ACADEMIC SENATE EXECUTIVE COMMITTEES – SUMMER SENATE
Minutes
Tuesday, May 12, 2020
11:15 a.m. – 1:15 p.m.
Video Conference

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

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

2. ANNOUNCEMENTS AND INFORMATION
   A. Hegde stated that the Summer Senate is the outgoing Executive Committee (EC) and
the incoming EC. Normally, the Summer Senate meeting is held to select the sub-
committee members and does not meet in summer unless there is an emergency.
Now, we are in a perpetual state of emergency. Given the Chancellor’s comments at
this morning’s Board of Trustees meeting, there is a need for the Summer Senate to
meet regularly. The directive is that CSUB will have mostly alternate delivery of
instruction. J. Tarjan asked if campuses have flexibility and who controls the curricular
process. The budget scenarios are precarious. There is the concern that a flu season
combined with COVID-19 will produce complications. The Provost will meet with B.
Hartsell to discuss compensating the Summer Senate members fairly for their time and
commitment given the available resources. J. Tarjan shared a formula of compensation
for consideration. A. Hegde said we’ve addressed this in a democratic way and
recognized M. Danforth who spearheaded a lot of that. J. Tarjan feels that CSUB is
experiencing an exemplary working relationship between faculty, staff, students, and
administration. A. Hegde expressed his gratitude for the incoming members of the EC
and their capability in handling issues going forward. He thanked D. Wilson for her
service this year as chair of the AS&SS committee. He thanked J. Tarjan for his years of
service, insight and wisdom on the Senate, Executive Committees and the ASCSU. A.
Hegde thanked D. Boschini for her years of leadership as the Academic Senate Chair and
her graciousness in transitioning him into his new role.

ASCSU Report is posted on the Senate webpage and was distributed to all faculty. J.
Tarjan said that Ethnic Studies is an important issue. There is a sense that the
administration is waiting for individual campuses to report how they would carve out
three units from GE. Perhaps it will come from Area D. There are implications for
students in the business school and transfers with ADT. The big battle is whether campuses have the flexibility to implement this in a variety of different ways with different disciplines. For example, certified courses: who controls the certification where those courses don’t have ethnic studies in their curriculum nor enough ES faculty to teach it. Will there be the regular curricular process?

3. **APPROVAL OF MINUTES**
   B. Street moved to approve the May 5, 2020 Minutes. M. Rees seconded. Approved.

4. **APPROVAL OF AGENDA**
   M. Danforth noted that COVID-19 Issues needed to be added to CONTINUED ITEMS and requested the addition of a Space Management Committee Report to NEW DISCUSSION ITEMS. GWAR Issues was also added to NEW DISCUSSION ITEMS. R. Gearhart moved to approve the agenda. M. Rees seconded. Approved.

5. **CONTINUED ITEMS**
   a. AS Log (handout)
   c. Searches Update – V. Harper:
      i. AVP FA Search Committee is formed. The job description will be posted before the end of the term. The closing date will be sometime in September. The position will start January 2021.
      ii. AVP Academic Affairs – Debra Jackson is the Interim AVP AA. The search for a permanent AVP AA will begin in the fall.
      iii. AVP Academic Programs – D. Jackson has been appointed as the Dean of Academic Programs. The search for a permanent AVP Academic Programs will begin in 2021.
      iv. Dean Antelope Valley – Doreen Anderson as accepted the Interim Dean AV position. The Search committee for a permanent dean will be formed in fall.
      v. Dean SS&E – Open forum virtual interviews with candidates are scheduled for May 15, 18, and 19.
      vi. Associate Dean SS&E search will follow the appointment of a permanent Dean.
      vii. Dean Library – C. Asher is FERP to the end of December. The Search for permanent Dean Library will begin in Fall.
   d. Financial and strategic planning transparency and faculty participation – B. Street has time allocated by the President to work with T. Davis this summer. He plans to give regular updates to the Summer Senate. Things will be moving quickly and we still need to maintain process and shared governance. J. Tarjan is attending the Institutional Research meeting tomorrow. There was talk about insufficient
financial information from IRPA. Direct questions and comments to J. Tarjan. V. Harper said that the committee asked for J. Tarjan because of his insights.

e. Handbook Error Log – the Handbook is scheduled to be updated this summer.

