SUMMER SENATE
Minutes
Wednesday, July 22, 2020
10:00 a.m. – 11:45 a.m.
Video Conference

Absent: J. Millar

1. **CALL TO ORDER**
The meeting was called to order by A. Hegde.

2. **ANNOUNCEMENTS AND INFORMATION**
The CSU Board of Trustees (BOT) met yesterday. The debate on Ethnic Studies (ES) was prolonged. Some people who called in during public comment were very upset about the ES proposal. ASI is having a systemwide conversation; Students are upset about paying for fees for facilities they don’t have access to. Students focus on issues of Tuition level, Sustainability, and Voter Registration.

CSU Senate Chairs met. Most are new to the Senate Chair position. A. Hegde attended and became aware of things to pass along to the Summer Senate:
The [Families First Coronavirus Response Act](https://www.congress.gov/bill/116th-congress/house-bill/7/summary) (FFCRA) requires certain employers to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to the COVID-19. If one is unable to go to work due to sickness, or have child-care issues due to the pandemic whereby they have to take time off from work, one could receive 2/3 of their pay through this special fund. Apparently, the Chancellor’s Office (CO) will cover the remainder. A. Hegde will learn of the details from the CO.

Many CSU have guidelines for RTP – some only have university RTP guidelines, some have school-wide, and CSUB is one of a few with department-specific RTP guidelines. Many are incorporating cultural taxation into the RTP to factor faculty of color. CSU Long Beach has already incorporated into their guidelines. It’s something to think about during the fall semester.
The CSU will have a new Chancellor beginning January 1, 2021. There is a search committee that will submit recommendations to the BOT.

Three campuses chairs said that their campus have a committee comprised of faculty and administrators to focus on faculty lay-offs. Decisions aren’t solely made by the
department chair, school dean, Provost or President. There are contractual CFA requirements. CSU Humboldt has an early exit program offering 2/3 of salary. There are creative ways to address avoiding lay-offs. The CSUB Senate could discuss the process as more information becomes available.

Most campuses are waiting for guidance on AB 1460 Graduation Requirement Ethnic Studies. CSUB is not behind on the consideration of the implications on the curriculum according to R. Collins, Chair ASCSU. The BOT felt that the CSU should come up with a plan before the CA State Legislature convenes on July 27 so the legislators don’t mandate education. ES would be a lower division course, part of a new General Education Area F. Students could take it at a Community College. M. Martinez said that the BOT moved the topic to another committee so they wouldn’t have to vote on it today. By making ES a part of GE, it would be forcing the BOT to vote, which could sacrifice American History or American Government courses. He is on the speaker list for the committee meeting currently in progress. A. Hegde said that our CSUB Academic Affairs Committee will be getting a referral in the fall to see where AB 1460 ES fits in the curriculum. Separately, expect that there will a proposal for a department of Ethnic Studies for referral in the Fall.

3. **APPROVAL OF MINUTES**

4. **APPROVAL OF AGENDA**
   D. Wilson moved to approve the agenda. B. Street seconded. Approved.

5. **CONTINUED ITEMS**
   a. **Provost Update** –
      i. The professional development stipend for faculty has been resolved. He thanked those who participated without knowing what it would be. TOPS reports for the professional development have been strong. Individuals who have completed prior professional development courses will see resources disbursed. V. Harper thanked R. Weller for development of videos in coordination with the President’s office. He thanked CFA for the rich conversations. Stipends will be offered to those who completed the TOPS quality assurance program through FTLC, and Chancellor’s Office programs. Some questions remain open: M. Danforth read that the chairs are to sign-off on TOPS encoding in the syllabus. What are the guidelines? A. Hegde what training is required before the stipend is granted? Some training is not transferable to the syllabus. What is the requirement for
training and what is the evidence to be shown? J. Tarjan asked if a chair can sign off for themselves. V. Harper said yes.

ii. We await the potential resolution from the CO regarding AB 1460. Provosts group has discussed how they would proceed with an Ethnic Studies (ES) requirement.

iii. Budget – Chancellor White has been distributing messages to the system. Departments are encouraged to use the existing budgetary and procurement structure in order to purchase equipment and supplies related to the COVID-19 expenses. The Provost’s Office will absorb department reimbursement of materials needed to deliver instruction not covered by the CARES ACT.

iv. Administrative Reviews of B. Frakes, A. Gunasekaran, K. Madden, and R. Schultz- The President will send communication to faculty, soon.

