



## ACADEMIC SENATE: EXECUTIVE COMMITTEE

### Minutes

TUESDAY, SEPTEMBER 26, 2023

10:00 A.M. – 11:30 A.M.

Location: BDC 134 Conference Room and virtual

Zoom Link: <https://csub.zoom.us/j/81291128392?pwd=MzhRMW50UUJJNIRaMWttMUVESTRSQT09>

**Members:** A. Hegde (Chair), M. Danforth (Vice-Chair/ virtual), V. Harper, J. Millar, D. Solano, E. Correa, D. Wu, M. Rush and K. Van-Grinsven (Senate Analyst)

**Guest:** President Zelezny

#### 1. CALL TO ORDER

- a. A. Hegde called meeting to order at 10:05 AM.

#### 2. ANNOUNCEMENTS AND INFORMATION

##### a. President Zelezny (**Time Certain: 10:10 AM**)

##### i. Interim Provost:

1. (L. Zelezny) Question for the EC: What qualities are the Executive Committee looking for in an Interim Provost? Service time will be likely a full year; perhaps shorter. Interim call to close October 6.
2. EC Feedback on Qualities:
  - a. Knowledge of the RTP process and the ability to jump into that role easily.
  - b. Cooperative, non-autocratic, and consultative.
  - c. Ability to take and process constructive criticism and shared the collective vision of the university.
  - d. Understands the importance of shared governance.
  - e. Decisive and action forward when change is appropriate.
  - f. Democratic leadership style.
  - g. Knowledge of faculty affairs and an illustrated track record of success.
  - h. Kind and respectful.
  - i. An ethical leader who encourages discussion and is an advocate for diversity and inclusion.
  - j. Supporter of major campus initiatives.

- k. EC voiced appreciation for V. Harper’s instinct to consult the faculty body when topics of importance and issues arise. Would like for the Interim Provost to do the same.
  - ii. Provost Review:
    - 1. The President has identified three goals for the provost’s self-study: graduation initiative, diversifying faculty, and academic affairs, and WASC accreditation.
    - 2. Information regarding the review process:
      - a. (A. Hegde) The review committee has been formed. Once the President has presented her charge, the committee will meet and appoint a chair. At that meeting, the timeline and process will be finalized. The committee will highlight some main points for self-study and reflection, and a campus survey will be distributed. Results of the campus survey and details of the final review will be confidential.
  - iii. Presidential Search:
    - 1. The national launch of the permanent presidential search is scheduled to begin in 2024. Interim Chancellor communicated with Chair Hegde and President Zelezny that they are striving to announce the new permanent president in September 2024.
    - 2. Discussion ensued regarding Chancellor’s Office hiring initiatives.
  - iv. Additional Comments:
    - 1. (A. Hegde) Thanked L. Zelezny for her participation in shared governance and attendance at Senate meetings. Recommended that the incoming president follow her example and attend the Senate meetings.
    - 2. (D. Wu) Expressed appreciation for the ‘Runner Walk and Talks and how they are successful in getting the campus community involved and participating.

3. APPROVAL OF AGENDA (Time Certain: 10:05 AM)

- a. M. Rush motioned to approve the agenda; D. Wu seconded. E. Correa abstained. Approved.

4. APPROVAL OF EC MINUTES

- a. May 25, 2023 – Summer Senate (**handout**)
  - i. D. Solano motioned to approve the minutes; J. Millar seconded. Three abstentions: M. Rush, E. Correa and D. Wu. Motioned carried; approved.
- b. August 22, 2023 (**handout**)
  - i. D. Wu motioned to approve the minutes; D. Solano seconded. M. Rush abstained. Motioned carried; approved.
- c. August 29, 2023 (**handout**)

- i. E. Correa motioned to approve the minutes; D. Wu seconded. M. Rush abstained. Motioned carried; approved.
  - d. September 12, 2023 (*pending*)
    - i. Still in progress.

5. CONTINUED ITEMS

- a. AS Log and Committee Rosters (**handout – EXCEL document**)
  - i. AAC
  - ii. AS&SS
    - 1. Discussion ensued regarding the purview of the Senate. (A. Hegde) Senate represents the faculty body. Will address some of these concerns at the upcoming Senate meeting.
  - iii. BPC
  - iv. FAC
    - 1. A. Hegde and K. Van Grinsven are working on drafting the referral 2023-2024 #19 HSIRB and IACUC Policy Updates- Handbook Change 303.9.2.
- b. Provost Update (V. Harper)
  - i. CO Update
    - 1. The Chancellor’s Office will begin conducting a Program Review Folio Analysis, which is essentially an evaluation of the academic programs. Upon completion of their analysis, the Chancellor’s Office will reach out to the campuses and determine the next course of action. The CSU provosts had a briefing on this process and discussed different metrics to be used in their analysis.
    - 2. Comments: (M. Danforth) There are still many errors on the IRPA dashboards. This is problematic if the Chancellor’s Office will be using data from these dashboards for their analysis.
  - ii. Removal of Advising Holds (**handout**) (deferred)
  - iii. Reference Letters Policy- Link: Employment Policy Governing the Provision of Employee References <https://calstate.policystat.com/policy/12142918/latest/> (deferred)
  - iv. Policies: Reimbursement Rate, and Professional Development Funding (HOLD- *check with Provost*) (deferred)

