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

2. ANNOUNCEMENTS AND INFORMATION
   - Senate Calendars (handouts)
     - Executive Committee
     - Senate
     - Standing Committee
   - President Zelezny – Report to Senate August 27 between 10:00 – 10:30. The EC is in favor of her presence during the entire Senate meeting. People who are uncomfortable about sharing ideas in front of the President can email their Senator.
   - Budget Forum - October 19, Zoom 11:00 – Noon
   - Ethnic Studies discussion includes English and other departments because of the impact on programs and degrees.
   - Standing Committee composition – Clarification needed whether the position of librarian can count as faculty member where standing committee composition is comprised of a majority of faculty members. M. Rees requested a change in the description of FAC in Bylaws to be consistent with the Handbook. Substantive changes to the Bylaws and Handbook need to go before the Senate. M. Danforth suggests putting [Librarians] in brackets to include librarians as faculty. D. Boschini recommended to list the numbers of the composition of committee membership when making changes to the Handbook and Bylaws. A. Hegde will reach out to S. Bozarth, Chair of Librarians, for her recommendation of a librarian position in AS&SS.

3. APPROVAL OF MINUTES
   C. Lam moved to approve the August 5, 2020 Minutes. M. Martinez seconded. Approved.
4. APPROVAL OF AGENDA
M. Rees moved to approved the Agenda. B. Street seconded. Approved.

5. CONTINUED ITEMS
   a. AS Log (handout)
      i. AAC (R. Gearhart) He acknowledged the following items:
         Referral 16 Program Review Process Improvement
         Referral 18 Interdisciplinary BS Degree in Public Health Proposal
      ii. AS&SS (C. Lam) He acknowledged item
         Referral 12 Graduate Student Grievance – Reporting Chain
      iii. FAC (M. Rees) She acknowledged the following item:
         Referral 8 Honorary Doctorate – Handbook change
      iv. BPC (B. Street) Nothing carried over from 2019-2020.
   b. Provost Update
      - 9/2/20 Open Forum 1:00-2:30 p.m. V. Harper will review the slides that
        he presented at the General Faculty Meeting.
      - AA Pandemic Budget Task Force - V. Harper will write the charge of the
        committee. Basically, it is to look at the budget data and make a set of
        recommendations by the end of the semester on operational
        adjustments that would increase the probability of achieving the
        monetary targets of the next three years. The membership is as follows:
        • Co-Chair Administrator Bruce Hartsell has been appointed by V.
          Harper.
        • Co-Chair (1) tenured faculty member. The AS Office will send out
          a call for interest that includes that a candidate submit a
          paragraph or two on why they are interested and suited for the
          position.
        • Academic Senate Chair
        • ASI President or designee
        • (2) members from Senate Executive Committee: The chairs of FAC
          and BPC
        • Department chairs:
          (2) SS&E
          (2) NSME
          (1) A&H
          (1) BPA
        • (2) School Deans
        • CFA President
• Academic Affairs Budget Analyst
• (1) or more staff members appointed by the Provost

- M. Rees inquired whether work-study students are essential, and who is deciding or means of deciding that they are essential workers. V. Harper responded that the Campus Preparedness Council is working on a definition of Essential Workers. In the meantime, he has directed deans to provide a list and their rationale for classifying the individual as essential. The Campus Police Department maintains the database of the approved individuals to enter the campus. J. Miller said that a Covid-19 survey/mobile application will be used by students and faculty for clearance to enter campus. The user keeps it displayed in case they are asked to show proof of the survey’s completed checklist. They have to be cleared in advance to be on campus. The Campus Preparedness Council is still working on their communication piece.

c. Searches – The Elections Committee Chair will issue the calls soon:
   i. AVP Academic Affairs and Dean of Academic Programs
   ii. Dean Antelope Valley

d. Financial and strategic planning transparency and faculty participation – see 5.b. Provost Update, AA Pandemic Advisory Task Force

e. Academic Testing – V. Harper said the directive from the CO stated that the CSU use an online platform for testing. CSUB’s Instructional Plan, 51 face-to-face courses and 57 other instructional activities run in special spaces, was approved by CO. Those courses in regular lecturer rooms are not OK. V. Harper met with Deans and they will meet with Chairs to move some of the spaces to conform to the directive. It’s just a slight modification to our Instructional Plan. The CO will be updated upon completion of the relocation of some class space.

