ACADEMIC SENATE EXECUTIVE COMMITTEE

Minutes
Tuesday, September 3, 2019
10:00 a.m. – 11:30 a.m.
SCI III Room 100


Visitors: D. Jackson, L. Zelezny

1. CALL TO ORDER
   D. Boschini called the meeting to order.

2. ANNOUNCEMENTS AND INFORMATION

WSCUC Team On-Site Appointments—D. Jackson (handout) The Visiting Team has meetings scheduled with the EC, AAC, BPC, AS&SS, and GECCo.
   - The EC meeting is scheduled October 8, from 1:00-1:45 in SCI III Rm 100.
   - AAC meeting October 8, 2:00-2:45 in SCI III Rm 100.
   - AS&SS meeting October 8 3:30-4:15 in SCI III Rm 100.
   - BPC meeting October 9 11:15-noon in SCI III Rm 100.
   - There is program review for all programs that have been submitted: Tuesday October 8, from 4:30 – 5:15 in BDC 134. The Department Chair and/or someone who is familiar with program should attend.
   - The WSCUC Visiting Team also requested open meeting with faculty Wednesday October 9, 10:30-11:15 in the Student Union MPR. It will be live streamed so that the Antelope Valley and others can engage.

Budget Forum – October 21, 2019- 11:00 a.m. – Noon in the Student Union (SU) MPR

President Zelezny – As part of the Strategic Plan Goal Two, a group of faculty, Chief Diversity Office, and Vice-Provost will be offered Excelencia training September 12 and 13. The President is sponsoring Luis Vega, Doreen Anderson, Melissa Danforth, and Rhonda Dugan. The objective is to instill best practice in hiring diversity. Vice Provost Schecter will then give helpful suggestions to help attract diverse candidates.

Strategic Plan Goal One – a large group from CSUB will be attending the Graduation Initiative (GI) Conference in Sacramento. Allison Evans will be recognized. Chancellor
approved CIO F. Gorham and CDO C. Catota to attend because of the important roles they play in the GI.
The President’s Campus Forum Thursday 8:30-10:00 September 5, in the SU MPR. A copy of the penultimate Strategic Plan will be available, and final input is sought. Safety – the Business and Continuity Planning Committee will have a name change to the Campus Preparedness Team. They will be meeting regularly to learn best practice from other campus situations. M. Rees recommended specific training per building. For example, Safety and Risk come to Music building to walk faculty through action to be taken. Other suggestions from the EC: The training for faculty needs to be conducted during the semester. Improve awareness and access to student Behavior Assessment and Response Team (BART) website. Test the text emergency notification system. President Zelezny will check with Chief Williamson about active shooter training. D. Boschini supports conducting hands-on training to demonstrate that we take safety seriously. Training is needed for big events and for handling students who cross boundaries. Working with distressed students is a day-to-day challenge.

3. APPROVAL OF MINUTES
   August 29, 2019 Minutes   E. Correa moved to have the minutes approved via email. M. Danforth seconded. Approved.

