

Absent: J. Millar, J. Tarjan

1. **Call to Order**
   D. Boschini called the meeting to order.

2. **Approval of Minutes**
   M. Suleiman moved to approve Minutes of December 5, 2019. D. Gove seconded.
   Approved.

3. **Announcements and Information**
   - D. Boschini shared a take-away from the meeting with the Chancellor’s Office (CO): Accelerate processing and decision-making to keep pace with the world we live in.
   - University Police Department Briefing – M. Williamson (10:05 Time Certain) There is nothing pressing. This visit is to share information and be available for questions. The University Police hired a new Sergeant, Carlos Fuentes, from Lodi, CA. He has been a SWAT Leader, Detective, Gang Detective, Sex Crime Detective, and has experience in patrol, community policing, and honor guard. Part of the agreement with Bakersfield College (BC) was that they would pay for police services. Adding a police officer is part of the agreement. University Police will have 16 officers to handle calls and act. The lieutenant vacancy is still open. The number of officers is satisfactory for our campus population. There is a sergeant on campus 24 hours six days, and 20 hours one day a week. Don Williams retires in March. There are two candidates in the works. GET Bus Terminal final construction starts in 30-60 days. Two bus lines will be added. Most of the calls originate from the bus stop area. The CSUB Police Department will adapt to the change to keep our campus safe.
Statistics for the last calendar year may be an anomaly. The arrest rates are the highest they’ve ever been: 17 felony arrests and 60 misdemeanor arrests compared to an average of 2 felony and 25 misdemeanor arrests per calendar year. Fortunately, only four arrests were either students, staff, or faculty. Thus, most were transients from outside of campus community. Last year there were seven incidents of resisting arrest and assault of officers. The people we’re in contact with are not the same as we’re used to dealing with on campus. Our officers have been able to keep up with it. The overall crime rate is much the same. Our officers are visible to prevent and intervene. D. Boschini commented that the speakers installed in the buildings have been improvement. M. Williamson thanked T. Davis for coming up with the funding. The time of the campus evacuation drill won’t be released sooner than two weeks because it defeats the purpose of testing the system, to have teachers and student response to the drill. The North Campus is padlocked due to liability. People had been using the unlit entrance at night. That area will become parking spots. The University Police has an Active Shooter training video on its website. M. Williamson will arrange for a walk through, and/or schedule an active shooter training (90 minutes) for a group. BC parking permits are not allowed on CSUB, and CSUB permits not allowed on the BC campus.

- All Faculty Meeting February 10, 11:30 – 1:00 p.m. Stockdale Room – RSVP lunch
- Canvas Open Forum February 12, 1:00 – 2:00 p.m. Health Center Conference Room and Zoom. If one cannot attend, email questions to ebywaters@csub.edu
- Elections and Appointments – A. Hegde said that the Call for University Faculty Ombudsperson ends Monday. The Call for Academic Senate Chair and Vice-Chair will emailed January 27. Then there are the Calls for Senator ASCSU, Senators representing schools, Senators At-Large, School representatives on university-wide committees, and At-Large representatives on university-wide committees. D. Boschini reminded the group that if one is interested in the Academic Senate, make sure they are available at the 10:00-11:30 Thursday time slot. Finally, there are Calls for Interest for appointments to university-wide committees. A list of committees, their charge, and rosters can be found on the Academic Senate Elections and Appointments webpage.

4. Approval of Agenda
   J. Stark moved to approve the Agenda. M. Sulieman seconded. Approved.

5. ASCSU Report
   J. Tarjan and J. Millar are in Plenary and committee meetings at the Chancellor’s Office.
6. **Provost Report**
   D. Schecter attended on behalf of Interim Provost V. Harper who is in Long Beach. No report.

