

ACADEMIC SENATE EXECUTIVE COMMITTEE

Minutes

Tuesday, November 2, 2021

10:00 a.m. – 11:40 a.m.

Video Conference

Members: A. Hegde (Chair), M. Danforth (Vice-Chair), J. Millar, M. Martinez, E. Correa, C. Lam, M. Rees, J. Tarjan, V. Harper

Absent: J. Millar

1. CALL TO ORDER

A. Hegde called the meeting to order.

2. ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK

3. APPROVAL OF AGENDA

A. Hegde recommended moving Wang Award Recommendations to 6.a.

E. Correa moved to approve the agenda as amended. C. Lam seconded. Approved.

4. APPROVAL OF MINUTES

E. Correa moved to approve the October 19, 2021 Minutes. C. Lam seconded.

Approved.

5. CONTINUED ITEMS

a. AS Log

i. AAC (J. Tarjan)

Referral #26 Academic Master Plan (AMP) 2022-23 through 2031-32 - The committee has a majority vote to support the AMP resolution.

ii. AS&SS (E. Correa)

Referral #10 Faculty Advising Structure – Issues shared with the Faculty Advisors Council to get their feedback. It was presented to AS&SS. There will be further discussion and then a response.

Referral # 8 Proposal to Employ High Impact Practices (HIP) Tracking – The joint referral divided into two issues: communication support for AS&SS and tracking for AAC.

iii. FAC (M. Rees)

Referral # 2 Department Formation Criteria Revision – A task force was put forth to review issues and give feedback. FAC reviewed the document and that discussion will go back to the task force.

Referral # 14 Proposal for the Creation of Ethnic Studies (ES) Department – There were a couple questions. The reply will be sent today. (M. Rees)

A. Hegde asked for EC's thoughts about sending Ethnic Studies Department Formation proposal to Senate with support from AAC and BPC. (A. Hegde) Discussion ensued.

Since May last year, there have been requests to the proposers of what they needed to do, and they keep asking about it. FAC is looking for how the requirements will be met: 1) At least three allied tenured faculty so they could have RTP and search committees. Currently, there is no tenured faculty in the department. 2) It's clearly outlined in the task force recommendations for new department criteria that full professors are needed. FAC feels it would not be a functional department unless this last thing is addressed. FAC is concerned about the formation of a department without any tenured faculty. ASI has been asking when the proposal is moving forward. It appears that Academic Affairs will be allocating a new line to hire ETHS faculty. Bringing someone in is a way to solve the issue. (E. Correa) AB 1460 investments to be described during the Provost Report. (V. Harper) AAC reaffirmed its support of ES department formation. He is in favor of getting something in front of the Senate, even if it has conditional support. (J. Tarjan) It's understood that the Senate gets outside pressure and we do best to ignore it. We had discussion last Spring. The decision was to wait. At the same time, we shouldn't drag it out. FAC has a lot of other things in the log. RTP has far more consequences to the university. We continue to hire. There will be TT hired. The recommendation to the Senate could be to hire an ES member as chair at full professor level. It's been done before with the formation of the Child, Adolescent and Family Studies department. No one was tenured. They didn't even have the money. The state has allocated \$672,000 to CSUB specifically for Ethnic Studies. There isn't a single department that is problem free. It's the Provost's and AVP FA and Dean SS&E's problem to fix them. (A. Hegde) On behalf of FAC, there is one issue that hasn't been responded. Everyone on FAC wants the ES department to happen. The request is for FAC to get the reply addressing one topic and a chance to responded before moving forward. (M Rees) The will of 75 percent of the Senate and students is to move it forward. The hard and careful work of the FAC is appreciated. For process, if FAC says specific conditions are not met in the recommendation to the Senate, then the department should not move forward. There should be some kind of hearing before the Senate, in J. Tarjan's opinion. The issues need to be debated beyond one committee. (J. Tarjan) The Bylaws state that there are three ways to process: send to EC, send to standing