4. APPROVAL OF AGENDA
   E. Correa moved to approve the agenda. B. Street seconded. Approved.

5. CONTINUED ITEMS
   a. AS Log (handout) (deferred)
      i. AAC (M. Danforth)
         ▪ 2019-2020 Referral 01 Distributed Learning
         ▪ 2019-2020 Referral 04 Proposal for a Masters in Kinesiology
      ii. AS&SS (E. Correa)
         ▪ 2018-2019 Referral 05 Canvas Pilot
         ▪ 2019-2020 Referral 03 ASI Executive Director as Ex-Officio Non-Voting Member of Academic Support and Student Services Committee (AS&SS) - Bylaws Change
      iii. FAC (M. Rees)
         ▪ 2019-2020 Referral 02 Faculty Workload – One WTU Defined
         ▪ 2019-2020 Referral 05 SOCs for Summer Courses
         ▪ 2019-2020 Referral 06 Faculty Award for Scholarship – Handbook Change
         ▪ 2019-2020 Referral 08 Honorary Doctorate-Handbook Change
iv. BPC (B. Street)
   - 2019-2020 Referral 04 Proposal for a Masters in Kinesiology
   - 2019-2020 Referral 07 Academic Calendar – Semester Breaks
b. Interim Provost Update – The results of the CSUB Survey on the BC/CSUB Partnership will be vetted into themes. He will continue to update faculty.
c. Searches - Update
   i. Provost – The President was asked whether she will conduct a CSU search, national search or hire a search firm. A. Hedge is in full support of using a search firm. The President will leave ten-minutes at her Open Forum to hear about the qualities the campus is looking for in a Provost. Further, she requested to meet with faculty to facilitate listening to each other’s inquiry and to dialog with her about the search for a Provost. She will then take faculty’s feedback to her search committee.
   ii. AVP Academic Programs (no update)
   iii. Dean SS&E (no update)
   iv. Associate Dean SS&E (no update)
   v. Faculty Director of Interdisciplinary Studies – The EC to review the job description and then provide feedback by Tuesday, September 10.
   vi. Faculty Director for the Teaching and Learning Center – Call forthcoming
   vii. Faculty Ombudsperson - The EC to review the job description and then provide feedback by Tuesday, September 10.
   viii. Faculty Coordinator for Sustainability - Call forthcoming
d. Financial and strategic planning transparency and faculty participation (deferred)

6. NEW DISCUSSION ITEMS
a. BC/CSUB Partnership – It’s important to learn from the President about what has moved forward, versus from the newspaper. There is a lingering feeling that issues are being acted upon without enough internal communication and team building. We missed a step. We haven’t had the CSUB-only conversation. Faculty look for reassurance that they will be made aware of what they are expected to weigh in on. A CSUB faculty-only venue for internal conversations is needed. There is concern that the Survey that went to faculty would go directly to the full CSUB/BC Joint Planning Committee. Some of the comments aren’t meant for the joint committee’s consumption. The recommendation is to share themes rather than share the individual comments. It was noted that survey responses are not inclusive; they come from the ones who are the most emotionally vested in an issue. Upon processing the comments, integrate the survey themes into a narrative that addresses how the partnership is going to
work best for CSUB. CNN reported that there is new funding for tuition waivers-ADT gets funds. Thus, ADT courses are free. How does that effect CSUB lower-division courses, faculty, student outcomes, and GI 2025 success? V. Harper will ask the 14 CSUB members on the planning committee to sit at front of room at the President’s Open Forum. D. Boschini has heard from faculty that speaking openly at live-stream is a deterrent for some, especially those who aren’t TT. While the President has received “thank you” for the live stream option from remote-location Lecturers, she is open to another way to have those conversations. D. Boschini is concerned about BC partners accessing the campus conversation (live-stream) before the conversation has moved far enough. She asked for more discussion at the Department Chair Leadership Committee (DCLC). For example, competition with BC. They have been lobbying to have Baccalaureate degrees. There are risks to the relationship being built and we need to understand the history and context. President Zelezny meets with BC President Sonia Christian monthly. Both campuses are overwhelmed with demand. The presidents meet collaboratively to address the demand. BC students on our campus would have otherwise been down the street at another satellite location. The competition conversation will probably continue. D. Boschini heard from faculty that they want to talk with the President (and not with BC) about CSUB’s long-term academic health. The President emphasized that the shared goal is to reduce barriers for students. J. Tarjan suggested FAQs. For example, define Public Private Partnership (PPP), the intent, the workgroups and members’ contact information. E. Correa suggested that discussion include possible concerns, not just all the positive information. President Zelezny responded that the Open Forum helps her listen and respond to those bumps. For example, parking. M. Danforth noted the need for change in Enrollment Management (EM) processing of ADTs from BC. ADT has planned upper division demand and lower division demand and that’s where the threat is coming from. President Zelezny understands the quandary and has doubled down on freshman enrollment, especially those outside 30-mile perimeter. She is taking a risk by acting on national level research and best practices given the unique culture in communities (Delano response different than McFarland’s) to recruiting freshman for a four-year experience with housing. M. Danforth hears from faculty that many students are hitting roadblocks in their courses. There is a need for more resources and a mechanism to examine students at risk in their major and other classes. Perhaps provide more support for advising team to work on student retention. The President said that there are people looking into why freshman attend some classes yet aren’t attending other classes. J.
Tarjan observed that there are pockets where tutoring is underutilized. Let students know, if they are struggling, they should go to tutoring. President Zelezny is thinking about putting tutoring in residence halls. Capital Campaign – the 75 interviews conducted as part of the feasibility study, were helpful. The President doesn’t know how much money will be coming in. The number is not contingent on matching. It’s based on what is possible. Whatever the goal is, we must hit it.

