ACADEMIC SENATE EXECUTIVE COMMITTEE

Minutes
Tuesday, September 10, 2019
10:00 a.m. – 11:30 a.m.
ADM 101


Absent:  D. Boschini, E. Correa

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

2. **ANNOUNCEMENTS AND INFORMATION**
   - Interim Associate Dean SS&E – E. Correa has been offered the position.
   - Election of Academic Senate SS&E Representative to finish E. Correa’s term May 2018-May 2020 – Call will go out next week
   - Election of new AS&SS Chair to replace E. Correa
   - Faculty Forum with President Zelezny regarding Provost Search – The purpose is to get faculty feedback on whether to conduct a national search, CSU search, or hire a national search firm, etc. The total cost of the search firm may be a factor.
   - J. Tarjan informed the EC that Weber AS 1460; CSU Graduation Requirement: Ethnic Studies (three-unit course) was amended to continue into next year’s session. The prior version was a diversity bill, not ethnic studies. Until it passes, the attitude from the Chancellor’s Office (CO) is not to spend time on it. However, private discussions are occurring, excluding faculty.

3. **APPROVAL OF MINUTES**
   B. Street moved to approve September 3, 2019 Minutes. M. Rees seconded. Approved.

4. **APPROVAL OF AGENDA**
   J. Tarjan requested to place New Regulation on Consensual Relations first item under NEW DISCUSSION. M. Danforth moved to approve the revised agenda. B. Street seconded. Approved.

5. **CONTINUED ITEMS**
   a. AS Log (handout)
i. AAC (M. Danforth) The vice-chair nomination was deferred.
   - 2019-2020 Referral 01_Distributed Learning Committee (DLC) – AAC will invite Bob Carlisle to explain DLC’s purpose and duties.
   - 2019-2020 Referral 04 Proposal for a Masters in Kinesiology – the committee is reviewing the large packet of support material in preparation of a joint meeting with BPC.

ii. AS&SS (E. Correa)
   - 2019-2020 Referral 03 ASI Executive Director as Ex-Officio Non-Voting Member of Academic Support and Student Services Committee (AS&SS) - Bylaws Change – Not controversial.

iii. FAC (M. Rees)
   - 2019-2020 Referral 02 Faculty Workload – One WTU Defined – It will need research, survey, and a discussion with the Department Chair Leadership Committee (DCLC)
   - 2019-2020 Referral 05 SOCIs for Summer Courses - the committee is considering whether to include Winter Courses
   - 2019-2020 Referral 06 Faculty Award for Scholarship – Handbook Change FAC will look at the description and duties of the Research Council of the University (RCU) and Faculty Honors and Awards Committee (FHAC).
   - 2019-2020 Referral 08 Honorary Doctorate-Handbook Change - The committee is looking for the reason that the review of nominees goes to Executive Committee (EC) rather than FHAC. The Honors and Awards committee has representation from every school, and that is not always the case on the EC. Discussion ensued. The EC has done it in the past. The FHAC is busy enough. The Honorary Doctorate requires a quick turn-around. The candidate has to go through the EC before going to the President’s Office, anyway. The President’s Office then submits to the Board of Trustees. The awardee has to be present on campus to receive the award. The Academic Senate Chair (if not the EC) should be able to sign-off on the final candidate, even if a Trustee brings forth a candidate.

The need for a Policy Portal was discussed. (Where does faculty go to see flow charts, how to rent a room, permission for field trip, etc.) Where there is an absence of policy, decisions are made. A university-wide Policy Portal would need to be actively managed. V. Harper will follow-up with F. Gorham on a content management system.
iv. BPC (B. Street) - D. Jackson briefed the committee in preparation of the WSCUC Visiting Team inquiry on cost of integration of the Strategic Plan. The committee is working with T. Davis to get those numbers, and the GI 2025 data. Those topics will also come up at the Budget Forum.

- 2019-2020 Referral 04 Proposal for a Masters in Kinesiology – the committee will develop questions to go to the Program Coordinator. B. Street will be recuse himself from chairing the discussion.

b. 2019-2020 Referral 07 Academic Calendar – Spring and Fall Semester Breaks - The committee is considering a campus-wide survey. There are things that the campus can weigh in and others that are static. Example, 180 fixed teaching days. V. Harper sees Spring break as the most important. He suggests a faculty referendum on Spring Break in response to a vote on a direct question, so the issue doesn’t resurface. Commencement shouldn’t be on survey because people can’t be informed enough on costs to weigh in appropriately. There are pedagogic concerns. Faculty should have their referendum. Staff has theirs. ASI have their own referendum. The nature of the question will be worked out, later. If we don’t have a vote that is respected, then it won’t work. EC will make recommendation after more discussion.

c. Interim Provost Update (handouts)

2019-20 Budget Bill – Senate Bill 106 excerpts: Section Related to GI 2025 reporting - CSU was appropriated $75,000,000 for the Graduation Initiative (GI). Of that, $30,000,000 is provided on a one-time basis. The campus is expected to receive $500,000 - $600,000. It’s unclear how much is recurring, and when it will be received. More will be known after the CSU Provost Council, later this month. Section related to tenure track faculty hiring and reporting - The CSU shall give consideration to qualified existing lecturers that apply for tenure-track faculty positions. CSU needs to report how money is spent for specific areas. The 2017-2018 Report excerpts containing V. Harper’s answers to specific questions. It includes definitions for expansion hires, etc. Sometimes there is a difference in definitions. The Provost’s Office will have to submit a new report to the CO for the period they specify.

d. Searches - Update

i. Provost and VP AA – Call for Search Committee ends September 13, 2019

ii. AVP Academic Programs - (no update)

iii. Dean SS&E – (no update)

iv. Associate Dean SS&E – E. Correa has been appointed as interim.
v. Faculty Director of Interdisciplinary Studies - The job posting expected to go out next week
vi. Faculty Director of the Teaching & Learning Center – to follow the above
vii. Faculty Ombudsperson - to follow fulfillment of the above
viii. Faculty Coordinator for Sustainability - to follow fulfillment of the above.