committee, or send to the Senate. We had a year. We prioritized ETHS department formation. It was discussed in Spring 2021. The majority was not ready to send it to the floor of the Senate. Now, it's the Senate Chair's responsibility to show that we are not slowing down the process. (A. Hegde) Thanks to M. Rees on all she's doing. M. Martinez is in support of the substance of the issue. The letter sent by the Latina/o Advisory Council was not to pressure the FAC, Senate or President. We don't need to be concerned about lowering our standard on how this is going to be done. We have to do the formation correctly. M. Rees is doing the right thing. (M. Martinez) Last year, AAC gave support in concept, and is waiting for FAC. BPC supports it. Anyone, from FAC or other, can add a condition if the majority of Senate agrees. Personnel issues are not for discussion. The concern is the structure of the department, where 85% of the proposal is sound and 15% is those other issues are squarely the responsibility of the Dean, AVP FA, and the Provost. We need a hearing on the Senate floor. Condition(s) can be put on the senate floor. A. Hegde called for a vote whether to put Formation of an Ethnic Studies Department on the agenda for November 4. It'll be a resolution from BPC and AAC. Majority approved. The Senate Agenda and materials go out today. The resolution is the support for formation and includes answers to the six questions. There is one question remaining. The First Reading will be based on two committees having approved in principle. The Senate could say there are conditions that need to be put in place. (A. Hegde)

- iv. BPC (C. Lam) The Academic Calendar 2023-2024 was submitted by AVP Enrollment Management, D. Cantrell. Referred to BPC. The Calendar Committee needs to get started in the Spring.
- b. Provost Update (V. Harper)
 - i. AB 1460 Funds - The Provost Group advocated for funding the requirement of Ethnic Studies courses for all students. Thank you to the California Governor, the California Legislature, the Chancellor's Office, and everyone working hard to obtain the resources. The explanation of the base allocation and recurring funds *ETHS 5 Year Budget DRFT* is in the minutes. 20-30 sections are anticipated. (V. Harper) At today's Strategic Planning Forum, there will be a slide of the \$672,000 for ETHS courses. BPC recommended that the recurring \$672,000 for AB 1640 be included in the Budget Book and how it's spent. (A. Hegde)
 - ii. Fall 2022 Hiring Cycle - there were nine restored positions, two new positions for nursing, and three unallocated. Two of those three positions unallocated positions will be discussed with the Deans' Council before finalizing the plan. The Provost will advocate to allocate an ETHS position this year. There would be a total of four TT in INST in addition to two Nursing positions. (V. Harper)
 - iii. WSL Masking Proposal (deferred)

- iv. Tenure Density (deferred)
- v. Grants and Sponsored Research Faculty Advisory Council – see 5.c.i, below.
- c. Searches (V. Harper)
 - i. AVP GRaSP – Met with the Grants and Sponsored Research Faculty Advisory Committee and the search committee. They are working on a position description.
 - ii. AVP IRPA – It will be the first appointment to be posted.
 - iii. Dean BPA – The committee began last month.
 - iv. Dean NSME - The committee has been launched
 - v. Dean Antelope Valley –
 - Provost’s Appointments (pending)
 - vi. Dean Library – New call for reconstituted committee ends today
 - vii. Associate Dean Undergraduate and Graduate Studies – the committee meets Falls ’21 and Spring ’22.
- d. Financial and strategic planning transparency and faculty participation (see 5.b.i.)
- e. AB 928 (deferred)
- f. AAC Referrals: Copy Catalog and Special Concerns – J. Tarjan (deferred)
- g. Proposal to Migrate FYS into the Library (deferred)

6. NEW DISCUSSION ITEMS

- a. Elections and Appointments – M. Danforth
 - i. Wang Awards – FHAC Recommendation - Guidance to the committee: answer whether they are outstanding or superstar. The nomination itself needs to meet the criteria. The issue is the way the submission was made, the application letter, not the individual. The FHAC has nominated the following
 - Service nomination is A. Jacobsen
 - Scholarship nomination is B. Pratt (A. Hegde)
 - ii. ATI Working Group (deferred)
 - 1. Appointments
 - 2. Sub-committee – Instructional Materials
 - iii. Fourth attempt to fill position turns to EC appointment – Handbook Change (deferred)
 - iv. School Elevation Exploratory Committee (SEEC)- A. Hegde is on the committee on behalf of the BPA. (A. Hegde) M. Rees and E. Correa volunteered to be on the committee on behalf of EC. There will be an Open Forum on the issue. There will be a report by the end of Spring. If the committee doesn’t support migrating schools to colleges, the Provost will consider the matter closed.
 - v. President’s Sustainability Committee (deferred)
 - vi. School Elections Committee – Handbook Change 202.7 (deferred)
 - vii. Order of Business – Bylaws change (Section III. A.) (deferred)

