ACADEMIC SENATE EXECUTIVE COMMITTEE
Minutes
Tuesday, November 17, 2020
10:00 a.m. – 11:45 a.m.
Videoconference

Members:  A. Hegde, M. Danforth, J. Millar, M. Martinez, M. Rees, R. Gearhart, C. Lam,
B. Street, D. Boschini, V. Harper

Visitor: K. Bendell

1. CALL TO ORDER
A. Hegde called the meeting to order.

2. ANNOUNCEMENTS, INFORMATION AND WELLNESS CHECK
   • Campus Counsel – K. Bendell introduced herself. She is University Council, serving
     the function of General Counsel to CSU Chico and CSU Bakersfield. A. Hegde invited
     her to the Senate to discuss the letter from the CO regarding Zoom recordings. K.
     Bendell said that the direction from General Counsel asks that IT remove the delete
     function. If there is a recording in Zoom cloud, the delete button can’t be used. It
     does not ask faculty to change anything. There is a multiple class action lawsuit
     against the university system where students are asking for relief funds, based on
     the fact that they believe that remote learning is not equivalent to learning in
     person. CSU has been asked to preserve evidence. The requirement for evidence is
     not absolute. It doesn’t require all steps possible to preserve all evidence, but to
     take steps that the court would find reasonable to preserve evidence. To switch off
     the function that allows deletion would be seen as being reasonable. She wants to
     reassure everyone that if people haven’t been recording, they don’t have to begin
     recording. No one is looking at the recordings at this time and may never look at the
     recordings. The recordings are being preserved in case we have to produce them in
     litigation. We’re going to be fighting that if we are asked to do that. M. Rees stated
     that the reason for recording is for students to view at a later time. Faculty and
     students had an understanding that recordings would be deleted at the end of
     semester. It seems like a violation of the promises to students, and that would be
     troubling. K. Bendell said that when there may have been a plan to delete or shred
     materials, and then a litigation hold goes into effect, it’s considered possibly relevant
     and can’t be destroyed. M. Rees asked why Zoom and not online modules. K.
     Bendell replied that centrally stored materials [such as Blackboard] be preserved.
     We are not asking faculty to do something.
B. Street asked about non-instructional meetings such as EC meeting. K. Bendell replied that because there is no setting to distinguish a meeting as instructional or non-instructional, those recordings are being preserved as well. However, those will never be viewed. C. Lam asked what if faculty puts their recording on YouTube or other channels? K. Bendell replied that removing the delete button on Zoom recordings is enough evidence to show we have taken all steps to meet the reasonableness requirement. We’re not asking faculty to preserve recordings on YouTube or other platforms. A. Hegde added that something recorded locally to one’s computer does not have to be preserved. He thanked K. Bendell for joining the meeting to answer questions.

- **Day of Action** – A. Hegde shared that the American Educational Studies Association organized, November 19 as a Day of Action. Humboldt State Executive Team released a statement of support of Black Lives. San Jose State issued a resolution to promote racial equality. We have talked about having more diversity on our Senate. That would be a good start. He will share at the Senate what other campuses are doing and see if there is any appetite to take action here.
- **The Southern District Court of California** granted a motion saying that ICE can’t arrest people showing up for a traffic ticket or such appearances.
- **Covid-19 cases are spiking** – D. Boschini has been working on it all week. It’s heating up very quickly. She asked that people influence their families not to gather in large groups for Thanksgiving.
- **BOT is meeting now.** They will be discussing changes to Title V.

3. **APPROVAL OF MINUTES**
   M. Rees moved to approve the November 10, 2020 Minutes. C. Lam seconded.
   November 10, 2020 Minutes approved.

4. **APPROVAL OF AGENDA**
   C. Lam moved to approve the agenda. B. Street seconded. Approved.

