ACADEMIC SENATE EXECUTIVE COMMITTEE
Minutes
Tuesday, April 30, 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 the meeting to order

2. ANNOUNCEMENTS AND INFORMATION
   • April 30 Executive Committee meeting from 11:30-12:30 with President Zelezny
   • Budget Forum May 14, Tuesday 09:00 – 10:00 Student Union Multi-Purpose Room
   • Calendars
     o EC: May 14
     o Sub-committees: May 2
     o Senate: May 9 finish 2018-2019 business and organizational meeting 2019-2020

3. APPROVAL OF MINUTES
   B. Street moved to approve April 23, 2019 Minutes. E. Correa seconded. Minutes approved.

4. APPROVAL OF AGENDA
   M. Rush requested adding Article 20.37 to NEW ITEMS. D. Boschini added to NEW ITEMS:
   Agenda Items meeting with the President, and Academic Senate Calendar 2019-2020.
   M. Rush moved to approve Agenda as amended. E. Correa seconded. Agenda approved.

5. CONTINUED ITEMS
   a. AS Log (handout) D. Boschini reminded Chairs to send thank you letters to members.
      Send letter on department letterhead. It is helpful to junior faculty and others to put in their file.
      i. AAC (M. Danforth) the committee finalized notes on Referral 17 Distributed Learning Committee Policies for next year’s AAC. L. Zuzarte received initial feedback on annual calendar for deadlines since approval of RES 181911.
     ii. AS&SS (E. Correa) Canvas Pilot is ongoing. What action should be taken? D. Boschini suggested to thank them for the info sharing and the informal loop does not represent the Senate’s approval for anything. E. Correa met with F. Gorham to informed him that there would be a flow chart developed this summer to help the IT and faculty collaboration.
iii. FAC (M. Rush) The committee is finished.
iv. BPC (B. Street) A. Hegde and D. Boschini will not be attending the last meeting due to Investiture activity. The meeting may be cancelled.

b. Provost Update

i. Faculty lines 2019-2010 – President asked that T. Davis and V. Harper to meet to talk about non-material change in the Governor’s budget. They can estimate what the budget will be. V. Harper’s intent is to increase tenure density. V. Harper will get as many lines and expansion hires as possible. A dataset and a hire decision matrix are being used. The Dean Council meetings used an estimate of the number of lines. The process is more transparent for them. Deans take sub-set to chairs and that is used for the final allocation in schools. V. Harper plans to make announcements before end of semester. Whatever number pops out, it’ll be plus one (for the sustainability position). D. Boschini requested to have the meetings with chairs scheduled now, so chairs can process. J. Tarjan said the following is intended to be cooperative and collaborative: $300M is proposed by the Governor for the base budget CSU augmentation, permanent funding. They are going to lose $150M. Thus, it will be $250M for the campuses. CSUB may get $6M. Faculty hiring may not get a fair share because something like 40% gets allocated to the rest of the university. That results in $3.6M for departments = 30 tenure-track positions. To allocate only 12 positions is an insult. It is half of what the Governor would intend for faculty. There is a need for quantifiable criteria. There has been chair and succession plan by area, Student Faculty Ratio (SFR), cost per degree, etc. which evidently have not been used. Anytime there is a move from way down the list to the top, there needs to a justification (possible grant as a reason). V. Harper replied that the issue of data sharing will take multiple cycles to install, for it hasn’t been done. The culture isn’t ready for it yet. He came from a campus that had a very deliberate hiring process using a decision matrix using weighted measure and score to hire 50-60 faculty members for a 17,000 student campus. He intends present empirical data to this cycle with the understanding that the data is buttressed by qualification and the hiring needs of schools. The deans will participate in the discussion of expansion hires, (insight) on how the conversations and allocations took place. Eventually, there will be a more properly vetted and transparent process on how the allocation was made to the schools. J. Tarjan is concerned that schools will get an equal number of hires when there is a larger gap where there are schools that have not seen new hires to the degree that other schools have. V. Harper said that as the resources come in, there are bucket referred to “restricted funds”. They are restricted in a legislative sense. To say $3M unencumbered to the university, and to say all those money do have not particular EO or restrictions that means that those resources have to go to particular areas. The scenario of $3.6 M to campus is misleading. J. Tarjan revised his estimates after factoring in
mandatory cost increases by indicating that he still believes 16-17 new positions might be supported if making progress on tenure track ratios were the highest priority.

ii. BC/CSUB Partnership (deferred)

c. Searches
   i. AVP EM
   ii. AVP Academic Programs
   iii. Associate Dean of Undergraduate and Graduate Studies
   iv. Director of Academic Operations
   v. Interim Dean SS&E

d. University Week
   i. Faculty Meeting - Structure: time, intent for the general faculty, and the Academic Senate priorities. There were suggestions:
      1. Gather topics of interest and then have break-up groups instead of gripe session.
      2. Highlight positive developments on campus. Examples: faculty awards, leadership academy, review of progress made.
      3. Highlighting the issues of the upcoming year – tenure track lines, and workload concerns.
      4. A report from EC that says these topics are on the EC Agenda for August: setting of spring break decision, workload and those issues that will get immediate referrals to sub-committee.
      5. When faculty walking in, they could receive a sheet of paper with the message, thank you for your contribution to the university and look forward to continued engagement. Give them a tag “valuable member of the CSUB faculty.”
      6. Give opportunities for people to give input on things that are not working and their recommended solution. Have a spot for how to address it.
      7. Prioritize ideas, and how much time and who will coordinate.

