ACADEMIC SENATE EXECUTIVE COMMITTEE
Agenda
Tuesday, May 1, 2018
09:30 a.m. – 10:00 a.m.
11:00 a.m. - 11:30 a.m.
Student Health Center, HCCR

1. CALL TO ORDER

2. ANNOUNCEMENTS AND INFORMATION
   Call for Interest Standing Committees Update

3. APPROVAL OF MINUTES

4. APPROVAL OF AGENDA

5. CONTINUED ITEMS
   a. Update Log
   b. Financial and strategic planning transparency and faculty participation in budgeting process – comparison data
   c. New President Dr. Zelezny: Visit 10:00 – 11:00
      i. J. Tarjan on Capital Campaign
      ii. D. Boschini on Faculty Hiring
      iii. B. Hartsell and M. Martinez on Diversity
      iv. A. Hegde on Budget Transparency
      v. D. Boschini on Shared Governance; budget as vantage point
   d. Faculty Director GECCo

6. DISCUSSION ITEMS
   a. Article 20.37 recommendations
   b. Hiring Procedures
   c. Plan/timeline for Handbook updates
   d. Representation at Information Technology Advisory Council (ITAC) Meeting Wednesday May 9, 2:00 – 3:30
   e. Appointments for Fall
      i. UPRC - EC selection of
         (1) Academic Senate Faculty Representative to a two-year term
      ii. University-Wide Teacher Education Advisory Committee (TEAC) - EC appoints
         (1) Academic Senate Faculty Representative to a two-year term.
      iii. Academic Petitions Committee – EC appoints
         (1) A&H Faculty Member for a three-year term, May 2018-May 2021
iv. University Strategic Planning and Budget Advisory Council – Selected by the President in consultation with the EC  
(1) Faculty Representative to complete an Alternate position 2017-2019  
v. Intercollegiate Athletics Advisory Committee (IAAC)  
(3) At-Large Faculty Members to complete a three-year term 2017-2020  
(2) At-Large Faculty Members for a three-year term 2018-2021  
vi. Instructional Related Activities Committee (IRA) – Academic Senate appoints  
(1) Faculty member to serve one-year term –  
vii. Transportation Committee – appointed by the Academic Senate  
(1) Faculty Member for a two-year term 2018-2020

7. **AGENDA ITEMS FOR SENATE MEETING  May 10, 2018** (Time Certain 10:45 a.m.)  
**AGENDA FOR FIRST SESSION (OUTGOING) 10:00 – 11:00**  
Announcements  
Commendations: President Mitchell, and Dr. John Dirkse  
Confirm the Graduates of the University  
Consent Agenda  
New Business  
Old Business  
RES 171826 Fairness in Evaluation in Faculty Review, Handbook Changes (FAC) (Second Reading) *  
RES 171818 Instructor Initiated Drop Policy (AAC, AS&SS) (Second Reading) *  

**AGENDA FOR SECOND SESSION (INCOMING) 11:10 – 11:30**  
Introduction of Members  
Approval of Academic Senate Meeting Schedule 2018-2019  
Election of Standing Committee Chairs  
  Academic Affairs Committee  
  Academic Support and Student Services Committee  
  Budget and Planning Committee  
  Faculty Affairs Committee  

8. **COMMENTS FROM THE FLOOR**  

  * Changes to the University Handbook
ACADEMIC SENATE EXECUTIVE COMMITTEE

Minutes
Tuesday, April 17, 2018
09:30 a.m. – 11:00 a.m.
SCI III Math Library

Present: D. Boschini (Chair), B. Hartsell (Vice Chair), A. Hegde, C. MacQuarrie, J. Millar, M. Rush, M. Slaughter, J. Tarjan, J. Zorn, J. Kegley

1. CALL TO ORDER
   D. Boschini called the meeting to order.

2. ANNOUNCEMENTS AND INFORMATION
   Elections and Appointments –
   - Calls for University-wide At-Large elected positions are in progress
   - Call for Interest selected Standing Committees
     Ideally, we need to inform Standing Committees members of their appointment before the semester ends. Membership is in the Handbook. We need to identify whether the member or designee will attend. There needs to be student and staff or management representation on some committees. Discussion ensued about risks and benefits of including members of management on committees and the challenges of filling committees when the process starts in the spring term.
   Emeritus announcement – The invitation to the reception was sent, but the names of those receiving awards is needed for the campus community to decide whether to attend.

3. APPROVAL OF MINUTES
   B. Hartsell moved to approve the minutes of April 3, 2018., A. Hegde seconded. Approved.

4. APPROVAL OF AGENDA
   Add Statewide update and CFA Report under Discussion.
   M. Slaughter moved to approve Agenda as amended. B. Hartsell seconded. Approved.