6. NEW DISCUSSION ITEMS
   a. Proposal for Master of Science in Computer Science– reference minutes March 10, 2020 – referred to AAC, BPC
   b. FHAC Nomination feedback from Senate – Reference March 5, 2020 minutes. Define what is meritorious. Some senior faculty pressured junior faculty to support them. Senior faculty may be aware who did or did not sign their support. Referred to FAC
   c. MS Accounting – Reference April 7, 2020 minutes. The proposal is missing documents. It was sent back to the proposer last semester. It will be referred to AAC, BPC upon receipt of the complete set of documents.
d. Office Hours Policy – reference April 21 minutes. Clarify language in Handbook 303.1.3. Clarify how to do office hours via Zoom. Referred to FAC

e. IRPA Issues – reference April 28 minutes. The CO gave feedback in the WSCUC Report. The issues are access and permissions to the data, define what data is needed for the Budget, define that data that faculty need, and define how the data is to be parsed for department chairs’ use. Referred to BPC

f. Summer Senate Decisions to Senate – Refer to Item 7., below.

g. Notification to Chairs of Assigned Time – reference April 30, 2020 minutes. M. Martinez said there is a need to establish a timeline at least a month in advance to notify the department chair so they can find someone to teach a class. Assigned time does not absolve faculty of their responsibilities if notification is less than three weeks. The clarification of policy comes from Provost Office. B. Street recalled discussion of attaching department chair’s signature to when the release time begins. M. Rees suggested that the Senate invite dean(s) to discuss the fairness of Assigned Time across schools. M. Rees will discuss the issues with M. Martinez before it’s referred. A. Hegde will attempt to follow-up with the people on the implementation of RES 161714.

h. New Call for Assigned Time - It will be sent upon receipt of the Fall 2020 FT Faculty list.

i. CFA President or designee ex-officio on FAC – Reference May 12, 2020 EC minutes. The CFA President’s knowledge of existing contracts, knowledge of emerging issues at the campus and systemwide levels are useful to the FAC’s work. Decide whether the membership is a voting or non-officio position. Referred to FAC

j. Search Committee – See 5.c.

k. Workload – Community Service – reference May 7, 2020 Senate minutes. A. Hegde will talk with J. Woods.

l. CSUB Patent Policy Draft (handout) GRaSP submitted a draft for Senate consideration. Referred to FAC.

m. Elections and Appointments - There are 27 positions to be filled this fall. GECCo went to A&H to make a call but didn’t notify the AS Elections Committee Chair. A call will go out for GECCo representatives from A&H, NSME, and SS&E.

n. Recommendation for reappointment of HSIRB Alternate I. Sumaya – C. Commuri, Chair of IRB, sent a letter of recommendation to the EC. I. Sumaya holds three positions on the board. The Handbook says that the secretary is not a member of the IRB. M. Martinez said that J. Kraybill is interested in serving. She can qualify her interest while the process is verified. B. Street has not seen a call for interest from the IRB. He put his name forth every year. J. Millar asked if we
need to pay attention to the bigger group. Is I. Sumaya the alternate to the scientific concerns position or non-scientific concerns position? D. Boschini said that for many years, the IRB has functioned smoothly and their recommendations have been readily approved. It’s heavy work. Yet, it may be time for the EC to look at the process. A. Hegde will ask C. Commuri to 1) clarify on how IRB works and 2) how are the three positions that I. Sumaya fills different. The position needs to filled by December 2020.

