ACADEMIC SENATE EXECUTIVE COMMITTEE
Minutes
Tuesday, April 23, 2019
10:00 a.m. – 11:30 a.m.
SCI III Room 100

Members: D. Boschini (Chair), A. Hegde (Vice Chair), J. Millar, J. Tarjan, M. Rush, E. Correa, B. Street, M. Danforth, V. Harper

1. **CALL TO ORDER**
   D. Boschini called to order.

2. **ANNOUNCEMENTS AND INFORMATION**
   - Trustee Romey Sabalius visits on April 23, 2019 4:20 – 5:00 p.m. in the President’s conference room. It conflicts with the WASC review and academic advising.
   - April 30 Executive Committee meeting from 11:30-12:30 to meet with President Zelezny
   - Budget Forum May 14, Tuesday 09:00 – 10:00 Student Union Multi-Purpose Room
   - Calendars
     - EC: April 30, May 14
     - Sub-committees: May 2
     - Senate: April 25, May 9

3. **APPROVAL OF MINUTES**
   E. Correa moved to approve the April 9, 2019 Minutes. M. Danforth seconded. Approved.

4. **APPROVAL OF AGENDA**
   M. Rush requested to add 20.37 Assigned Time under New Discussion Items. Interim Provost Update requested to add GRASP, and Interim Dean SS&E. M. Rush, moved to approve the modified Agenda. B. Street seconded. Approved.

5. **CONTINUED ITEMS**
   a. **AS Log (handout)**
      i. AAC (M. Danforth) AAC & AS&SS are bringing forth a joint resolution 181915 Appeal of Academic Disqualification or Probation. Referral #17 Distributed Learning Committee Policies – the committee is putting information together for next year’s committee. Referral #20 Continuous Enrollment Course – awaiting response from PPA. RES 181911 Annual Catalog (approved by President 4/4/19), L. Zuzarte requested to talk to DCLC about scheduling for the annual catalog.
      ii. AS&SS (E. Correa)
Referral #05 Canvas Pilot – the committee decided to wait to have that conversation.

Referral #16 Faculty Participation in Information Technology - F. Gorham and Brian have attended committee meetings to explain what is coming, providing mini-presentations, and collecting feedback on next initiative(s). He said he would raise the concern over the lack of support faculty expressed for the Canvas Pilot. Examples: how to get on, navigate, and support as needed. He then emailed faculty with a request to have those with expertise in Canvas step up to be trainers. Faculty participation is on-going. Complete.


Referral #11 Textbook Ordering Process – The investigation concluded that IncludED is expensive and complicated whereby students have to opt-in and opt-out and it has an impact on the timely management of their financial aid. The referral is complete.

There was discussion about inviting the ASI Executive Director I. Pesco to the AS&SS anytime there is a resolution from ASI. Consider adding the position, ASI Executive Director, as a member of AS&SS.

There was discussion of adding the AS Chair on the Cabinet to increase awareness that the Academic Senate has more than the faculty perspective.

iii. FAC (M. Rush) RES 181914 Graduate Director Term Limits Second Reading is ready. Referral #21 Faculty Honor Doctorate Committee and Process warrants a report to be sent to D. Boschini formally and not a resolution. The committee didn’t see a problem with the structure or process of the FHDC. When the process is announced by the Chancellor’s Office, the President sends out the solicitation. That could cue the Academic Senate Chair and the Vice Chair to call on the FHDC to have the rules at their meetings and be more assertive in the process. There could be an initial meeting called by the Academic Senate Chair and Vice-Chair where the committee decides what happens with incomplete applications and then another to review and make recommendation(s). J. Tarjan said that the FHD award is a community award, thus different than the faculty awards that the FHAC is familiar with. He suggests that the award be handled by the Executive Committee. M. Rush suggested that the EC can call a meeting first thing in the fall if they want to make changes.

iv. BPC (B. Street) Nothing to report. B. Street will be meeting with T. Davis prior to the Budget Forum. The 30 TT lines in 2016-2017 from the GI 2025 fund will be discussed.

b. Interim Provost Update

i. BC/CSUB Partnership – (handout) V. Harper informed that the first meeting is April 30. Ground breaking for the building is scheduled for July 2019. The contractual relationship is between Bynum and BC with the understanding that they will occupy the building. The President said this is something to pursue.
Parking is part of the service agreement discussion (Police, IT, Dining, etc.) to take place as the buildings are constructed. D. Boschini has a timeline concern whereby service agreements will be in place before faculty leadership has an opportunity to weigh in. What agreements are being made and where is the consultation that could authentically influence the results? If the EC is not going to be consulted on service agreements (like parking) tell us, and then handle the backlash transparently. V. Harper responded that there is opportunity for EC to participate in the formation of the agreement. The Faculty’s input is needed particularly in the curricular pathways and how they evolve over time, and with services agreements on food service, library, etc. D. Boschini sees that the committee will not have ample time for input. When they return in August the modular units will already be here. V. Harper sees the opportunity for faculty input and influence to continue over time. There is a plan for three buildings on the property.