5. CONTINUED ITEMS
   a. Update Log – D. Boschini said there is a chance we may not finish all EC business this semester. The EC’s job is to make good decisions and not speed things up. When people bring issues in the middle of the academic year, they may not be finished.
   AAC – M. Slaughter reported that AAC plans to have a joint meeting with AS&SS on Instructor Initiated Drop Policy. AAC needs to meet with BPC on Interdisciplinary Studies. AAC has already approved Interdisciplinary Studies draft.
   AS&SS – C. MacQuarrie reported that the committee is working mostly on the electronic wait list issue as it relates to Instructor Initiated Drop Policy. Regarding REF 2017-2018
#23 CSUB Student Debt Report - AS&SS has reported the correct numbers to the Chancellor’s Office.

BPC – RES 171820 Use of Small Unmanned Aircraft is scheduled for Second Reading. There will be a draft resolution on Office Allocation based on what ASCSU did. Dustin Knepp will be at Thursday’s meeting to discuss his proposal on the Interdisciplinary Studies Department formation.

FAC – RES 161711 Position of Ombudsman will move out to next year. The committee will have the Fairness and Evaluation resolution ready for Senate. FAC is waiting for clarification for Staff participation under Academic Administrators Review Committee (AARC), looking for whether it is an AARC designated or the President’s designated staff person. Discussion ensued about whether the composition of committees should be consistent among positions.

b. Tenure Density Task Force report (Handout) It should be factored into BPC’s deliberations. The in depth discussion will happen in BPC.

c. Student cheating (Handout) Memo from BJ Moore. D. Boschini had a fifth meeting with D. Anderson-Facile (chair of DLDC), R. Alvarez (Student Rights and Responsibility), M. Palaiologou (Ombudsperson), and Nate Olsen (representing ethics across the curriculum). J. Drnek, R. Alvarez, and M. Palaiologou are presenting at DCLC tomorrow. After discussion of some of the conflicting priorities, D. Boschini suggested a special sub-committee form to prepare for a task force to address the issues. M. Slaughter, J. Millar, C. MacQuarrie, A. Hegde, and M. Rush volunteered to be on the sub-committee. The suggestion was made to ask BJ Moore, R. Alvarez, D. Anderson-Facile (Chair of DLDC) and a Student Affairs professional to participate.

6. DISCUSSION ITEMS
   a. Repository for University Policies – Perhaps the topic can be raised in the summer to develop an outline and search capabilities some place on the campus website.
   b. HSIRB Reappointment Recommendation - Rosanna McCleary. Copy of HSIRB letter to be distributed via EC Outlook Group. Reply “Approved” or “Not Approved”.
   c. Commendations – Senate expression of gratitude for service at meeting May 10. J. Tarjan will write commendation for J. Dirkse. C. MacQuarrie will write commendation for President Mitchell.

Statewide update – B. Hartsell – the CFA Board meeting agenda at the Spring Assembly included a report by Statewide CSU Senate Chair C. Miller, following which some members of the Board confronted her about two major issues: 1) Statewide AS not sufficiently strong resisting the pattern of CO dictates. 2) ASCSU opposition to the CFA-sponsored Weber Bill related to ethnic studies was viewed as ASCSU walking over minority faculty members. Discussion about diversity issues ensued.

7. AGENDA ITEMS FOR SENATE MEETING April 26, 2018 (Time Certain 10:45 a.m.)

   Announcements
   FHAC recommendations for Faculty Awards
   Paul Newberry GECCo report on EO and acknowledgement

   Consent Agenda
New Business
Old Business
RES 171818 - Instructor Initiated Drop Policy (AAC, AS&SS) (Second Reading) *
RES 171825 - New BPA Academic Certificate (AAC, BPC) (Second Reading)

8. COMMENTS FROM THE FLOOR

* Changes to the University Handbook
### Academic Affairs Committee: Mary Slaughter/Chair, meets 10:00am in BDC 134

**Dates:** Sept 7, Sept 21, Oct 5, Oct 19, Nov 2, Nov 16, Dec 7, Feb 1, Feb 15, Mar 1, Mar 15, Apr 5, Apr 19, May 3

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<td>AAC, AS&amp;SS, BPC, FAC RES 171815 B submitted by AAC, AS&amp;SS, BPC RES 171815 A submitted by FAC withdrawn</td>
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<td>09/07/17</td>
<td>Referral 2017-2018 #01 Proposal for New BPA Academic Certificate</td>
<td>AAC, BPC Proposal’s three new one-unit classes proposal. RES 171825 BPA Professional Development Certification</td>
<td>04/26/18</td>
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<td>12/05/17</td>
<td>Referral 2017-2018 #15 University-wide Impact of EO 1110 Implementation</td>
<td>AAC Assure that implementation of EO 1110 is appropriately coordinated.</td>
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<td>Referral 2017-2018 #17 Proposal for Energy and Power Engineering within BS Engineering Sciences</td>
<td>AAC, BPC Program rationale, Existing support resources, Additional resources required. RES 171819 New Emphasis – Energy and Power Engineering</td>
<td>04/12/18 04/20/18</td>
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<td>Referral 2017-2018 #22 Interdisciplinary Studies Department Formation Proposal</td>
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## Academic Support and Student Services: Charles MacQuarrie/Chair, meets 10:00am in DDH A108