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

- a. Request from the Graduate Policies and Curriculum Committee – FAC (**handout**) (deferred)
- b. BPA Advising Center name change (**handout**)- BPC and AAC.
  - i. Referral will be drafted and sent to BPC and AAC. Rationale behind the request includes striving for consistency in the advising centers across campus.
- c. SOCI Summer Issue (**handout**)- AAC; BPC

- i. Discussion:
  - 1. (D. Wu) Have addressed this issue with the Calendar Committee and they have discussed and agreed on identifying a SOCI week in the upcoming summer sessions.
  - 2. (A. Hegde) Requests that the Calendar Committee send a memo for distribution to confirm that this issue has been addressed. Once memo is received, a referral can be drafted if needed.
- d. GE Breadth and taskforce composition (**handout**) (deferred)
- e. Elections and Appointments – M. Danforth
  - i. IRA Committee Appointments (**handout**)
    - 1. Tracey Salisbury and Alicia Rodriguez have expressed interest. There is a pressing need for the IRA Committee to meet due to a funding request.
    - 2. EC recommends T. Salisbury and A. Rodriguez for appointment. V. Harper approves the recommendations and appointment. K. Van Grinsven will notify the individuals of their appointment and update Emily Poole Callahan.
  - ii. IRPA Advisory Committee
    - 1. M. Danforth confirmed there are still three vacancies: A&H, NSME and SSE. Two calls were sent out in Spring 2023; however, no interest was received. These positions have reverted to at-large. A call should be sent out as soon as possible. Prioritizing finishing the voting rosters so the call for the ASCSU representative can be sent out (to replace B. Street).
  - iii. AVP GRASP Search Committee
    - 1. Call closes Tuesday, September 26 at 5 PM. EC will make their recommendation of appointment through email and send to V. Harper for appointment.
  - iv. U-wide RTP criteria taskforce (equity) (HOLD) (deferred)
- f. Order of Business – Bylaws change (Section III. A.) (deferred)
- g. Evaluation of Academic Administrators – Handbook 311.1 (**handout**) (deferred)
- h. Carry-over from 2021-2022 Annual Report (Possible New Referrals) (deferred)
  - i. Committee on Professional Responsibility (CPR) Constitution; academic integrity for faculty –FAC
  - ii. RES 212234 CSUB Faculty Retention and Tenure Density Priority – (HOLD- pending action from President)
- i. Resolution on CCC baccalaureate degrees [AB 927] – EC (deferred)
- j. Cultural Taxation Award Criteria and Review Committee Structure – BPC and FAC (HOLD- check with Provost on if award still exists) (deferred)
- k. Strategic Plan Group data gathering instrument(s) – BPC (deferred)
- l. Investment Divestiture – BPC (deferred)
- m. Proposals Direct to ASCSU (E. Correa’s request) (deferred)

- n. Proposal for emphasis in Biochemistry B.S. – AAC (HOLD; resolution in progress for Concentration and Emphasis)
  - i. Referral will be drafted and sent to AAC.

## 7. AGENDA ITEMS FOR SENATE MEETING

THURSDAY, SEPTEMBER 28, 2023

10:00 A.M. – 11:30 A.M.

*LOCATION: DEZEMBER LEADERSHIP AND DEVELOPMENT CENTER, ROOM 409-411*

- A. Call to Order
- B. Approval of Minutes
  - a. September 14, 2023 (**handout**)
- C. Announcements and Information
  - a. President’s Report – L. Zelezny (**Time Certain: 10:10 AM**).
  - b. Elections and Appointments- M. Danforth
- D. Approval of Agenda (**Time Certain: 10:05 AM**).
- E. Reports
  - a. Provost’s Report – V. Harper
  - b. ASCSU Report - J. Millar
  - c. Committee Reports: (*Minutes from AAC, AS&SS, BPC and FAC posted on the Academic Senate webpage; Senate Log attached*)
    - i. ASI Report- D. Alamillo
    - ii. Executive Committee- M. Danforth
    - iii. Academic Affairs Committee (AAC) - D. Solano
    - iv. Academic Support & Student Services Committee (AS&SS) - E. Correa
    - v. Budget and Planning Committee (BPC) - D. Wu
    - vi. Faculty Affairs Committee (FAC) - M. Rush
    - vii. Staff Report- J. Cornelison
- F. Resolutions (**Time Certain: 10:45 AM**)
  - a. Consent Agenda
  - b. New Business
  - c. Old Business
    - i. ~~RES 232401 Statement on Campus Modality – EC (Remove; not ready for second reading).~~
    - ii. RES 232403 Definitions of Undergraduate Concentrations and Emphases – AAC
    - iii. ~~RES 232402 Statement on Reducing Educational Material Cost at CSUB – AS&SS (Remove; not ready for second reading).~~

- G. Open Forum (**Time Certain: 11:15 AM**)
- H. Faculty Recognition (**Time Certain: 11:25 AM**)
- I. Adjournment

8. ADJOURNMENT

- a. A. Hegde adjourned meeting at 11:36 AM. Next Executive Committee meeting scheduled for Tuesday, October 10.