7. **Committee and Report Requests**
   (Minutes from **AAC, AS&SS, BPC and FAC** are posted on the Academic Senate Webpage)
   a. **Executive Committee (EC) (A. Hegde)** The committee spent most of their time discussion upcoming events, the All Faculty Meeting and the Faculty Open Forum – Canvas. The President will be giving her report to the Senate on February 20. The hard-copy SOCI packet mis-routing is being remedied by IT. The online SOCIs were sent to the Dean’s offices yet they were not forwarded to their department chairs. The Interim Provost will speak with the Deans about routing the online SOCIs to the department chairs. Regarding the selection of the Learning Management System (LMS) while there are some licensing deadlines, the EC reiterated that the process will not be shortened. Most people have had exposure to Canvas. Direct your questions to faculty advocates and look at features listed on [https://its.csun.edu/lmseval](https://its.csun.edu/lmseval) Get in there to experience the comparison. Check if your course has been transferred over. Contact A. Slabey to have courses transferred over. Be informed. There is a learning curve, yet there is a lot of online help. The Open Forum – Canvas will be available remotely via Zoom. Blackboard has added features. Since the last Senate, there have been meetings to gather faculty input to form our campus’ response to the first reading of the ASCSU AB-3403-19/AA Recommended Implementation of an Ethnic Studies System Requirement. M. Danforth presided and presented the discussion at EC. The search process for Provost is underway. The decision is anticipated to be at the end of Spring semester.
   b. **Academic Affairs Committee (M. Danforth)**
      - Referral 10– Ethnic Studies as a GE Requirement –Response to the Task Force Report - On December 10, there was an Open Forum to gather information to discuss the resolution proposed by the state-wide Senate. The objective was to provide feedback to the ASCSU on the first reading of [AS-3403-19/AA Recommended Implementation of an Ethnic Studies System Requirement](https://its.csun.edu/lmseval) There was concern that certain words had damaging connotations. The word “overlay” might minimize the topic and not do it justice. If the idea was to grant campus autonomy on how to implement the Ethnic Studies requirement, it should be clearly stated. There was general consensus that Ethnic Studies (ES) should not replace Junior Year Diversity
Reflection (JYDR). The General Education (GE) and JYDR can forge a partnership. There was general consensus that zero unit cost implementation at CSUB is acceptable yet there is a financial cost. There is already a Student Enrichment and Lifelong Fulfillment (SELF) requirement where a class counts as SELF / C1 or SELF / C2. There are costs associated with having a faculty interest group led by the Ethnic Studies faculty to oversee that area of GE. There is strong support for creating an all-faculty interest group whose members incorporate ES into GE courses and courses in general.

- Referral 13 Response to Student Misconduct Task Force Report – There was a joint meeting with AS&SS. The charge of this referral is to read the Student Misconduct Task Force Report, understand the report, and determine the need for future referrals to come forward out of that report. There is a disconnect between what faculty perceive are the Office of Student Rights and Responsibilities (OSRR) roles in the process. OSRR seems to feel that getting an F on assignment or the course is the severe academic consequence that comes from the faculty. The Faculty feel that the OSRR should be implementing consequences related to cheating across multiple courses. Faculty may not be doing severe consequences within their courses due to concerns about retaliation or backlash on other concerns. There is a range of the possible effects on faculty from effect of SOCIs on the RPT process to faculty who are physically threatened by students. Part of the apathy in reporting the violation is the experience of seeing OSRR treat cheating as a student conduct violation, and not an academic violation. There needs to be a clearer line of communication between the OSRR and Academic Affairs. Perhaps an item to Senate - future standing report item of anonymized, aggregate data about what has happened at the OSRR. The levels of violations and what kinds of reports are coming in, and what are the consequences of the reports. There also needs to be a conversation about the interplay between Student Conduct Policy and Academic Integrity Policy. That may be a future referral. D. Boschini opened the floor for comments. J. Stark heard that the OSRR communication back to the faculty members is that faculty has been told that communication does not go back to faculty due to confidentiality. The faculty member started the process and is intimately involved. There isn’t a confidentiality issue. That is an issue with BPA. Faculty reports the issue, one goes away, nothing happens. Why would faculty take the risk of potential downside when faculty doesn’t have any clue what’s the outcome of reporting student misconduct to OSRR? He highly encourages that OSRR communicate back to faculty. There are three levels in violation: grade in the class, program,
and then the university. We need to make sure all three levels are in the conversation. A. Hegde added that OSRR reports to Student Affairs and it becomes a conduct issue. The misconduct should also be reviewed by Academic Affairs. D. Boschini agreed that if there needs to be more reporting back to faculty, then it becomes the responsibility of R. Alverez. Who informs her that she is expected to do such? Her chain of command is Dr. Wallace. Including the academic chain of command is a healthy part of conversation. A. Lauer inquired about University Police reporting back on the reports of threats to faculty. D. Boschini said she knows that the University Police responds. If faculty has been threatened, report quickly to the Police. The only way we know how the process is breaking down is to have a specific incident. The concerns raised here are also being addresses in DCLC and in department meetings and committee meetings. The standing committees are doing the work.

