

ACADEMIC SENATE EXECUTIVE COMMITTEE

Minutes

Tuesday, November 30, 2021

10:00 a.m. – 11:31 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

1. CALL TO ORDER

A. Hegde called the meeting to order.

2. ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK

Faculty, Staff Holiday Party – December 14, 11:30 to 12:30. Location: Classroom Quad

Senate Chairs CSU Meeting – Two items came out of the meeting that were discussed at the Board of Trustees (BOT) Meeting: 1) Faculty Salary Survey to be conducted and then compared to other systems and institutions. The results and recommendations will be released March 22, 2022. 2) The ask of the legislature for \$209 million for faculty and staff compensation, \$130 million for enrollment growth, \$75 million for Graduation Initiative (GI) 2025, and one-time \$1 billion for deferred maintenance and an annual increase of \$135 million. At yesterday's Faculty Forum, the President said she would ask Chancellor Castro for CSUB to get its fair share. She told A. Hegde that she would push for more money for lines and more share of the enrollment growth money. There is more growth occurring in the Central Valley than urban campuses. (A. Hegde) Enrollment growth money is recurring. It would be a structural change. Currently, no money provided for Antelope Valley campus. (V. Harper) There is a source of concern that faculty can only be hired if it's added to base budget when we've seen many staff and MPP hires occur without any additions to our base budget. As much as there is appreciation for the President, her response is not satisfying. In seven years, Student Affairs and University Advancement have grown explosively. Business Administrative Services has grown. Faculty has decreased. (J. Tarjan) M. Martinez agrees strongly with J. Tarjan. (M. Martinez) A. Hegde brings up faculty hiring when he meets one-on-one with the President. The Faculty Forum with the President was recorded. (A. Hegde) M. Danforth made a point about the exhaustion and motivation of faculty during pandemic. Something has to be done. (E. Correa) Consider whether there are any actionable items to take from the Faculty Forum for the Senate to work on in the Spring. (A. Hegde)

Campus Climate Survey - 35% of faculty responded. (A. Hegde) As J. Tarjan asked, who are we really hearing from - those upset, those happy, or something in between and what does it reflect. T. Salisbury's noted that the answer to the question about diversity isn't likely to be reflective of what people are feeling if the majority of the respondents aren't identified as diverse and if people actually felt it wasn't worthwhile to participate. (E. Correa) Some version of the data from Modern Think needs to be shared. The DEI Commission can provide a report to the Senate in the Spring. (A. Hegde) The fear is that people will take the information from administrators and staff and say that things are fine when they ignore the issues that faculty are raising. If they don't look at the disaggregated data for faculty of color, or those who have high caregiving responsibilities, those who are unduly carrying a service burden, then they won't see who is carrying the burden. The concern is whether there are groups who didn't feel safe to respond. Only a third of faculty responded. The Senate may have to intervene. (M. Danforth) If we're not able to get some of the data from DEI Commission's report, then EC can conduct a survey to have our own data. (A. Hegde) There are questions about methodology, response rate and halo effect. The faculty results were incredibly negative. The discrepancy is that there are deep felt feelings that things are not so good based on the percentage of people answering in different categories. There is a stark divide between faculty and staff. Faculty coming from other places have remarked to him that CSUB faculty are treated with less respect than what they're used to elsewhere. (J. Tarjan) There were significant differences, according to Modern Think, at different faculty levels and in certain schools. The dissatisfaction is in specific areas. There will be an institutional response to the data at the academic level with Deans and AVPs to make sure that early faculty experience, especially orientation, are worked on. Civility needs work. As Provost, he gets to see it occur. They are developing a framework to address it. There will be another survey in 2-3 years. (V. Harper) Apart from the pay, the COVID 19 effect has impacted many of the complaints to the CFA over the past few years. Specifically, the workload of transferring materials to remote delivery while maintaining the requirement for publishing and other activities. (M. Martinez) Chair orientation is also needed. (M. Danforth) A. Hegde is compiling a manual for an Economics Chair. In the Zoom world, more responsibility is being added to Chairs. Example: Change title for course form. In addition to the lack of compensation for Chairs, the task of filling out the form is better suited for clerks. (A. Hegde) Contingency planning needs clarification at all levels. It's not only about the health protocols. Who steps in to be department chair when we don't have many faculty to draw from for that role? The CSU system wide chair meetings are where E. Correa got information on what to do as a department chair. Campus training is needed on how to handle situations when someone gets sick, new faculty arriving, etc. (E.

