



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 11, 2023**

Approved 4-25-23

11:30 AM - 12:50 PM

PLN-120

Present: Casem, Garcia, Graewingholt, Jarvis, Kanel, Milligan, Self, Shepard, Stambough, Walsh, Wood

I. CALL TO ORDER

Vice-Chair Casem called the meeting to order at 11:30 am.

II. URGENT BUSINESS

- Executive committee went into Executive Session.
- Additional urgent business:
 - We are going to need two faculty to serve on the Cozen Implementation Team. The first two meetings are scheduled for April 18th and April 28th. We are not sure if the implementation team will be expected to meet over the summer. We will get more information from President Virjee.
 - Suggestion:
Kristin Beals to serve on the implementation team.
- Executive Committee discussed the process for the search committees, what information is available to the committee members, and whether the committee members have substantial input in decisions that are made.
- There is a professor in the Finance Department who is going to FERP in the fall and he teaches an international finance course, he is the only one who teaches the course. The professor and the department chair have been trying to get someone to teach the course, but they cannot find anyone else to teach it. The professor is willing to come back in teach the course in the fall but the challenge is PERS said he cannot teach for six months.
 - There is no way of getting around the PERS six months stipulation.
 - They have to find an adjunct faculty member to teach the course or not run it.
 - If it's a required class, the department needs to send blast to the students informing them the required class cannot be offered in the fall.

III. ANNOUNCEMENTS

No announcements.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 4-4-23 - *forthcoming*

V. CHAIR'S REPORT

There are concerns from Sean Walker regarding UPS 211.000 - Responsibilities of Departments and Department Chairs, that's on the AS agenda for Thursday's meeting. The chairs in NSM are equally unhappy and have concerns about referencing links in the document. There are also concerns about redefining things in the document when CBA defines it.

Executive Committee reviewed UPS 211.000 and agreed any amendments could be made on the Senate floor.

VI. STAFF REPORT

We received petitions for most of the vacant Senate seats. There is one seat in Humanities that we did not receive a petition for, so we will add that seat to the special election we will be having in fall for the ARTS seat on the Faculty Research Committee.

VII. COMMITTEE LIAISON REPORTS

7.1 ASI Board [Walsh], T, 4-4-23, 1:15 - 3:45 PM, TSU Legislative Chambers

No report submitted.

7.2 Diversity & Inclusion Committee [Casem], T, 4-4-23, 1:00 - 2:0 PM, PLS -360

- Meeting had quorum.
- Cecil Chik announced that the Campus Climate Survey will be extended to April 14th in hopes of getting more feedback from students and faculty.
- The CSUF Free Speech website has been updated – <http://freespeech.fullerton.edu>.
- The Housing committee will be addressing ways to improve campus response to incidence of bias.
- Revision of UPS 210.050 – Recruitment of Temporary Faculty was discussed.
 - The major concern was the role of department chairs in making unilateral hiring decisions of lecturers and the potential that creates for inequity in hiring practices.
 - The suggestion was made that the DPRC should be involved in the hiring process.
 - The existing document (from 2014) does not reflect changes to the hiring process on campus since the adoption of the CHRS process.
 - Suggested that HR review the document and provide feedback
- The committee will be meeting with the new Chief of UPD on April 18th.

7.3 Information Technology Committee [Self], F, 4-7-23, 10:00 - 11:00 AM, Zoom

- Quorum was met.
- Minutes from 3/3/23 meeting approved
- Announcements:
 - Rommel Hidalgo is the new VP of IT.
 - Difficulty getting answers for classroom support; only one person for classroom support, whereas there used to be 3 people; they are obviously understaffed; IT will come up with a strategy to address this issue.
- Presentation by VP of IT: Rommel Hidalgo
 - Priority: information security
 - Classroom equipment
 - Most current equipment was installed in 2017.
 - Gradually switch to Zoom room: Display sized to the room & Neat Bar Pro using wireless technology.
 - Convert 50 small & mid-size classrooms in May – August 2023, then expand in the future.
 - College-based instructional designers to assist faculty.
 - Generative AI
 - CSUF task force to evaluate Generative AI.
 - Generative AI detection tools: ChatGPT, GPTZeron, Turnitin.
 - Disaster recovery test will be implemented on Saturday, May 27, 2023, 8:00 AM – 8:00 PM.

7.4 Faculty Affairs Committee [Kanel], F, 4-7-23, 10:00 AM - 12:00 PM, Zoom

- FAC met with quorum.
- Spend the entire meeting on the new UPS about Joint Appointments. Really digging into the weeds and trying to cover every possible scenario. Mostly about the creation of a MOU for each faculty prior to appointment. There wasn't enough time to complete and approve but that is the plan for next meeting in two weeks. Hoping to get this to senate floor by marathon meeting.