f. COVID-19 issues – V. Harper’s interpretation of the information coming from the Chancellor’s address is that 98% of courses will be alternate delivery. Perhaps 2% of instruction would be in-person with extensive sanitation, personal protective equipment, and distancing measures to meet health requirements. The directive allows us to focus on one approach. There may be local latitude with the exceptions determined in consultation with the State, Kern County Health Department, and the President. There were a number of campuses that want broader, deeper face-to-face instruction. We may end up with something that appeases that interest. J. Tarjan said we definitely have to plan for 100% virtual in the case of another outbreak. There is talk of another peak in March 2021. R. Gearhart asked for consultation with the K-14 because students with child care issues may be unable to attend class. The Provost said that he and the President are in consultation with K-14 leaders. B. Street said that human research is important to the SRS students and those on scholarship and grant research. He heard that the Chancellor’s vision was for that to continue, with precautions. A. Hegde said that it goes along with the Nursing clinical requirements. The Industrial Hygiene class is hard to teach virtually. M. Rees noted that because certain disciplines like Music and Theatre are face-to-face, if someone gets sick, the entire class will have to quarantine. There are instructors older than 65 years, some with immune deficiencies. Thus, everyone should plan for virtual learning. J. Tarjan said the majority of BPA faculty and lecturers were hoping for safe face-to-face instruction. There are faculty and lecturers who have someone in their household over 65 years old and/or live an hour away from campus. They have made extraordinary efforts moving to alternate delivery and in some cases, it’s not working out as well as hoped. A. Hegde replied that these issues need to be taken up. Human Resources will be part of the discussion, including privacy protection. J. Millar normally has 250-350 new students come through the Counseling Center in the first five weeks of school. Now, they have to conduct complete assessments virtually. Doing so, only from the shoulders up, is a challenge. There are subtle things that get picked up when looking at the whole person.

6. NEW DISCUSSION ITEMS

a. Fall QM suspension (handout) R. Weller asked for an extension of the suspension of Quality Matters (QM) certification until the end of the fall semester 2020. There is a three step process to complete the certification. The summer institute offers
training, virtually. J. Tarjan said precise terminology needs to be added. He requests the EC or AAC revisit the policy to include synchronous virtual learning. The QM policy may be interpreted for full on-line or hybrid classes such that Zoom can’t be offered; faculty could not broadcast remotely in a synchronous manner. A. Hegde suggested that the new AAC committee chair, R. Gearhart, and M. Danforth could go over R. Weller’s memo and report back to the Summer Senate next time. M. Rees said that a lot are signing up for the Quality Assurance training. Will that count as part of the three-step process? Where the terminology “online” and “virtual” is used—virtual is broader. A. Hegde said the Summer Institute to offer QM training. Maybe adding language to the memo. M. Danforth said that AAC kept the platform neutral in RES 192007 Online and Hybrid Courses Handbook Changes. A. Hegde said that the suspension of training approved in RES 192014 Emergency Resolutions Related to the Transition to Alternate Delivery should extend to spring 2021 given the current information. The Summer Senate can have an emergency resolution to extend the suspension of training. Work on proper definitions over the summer and bring it to AAC in Fall. DLC will have to be brought in on the changes to QM certification in the Fall. M. Danforth will draft a resolution and distribute it to the Summer Senators for approval and then A. Hegde will forward it to R. Weller.

b. Grades – Eventuality Planning A. Hegde received a memo from B. Hartsell. If a faculty gets sick, how do we access their grading records? J. Tarjan suggested that the new FAC chair can consult with legal and then with the new FAC members about a tentative policy. V. Harper said when a faculty member falls ill or dies during the semester, someone with expertise is asked to come in to teach the class. The instructor of record is changed to the new one. We need to discuss the location of grades and where they’re held for continuity (BB or Canvas). M. Danforth experienced the situation. What the students saw on the LMS and the grades that the faculty member provided to her were different. She did not know she could request access to the faculty’s LMS. The chairs need to know how to handle it. A. Hegde will inform B. Hartsell that we’re working on it. D. Boschini said she has worked with B. Hartsell and F. Gorham on this. The ability for faculty to access another’s material has changed and it’s more restricted. There are Intellectual Property and confidentiality issues. The TLC was not prepared to handle the request for LMS access.

c. Standing Committee appointments – The Interest Forms indicated committee preferences as Eager, Happy, Willing (to serve). A. Hegde suggested

