



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
MARCH 9, 2021**

*Approved 4-6-21*

**11:30 AM - 12:50 PM**

**ZOOM Meeting**

Present: Dabirian, Gradilla, Kanel, Matz, Stambough, Stohs, Walsh, Walker, Wood

## **I. CALL TO ORDER**

Chair Stambough called the meeting to order at 11:30 AM.

## **II. URGENT BUSINESS**

- The travel ban goes until July 31, 2021, and I am getting questions from some faculty with some research things that they would like to travel to later this summer. I don't know if anybody has heard anything about the extension of that or what those requirements will be. I think that would be a good question for the Senate floor on Thursday.
  - I do not know the answer, but I will tell you that nothing will happen concerning what we do until the state lifts what they are doing since California has travel restrictions in place. Nobody will have a good answer for this. The best person to ask is probably John Beisner.
  - For research-related travel, if it's in-state and time-sensitive, they can work that out. We have been able to do that in our college with people doing fieldwork.

## **III. ANNOUNCEMENTS**

- (Stambough) Today is Titan Day of Giving.
- (Stambough) Today is the beginning of the Big West Conference for basketball.
- (Stambough) The Arts are sending more things around; hopefully, people will do more things along that line.
- (Stambough) It's about mid-term time.
- (Stohs) The announcement for the first candidate for the CBE Dean went out this morning.
  - (Stambough) We have to come up with questions for our interview with the candidates.

## **IV. TIMES APPROXIMATE**

**12:30 PM - 12:50 PM**

**Topic: YOU@Fullerton**

**Presenter: Kevin Thomas and Vincent Vigil**

Kevin Thomas and Vincent Vigil gave a YOU@Fullerton PowerPoint presentation; the slides covered the following:

- Introduction of this two-year pilot program
- Graduate Initiative
- The Well-Being Portal
- A video about YOU
- CSUF Pilot Assessment: Student Impact
- CSUF Fall 2020 Assessment
- The numbers of student, staff, and faculty that have registered on the YOU@Fullerton Website
- Time students spent on the YOU@Fullerton Website
- An overview of different things they have done with the YOU@Fullerton Website
- Spring 2021 Plan

Q: (Dabirian) I wonder about this success and if we could do some people and do qualitative analysis on the website? If you want to send a qualitative survey, we could do content analysis or just focus groups to see their needs.

Also, the people on the site a lot, it might be good to reach out to them to ask if they want to go to CAPS.

- (Wood) I don't think we should ask them if they want to go to CAPS. I would simply remind you about CAPS availability so the YOU@Fullerton website doesn't become identified with you having some problems and needs some help.
- Also, regarding data collection, I think the student feedback and reactions are so important. They are not like us; the issue of the generation is different and the expectations. I think it would be great to collect qualitative data from heavy users to determine why they are there and what they are getting out of. And from the people who check-in for a few seconds and leave and never come back, what need did it not meet, so you can learn how to flush it out, so it's more helpful to more people.

Q: (Gradilla) Is there any way there could be a YOU@Fullerton module we could get from the comments and import? An advertisement, a flyer with your link that could be put into Canvas. That would allow faculty to do it beyond a one-time announcement, and it could be something portable into our canvas.

A: (Vincent Vigil) We can explore that idea.

## **V. APPROVAL OF MINUTES**

- 5.1 EC Minutes 2-2-21 - *forthcoming*
- 5.2 EC Minutes 2-9-21 - *forthcoming*
- 5.3 EC Minutes 2-16-21 - *forthcoming*
- 5.4 EC Minutes 2-23-21 - *forthcoming*
- 5.5 EC Minutes 3-2-21 - *forthcoming*

## **VI. CHAIR'S REPORT**

We are starting to get more things coming in from committees. A UPS revision from UCC came in on the program performance review going into the Exec folder for next week.

## **VII. STAFF REPORT**

We received a list of twelve faculty members to contact the Dean of the ARTS for the Professional Leaves Committee vacancy, and no one has responded.