v. University Plan – Some campuses had their University Plan approved, and other campuses have not. V. Harper thanked chairs and program managers of Nursing, Kinesiology, and Music & Theater who did a tremendous amount of work. While CSUB’s University Plan has yet to be approved, the Provost said everyone should move forward. The CO gave go-ahead on parts of the plan while other parts (example Housing, Athletics) are being modified. Staff members have approved S2 courses. R. Gearhart asked if there was any adjustment to the Governor’s guidance on social distancing, etc. The Kern County Dept. of Public Health reported a positive test ratio 10.6% and it was expected in the 8’s. A. Hegde said the Campus Police Department is attentive to the situation.

b. Searches Update Fall: Library Dean, AVP Academic Programs, AVP Faculty Affairs, and Budget Analyst Provost Office.

c. Financial and strategic planning transparency and faculty participation – A. Hegde, B. Street will meet with V. Harper to discuss topics to be included in the Provost’s address at the General Faculty meeting.

d. Handbook Error Log –
   i. 306.2.2 Criteria for Periodic Evaluation of Faculty (handout) wait until fall and refer to FAC.

e. COVID-19 related issues
   i. Cameras in Class - V. Harper talked with legal counsel A. Maiorano and Interim AVP FA B. Hartsell. He wants to put faculty in the best possible situation. Counsel said that it’s part of the student conduct policy agreement. Violations to be reported to the Office of Student Rights and Responsibilities. He asked for the EC’s input. M. Martinez said it is a classroom attendance requirement. Part of that is to conduct business and students to follow protocol. M. Danforth said there will students who will object to receiving poor grades because they had to
work from their cell phone. V. Harper has been working with F. Gorham on minimum technology standards. The memo should go out next week. He is working with Financial Aid on a student needs-based program to help with the purchase of laptops, not Chromebooks.

f. Updates on University Week/ Faculty Day Planning - A. Hegde said that the committee is working on a speaker for University Day. It could be a faculty member from USC Equity Research who is an expert on race and equity issues. The Senate’s portion of University Week will be different because of the social distancing policy. The agenda could be a session from 8:00-10:00 where the President and Provost would talk and then have time for Q&A. There would be a break. The second session would be faculty only.

i. General Faculty Survey – it could be designed around the topics that have reached the EC already and were moved to next year. There could be a ranking of importance on those topics. M. Rees volunteered to be on the planning committee. She wants the agenda to include prevention of cheating and plagiarism. The discussion should include practical ways of preventing the misconduct and the type of technology available to faculty to prevent it. A. Hegde said that the FTC will be addressing it and he will meet with R. Weller to coordinate training on the topic.

g. Electronic RTP – RES 202103 Electronic RTP - A. Hegde said the draft addresses policy and procedures. It is a temporary policy. The goal is to replicate the physical folder in Box cloud storage. B. Hartsell is developing a folder hierarchy and permission structure. The Provost and B. Hartsell are working on extending the deadline for submittal. There will be details available next week. M. Danforth submitted a clarifying edit to item 6 whereby item 7 could be omitted. No other changes. D. Gove CFA President agreed earlier to the language. D. Wilson moved to approve the resolution. B. Street seconded. J. Tarjan abstained. No opposition. Resolution 202103 approved by the Summer Senate. The full Senate will have to approve the resolution. If there is interest in instituting a permanent electronic RTP process, it will be taken up by the Faculty Affairs Committee.

h. Fall Office Hours – The Academic Senate received an objection from faculty to the requirement to be on campus three days a week. The details of the communication points to a department issue, not a Senate issue. M. Danforth suggested that faculty be transparent about when they make themselves available and their expectations of virtual meetings, email response times, etc. A. Hegde asked the Senators to look at the policy and whether more discussion is needed to develop guidance. Perhaps it’s for the for DCLC to take up, and not for the Senate.
i. **Academic Testing** – A. Hedge said that the suggestion to have testing centers cannot be considered at this time. The Council of Academic Senate Chairs have an ongoing discussion on how to prevent cheating. BB is not effective in preventing cheating. We will return to this topic with more ideas.

j. **Space Utilization Committee Update** – M. Danforth and B. Street are on the committee. It was renamed to Space Management Committee. Most of the time was spent discussing the CARES funding for student laptops and technical support. There are no funds for work-from-home spending as departments are expected to cover expenses due to cost savings realized by not using the normal resources. The Space Management Committee is working on wi-fi hot spots in community locations. Funding for classrooms has been received for the Performing Arts Building remodel and will likely commence in Spring 2021. Utilization calculations were discussed. There are 119 classrooms that are used for the CO utilization calculations: 69 lecture rooms and 50 lab rooms upon completing the Performing Arts Building and Lecture Building remodels. That will take away eight lecture rooms and two labs. Specifically, out of those spaces, only 22 lecturer rooms and 26 labs are fully utilized in the time block situation. Renovation cost to bring the fully utilized classrooms up to the standard proposed by the Classroom Task Force in 2018 is $2.5 million. Minimum standards (projectors, ADA technology, furniture, etc.) have changed due to social distancing. It could be that the $3 million of CARES funding will be going to renovate spaces. To renovate all classrooms under discussion would cost $4 million. M. Danforth motioned to extend the meeting to 11:45. All agreed.