- AAC: R. Gearhart, BPA (Chair); J. Moraga, A&H; Q. Sheng, NSME; P. O’Neill SS&E; E. Montoya, At-Large; Ji Li, At-Large; D. Gove, At-Large. M. Danforth offered to sit-in the AAC meeting as ex-officio to help with the new senators.
- AS&SS: C. Lam NSME (Chair), G. Gillam, A&H; J. Wang, BPA; A. Lauer, At-Large; J. Woods, At-Large; E. Correa, SS&E; B. Mendiola, SSP; H. Nieblas, Staff, Aaron will reach out to A. Grombly for a Librarian position.
- BPC: B. Street, SS&E (Chair); J. Kegley, A&H; J. Stark, BPA; C. Collom, NSME; J. Kraybill, At-Large; D. Boschini, At-Large; A. Grombly, Library; L. Lara, Staff; V. Chicaiza ASI President; J. Drnek, SSO.
- FAC: M. Rees A&H (Chair), J. Deal BPA, K. Szick NSME, M. Suleiman SS&E, A. Jacobsen At-Large, M. Slaughter At-Large. S. Bozarth Librarian, B. Hartsell AVP FA, M. Danforth suggested to make the CFA President as ex-officio member of the FAC, which would require a bylaw change.

L. Zuzarte, Director of Academic Operations was on AAC. V. Harper said put D. Jackson on AAC in the AVP Academic Programs position. The Interim Dean of Undergraduate and Graduate Programs will be on AS&SS. D. Wilson moved to approve the Standing Committees 2020-2021. C. Lam seconded. Standing Committees approved. The only person we weren’t able to place was A. Rodriguez because she wanted FAC only, and we had to put M. Rees as the A&H rep (chair) and it would have put three A&H on FAC if A. Rodriguez was placed there. B. Bywaters will work with the committee chairs to get welcome letters to members.

R. Gearhart moved to extend the meeting 25 minutes. Everyone agreed.

d. URC Memo: (Recommendations to the RTP Process (handout) We’ll get to it in fall. C. Lam authored the memo. The only urgent matter is that faculty submit files in early fall and the SOCIs are all online. Need to discuss how RTP will be done virtually. Have the discussion at the next Summer Senate meeting.
e. Space Management – M. Danforth and B. Street attended the meeting on space management yesterday. There’s a sense that some people are taking advantage of the COVID-19 crisis to change how classroom space is allocated and that more faculty consultation is needed in making those decisions. For example, pushing online delivery after we come back from alternate delivery of courses. Administration is looking at freeing classroom space by going to online instruction for the future. Fortunately, the Deans pushed back on the idea. There are FTLC needs such as faculty development, students’ need for technology and support. It’s the Dean’s charge to look at underutilized spaces that could be renovated and not to push online teaching. B. Street said that there is funding available due to COVID and the idea of making long-term structural changes to the way faculty teaches with that
money is of great concern. M. Danforth said there was discussion before she and B. Street joined in. They had a number - 40% of classroom could change to implement alternate delivery of course instruction. The committee meets monthly. R. Gearhart said that the economics of online teaching doesn’t support CSUB in relation to online teaching at UCLA or higher profile schools. They need to be careful long term not to undercut faculty. The value of CSUB faculty is that it serves students who can’t leave the area. M. Rees said it’s inappropriate for Administrators to tell us how to teach. B. Street said the Deans were not in support of converting classroom for online delivery of instruction. The purpose of the committee is to improve space utilization by taking poorly used classrooms off line and renovate other rooms to be used for teaching. A. Hegde recommended keep pushing for faculty. M. Danforth said keep an eye on it so we don’t have any surprises.

f. GWAR - D. Boschini summarized her meeting with V. Harper. The Chancellor’s Office issued a memo suspending in-person testing for the GWAR. K. Flachman already started online testing proctored via Zoom. Then, she was told by administrators to stop virtually testing. There is a difference in opinion on how to interpret the memo from the Chancellor. Some want to eliminate the GWAR test and give students a free pass. It’s a curriculum issue. It’s a faculty issue. It’s a shared governance issue. D. Boschini and A. Hegde talked to V. Harper about what the GWAR would look like going forward. The intent is to suspend in-person testing and not suspend the test itself. Those who failed GWAR and those about to fail a GWAR class would be given another chance, virtually. M. Danforth asked whether legislation would be required to suspend the GWAR, since it’s a Title V requirement. D. Boschini replied that the Chancellor’s memo didn’t say that Title V was suspended. It said face-to-face testing is suspended. A. Hegde suggested further discussion at the next meeting.

7. **AGENDA ITEMS FOR SENATE MEETING AUGUST 27, 2020** (Time Certain 11:00 a.m.)
   - Announcements
   - Consent Agenda
   - New Business
   - Old Business
   - Open Forum Items

8. **COMMENTS FROM THE FLOOR**
   - L.A. County just extended the stay-at-home order through August 2020.
   - Add Electronic RTP on the agenda next Summer Senate meeting.

9. **ADJOURNMENT** The meeting adjourned at 1:15.