Suggestion:

(Walker) Email the chairs directly and ask if they want their college to be represented on the committee?

## **VIII. COMMITTEE LIAISON REPORTS**

- 8.1 Extension & International Programs Committee and International Education Committee [Stohs/Dabirian], F, 3-3-21, 11:00 AM - 12:00 PM, Zoom
  - Both committees met for the first time.
  - Introduction of the committee members
  - April and Joe set the stage for committee discussion
  - The sentiment was to keep the committees separate and work on projects that intersect both committees. A good old example of such a project was American Language Program.
  - The group asked for Chairs to meet every year and start looking at joint projects and intensify the collaboration.
  - IEC meets afterward and reviews the Virtual Study Aboard Grant message to the campus.
  - The grant will be for five faculty to incoming summer and fall 2021.

8.2 Information Technology Committee [Walker for Wood], F, 3-5-21, 10:00 - 11:00 AM, Zoom

- 1) IT is prepping classrooms to be ready for multiple modalities. The Faculty Student Success Dashboard has an added tab called My Current Students, which would let you see scores, assignments that have been completed, turned in late, missed, and the engagement metric from Titanium.
- 2) The discussion of classrooms generated a good deal of talk about Hyflex and faculty workload. There was also some confusion and concern about how the fall schedule and teaching modalities were determined. Faculty expressed frustration about potentially still being online for fall, and that different colleges/departments were making decisions differently.
- 3) The Web group is working on cleaning up websites and reviewing the www policy.
- 4) ATI resolution – I've attached Provost Thomas' response. The committee is concerned about the workload associated with converting and creating accessible materials. I would like a one-stop-shop for this and movement on resources being applied to the problem.

Additional report:

Q: (Walker) IT Committee is trying to figure out if the Provost isn't the person who will put resources into this, who is?

A: (Dabirian) ATI is an incremental process. We are hoping that people get trained, people start developing more ATI materials. We have been working through FTC, FDC, and OET to put better materials in place. If you look at it incrementally, we are better today than we were last year. There is no way we can get everything ATI compatible in the world, and we still have to make accommodations. There is not enough money in the world that people can pour into it to make every material accessible. It's just not possible. The committee said there needs to be funding, but there is not enough funding to give faculty to make all their material ready. I brought to the committee that we bought a product called Ally and put it on the Learning Management System. If you upload your material into Ally, it automatically creates an alternative format for people with accessibility. One of the things I have been saying to faculty is to put your stuff on Canvas or Titanium because at least there are alternative materials. And if you need captioning, contact FDC and ATC. They will help to convert your material to be captioned. We are trying very hard to help the faculty, but it is hard to stipend the faculty to do this because we would have to pay faculty lots of money to make all their materials accessible, and that's very hard to do.

I will do an ATI presentation at an IT committee meeting and an Academic Senate meeting on where we are, the things we have done, where we are going with it, and the resources we have available for faculty to make their materials more accessible.

- (Wood) Faculty who work with Internship courses that were affected during the Pandemic have them in Titanium. They are expressing concerns about moving them to Canvas and having a student who has gotten RPs and the legacy of having access. We need to let everyone know the process for that. Should they be downloading their records, how will they handle it to make sure they have access to the student records.
  - (Dabirian) I will do another communication about the transition of Canvas and the availability of Titanium instances up to a specific date.

8.3 Faculty Affairs Committee [Kanel], F, 3-5-21, 10:00 AM - 12:00 PM, Zoom

- FAC met with Quorum.
- UPS 210.070 was approved as revised, and FAC Chair will submit it to Senate Executive committee asap.
- The CAPS revisions to UPS 210.002 will be submitted to FAC in two weeks for review.
- The library section of Ups 210.002 was discussed with the committee as a whole. Feedback was given to Chairs and Exec Liaison by librarians and was discussed, particularly the differences from what was presented by the FAC library representative. Many changes were made to the document.
- The use of evaluators was thought to be a better, more general term rather than reviewers and was agreed upon by all.