D. Boschini closed the meeting with the President with a thank you. The information she gets from meeting her one-on-one, at the Senate, and at the Executive Committee has been helpful. Yet, the faculty body need more information from the President. The request is for the President to create a mechanism to get quality info to those between the Senate and the fringe. President Zelezny said that the Open Forum is a test and we can build on that. D. Boschini requested another channel for delivering her message because most faculty cannot attend at the time the Open Forums are being held. V. Harper has his forums, too. He’s the messenger to Academics. The President left the meeting for her appointment with U.S. Congressman Kevin McCarthy.

b. Call for Interest:
   i. Faculty Ombudsperson job description draft (handout) (see C. c. vii.)
   ii. ATI Faculty Coordinator – A. Hegde will meet with F. Gorham before job description is drafted.

c. University Handbook APPENDIX K: Instructional Materials Accessibility Plan (IMAP) (handout) – deferred until ATI Faculty Coordinator is appointed

d. Ethnic Studies as a GE Requirement: Response to the Task Force Report (see previous handout) (deferred)

e. Campus Reserve (See Academic Senate Minutes August 29, 2019)

f. New Regulations on Consensual Relations (see previous handout) (deferred)

g. UPRC Recommendations (see previous handout: Annual Report) (deferred)

h. Summer Service (deferred)

i. GRaSP post-award – BAS (deferred)

j. Graduate student grievances and appeals policy: Reporting chain (deferred)

k. Recommendations for HSIRB (handout) (deferred)
   i. Dr. Nate Olson
   ii. Dr. Jessica Williamson
   iii. Ms. Marianne Wilson

l. Recommendations for IACUC (handout) (deferred)
   i. Dr. Amber Stokes
   ii. Dr. Amy Gancarz-Kausch
iii. Ms. Lyda-Craft
m. Update from Student Misconduct Task Force (deferred)
n. Financial Aid – An announcement from President forthcoming this month.

7. **AGENDA ITEMS FOR SENATE MEETING September 12, 2019** (Time Certain 11:00 a.m.)

   **Announcements**
   - University Advancement – J. Self (Time Certain 10:05)
   - WSCUC Update – D. Jackson (Time Certain 10:10-10:25)
   - Budget Forum – October 21, 2019 11:00 a.m. - Noon

   **Consent Agenda**

   **New Business**

   **Old Business**

8. **COMMENTS FROM THE FLOOR**

   Chain of communication - Recent communication between student(s) and the President’s Office didn’t follow the process regarding academic policy. Two recent cases of disgruntled students going directly to the President’s office undermines faculty and Deans’ authority and compromises an established process of student petition, etc. The President’s Office staff has been informed of the proper protocol in one instance.

   Communication and Consultation - There is a perception that the President has plans, made decisions, and is moving quickly without sufficient communication and consultation about her plans. For example, freshman housing - The President communicated at Senate about her community outreach for freshman from communities greater than 30 miles. The EC’s request is that the President follow her ideas with communication (from her or the appropriate VP) about the national research she used to draw her plan and then have consultation with faculty on regional culture, etc. before moving forward in the greater community with a mandatory freshman housing policy. Example two: Meeting with area Superintendents is a given part of the President’s community involvement. Yet, faculty naturally would ask why and what is being discussed that would affect them. Timely communication about the thinking behind the President’s action which has potential impacts on academics and/or shared governance would be a good step toward moving more smoothly through change.

   The Interim Provost will continue to communicate to faculty via email and open forums. J. Tarjan commented that the campus precedent is that any requirements for freshman students to do things needs to have faculty input. [GECCo] He suggested that the President invite the Academic Senate Chair to be a member of the Cabinet, again.

9. **ADJOURNMENT**
The meeting was adjourned at 11:32