5. **CONTINUED ITEMS**
   a. **AS Log (handout)**
      i. **AAC (R. Gearhart)** P. O’Neill resigned the committee. His letter to be sent to SS&E and SEC Chair and Elections Committee Chair to see if there is interest. If there aren’t any SS&E candidates, then it will become an at-large position. The EC makes the appointment.
      ii. **AS&SS (C. Lam)** Revision document sent to the committee. If he doesn’t hear anything then RES 202111 is ready for Second Reading Thursday.
iii. FAC (M. Rees) Waiting for new referrals.

iv. BPC (B. Street) 1) J. Stark, current BPC vice-chair, is on sabbatical Spring 2021. As a senator, his alternate will serve on BPC. The committee will choose a new vice-chair for Spring 2021. RES 202110 Calendar is color coded to show changes. He thanked M. Rees for her suggestion on the evacuation dates. Non-academic holidays will be brought to the Calendar Task Force to work through for future calendars.

b. Provost Update
   i. AMP to the CO has a deadline.
   ii. Advising assessment by Inside Track has been sent to the Provost Council. Review by ALT and Faculty Advising group soon. It will be available for everyone to read. It shows improvement in Advising and the Faculty Advising Leadership group.
   iii. IRPA vacancy – there is a vacancy that needs to be filled. M. Malhotra moved to Bakersfield to be the Interim AVP IRPA. She will do a great job.
   iv. Dean Library - All the candidates came to campus. He meets with the search committee tomorrow. He asked for EC’s feedback. The issue is that there wasn’t diversity in the candidates. The majority of faculty librarians are female and there weren’t any female Dean candidates. D. Boschini said she has a similar issue in Nursing. The department generally has all female faculty. When females interview for chair positions it seems that there is a disproportionate amount of male candidates. The optics are not good. Further, it undermines the idea that faculty is excellent enough to rise to higher positions. She encouraged everyone to be mindful of opportunities to bring in the appropriate candidates for the position in the future.
   v. AVP AA and Dean Academic Programs - Working on job description
   vi. GRaSP meeting is tomorrow. He’ll communicate after the meeting.

c. Searches – V. Harper said there are no other changes to report.

d. Financial and strategic planning transparency and faculty participation – Pandemic Budget Task Force (PBTF) Nothing new to report.

e. Ally Software timing –M. Danforth said that ATI ad hoc committee recommended a pilot this year, such that implementation would occur next year. A. Hegde referred to AS&SS and FAC to define the nature of the pilot so they can start working on it now. Syllabi Accessibility is a separate issue. The referral only relates to Ally pilot.

f. Zoom Lecture Recordings – see discussion with K. Bendell in ANNOUNCEMENTS.
6. **NEW DISCUSSION ITEMS**
   a. Elections and Appointments (deferred)
      i. School Elections Committees
      ii. Committee proliferation
   b. UPRC Changes (deferred)
   c. APM Proposal – GECCo (deferred)
   d. FYS Instructors and GECCo structure (deferred)
   e. EEGO course offerings – Summer Term (deferred)
   f. Post-Tenure Review Requirements (deferred)
   g. Handbook 306.2.2.e (deferred)
   h. Campus Data Needs (deferred)
   i. Syllabi Accessibility (deferred)
   j. Alma Mater – M. Rees asked if there is any interest to having it changed as discussed in earlier EC meeting. The current version doesn’t reflect well on our institution. J. Millar recalled that President Mitchell and AS&SS had a contest. A. Hegde said it belongs to the entire university. Where and how to change? C. Lam suggested that the author be notified, as a courtesy. Pause on it for now.
   k. Faculty Poll regarding online instruction – IRPA is doing a survey to learn how faculty feel about online instruction. M. Rees reminded members that the Handbook states that courses don’t go online because faculty wants to teach online. We need to curtail any implied choice. Course structure is based on pedagogy. A. Hegde said it’s up to the departments to decide. M. Danforth said it seems like they are taking advantage of pandemic to put more online. Students don’t like it. The digital divide is an issue. There are students taking classes from their smart phones because they don’t have another device. We have to tackle the digital divide. If we don’t tackle that issue, we are widening the gap between the haves and have nots, who are historically the lower socio-economic students and underrepresented minority students. A. Hegde said that the GI 2025 considers housing and food insecurity. There is movement to consider tech as a basic need. Giving them Chromebooks and access to hot spots in not sufficient. M. Rees said that it pops up in multiple places. We need to keep policies and the digital divide issues front and center. Perhaps make a statement for distribution. A. Hegde in on various committees, such as the Provost Council, etc. During his next meeting with the President, he will inform her that some administrators are pushing online instruction. Faculty make the decision on whether things go online. At some point we can craft a message about the technology divide and the subsequent inequity. R. Gearhart said that administration may not have considered that online instruction would change
the tuition structure and result in a reduction of campus funds. A. Hegde said we will pause for now. He will inform F. Gorham that this discussion took place.