- Referral 17 Learning Management System – Canvas - There was a joint meeting of AAC, AS&SS, and BPC. It resulted in the scheduling of the Faculty Open Forum – Canvas. See Announcements, above. We’ll get more input. The objective is to make sure we are following procedures and that everyone is satisfied. The deadlines do not drive the process.

c. Academic Support & Student Services Committee (J. Millar) (deferred)

d. Faculty Affairs Committee (M. Rees)

- Referral 09 Faculty Membership on the Search Committee for the Provost & VP of AA – the committee is very close to being ready to present on February 6.

e. Budget & Planning Committee (B. Street) the joint meeting on

- Referral 17 Learning Management System – Canvas – the committees are using the information gathered at the Open Forum February 12 to help culminate the issue.

- The survey to faculty, staff, and students regarding Spring Break is being worked on with D. Cantrell. The rationale behind the each of the decisions is to be concise so those who don’t have background can make an informed survey response. The survey response will return to BPC to work on the next Academic Calendar.

- Referral 20 Proposal for Energy and Power Engineering Emphasis within the B.S. degree in Electrical Engineering will be the focus of the next meeting.

f. Staff Report (L. Lara) (deferred)

g. ASI Report (A. Wan) (deferred)

8. **Resolutions** – *(Time Certain 10:45 a.m.)*
9. **Open Forum Items** *(Time Certain 11:15)*