Correa) When a faculty member is ill, if the Dean feels the issue cannot be adequately resolved, the Provost is notified, and an interim gets funded. Academic Affairs (AA) is addressing the training: #1 provide guidance for training and resources. #2 where faculty could go if there was an issue of discrimination or mistreatment. The Climate Survey is going to inform how we change things. AA will begin addressing suggestions contained in the document from E. Correa in the Spring. (V. Harper) J. Tarjan went to Long Beach for chair training when he served as interim chair. The take-away was that CSUB is the least supported institution in the system, and he was not prepared for the training topics. He wasn't compensated for two classes during that time. A. Hegde and others are teaching for free. It's not a good practice. Part of the burn-out is asking people to take on fifty students in their classes again and again. J. Tarjan is upset when administrators who have a workload, hire faculty away from their teaching responsibility and get assistance. This has been the most stressful time during his 35-year career at CSUB. It's attributed to the piling on of work as department chair. It's enough to cause one to consider retirement. (J. Tarjan) Having just returned from being on leave, the two faculty who stepped up to teach his classes for three weeks were not compensated. Even just \$500 as a thank you would help. M. Martinez asked the Dean to get some money for those faculty members. As a chair, he's stepped in to teach full classes for two-thirds of a semester. There's nothing there. It has to be done because the students are there. Administrators can hire a faculty member, etc. Chairs are just stuck without any compensation for additional work. When it comes to addressing this issue with upper levels, it shouldn't be so difficult to have a fair contingency plan in place for an interim chair. (M. Martinez) The Deans are authorized to stipend people. We want to put some guidance in place, so it's structured. (V. Harper) There is a form for hourly rate when there's a need for a class substitute with line items for grading, teaching, do final exams, etc. M. Danforth worked with the Dean's Office to get MOU for release time for future semester for a tenure-track faculty member who was covering classes for another faculty member out on parental leave. It speaks to the lack of training and the lack of knowledge about resources that others don't know about the substitute instructor form. The website, [here](#). The form, [here](#). The current salary schedule, [here](#). (M. Danforth) The Chairs have the hardest job on campus. Their stipend will be increased over summer. The Provost will look heavily into Chair training. He appreciates all the times they've filled in, all the things they do for free, for carrying their departments, and for dealing with the complaints from faculty and students. He doesn't take this feedback as a negative. His responsibility is to respond with policy and resources. He knows it's been hard. The chairs created the schedules whether they were face to face or virtual. We want to do things to provide relief. Class size needs to be addressed because there are so many effects. Thank you for informing the Provost of

what chairs need to do their job. (V. Harper) Faculty don't have a choice whether to accept class size overload. On the one hand, the administration is saying that students should finish in four years, we need to improve graduation rates, etc. In a small department, if he doesn't take an extra ten students, or he doesn't offer a certain course, that changes the time-to-degree by half a year. Chairs get kicked from the front and the back. It's not a job he'd ever do again. It's not about the lack of compensation. It's more about the mixed messages. He will not ask anyone in his department to do an overload. It's the chair's duty to do that, because it needs to be done. (A. Hegde) The Provost cares and will do something about it. (V. Harper)

3. APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

E. Correa moved to approve the November 16, 2021, Minutes. M. Rees seconded. Approved.

5. CONTINUED ITEMS

- a. AS Log (deferred)
 - i. AAC (J. Tarjan)
 - ii. AS&SS (E. Correa)
 - iii. FAC (M. Rees)
 - iv. BPC (C. Lam)
- b. Provost Update (V. Harper)
 - i. Workload Reduction Strategies (see Campus Climate Survey, under ANNOUNCEMENTS)
- c. Searches (V. Harper) (deferred)
 - i. AVP GRaSP
 - ii. AVP IRPA
 - iii. Dean BPA
 - iv. Dean NSME
 - v. Dean Antelope Valley
 - vi. Dean Library
 - vii. Associate Dean Undergraduate and Graduate Studies
- d. Financial and strategic planning transparency and faculty participation (deferred)
- e. AB 928 (deferred)
- f. AAC Referrals: Copy Catalog and Special Concerns – J. Tarjan (deferred)

6. NEW DISCUSSION ITEMS (Time Certain 10:45)

- a. School Elevation Exploratory Committee (SEEC) Alternates – Co-chair D. Boschini is trying to schedule fifteen committee members. 1) How many do we need to have

representation? 2) Do we need alternates? 3) Is it sufficient to look at the minutes and pick-up where one left off? (A. Hegde) Five plus or minus two people is the best practice for meeting size. (J. Tarjan) Since the work spans the entire Spring term, the suggestion is to play it by ear and use scheduling polls. If there is a lack of representation for a certain group, then an alternate can be identified. (A. Hegde) The EC agreed.