I. Sabbatical Application Procedures – M. Rees did a presentation and workshop for people applying for sabbaticals. The Faculty Honors and Award Committee has had problems working with incomplete applications. There are 1) Faculty Information Bulletin 2) Application Cover Sheet, 3) Handbook with directions for the applicant, and 4) directions for the evaluating committee. They all have something extra that the other section doesn’t have. The Handbook, forms and process should say the same thing so it’s clear to anyone who is applying.
Referred to FAC.

m. URC Recommendations – C. Lam drafted the letter. He said some of the issues should be addressed at Chairs Council. There is a large number of requests for early tenure. The second-year review does not require candidate to submit everything. M. Rees said it’s a good idea to add requirements to the document. Some departments are not specific enough on what is exceptional performance. Some tenure denied by Dean because exceptional is not specific enough. What does the criteria mean? That puts URC in difficult position since they are not experts in the subject area. URC recommends external evaluation for early tenure requests so it’s not just the department’s decision. Move RTP online. #3 on the letter matches #5 concern about addressing the URC faculty workload increases. Now it’s manageable. When campus resumes hiring and as the campus expands, URC workload will be a problem. M. Danforth requested that the referral specify what FAC looks at. For example, #3 recommends standardizing criteria between departments. She doesn’t agree with that idea. It’s difficult to arrive at standardization in the Electrical Engineering, Computer Engineering and Computer Science Department, much less standardize criteria to what Nursing does. A. Hegde replied that we can forward URC’s recommendations and then FAC can say whether they agree and whether there needs to be changes on what issues. C. Lam said that standardization is not as important if early tenure requires an external review. A. Hegde said that there could be some university-wide requirements, to address inequities such as cultural taxation. In the case of early tenure there could be some department specific guidelines and perhaps some minimal university guidelines. Consider 1) Electronic RTP 2) look at suggestions regarding early tenure. M. Rees asked #5, what happened to third year? C. Lam replied that as workload increases, the URC requests to cut one more year. Can FAC have the info moved to first year moved up or the unit committee? FAC to consider mandatory years of review at all levels, given workload and feedback to be given. C. Lam suggested to focus
on first year review to help correct any mistakes before it gets to the higher levels of review. A. Hegde referred to FAC. They can decide what recommendations to change.

n. Proposal for creation of a Department of Ethnic Studies – Referred to BPC, AAC, and FAC. D. Boschini clarified the reason for the resolution to go to FAC is because if one is creating a department that has RTP implications, you want to think ahead how creating this department changes the way the RTP process is currently flowing for faculty.

o. AMP 2020-21 through 2029-30 – Referred to AAC and BPC.

p. Fall 2020 Graduation - No Fall Commencement. There will be a Fall Graduation. The EC will put forth a resolution.

q. Campus Climate Committee – C. Catota proposed the committee structure. It includes two faculty members appointed by the EC. She requested we seek candidates in time for the December 3 meeting. She has been advised that it may take longer. M. Danforth suggested that staff support be listed specifically as non-voting members. J. Millar observed that neither the purpose nor objective offer movement. The Senate will put out a call for two faculty positions to be appointed by the Executive Committee.

7. AGENDA ITEMS FOR SENATE MEETING NOVEMBER 19, 2020 (Time Certain 11:00 a.m.)
   Announcements
   President Zelezny (Time Certain 10:10)
   Approval of Agenda (Time Certain 10:05)
   Reports
   Resolutions
   Consent Agenda
   New Business
   Old Business
   RES 202110 Academic Calendar Fall ’20 Spring ’21 Fall ’21 Spring ’22 Summer ’22
   RES 202111 Graduate Student Grievances and Appeals
   Open Forum and Wellness Check (Time Certain 11:15)
   Past Senate Chair, Vandana Kohli (Time Certain 11:20)

8. COMMENTS FROM THE FLOOR

9. ADJOURNMENT
   A. Hegde adjourned the meeting at 11:45.