7.5 Curriculum Committee [Stambough], F, 4-7-23, 12:00 - 2:00 PM, Zoom

- Met with quorum.
- The committee discussed a proposal from Honors to create an interdisciplinary Honors minor for student admitted to the Honors program but do not maintain the grades to graduate with honors. The committee seemed confused as to the purpose of this proposal and will invite Dr. Mallicoat to the next meeting to explain. Some concerns focused on whether this would diminish the meaning of Honors since it would effectively be an Honors Minor for people with a minimum GPA of 2.7 in Honors courses.
- There was a discussion about who might be the next Chair. The election for Chair will take place at the next meeting.
- The committee discussed changes to UPS 411.100 to update some language and address the language which currently says, "Topics which are not in the approved series may be offered in the series as a unique course on one occasion." The thought was that this is better done through the Experimental Course option but there was concern this would make it more difficult for those situations in which the variable topic course is listed as part of a major or minor plan of study. The committee is seeking extra information about whether Curriculog could handle the experimental course process of a new topic of an existing variable topic course number. Other minor changes were approved and will be forwarded to Exec.
- The committee then discussed Honors course proposals 303T (Re-envisioning capitalism and global economy) and 303T (Disease, illness, and society) for approval. The second one was sent back for minor edits before approval. The first one was sent back for major revisions but first a discussion with Honors about the proposal itself. We should discuss some of this at Exec because something seems off with the process here for Honors.

7.6 Planning, Resource & Budget Committee [Graewingholt], F, 4-7-23, 1:00 - 2:30 PM, PLS-299

- Met with quorum.
- There was unanimous consent for the creation of a Graduate Certificate in Marketing Analytics.
- The remainder of the meeting was spent reviewing and making final edits to the draft of the PRBC Budget Memo.
- Chair Brusckke will share the final draft with all members by email before sending to administration.
- The next meeting will be scheduled relative to the release of the May revise.

7.7 General Education Committee [Stambough], F, 4-7-23, 2:00 - 4:00 PM, MH-141

- Met with quorum.
- AVP Tsong was introduced as the new ex-officio admin liaison to the committee. The committee discussed the final external report of the GE PPR and responses. The Main themes are:
 - Separate GE committee for course approval versus one for policy and re-certifications
 - A GE Coordinator position and how that interacts with advising
 - Assessment including faculty leader on assessment and how to follow-up/close the loop
 - Overlay Z—purpose and courses
 - American Institutions being half lower division GE and half upper division GE idea

7.8 Library Committee [Shepard], M, 4-10-23, 11:00 AM - 12:00 PM, PLS-299

- A quorum was met.
- Jason Shepard led the meeting in absence of a committee chair.
- Lisa Mix, director of special collections, led a tour of university archives and special collections. Patrisia Prestinary, university archivist, and Garrett Fritz, archives specialist, also provided information about their roles in the unit. Committee members asked questions and found the tour informative.
- Minutes from prior meeting were approved without objection.
- The committee discussed the nomination of a committee chair for the 2023-24 academic year. Brenda Bowser was nominated if she is interested in serving. No other nominations were made. J. Shepard agreed to follow-up with Brenda to see if she interested in serving as chair for 2023-24.
- The committee will not meet in May, and as such, this was the last committee meeting of the academic year.

7.9 Extension and International Programs Committee [Walsh], M, 4-10-23, 3:00 - 4:00 PM, THall 1424

No report submitted.

7.10 Faculty Research Policy Committee [Wood], T, 4-11-23, 9:00 - 10:00 AM, MH-141

- Discussed, made final edits, voted on, and approved revised UPS 630.000.
- Discussed UPS 620.000. It is almost ready for a vote.
- Future items: chair nominations and election, revisions of 630.000 relevant procedures, Export control policy.

Additional liaison report:

- (Stambough) Procedurally we could not tell in Curriculog if the Honors Board or Honors Committee would be reviewing the syllabi.
 - (Self) I am the liaison for the Honors Programs Advisory Board. We have not reviewed classes, just structure.
 - (Stambough) One of the committees is supposed to review course syllabi.
 - (Casem) Another thing that is not happening, there is not effective communication between honors and departments regarding staffing honors courses with department faculty.

VIII. NEW BUSINESS

8.1 Revisions to UPS 210.007 - Appointment of Administrative Personnel

- (Jarvis) Line 130-131: delete the wording "by the Search Committee Chair, who will then ask if they wish to be considered for retreat rights".
- (Jarvis) Line 133: The Search Committee Chair will ask if candidates wish to be considered for retreat rights.
- (Stambough) Line 135: delete the word "initiate" replace with "coordinate" and delete the word "with" and replace with "between".
- (Shepard) Line 136: add wording "chairs, and deans".
- (Shepard) Line 139: insert wording "Individuals who have earned tenure at CSUF who subsequently seek retreat rights when they accept administrative positions in the Chancellor's office shall make their requests first to the Department. The Department Personnel Committee shall make a recommendation that is forwarded to the Department Chair. The Department Chair shall consider the DPC's recommendation, make a separate recommendation, and forward to the dean."

8.2 Revisions to UPS 330.230 - Recording and Transcription of Class Content by Students

IX. ADJOURNMENT

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