- b. Distance Education Authorization Requests – The Western Association of Schools and Colleges Senior College and University Commission (WSCUC) issues Distance Education Authorization as defined by the Department of Education (DOE). The authorization would allow the programs to offer 50% or more of their degree programs via distance education modality. It's based on whether a student going through a curriculum taking courses online could complete the program. CSUB received temporary authorization during the pandemic to offer courses online. It expires December 31, 2021. Refer to the memo from AVP AA to Academic Senate Chair, in the agenda packet for the list of programs requesting authorization. The request is not binding to offer the program(s) in 50% or more online. It's the Department Chair or Directors' option to offer the modality, should the pandemic be prolonged, etc. (A. Hegde) The concern is that some programs are not on the list because certain departments didn't fully understand what the request is about, or what the implications are. Those programs would be in jeopardy when WSCUC returns. While presentations were given at the Department Chair Leadership Council (DCLC), it's not the same as having a discussion. It's important to have those discussions so CSUB's submittal to WSCUC is representative of the modality of future programs. (M. Danforth) Since not all program chairs and directors were represented at the DCLC, the recommendation is to get confirmation from all program directors that they have been contacted by the WSCUC Accreditation Liaison Officer and AVP AA, D. Jackson. (E. Correa) All the deans received a memo and spreadsheet of programs requesting authorization. (A. Hegde) The chairs have been contacted by D. Jackson. Those conversations were recorded in the spreadsheet. (V. Harper) A. Hegde will contact D. Jackson and request 1) if AA is checking what programs have 50% or more online offered in Spring, and 2) what efforts were made to follow-up with every program and every degree or departments, and 3) for the Resolution to say that any department not mentioned may still be able to allow programs to offer distance education modality. (A. Hegde) There will be just a few departments that AVP FA can identify that will be close to 50% distance education modality. (M. Rees) Reach out to D. Jackson if one wants to have their program on the list. The form doesn't have to be completed until December 31. It doesn't mean one is mandated to teach online. It doesn't mean

- that a student could ask to get their degree online. (A. Hegde) There is no materiality (i.e., financial aid) at the department or institutional level for this designation. It's something that's required by the DOE. It means that when the commission comes, if department is in violation of authorization, it puts the restriction on the amount of virtual courses they can offer. (V. Harper) It's unlikely the DOE would extend the temporary exemption. It's like getting on the AMP. It's the intention to have courses taught online. (A. Hegde) The US Government measures distance education as at least one online module in a face-to-face class in a semester. (V. Harper)
- c. Elections and Appointments – M. Danforth
 - i. Statement of Interest in various committees – Appointments made:
 - Accessible Technology Initiative (ATI) Steering Committee – Tyler Ensor/Psychology
 - Accessibility Technology Initiative (ATI) Working Group – Jonathan Troup/Mathematics
 - ADA Accessibility Policies Manual Task Force – Rebecca Penrose/English
 Consider the candidates for the remaining committees prior to next meeting.
 - ii. IRB recommendations for reappointments (deferred)
 - iii. ATI Working Group (deferred)
 1. Appointments and expectations of service
 2. Sub-committee – Instructional Materials
 - iv. Fourth attempt to fill position turns to EC appointment – Handbook Change (deferred)
 - v. School Elections Committee – Handbook Change 202.7 (deferred)
 - vi. Order of Business – Bylaws change (Section III. A.) (deferred)
 - vii. 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)
 - viii. Committee proliferation (deferred)
 - d. Summer Compensation (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. Academic Integrity (deferred)
 - i. Academic Integrity Pledge

- j. Sabbatical Process Improvement – referred to FAC (Discussion in EC Minutes November 2, 2021.)
- k. RTP Completeness – Handbook Change – FAC (deferred)
- l. Strategic Plan Group data gathering instrument(s) (deferred)
- m. Philosophy on Teaching Modalities (deferred)
- n. Academic Freedom revisited – FAC (deferred)
- o. Distinguished Professor Award – FAC (deferred)
- p. Faculty Poll regarding online instruction (Hold pending further information)
- q. Alma Mater (Hold pending further investigation)
- r. Assigned Time application revision and timing (Hold pending further info) – FAC

7. **AGENDA ITEMS FOR SENATE MEETING December 2, 2021**

Approval of Minutes

Announcements

- Elections and Appointments – M. Danforth

Approval of Agenda (Time Certain 10:05)

Reports

Resolutions (Time Certain 10:35)

Consent Agenda

RES 212209 Fall 2021 Commencement

New Business

RES 212210 Temporary Suspension of Re-Enrollment Application Policy

RES 212211 Academic Calendar 2022-2023 – BPC is working on calendar of calendars, so the Academic Calendar is received early for Senate review. (A. Hegde)

Old Business

RES 212208 Academic Master Plan (AMP) 2022-23 through 2031-32

RES 212207 Formation of Ethnic Studies Department – FAC’s concern was addressed. The proposers’ response will be included in the packet. The regular business process to be used. Senators are to state first whether they are in favor or against the resolution and then speak to it. If there is time, I will call on guests. A link to the meeting was sent to the General Faculty. (A. Hegde) Procedurally, the guests need to raise their hand if they want to speak directly to the resolution instead of using chat. (M. Danforth) Only those who raise their hand will be recognized. Chair Hedge feels comfortable that people were heard. (A. Hegde)

Open Forum (Time Certain 11:15)

8. **COMMENTS FROM THE FLOOR**

Meet over Winter Break – The request is for the Chair to talk to Provost about meeting over break to prioritize several important items and provide appropriate compensation,

before Spring semester. (J. Tarjan) If the Senate EC decided to work over the break, the Provost's Office would support it. (V. Harper)

9. ADJOURNMENT

A. Hegde adjourned the meeting at 11:31.