official process to facilitate easier process for reimbursement of external reviewers. Swarat suggests checking with Associate Deans about their experiences with this issue.
- WASC from 2019, approved for 10 years, but need interim report. Focus on graduate student success. Have a draft ready for campus review. Wants AEEC to have a say in the draft since assessment is part of the report. Will go to ASI, College of ED and other graduate programs for feedback. Can AEEC consolidate the feedback into one form?
- Began review of template for External Review as a committee. Many do not feel prepared to give feedback, a suggestion was made to have external reviewers come talk to committee. The template doesn't seem to be specific enough, need for quantification of items. How would the template be useful for reviewers. A Useful format for Chairs and reviewers. Resources request section needs to be included.

8.4 Faculty Affairs Committee [Kanel], F, 10-21-22, 10:00 AM - 12:00 PM, PLS-256

- FAC met in person with quorum.
- Revisions to UPS 210.007 Appointment of Administrative Personnel related to a 18 month limit for Interim positions as suggested at the first reading Also inserted definitions of acting and interim
 - Document approved as revised Will send to executive committee.
- UPS 210.020 Periodic Evaluation of Tenured Faculty. Discussed issues related to SOQs which are required by CBA. Added language from UPS 210.002 about biases. Changed narrative to amount of words rather than pages, 1,000 words.
- Office hours UPS 230.020
 - Hybrid. Online. In person issues.
 - Technology piece. Posting outside office vs posting on canvas Space problem for part time faculty Took out office hours being in instructors office Instead. In a manner that is accessible.
 - What is convenient and in best interest of students? What is the purpose of office hours?
 - Added shall maintain office hours.
 - Discussion about synchronous vs email asynchronous
 - Decided on 3 synchronous in various modalities
 - Changes approved by committee

8.5 Writing Proficiency Committee [Walsh], F, 10-21-22, 9:00 - 11:00 AM, Zoom

Quorum not met.

8.6 Academic Standards Committee [Casem], F, 10-21-22, 1:00 - 2:00 PM, PLS-256

No report.

8.7 General Education Committee [Stambough], F, 10-21-22, 2:00 - 4:00 PM, Zoom

The GE Committee met on Friday, Oct 21st via zoom. A quorum was achieved including welcoming our new student members. Chair Childers mentioned a virtual GE conference later this year as a professional development opportunity for members of the committee. The committee discussed the Program Performance Review but spent most of the time discussing three course reviews for new GE courses: (1) SOCI 201 for Area E, (2) AMST 332 for B.5, and (3) GEOG 357 for C.3. All were approved with some minor suggestions to the course authors. When discussing the PPR, some edits were made, and the committee is almost ready with a final draft. The committee decided to have Chair Childers discuss with Senate leadership and Division of Academic Affairs about the potential names for external reviewers.

IX. NEW BUSINESS

9.1 Revisions to UPS 210.007 - Appointment of Admin Personnel

Q: (Dabirian) I thought we were going to add the Police Chief into this document?

A: (Walsh) We did talk about that. We should send it back to the committee and ask that they add the Police Chief into the document.

- (Stambough) We can add it.
- (Walsh) we will bring this back next week.

9.2 Debrief on Retreat and Call for Task Force

(Walsh) Thank you to everybody who contributed to the retreat, I have received a lot of good feedback. Our next steps are to do an ad hoc task force.

Q: (Walsh) Should we put out a call for volunteers and go through that to see if we have good representation?

A: (Wood) We could start there to get it rolling and people engaged. Maybe reach out to a few people, we noticed your commitment to this topic and would like to encourage you to participate.

- (Jarvis) You will want to have someone from the enforcer side (Vincent Vigil or Sandra Rhoten), a couple faculty, and students from ASI.
- (Casem) You have two student representatives on the Academic Appeals Board that might be well positioned to serve.

- (Walsh) Someone from the Library should also be on the committee.
- (Wood) It would be nice if we could get a student from Honors from a variety of colleges to participate.
- (Walsh) I will put out a call for the ad hoc committee. We will continue to have discussions because there is a lot to think about.

Q: (Barros) How large should the task force be?

A: (Walsh) No more than 15-18 people.

9.3 Discussion of issue with UPS 640.000 - Rules for Acquisition of Archaeological, Ethnological, and Art Objects

(Walsh) We are out of compliance with the State and Federal Law. We need to amend this document.

9.4 Revisions to UPS 210.020 - Periodic Evaluation of Tenured Faculty - *forthcoming*

9.5 Revisions to UPS 230.020 - Policy on Office Hours - *forthcoming*

X. ADJOURNMENT

M/S/P (Dabirian/Self) Meeting adjourned at 1:00 pm.