- viii. Standing Committee Bylaws change – (Section IV) (deferred)
 - 1. Chair Election Statement of Interest (J. Tarjan’s suggestion)
 - 2. Two-years on Senate requirement
 - 3. Structure of BPC
 - 4. Strike “at least” (J. Tarjan’s suggestion)
- ix. Committee proliferation (deferred)
- b. Academic Calendar 2022-2023 – See 5.a.iv.
- c. Summer Compensation (deferred)
- d. GECCo Authority (deferred)
- e. Exam Modality for Flex Classes(deferred)
- f. Policies: Reimbursement Rate, and Professional Development Funding (deferred)
- g. Reconsider Time Blocks (deferred)
- h. Investment Divestiture (deferred)
- i. Senate Calendar and Potential Timelines in Standing Committee(s) (deferred)
- j. Academic Integrity (deferred)
 - i. Academic Integrity Pledge
- k. Sabbatical Process Improvement – The merits of the sabbatical are rated by the Faculty Honors and Award Committee (FHAC). The Provost relies on those ratings. Other considerations are not seen by the FHAC, such as the elements that deans and department chairs weigh in on: the number of people in the unit on sabbatical, how to cover classes, the costs of having someone cover senior courses, etc. Administrator and chair are asked to write on the merits of the proposal, which doesn’t come to the FHAC. The people who are evaluating the merit (FHAC) don’t see the Administrator and chairs’ evaluation. (M. Rees) It comes in as a ranking. The content associated with the documents are reviewed. The Provost sits with staff to work through the process of creating as many as he possibly can. (V. Harper) It would be useful for FHAC to see how chairs have weighed in on the work within their discipline. The committee is comprised of faculty from different schools and not necessarily in the discipline of the person being evaluated. There are various politics of what a chair might say. Yet, having any information that would be going to the Provost would be useful. It’s very difficult to rank the award. If the administrators and chairs are writing about how they are going to rank the merit, the FHAC should see it. Include this issue on the referral, Sabbatical Application Process Improvement. Consider a one-page explanation of why one wants a sabbatical. On behalf of FHAC, the recommendation to the Provost is for his office to send the entire sabbatical package to FHAC. (A. Hegde) The Provost will consider the recommendation and come back to EC. (V. Harper)

J. Tarjan moved to extend the meeting five minutes. E. Correa seconded. Approved.

- l. RTP Completeness – Handbook Change – FAC (deferred)
- m. Strategic Plan Group data gathering instrument(s) (deferred)
- n. Philosophy on Teaching Modalities (deferred)
- o. Academic Freedom revisited – FAC (deferred)
- p. Distinguished Professor Award – FAC (deferred)
- q. Faculty Poll regarding online instruction (Hold pending further information)
- r. Alma Mater (Hold pending further investigation)
- s. Assigned Time application revision and timing (Hold pending further information) – FAC

7. **AGENDA ITEMS FOR SENATE MEETING November 4, 2021**

Approval of Minutes

Announcements

- President Zelezny (Time Certain 10:10)
- Elections and Appointments – M. Danforth

Approval of Agenda (Time Certain 10:05)

Reports

Resolutions (Time Certain 10:35)

Consent Agenda

New Business

Academic Master Plan (AMP)

Formation of Ethnic Studies Department

Old Business

Open Forum (Time Certain 11:15)