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<td>10/31/17</td>
<td>Referral 2017-2018 # 11 Conflicts of Interest: Textbook Adoption Policy and Enforcement</td>
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<td>AS&amp;SS, FAC RES 171816 Policy for Instructors Assigning Their Own Textbooks. Consider resolution to introduce a policy which is in the best interest of students, and how policy is enforced.</td>
<td>03/08/18</td>
<td>03/16/18</td>
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<td>11/14/17</td>
<td>Referral 2017-2018 # 12 Referral on Advising</td>
<td>Complete</td>
<td>AS&amp;SS, FAC Identify a list of questions that members of the campus community need to consider when developing policies about advising. Sent to Provost 11-29-17</td>
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<td>01/24/18</td>
<td>2017-2018 #18 - Counselor Tenure Track and Impact on Student Health Services</td>
<td></td>
<td>AS&amp;SS RES 171817 Hiring of Tenure Track Counselor to Support Student Mental Health Look at the impact of Counseling Departments ability to deliver student mental health services where there is a high turn-over of PT faculty members and an increasing need for specially trained counselors and a lack of TT faculty/counselors.</td>
<td>03/08/18</td>
<td>03/16/18</td>
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<td>3/13/18</td>
<td>2017-2018 #23 CSUB Student Debt Report</td>
<td>Update data sent to Chancellor's Office 4/17/18</td>
<td>AS&amp;SS The paper <em>Where Debt Comes Due at CSU, Unequal Debt Burdens Among California State University Graduates</em> raises concern that the CSUB data may be flawed and the reporting is off.</td>
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### Budget and Planning Committee: Aaron Hegde/Chair, meets 10:00am in SCI III Room 100

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<td>In CCC</td>
<td>AAC, BPC Proposal's three new one-unit classes proposal. RES 171825 BPA Professional Development Certification</td>
<td>04/26/18</td>
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<td>09/07/17</td>
<td>Referral 2017-2018 #02 BAS-CFO as Ex-Officio Non-Voting Member of BPC</td>
<td></td>
<td>BPC Improve BAS understanding of faculty concern &amp; needs, and amend AS By-laws (Section IV B 3 a.) to expand membership. RES 171810 Addition of Chief Financial Officer as Ex-Officio Member on Budget and Planning Committee. Majority of faculty voted in favor to amend.</td>
<td>11/09/17</td>
<td>01/29/18</td>
<td>02/02/18</td>
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<td>09/05/17</td>
<td>Referral 2017-2018 #03 Adding Faculty Participation in Budgetary Matters to Constitution of Academic Senate Article 2, Section 1 A</td>
<td></td>
<td>BPC RES 171813 Faculty Participation in Budgetary Matters. A majority of faculty voted in favor to change Constitution.</td>
<td>11/30/17</td>
<td>01/29/18</td>
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<td>09/19/17</td>
<td>Referral 2017-2018 #04 - CSU Bakersfield Antelope Valley Center Name Change</td>
<td></td>
<td>BPC First reading waived and friendly amendment to utilize proposed names. RES 171802</td>
<td>09/28/17</td>
<td>10/06/17</td>
<td>10/16/17</td>
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<td>09/19/17</td>
<td>Referral 2017-2018 #05 – Integrated Teacher Education Program (ITEP)</td>
<td>Senate action not required</td>
<td>BPC RES 171803 Integrated Teacher Education Program Review and recommendation to Senate.</td>
<td>09/28/17</td>
<td>10/06/17</td>
<td>10/16/17</td>
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<td>09/19/17</td>
<td>Referral 2017-2018 #08 – Continuation of Faculty Hiring Initiative to Promote Tenure Density</td>
<td></td>
<td>BPC RES 171809 Continuation of Faculty Hiring Initiative President responded 2018-01-03; new President to be informed that this is #1 priority, contingent on funding.</td>
<td>11/30/17</td>
<td>12/07/17</td>
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<td>10/3/17</td>
<td>REF 2017-2018 #09 Use of Small Unmanned Aircraft Systems at CSUB</td>
<td></td>
<td>BPC RES 171820 Use of Small Unmanned Aircraft Systems (sUAS)</td>
<td>04/12/18</td>
<td>04/20/18</td>
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<td>10/26/17</td>
<td>Dissolution of Campus Environmental Committee The resolution came directly from the Executive Committee.</td>
<td></td>
<td>BPC RES 171805 Dissolution of Campus Environmental Committee (First Reading waived at Senate 10/26/17)</td>
<td>10/26/17</td>
<td>11/02/17</td>
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**BPC - Continue Next page**
# Budget and Planning Committee: Aaron Hegde/Chair, meets 10:00am in SCI III Room 100