- AOR process was discussed to ensure CBA compliance, mostly arranged between Dean and faculty librarian. One of the most significant issues is that there is no check and balance about the Dean's duties and whether they are assigned fairly and consistently across all librarians. FAC decided to leave out specific AORs and just refer to CBA. Lack of oversight should be addressed by CFA and changes to CBA, not in the UPS.
- Discussion about whether librarians are staff or not, basically they are treated like staff but wish to be offered the same rights as instructional faculty.
- The issue of scholarly work for librarians was discussed. Adding the term academic discipline and removing the confusing term of subject specialization, and evaluating rigor was accepted. It appears that the librarian rep received the feedback that the advocating librarians suggested to me and the FAC chairs.
- Finally got that part of 210.020 revised related to the librarians accepted by FAC.

#### 8.4 Curriculum Committee [Gradilla], F, 3-5-21, 12:00 - 2:00 PM, Zoom

- The committee worked on:
  - UPS 300.024 Declaring a Major and Minor
  - UPS 410.200 Program Performance Review Policy

Both of these documents were being updated for technical reasons. The UPS on majors/minors needs to be updated to match technology's impact on the new declaration process. The PPR doc needed updating in light of changes made to AA and titles.
- As an urgent business item, we discussed the jurisdiction and GE issue related to MLL concern over READ teaching a course in Spanish.
- UCC agreed that a new UPS for developing courses in non-English languages was essential to help students, faculty, chairs, DPCs, Deans, etc., understanding the implications of taking or teaching non-English classes. So, questions arose over SOQs and syllabi for review for RTP. Members also voiced concern over having one department, Spanish evaluating the Spanish of native speakers. Currently, the English department does not assess the competency skills of the faculty's oral speech or writing skills, nor is English concerned that faculty may use "colloquial" or "informal" or non-Standard English in the classroom. UCC did say that departments need to establish criteria for teaching in non-English languages to comply with CBA rules regarding the assignment of classes. UCC also believed the teaching of non-English courses does not diminish or lessen the Spanish degree or curriculum. There is a potential to create more interest in learning a foreign language beyond the specialized courses in other colleges and departments.
- We are committed to "turning down the heat" as well. This issue will be the theme of the next UCC meeting.

#### 8.5 Faculty Research Policy Committee [Walker], T, 3-9-21, 9:00 - 10:00 AM, Zoom

No quorum.

#### **Additional liaison report:**

(Wood) This issue has to do with Grad Ed. There is concern about a policy where the Veteran's Program was funding graduate students taking 400-level courses. The problem was that it only counts as a graduate student course if the student is also taking a 500-level course. There seems to be a misunderstanding that a 400-level course approved for graduate status should count even if they are not also taking a 500-level course the same semester. This is a heads up, and I will get more information, but there has been a request to address this.

## **IX. UNFINISHED BUSINESS**

### 9.1 GE Task Force (restart)

- (Stambough) We will work on this at next week's meeting.

### 9.2 Revisions to UPS 210.002 - Tenure and Promotion Personnel Standards

- (Stambough) This document has been referred to the Faculty Affairs Committee to examine the changes proposed by the Internships & Service Learning Committee.

## **X. NEW BUSINESS**

### 10.1 Pollak Library Proposed Unit Name Change

- (Stambough) This is on the Academic Senate agenda as a consent calendar item.

### 10.2 Committee on High Impact Practices - UPS 100.001 - AS Bylaws

- (Stambough) This document will be added to the Academic Senate agenda as a first reading item.

### 10.3 Social Media Policy - *forthcoming*

- (Stambough) I am meeting with Ellen Treanor later this week and hopefully get this ready. I get the sense out of the University Advancement Committee there is some resistance to have a policy on this.
  - (Matz) Part of it is they are waiting on the Chancellor's office to come up with more information on it. As I understood from the meeting we had with them last week, it will be ready before the end of the semester, but it will not be prepared to go to the Senate floor for at least another month.

## **XI. ADJOURNMENT**

M/S/P (Dabirian/Stohs) Meeting ended at 1:00 PM.