8. **COMMENTS FROM THE FLOOR**

- Academic Master Plan – A degree falls off the AMP if not activated. Changes to the AMP have to go through the Senate. A consultation with the AVP Academic Programs is recommended, so consultation with the Chancellor’s Office occurs before any change happens. (V. Harper) That will be recommend to the parties involved. (J. Tarjan)
- Workload – The Provost reached out to E. Correa and appointed her to work with the AVP FA, D. Boschini, to come up with a plan. (A. Hegde) Ten options were identified to consider as multiple choices in the workload and recognition of CSUB faculty: Release time, Stipends, Reduced class size, Lecturers hired for grading, Limited participation on committees, Administrators returning to the classroom, Administrator grading of assignments/exams, Administrators’ salary reduction and redistribution to faculty, Early full-year sabbatical, and Overload of courses transfer.

(E. Correa) There isn't time to apply for a sabbatical to get time to recover from doing all that must be done. People are overworked. They don't need a sabbatical to do more work. Consider a sabbatical to regenerate. (M. Danforth)

- Gratitude for the Academic Senate Chair – A. Hegde's task of working through issues and people on the EC, Senate, and the whole campus community has been well done. (J. Tarjan)

9. ADJOURNMENT (Time Certain 11:25 am)

A. Hegde adjourned the meeting at 11:40.

ETHS Program Five-Year Budget Projection

Year 1 - 2021-22 Year 2 - 2022-23 Year 3 2023-24 Year 4 2024-25 Year 5 - 2025-26

Source of Funds (assumes no increase in funding received from CO)						
AB 1460	672,000	672,000	672,000	672,000	672,000	672,000
Total Source of Funds	672,000	672,000	672,000	672,000	672,000	672,000
Use of Funds						
Salaries & Benefits	316,087	685,094	816,141	954,433	983,066	
Advising	0	42,144	43,408	44,710	46,052	
Administrative Support	15,000	111,828	99,775	98,246	99,103	
Student Support and Success Initiatives	0	30,000	30,000	10,000	10,000	
Total Use of Funds	331,087	869,066	989,323	1,107,389	1,138,221	
Available Funds / (Additional Needed)	340,913	(197,066)	(317,323)	(435,389)	(466,221)	

Fund Balance	340,913	143,847	(173,476)	(608,865)	(1,075,086)
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Personnel - Salary and Benefits						
Current Salaries & Benefits ***	316,087	325,570	335,337	345,397	355,759	
Expansion Salaries						
SSP II - half-time/12 month	0	27,500	28,325	29,175	30,050	
ASC I - 12 month	0	55,000	56,650	58,350	60,100	
new TT line (6 courses/yr for 2 years, then 8 courses/yr)	0	70,000	72,100	74,263	76,491	
new TT line (6 courses/yr for 2 years, then 8 courses/yr)	0	70,000	72,100	74,263	76,491	
new TT line (6 courses/yr for 2 years, then 8 courses/yr)	0	0	72,100	74,263	76,491	
new Full-time Lecturer (10 courses/yr)	0	70,000	72,100	74,263	76,491	
new Full-time Lecturer (10 courses/yr)	0	0	0	74,263	76,491	
new Part-time Lecturer (2 courses/yr to replace assigned WTUs for program director/chair)	0	20,000	20,600	21,218	21,855	
Chair/Director summer stipend	0	4,600	4,738	4,880	5,027	
Total Expansion Salaries	0	317,100	398,713	484,937	499,486	
53.25% Expansion Benefits	0	168,856	212,315	258,229	265,976	
Total Salaries & Benefits	316,087	811,526	946,365	1,088,564	1,121,221	
Equipment and Supplies						
Office Supplies	2,500	5,000	5,000	5,000	5,000	
Desk and chair	0	4,000	0	0	2,000	
Computer	0	14,420	3,715	3,825	0	
Recruitment	12,500	4,120	4,244	0	0	
Library	0	10,000	10,000	10,000	10,000	
Curriculum Development	0	20,000	20,000	0	0	
Total Equipment & Supplies	15,000	57,540	42,959	18,825	17,000	
Total Expenses	331,087	869,066	989,323	1,107,389	1,138,221	

*** Note: Current Salaries/Benefits grouped together for privacy purposes.