There is a concern that the renovations are not a COVID 19 issue and it appears that the decision on classroom standards was made before the pandemic. It’s a deferred maintenance expense and not the best use of institutional funds. B. Street supported M. Danforth’s point. He said there needs to be a larger discussion involving the Senate about instruction and how faculty teaches. Taking classes offline and how it’s being done. The Senate should be more involved in that. Follow-up with F. Gorham was suggested, to learn how that money is being used and who makes the decisions. A. Hegde suggested to make the Space Management Committee Update an ongoing topic of the EC meetings.

6. **NEW DISCUSSION ITEMS**
   a. UPRC Annual Report (deferred)
   b. American Institutions – Government (deferred)
   c. Educator Prep Programs (deferred)
   d. GI designated courses (deferred)
e. Potential Layoffs – A. Hegde said that PT Lectures and others are concerned. V. Harper said that we have seen memoranda from the CO and the President has indicated that we are apt to see several tough years. He cares deeply about each person who is part of this organization. This year, reserves will be used as much as possible. Enrollment is strong. Students are coming to experience our extraordinary faculty. The take-away is we are mission-driven institution and our objective to have students graduate. In order to do that we need TT, FT and PT Lecturers. He will address the concern at the General Faculty Meeting. J. Tarjan suggested that faculty members read the contract with someone. The CFA specifies an order of layoffs. He suggested communication on such. V. Harper said that oftentimes this is missed: We are one university CSU with 23 campuses. Many of the decisions are fundamental to personnel profile of the system and are very well outlined. This is a place for the CO, President Zelezny to handle. There is not a minimum class enrollment number nor a max number of students in class. A. Hedge said that this could be a continued item for next meeting, since we will be getting more information.

f. Winter Session Extension (deferred)

g. CSUB Campus Police Advisory Council - A. Hegde met with UPD Chief who is proposing a Campus Policy Advisory Council based on the guidance presented by the Obama Administration in 2015, (the six pillars of policing) and the CSU policy. Chief Williamson’s proposed policy was discussed. J. Tarjan recommended to change Academic Representative (Senate Chair or designee) to Faculty Representative jointly selected by the Provost and the AS EC. M. Rees suggested that the CSU version has far less administrators than what is proposed for our campus. CSUB added two more students, and three more administrators. The experience level is missing. It seems tilted toward students and administrators. M. Martinez is a member of an effective collaborative group working with the Bakersfield Police Department (BPD). He said the demographics reflect the community. He suggested that the Campus Council include people of color, and women in particular. We should be looking for people who actually have to deal with the UPD. The BPD doesn’t have any officers in the sub-committees so the committees can do the work they need to do without feeling hampered by police presence. The police come into the discussion after the committees’ recommendation. A. Hegde said to completely redo the policy in terms of the people affected. The administrators will be ex-officio listeners. UPD Chief could attend a Summer Senate meeting if the group agrees. M. Danforth said that the Advisory Council should focus on the campus community, led by faculty, students and staff members. It makes a better advisory council. Administrators and others can come in to provide information as needed. Spend the
time to get the Campus Policy Advisory Council done right. Time is less important than the attention to detail. A. Hegde and M. Martinez will schedule time with M. Williamson and invite others to participate. Later, M. Williamson will be invited to a Senate meeting to discuss the revised policy proposal and the status of CSUB. He wants to continue with the UPD Donut-with-a-Cop forums. CSUB is one of the safest campuses in the system.

7. **AGENDA ITEMS FOR SENATE MEETING AUGUST 27, 2020** (Time Certain 11:00 a.m.)
   - Announcements
   - Consent Agenda
   - Standing Committee 2020-2021
   - New Business
     - RES 202101 Extension of Temporary Suspension of the Online/Hybrid Instructor Certification Requirement
     - RES 202102 Academic Standing Spring 2020
     - RES 202103 Electronic RTP – AY 2020-2021
     - RES 202104 GWAR Testing – AY 2020-2021
   - Old Business
   - Open Forum Items

8. **COMMENTS FROM THE FLOOR**
   M. Rees offered to work with A. Hegde and M. Danforth on the Faculty day agenda.

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