a. **Old Business**
   
i. **RES 192007 Online and Hybrid Courses Handbook Changes – Second Reading**

M. Danforth said that the First Reading found Section 203 okay. The concern was who does the certification in Section 303. Who was going to certify the online instructors. The current procedure is ad hoc. If someone is teaching an online class, the Distributed Learning Committee (DLC) verifies to the Dean and the Chair which faculty have completed Quality Matters (QM). If one is teaching and haven’t completed QM, they need to get started on the training. That would be an emergency assignment procedure. Theoretically, those teaching online or hybrid are on the list of instructors who have completed QM. A. Hegde reminded the group that DLC set up the policies. There are faculty on campus who are certified members of QM to teach and review courses. The DLC is in charge of policy; how instructors get qualified. The Faculty Director of the Teaching and Learning Center (TLC) is on the DLC, and four members-one from each school. The proposed amendment to the Handbook clarifies that it’s not just the six members of the DLC that approve the course. J. Stark’s experience is that QM is overseen by TLC. The isn’t any office for QM. The piece that we’re missing is designation of who do we talk to about QM. There is a position in TLC, Faculty Coordinator of Online Instruction and Assessment, who oversees QM. B. Carlisle is the overlap as he both the TLC’s Faculty Coordinator of Online Instruction and Assessment and the chair of the DLC. In **RES 192002** it says that one of the members of DLC permanently going forward should be the TLC Online Coordinator/Director and the Faculty Director. A. Hegde said that the TLC uses QM and that a different program is used system-wide. QM wasn’t specified in the resolution should there be a systems change. One can use the CSU system to get qualified to teach online. One doesn’t have to use QM. D. Boschini clarified the relationship between the TLC, DLC, and QM. R. Weller is the new Faculty Director of the TLC. This would be a great area for her to look at. The resolution requires a complete vote. M. Martinez summarized that 203.1 is about the online class has to be approved by a curriculum committee of sorts. 303.1 says if one is teaching online, that instructor needs to be approved by the DLC. D. Boschini said that we expect there will be a process established by the DLC – the department would have been involved in accepting the curriculum. J. Stark moved to accept addition “following the procedures established by the DLC (refer to Section 203.12). J. Stark encouraged the Senate to accept the building block. D. Boschini asked for a vote. Approved unanimously. Dr. Boschini thanked AAC and especially M. Danforth.
Topic: Hybrid Course definition – M. Slaughter said there are those who treat hybrid as – we meet first day in class and then we are online. There are too many bad actors to take advantage. Pedagogically, it’s problematic. D. Boschini asked D. Jackson about the definition. On the TLC website there is a Distributed Learning Policy link that contains definitions developed by the committee with the percentages. Having a face-to-face first day is a scheduling catalog PeopleSoft issue. For a course to be coded as online, there can’t be any face-to-face. There are courses that have to be coded as hybrid. Some have mandatory face-to-face orientation. It has to be coded as hybrid. The last time she looked at percentages, there were gaps. Hybrid is 25-75% occurs face-to-face. D. Boschini noted that since a semester is 16 weeks of instruction – if a course does 1/15th face-to-face, it falls short under the definition. R. Gearhart read from the DLC webpage, online courses occur when 100% is online with few if any face-to-face meetings. D. Jackson said where there is a mandatory first meeting, conceptually the course is fully online, but because of the mandatory first meeting, it has to be coded as hybrid. M. Danforth said that since we put DLC in the Handbook and their charge is to bring suggested updates, we can ask them to address the issue when we constitute the DLC. D. Boschini agreed, in line with what is needed in PeopleSoft, and lost definitions of what hybrid courses look like, everything we do with hybrid needs to be in line with what we’re telling WSCUC we’re doing, include L. Zuzarte for the scheduling piece in PeopleSoft, D. Jackson for WSCUC piece, etc. If there is faculty who aren’t complying, it’s a pedagogical issue and/or an HR issue. She will follow-up with R. Weller and B. Carlisle to let them know there is a need to address these issues. A. Hegde asked about the difference in coding online course or hybrid course CSC course match? L. Zuzarte responded that there is a connection and she looks to the guidelines from the CO on how we code and distinguish online from hybrid. For course match, it’s a course submission process, and the CO reviews and then approves or disapproves the match. For AD 386 any code in schedule is fully online and for O & L it gets pushed to fully online. Students from other campuses can enroll in those fully online courses. D. Boschini said another piece is that the Nursing department will schedule a classroom and then after the first week the course is taught outside the classroom. The department does not return the rooms so they block the use of the classroom. It’s not neighborly. A. Lauer agreed that some people are abusing teaching online courses. In terms of workload, face-to-face courses require much more time and should be visible in terms of WTU’s. D. Boschini said that instructors have to have office hours according to the Handbook.

Topic: Sustainability Committee - A. Lauer asked the Senate to obtain the goals of the Sustainability Committee and what they are bringing to the table. She envisions CSUB as a leader to show students how to act in an environmentally sound way. A. Hegde
replied that there used to be a President’s Committee on Sustainability, and then CSUB established the office of Sustainability comprised of faculty and staff. There should be a call for a faculty member to be the Sustainability Coordinators coming soon. Once that position is filled, the presumption is that the best way to forward will be decided upon in conjunction with Sustainability Officer. In the past, there was discussion on whether it should be a separate committee. There wasn’t that much interest from an Administrative or Staff side in the role. The committee did result in many changes on campus. D. Boschini advised that the President’s Walk-and-Talk is a way to get your ideas presented and get some action. Interim Provost Harper is still visiting classrooms. Invite him. Find out who has power and keep it on their plate. The President will be at the Senate on February 20.

10. **Adjournment**

   D. Boschini adjourned the meeting at 11:30.