V. Harper expects all the positions to be filled by January 2020.

The Handbook 309.5 only specifies FT faculty for the search committee for Provost instead of tenured-track faculty members. Referred to FAC.

e. Financial and strategic planning transparency and faculty participation – covered under Announcements and BPC report.

6. NEW DISCUSSION ITEMS
   a. New Regulations on Consensual Relations – The new regulation states, “…each Campus shall develop a procedure to reassign such authority to avoid violations of this policy.” The EC referred this issue to FAC to develop a procedure to accommodate the Executive Order.
   b. Appointments (Handout)
      i. Instructionally Related Activities Committee – J. Tarjan moved to approve the appointment of D. Peterson. M. Rees seconded. Approved.
      ii. Student Recreation Center Advisory Committee - M. Danforth moved to approve J. Millar, and B. Street seconded. J. Millar approved
   c. Recommendations for HSIRB (see previous handout) J. Tarjan moved to approve the re-appointments. M. Danforth seconded. Approved:
      i. Dr. Nate Olson
      ii. Dr. Jessica Williamson
      iii. Ms. Marianne Wilson
   d. Recommendations for re-appointments to IACUC - M. Danforth moved to approve the re-appointments. J Tarjan seconded. Approved
      i. Dr. Amber Stokes
      ii. Dr. Amy Gancarz-Kausch
      iii. Ms. Lyda-Craft
   e. Call for Interest:
      i. ATI Faculty Coordinator - A. Hegde will work with F. Gorham and V. Harper on role and requirements of the position.
i. Letter from California State Senator Richard Pan to Chancellor Timothy White, dated July 8, 2019 regarding Assembly member Weber’s AB 1460

ii. Letter from Chancellor White to CSUB President Mitchell dated December 1, 2017 specifying Areas of Action

iii. Letter from Chancellor White to California State Senator Richard Pan dated August 28, 2019

Referral made to AAC with instruction to consult GECCo about the recommendation of the task force report. J. Tarjan is available for consultation. AAC will consider whether to include AS&SS and other sub-committees.

g. UPRC Recommendations - see Annual Report of the University Program Review Committee, AY 2018-2019, dated May 13, 2019. The concern is that program review doesn’t have that much value, what is the minimum review, people don’t want to do review, program dis-accreditation, and what are the minimal Federal guidelines? The DCLC agreed to decouple tenure line allocation process from the program review process. There was discussion about removing the Memorandum of Understanding and Action Plan (MOUAP). However, that would require that the UPRC move to remove the MOUAP. The Provost Office cannot. Comments from the floor: The MOUAP seems to be somewhat empty because it took eight years to get a final line for a 2010 MOUAP. UPRC straddled administrators; an agreement was made with a particular Dean and Provost, and then when that person was replaced, it switches. Budget is also an issue. A. Hegde said that the UPRC is not a sub-committee of the Senate. It is a university-wide committee that submits reports to the Senate. The UPRC always existed, and the MOUAP was added to it. The MOUAP is not a federal requirement. The idea was to make the process worthwhile, tie in a budget, and be of consequence. The history of doing them on time is spotty. It’s a long report and it takes a lot of time. Release time was discussed. The request is that the process be streamlined:

i. The Senate to review the Program Review Template and MOUAP Template and reaffirmed if appropriate

ii. Address the issue of programs not completing reviews

One of the charges of the UPRC is to recommend changes in policies and procedures and consequences of non-compliance. The Senate would have to change the nature of the UPRC in the Handbook. The topic carried over.

h. Graduate student grievances and appeals policy: Reporting chain – J. Tarjan introduced the issue. The University Handbook Appendix D: STUDENT COMPLAINT AND GRIEVANCE PROCEDURES states clearly that the process of student complaint and grievance procedures includes the department chair, VP
AA, etc. In the catalog, the graduate students go to their Program Coordinator and move up the chain of command. The Handbook could state that graduate students refer to something else. It may not be a change in Policy so much as stating who the policies apply to. Referral made to AS&SS.

i. Update from Student Misconduct Task Force – A. Hegde provided background: The task force was charged to address that the Office of Students Rights and Responsibilities (OSRR) reports to the VP to Student Affairs and there lacks a formal link to VP AA. There is no aggregate database on violations of academic honesty or data shared about violations. The responsibility of violations is assumed by the OSRR but there isn’t protocol on the department level and nothing on the university level. J. Millar referenced policy which states that faculty has ultimate decision over the grade and assignment of the grade. Sometimes faculty send violations to OSRR to do the investigation. Some don’t understand that OSRR has responsibility only for violation of student code of conduct but not academics. J. Tarjan stated that academic integrity is a core value of CSUB. There is great frustration over the way academic honesty has been followed and tracked, especially for serial offenders. We cannot expect faculty to have academic standards if the university doesn’t enforce academic honesty. A. Hedge thanked J. Millar for being on the Task Force. A. Hegde will share the Task Force Report with EC and then have it consider a referral to AS&SS.

j. Course Forms for Catalog and Curriculum Review (handout) (deferred)
k. University Handbook APPENDIX K: Instructional Materials Accessibility Plan (IMAP) (Deferred until an ATI Faculty Coordinator is appointed.)
l. Summer Service (deferred)
m. GRaSP post-award – BAS (deferred)
n. Financial Aid (deferred)

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 SU MPR

   Elections and Appointments

   Consent Agenda
   New Business

8. COMMENTS FROM THE FLOOR