
Absent: D. Boschini, J. Choi, B. Frakes

1. Call to Order
   A. Hegde called the meeting to order.

2. Approval of Minutes
   J. Stark moved to approve the September 26, 2019 Minutes. J. Woods seconded.
   Approved.

3. Announcements and Information
   • WSCUC Visiting Team Exit Meeting at 10:30 BPA 402. Many Senators have expressed a strong interest in attending.
   • Budget Forum October 21, 11:00 a.m.-Noon, Location: SU MPR
   • Trustee Wenda Fong meets with Senators October 24, 1:10 – 2:10 Location: TBD
   • Elections and Appointments
     o UPRC – (1) TENURED FACULTY MEMBER to serve as an alternate for Dr. El Hadidi while she is on sabbatical Fall 2019. The University-wide call to go out next week.
     o Bring Your Own Device Task Force – Senate representative to be appointed at next EC meeting
     o Wang Award – Call for Nominations ends October 18, 2019 at 5 p.m.
       Nominations go to the President’s Office.
4. **Approval of Agenda**

   A. Hegde suggested that the sub-committee reports be postponed so that the group could go to Resolutions, New Business immediately after the Announcements, and that Open Forum Time Certain change to 10:25. Then, Adjourn at 10:30 to attend the WSCUC Visiting Team Exit Meeting. D. Gove moved to approve the modified Agenda. J. Woods seconded. Approved.

5. **ASCSU Report**

   J. Millar announced that the ASCSU is conducting their interim meeting on October 25th. Letters were sent to the Presidents and to all campus Senate Chairs to gather specific information about Ethnic Studies on their campuses. There is a link to a portal in that letter for feedback. There is a file in there specifically for CSUB to provide information on where Ethnic Studies fits into our General Education (GE) Plan.

6. **Provost Report**

   V. Harper – no report today.

7. **Committee and Report Requests**

   (Minutes from **AAC, AS&SS, BPC and FAC** are posted on the Academic Senate Webpage)

   a. Executive Committee (A. Hegde) deferred
   b. Academic Affairs Committee (M. Danforth) deferred
   c. Academic Support & Student Services Committee (J. Millar) deferred
   d. Faculty Affairs Committee (M. Rees) deferred
   e. Budget & Planning Committee (B. Street) deferred
   f. Staff Report (L. Lara) deferred
   g. ASI Report (A. Wan) deferred

8. **Resolutions** – **(Time Certain 10:15 a.m.)**

   a. New Business

      RES 192002 Distributed Learning Committee – Handbook Change – First Reading
      M. Danforth introduced on behalf of the AAC. The Distributed Learning Committee (DLC) was created but was not added to the Handbook. The concern was about what they were doing, and not doing. The DLC is primarily interested in the quality
and structure of online instruction such that the content is delivered to a high standard. They do not concern themselves with the content, itself. They are not a curriculum committee, but a committee concerned about delivery methodology. This is one of two resolutions. The first resolution is to formally get the DLC in the Handbook according to their function. The second resolution will make additional changes to address DLC’s role in oversight of particular parts of the curriculum. The original resolution of 2012-2013 regarding the DLC was structured based on an MPP search. It does not address online delivery of instruction. Today’s resolution is to make the DLC faculty-centered, and to add a student and a staff member to the committee to make sure those voices are represented. AAC is looking at adding DLC to the list of university committees responsible for curriculum and programs. (Handbook section 107.) If an issue arises, the DLC will bring it to the Senate with suggestions for a solution. Further, the DLC will give a report to Senate annually, as do other committees. L. Lara asked why the staff member is non-officio. M. Danforth replied that the staff member would likely come from ITS, and to make it centered on faculty delivering instruction to students; people grounded into what the LMS can provide. F. Gorham suggested one staff member from Learning Management System (LMS) and another member from structural design. M. Danforth said that AAC left it open for the DLC to recommend additional ex-officio members and/or bring in expertise as they see fit. M. Rees noted that there are multiple schools represented and the length of members’ service are staggered two-year terms. M. Danforth said that currently the Faculty Director of the TLC is different than the Faculty Coordinator (B. Carlisle). There is a call out for the Faculty Director of the TLC. B. Carlisle said there are only six people on campus who are qualified to be Quality Matter reviewers. The resolution stated that they should be certified to teach on line classes before they volunteer to review online classes.

RES 192003 SOCIs for Summer and Winter Courses – First Reading  M. Rees introduced on behalf of the FAC. Currently, SOCIs are not conducted during Winter
and Summer Terms. The committee unanimously agreed that there should be SOCs for Winter and Summer Terms. It allows students to give feedback, and aids in measuring success on the things that faculty has tried that session, it enables chairs and deans to know the success of that course, course format for future assignments, etc. Students pay more for Winter and Summer courses. Because courses are taught in a shortened time period, it’s a completely different situation than during the Fall and Spring semesters. Some courses may or may not respond to the shortened time period to go through the course material. The committee went to the collective bargaining agreement (CBA) to check whether there was something else to consider. It says that written or electronic evaluation shall be required for all faculty unit employees who teach. The only exception is if the President makes an exception when there are only a few students in a course and the anonymity of those students is compromised. Next, the FAC looked at what happens to the Winter and Summer SOCs. Are they viewed by the faculty, department chair, school dean? Do they go into the Personal Action File (PAF)? Is the official file that stays in the dean’s office and the working PAF – which is the Retention, Tenured, Promotion (RTP) file? The same section of the CBA says that the results of these evaluations shall be placed in the faculty unit’s PAF. The next issue the FAC faced was whether the SOCs go into the Working Personal Action File (WPAF). Is it fair when some FT faculty have assignments that don’t include summer, and some opt for voluntary summer assignments and if one is looking for reappointment or tenure and some people have clearance and some people don’t? FAC discussed that a unit committee has access to the PAF and all other SOCs are put together in the WPAF. Thus, even if the Winter and/or Summer SOCI wasn’t put in the RTP file, they still could access it. Further, the summary statement would be an opportunity for a faculty member to put the class into context, or say what the struggles were, etc. FAC recommends that SOCs go into the PAF and the WPAF. A. Hegde opened the floor for comments. M. Danforth requested that the Handbook language be made clearer and stronger. Currently, Handbook section 305.4.4 says that faculty
members will administer SOCs in all sections. It doesn’t distinguish between Fall, Winter, Spring, and Summer. Yet we don’t get Summer and Winter SOCs occurring. It needs to be institutionalized and followed. M. Rees responded that FAC can discuss that request to be added to the resolution.


D. Gove commented about the change in policy in the use of leaf blowers. Some faculty members are still experiencing blower dust during the middle of day. F. Gorham replied that the policy applies to key academic areas, but there isn’t enough manpower to blow entire campus before 08:00. There will still be blowing during the day in the administrative areas. J. Millar asked for blowing around the Student Health Center to be before 08:00 due to students with illnesses entering and leaving the facility. A. Lauer said that the solution to leaf blowing continues to go unsolved. Why not use a rake? The blowers just move the dust. The dust remains. The diesel exhaust remains. It’s important to take the dust blowing seriously before someone contracts Valley Fever. F. Gorham has investigated vacuums. They create more noise than blowers. Thus, doesn’t solve the noise issue.

10. Adjournment

D. Gove moved to adjourn. C. Lam seconded. The meeting adjourned at 10:30.