ii. GRASP – Dr. Schecter has been appointed as Interim Associate VP GRASP for an indefinite time. He will continue to hold his current position as Vice-Provost.

iii. Interim Dean SS&E – there has been consultation with Chairs, V. Harper scheduled an open hour at the school, and received emails in support/critique of nominees. He shared four names. The EC supports whatever his decision, given the input he’s received from the school. Individual input is still open through April 24. EC’s consultation is concluded.

c. Searches

i. AVP EM – There are (21) applicants. Time is running out to receive faculty input. The suggestion is to hold forums for input. The consultation is expected to wrap-up by the end of May, with the new person starting in September.

ii. AVP Academic Programs – V. Harper is still doing that job. The Interim appointment will occur while other appointments are being filled. He can take the salary money and deploy it for other things like the Faculty Leadership Academy. J. Tarjan thanked him.

iii. Director of Academic Operations is in negotiation.

iv. Associate Dean Undergraduate and Graduate Studies – interviews are underway.

d. University Week (deferred)

i. Faculty Meeting

6. NEW DISCUSSION ITEMS

a. ITAC Report (deferred)

b. Concerns regarding canvas pilot/decision-making process - Discussion took place about what is “consultation” with faculty when it’s bringing information to the Senate (sub-committee). Invitations to IT to have early conversations with faculty group(s), intended for brainstorming and initial feedback, are being used downstream as evidence of full consultation. The communication from the Senate needs to be more explicit. IT needs
to attend a Senate meeting and make their presentation. Then, if it needs to be a referral, it will be sent through the sub-committee process. Informational visits are starting to be problematic because they are being taken into other meetings and decisions are being made-then time goes by, memories get fuzzy-and then it becomes “the Senate has been consulted”. We don’t want either the Senate or the people seeking to communicate with us to end up with a gap on what happened. (Examples: Campus Pilot memo, Academic Calendar straw poll.) E. Correa requested a formal checklist. IT has been attending, but they need to know what the next thing that they must do. D. Boschini said that there needs to be an educational component. IT and TLC have the perception that Consultation occurred. However, if the first part of the conversation included only part of the conversation and feedback on that, and more information developed affecting the feedback, it has to go through another cycle. It’s iterative as more information becomes available. If the plan evolves, then the consultation needs to follow along. A. Hegde suggested a flow chart on the Senate website. By design, the Senate is a deliberative slow process, because it needs to have consultation and discussion. Put together flow chart and mechanism to identify at what point the faculty should be involved, and what kind of decisions where faculty should be involved. A. Hegde and B. Bywaters will work on an information flow diagram this summer. There isn’t urgency in some of IT’s projects, like Canvas Pilot and choosing an online SOCI platform. There is time to plan and consult. Generally speaking, a committee can simply act. The Senate deliberates. That may help IT understand how it works and to follow the process. M. Danforth suggested that if IT is not getting sufficient consultation with faculty representation on ITC then we need to address it. D. Boschini suggested the possibility of having standing meetings. F. Gorham reports to T. Davis and has a dotted line to V. Harper. The Interim Provost has not signed-off on Canvas. F. Gorham is trying to do it right. Perhaps it’s the way IT perceives what faculty said and the way their responses to faculty are written that gives faculty a misperception. The solution may to be give the process more structure.

c. Academic Calendars 2020-2021 and 2021-2022 (see previous handout) (deferred)
d. Call for Interest: Faculty Ombudsperson (deferred)
e. Article 20.37 Award – It is for exceptional service. There are people doing what they need to do (such as developing a new course) and feeling overworked. Awards are not given for activities that are part of the job or department activities. Three WTUs per semester have already been calculated for baseline service activities. Consider quantity and depth of what is above and beyond. J. Tarjan cited Article 20.37 of the Collective Bargaining Agreement. There isn’t any disallowing for the issuing of six units to an individual.

7. **AGENDA ITEMS FOR SENATE MEETING, APRIL 25, 2019** (Time Certain 11:00 a.m.)

**Announcements**

- UPRC Report - D. Solano (Time Certain 10:05)
- FHAC Faculty Awards – M. Rees (Time Certain 10:10)
• GECCo Report – pending confirmation
• Committee on Professional Responsibility: No activity for AY 2018-19 to report

Consent Agenda
RES 181909 Faculty Awards

New Business

Old Business
1. RES 181912 CSUB Academic Senate / General Education Task Force Proposal Second Reading
2. RES 181913 CSUB Tenure Density Priority Second Reading
3. RES 181914 Graduate Director Term Limits and Review – Handbook Change Second Reading

8. COMMENTS FROM THE FLOOR

* Changes to the University Handbook