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<td>10/31/17</td>
<td>Referral 2017-2018 #10 Office Allocation</td>
<td>Tabled until 2018-19</td>
<td>BPC Resources have been redistributed whereby instructors don’t have offices. Faculty needs privacy to work effectively with students.</td>
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<td>11/07/17</td>
<td>Referral 2017-2018 #13 Academic Master Plan Form and Process Improvement</td>
<td></td>
<td>BPC RES 171821 Academic Master Plan Form and Process Improvement</td>
<td>03/22/18</td>
<td>4/6/2018</td>
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Faculty Affairs Committee: Maureen Rush/Chair, meets 10:00am in EDUC 123  
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<td>Referral 2016-2017 #11 Position of Ombudsman</td>
<td>Tabled to 2018-19</td>
<td>FAC On Senate Agenda 2/02/17 RES 161711. Returned to FAC 2/16/17</td>
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<td>Returned to EC 2/08/18</td>
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<td>09/07/17</td>
<td>Referral 2016-2017 #22 Recusal from Discussion and Voting on RTP Committee</td>
<td></td>
<td>FAC RES 171808 University Review Committee Membership Nomination Exemption</td>
<td>11/30/17</td>
<td>12/07/17</td>
<td>12/19/17</td>
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<td>9/19/17</td>
<td>Referral 2017-2018 #06 Classroom Observation of Probationary and Temporary Faculty Who Have Not Earned Rights Under Collective Bargaining Agreement</td>
<td></td>
<td>FAC Address workload and rank of observer/recommender RES 171807 Amendment of Classroom Observation Policy</td>
<td>3/08/18</td>
<td>03/16/18</td>
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<td>9/20/17</td>
<td>Referral 2017-2018 #07 UPRC Task Force Recommendations to Change University Handbook</td>
<td></td>
<td>FAC Add UPRC Charge and address UPRC recommendations to process and involvement of specific authorities. RES 171806 University Program Review Committee Charge</td>
<td>11/30/17</td>
<td>12/07/17</td>
<td>12/19/17</td>
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<td>Referral 2017-2018 #11 Conflicts of Interest: Textbook Adoption Policy and Enforcement</td>
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<td>AS&amp;S, FAC Consider resolution to introduce a policy that is in the best interest of students, and how policy is enforced. RES 171816 Policy for Instructors Assigning Their Own Textbooks</td>
<td>3/08/18</td>
<td>03/16/18</td>
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<td>11/14/17</td>
<td>Referral 2017-2018 #12 Referral on Advising</td>
<td>Complete</td>
<td>AS&amp;S, FAC Identify a list of questions that members of the campus community need to consider when developing policies about advising. Sent to Provost 11-29-17</td>
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<td>11/14/17</td>
<td>Referral 2017-2018 #14 Unfilled School Seats Filled by At-Large Faculty</td>
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<td>FAC Is an elected person from another school obligated to represent the school whose vacant seat became At-Large? Is it true for URC, UPRC, and/or Senate seats? RES 171822 At-Large Membership on University Committee</td>
<td>04-12-18</td>
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<td>12/05/17</td>
<td>Referral 2017-2018 #16 Possible Conflict of Interest in Administrator Review</td>
<td></td>
<td>FAC RES 171814 Administrator Review University Handbook Policy</td>
<td>3/08/18</td>
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FAC - Continue Next page
### Faculty Affairs Committee: Maureen Rush/Chair, meets 10:00am in EDUC 123

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<td>Referral 2017-2018 #19 Faculty Awards – Consistent Criteria and Process Improvement</td>
<td>FAC</td>
<td>RES 171824 Faculty Awards – Consistent Criteria and Process Clarity</td>
<td>03/22/18</td>
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<td>2/13/18</td>
<td>Referral 2017-2018 #20 Range Elevation for Temporary Faculty – Handbook Changes</td>
<td>FAC</td>
<td>Handbook changes regarding Article 11.9 of CBA, Working Personnel Action File, term name change to spring term, existing committee reviewers, and peer review panel appointments. RES 171823 Range Elevation Handbook Changes</td>
<td>04-12-18</td>
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