o. UPRC Recommendations (handout: Annual Report) The WSCUC report directed the campus to review the program review process. The WSCUC committee, headed by D. Jackson, met this summer. M. Danforth said that AAC already has Referral 2019-2020 16 Program Review Process. A. Hegde recommended to modify and supplement the referral. There is urgency because WSCUC visits the campus in Spring 2022. We have this AY to implement the change. D. Boschini said that it’s not clear to Academic Programs what they can and cannot request. For example, resources tied to the outcome of a program. It can get stuck because people higher up don’t want to sign-off on the review and then the MOUAP doesn’t get signed. It might help to define the purpose of Program Review. The MOUAP needs to be clarified. The Handbook says that the MOUAP is written by the Dean and Provost Office. That is not the way it works at all. People in program review need a clear set of goal posts. A. Hegde said concerns are 1) only one was MOUAP completed last year and yet many were submitted for review 2) streamline the program review template to one page 3) failure to complete the self-study in a timely manner affecting student learning outcomes 4) assessment training workshops needed 5) compensation for the assessment coordinator. D. Boschini suggested that the referral stay in AAC. V. Harper agreed. A. Hegde said the issues will be added into the existing AAC referral.

p. Faculty Rep on Alumni Board (deferred)

q. Fall Classroom Observations – A. Hegde said that while observations have been suspended due to switching to alternate delivery, there are some who want them. M. Martinez suggested that because everyone is new to the virtual situation, consider the assessment come from the Faculty Teaching and Learning Center (FTLC). If faculty wants to improve, they can have the FTLC come in and make suggestions. They could have the option of including the FTLC’s evaluation in the RTP. Provide faculty with a positive versus punitive process to classroom observations. Referred to FAC. M. Rees asked that the five referrals to FAC be prioritized.

R. Gearhart moved to extend the meeting by fifteen minutes. C. Lam seconded. The meeting was extended by 15 minutes.
B. Street sees urgency to providing observations because there is the risk that they won’t occur at all. M. Danforth said that if observations are optional due to the pandemic, it must be clear at all levels of review and that faculty would not be penalized for choosing not to include them. A. Hegde suggested that a letter from the Provost’s office informing all levels that SOCIs and classroom observations are optional. Further, guidelines for review are needed to address that many faculty members are unable to do human subject research. C. Lam added that the decision needs to be made before second year of RTP files on whether to have mandatory observation and the option to include in RTP. This is a priority referral for FAC.

r. First Year Seminar (FYS) Instructors Review - A. Gebauer communicated to A. Hegde that FYS are taught by staff and that it presents issues with reviewing their instruction. 1) No reviews are being done because the staff members aren’t associated with any unit 2) While the GE Faculty Director does the hiring, he does not function as the chair of any unit. He suggested 1) the Senate develop a review process for FYS instructors 2) The Senate stipulate that staff cannot be hired as part-time (PT) faculty 3) How faculty can be motivated to teach FYS. M. Danforth said that staff hired as PT faculty are given an appointment to teach. There is already language in the Handbook about the review process for PT instructors. It needs to be a process clarification, not a referral. The subject will carry to next meeting. A. Hegde will include A. Gebauer’s communication in the agenda packet.

s. SAT elimination – reference August 5 minutes. Be aware that many CSUs are not recording SAT. Rather, they use an alternative index that seems to be working.

t. Sustainable Financial Task Force - reference August 5 minutes. Some of the concerns are being addressed in the AA Pandemic Budget Advisory Task Force.

u. Digital divide - reference August 5 minutes – Slow internet speed is issue due to poor infrastructure.

v. Post-Tenure Review Requirements - It’s not clear what to include. Departments dictate. Clarity needed on that. Not urgent. Not a referral yet. Carry to next meeting.

7. AGENDA ITEMS FOR SENATE MEETING   AUGUST 27, 2019 (Time Certain 11:00 a.m.)
   
   Announcements
   President Zelezny (Time Certain) 10:05-10:30
   Orientation – Power point emailed to the Senators on behalf of A. Hegde

   Consent Agenda
   Standing Committee membership approval (handout)
RES 202102 Academic Standing Spring 2020 (handout)
RES 202103 Submission of Electronic RTP for AY 2020-2021

New Business  (Time Certain 10:45)
RES 202101 Extension of Temporary Exemption of the Online/Hybrid Certification Requirement
RES 202104 GWAR Testing – AY 2020-2021

Open Forum

8. COMMENTS FROM THE FLOOR
9. ADJOURNMENT
   A. Hegde adjourned the meeting at 11:45.