Some solutions are not feasible. People who are part of faculty – the actual constituents don’t understand the feasibility. Lift the awareness of processes, and resources. Brief faculty of the process of communicating issues and solutions. People don’t attend venues and why. Not every rep goes back to constituents. The only mechanism is what the Senate did last year and to listen for new issues. Start with the process on what they can do and not do. Anonymous letters don’t work. Some people are problem people and not solution people. What are issues, identify the key issues, and then send that to the general faculty beforehand. Limit the time to speak. People get to Senate on issues they don’t like when those things should be addressed in their department and school. The rule for the Academic Affairs stateside is that no one can gripe without providing a workable solution. There are limits we have,
and some are unique to CSUB. Keep a positive tone. The dynamic goes beyond reading an email. D. Boschini reminded the group that last year’s survey resulted in themes that identified workload and faculty morale as top issues. The ideas are good, and require significant planning. The senate gets zero release time for the summer. The solution is more getting help and volunteers. Help is MOU for summer and more release time for the academic year. D. Boschini asked V. Harper for summer senate planned MOU for general meeting planning and an Executive Committee retreat to prepare for the school year. Current reassigned time isn’t sufficient to meet expectations. There is a need for additional assigned time to fill the gaps between reasons for Senate to have input but no time or space to help make it happen. To do a better job takes more time; currently it falls short. From the first year on the Senate, the load is greater than expected while managing fulfillment of one’s primary position duties. As the campus grows, there will be an increase need to set-aside time for Senate work. D. Boschini requested a stipend for summer MOU and for other people who work on University week: Four volunteers and an executive committee retreat. Currently, there is no arrangement for people to work. To work would be off-contract. V. Harper is prepared to help.

6. **NEW DISCUSSION ITEMS**

a. Article 20.37 - M. Rush submitted the list of awardees in ranked order in a memo to D. Boschini. D. Boschini thanked the committee. All recommendations approved by the EC. They will be sent to the Interim Provost for his signature. The award committee feedback on the process is to include in next year’s call a more through description of what is exceptional service; the depth and breadth of service, to campus, for example.

b. ITAC Report (deferred)

c. Academic Senate Calendar 2019-2020 – Faculty due on campus August 19, 2019. The first EC meeting on August 27th and then the Senate meets Aug 29th. Do a calendar hold on all Tuesdays for EC. Extra EC meetings will be cancelled if not needed. The sub-committees meet the same week as EC, then Senate meeting the following week.

d. Call for Interest: Faculty Ombudsperson

   i. Job description – It will be worked on before the end of semester. The Provost does a call for interest, the applications are reviewed by the EC, and then the Provost and the President appoint.

e. Follow-up on effective communication (deferred)

f. Appointments to various university-wide committees (handout)

   i. Academic Council for International Programs (ACIP) - D. Olson appointed.

   ii. Academic Petitions Committee

      1. BPA: M. Way appointed

      2. NSME: Rebecca Larson appointed

   iii. Teacher Education Advisory Committee (TEAC)

      1. A&H: A. Ressler, and M. Parada appointed
2. SS&E: A. Hays appointed
   iv. Faculty Athletic Representative (FAR) - R. LaFever recommended for appointment by the President.
   v. Instructionally Related Activities Committee (IRA) - C. Mathis appointed.
   vi. Student Recreation Center Advisory Committee (SRC Advisory Committee) - J. Miller appointed.
   vii. Student Union Board – J. Millar appointed.
   viii. University Strategic Planning and Budget Advisory Board (USP & BAC) – C. Lam appointed.

g. Agenda Items for President (Time Certain 11:15)
   i. Faculty lines
   ii. University Advancement and Capital Campaign
   iii. Enrollment Management – growth 12,000 students in the fall

7. AGENDA ITEMS FOR SENATE MEETING May 9, 2019 (Time Certain 11:00 a.m.)
   AGENDA FOR FIRST SESSION (OUTGOING) 10:00 – 10:45
   Announcements
   WASC Report – D. Jackson (Time Certain 10:35)
   Commendation of Dr. Kathleen Knutzen
   Commencement May 2019
   Consent Agenda
   New Business
   Old Business
      a. RES 181914 Graduate Director Term Limits and Review – Handbook Change* Second Reading

   * Changes to the University Handbook

   AGENDA FOR SECOND SESSION (INCOMING) 11:05 – 11:30
   Introduction of Members (Handout)
   Approval of Academic Senate Meeting Schedule 2019-2020 (Handout)
   Election of Standing Committee Chairs
      Academic Affairs Committee
      Academic Support and Student Services Committee
      Budget and Planning Committee
      Faculty Affairs Committee
   COMMENTS FROM THE FLOOR

8. ADJOURNMENT
   Meeting adjourned at 11:30.