



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MAY 4, 2021**

Approved 5-18-21

11:30 AM - 12:50 PM

ZOOM Meeting

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

(Dabirian) I want to update you on the laptop model you have heard about. Part-time faculty will continue going through the chairs whenever they need a laptop. That is not going to change. We are going to continue that model. In previous years, many faculty have asked us to have better laptops and a docking station instead of a desktop and a laptop. What we have done before was given a powerful desktop and a lower-end laptop.

For the last two or three years, IT has been buying better laptops that are more powerful than desktops. What we are going to do this year is a two-step process, 1) the people that are three years older, we are going to continue giving them a laptop, and we want them to convert to Dropbox because of the cloud solution, 2) we are going to give the option to faculty to replace their desktop with a docking station. Eventually, we want all the desktops to go away. We are not going to buy desktops anymore, and we are going away from the desktop model.

Q: (Matz) If we want to come back in the summer to get ready for the fall, will the laptop with a docking option be available?

A: (Dabirian) Yes. What you could do is submit a request for the docking station. But before faculty give up their desktop, we recommend for them to move all files to Dropbox. IT is available to help move files to Dropbox. We will give out the docking station before the faculty get to their office and put the desktop aside. We will set up the docking station so when faculty get to their office, they can plug in the laptop.

Q: (Walker) Same for staff?

A: (Dabirian) Yes, we are going to do the same for staff. We are going to push the staff faster. The faculty have an option of up to one year to get rid of their desktops, and we want the staff to be done in the summer.

Q: (Walker) Do staff get the option to keep their desktop?

A: (Dabirian) No, we want the staff to integrate everything onto the laptop to give them mobility.

Q: (Walsh) For those who have MACs and need more than one monitor, how will that work in the office?

A: (Dabirian) If you need a second monitor, you can request one. For the people that have MACs, the docking station will have a 27-inch monitor. But if anyone wants a dual monitor and puts in a request for one, they will get two 19-inch monitors. The docking station can have two monitors.

Q: (Kanel) I now have two laptops at home, so when I go back, am I going to be allowed to keep one laptop at home and bring another one to school?

A: (Dabirian) People with an old laptop; we are not going to collect the old laptop. There is no value in the old laptops, so we are not asking you to bring them back.

Q: (Gradilla) For staff and faculty who are counselors, are we going to do a security awareness? If CAPS people are taking their laptops back and forth and it gets stolen out of their car, they have all the CAPS information on the laptop.

A: (Dabirian) For people that are Level 1 like CAPS and Financial Aid, they will have the ability to use a system called Cloud Fire. They would be putting their information into a secure cloud information system, so if their laptop gets stolen, the files are encrypted.

Q: (Walker) Is IT going to set Dropbox to sync to the cloud and not the computer automatically? Right now, the setting is variable.

A: (Dabirian) Yes.

Q: (Walker) In terms of the rollout of this, is it going to start in July when we bring Academic Affairs and everybody else back? Or are you beginning before that?

A: (Dabirian) We are starting the process in May as soon as we get our shipment. The one in office space, we will do before them getting there. We may not move the desktop out, and we will work that out with you. If the files are moved from the desktop, we can take them away, and if not, we will leave the desktop there and take it after July. We will have everyone make an appointment to do it at the best time for them.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 4-13-21 - *forthcoming*

4.2 EC Minutes 4-20-21 – *forthcoming*

4.3 EC Minutes 4-27-21 - *forthcoming*

V. CHAIR'S REPORT

➤ I have sent around the revised ASI resolution. That is the main thing I have today after this meeting. I would love feedback on it or our response, remembering that I am representing this body on that board with my vote, with my comments.

- (Walsh) I think it is an improvement, but I think it is still naive to assume that mutual aid agreements can be eliminated.

- (Gradilla) I'm wondering if we could have a police oversight board or campus police commission so that folks know a group observing and reviewing a gray area that comes up and there's a place to complain. Because if you complain to the Chief or HRDI, you're not sure if you're being heard. It doesn't have to be in this resolution, but I think it is something that Exec should recommend to the President that we have some sort of commission with some ASI folks, faculty, and staff. There needs to be an oversight board above the Chief, and I think that brings transparency.

- (Walsh) I concur with that, and it's different than the Chief Advisory Committee, which is not a citizen oversight group.

- (Dabirian) It could be an advisory group to the President.

- (Walsh) I think we should use the model that cities use. The Police Commission in Los Angeles does not report to the Mayor, and it's an independent commission. Pasadena just went through creating an independent commission, not reporting to the Council or the Mayor. I think in policing, that's the only effective model we can go with.

- (Gradilla) We would need to figure out how to implement that type of model here. We would need the Cabinet and the President to help out.

- (Walker) I love the idea of having some sort of civilian oversight, I think that's fantastic, and we should do that. There are a lot of typos throughout the document that needs to be fixed.

Q: (Matz) Who would the independent commission report to?

A: (Walsh) The campus community.

- (Kanel) What bothers me about this is there is nothing in here about how campus police have handled people of color? What has been the history of discriminatory, racist, or other kinds of behaviors by our campus police?

Q: (Stambough) Is there a particular way that the body wants me to represent this body later this afternoon? I have to vote yes, no or abstain, and I have to make an argument.

A: (Dabirian) I would say either abstain or vote no because there are things in the resolution asking Senate to divest from UPD. If you vote yes, you agree we should divest from UPD, and I don't think we can do that as a Senate. We have to have facts. We cannot just agree on this without knowing exactly what we are doing. So, in my opinion, we cannot agree to some of these resolves as a Senate.

- o (Matz) We need to be careful that the students are not responding to the national problem than a campus problem. I think we need to have some examples of our campus and not be responding to the national crisis we have.
- o (Walker) How do the police contribute to our mission and values? That is the question we should ask. We should ask our Chief and Vice President of Admin & Finance how do the police do this. I think it is essential that we push on that particular issue about policing and taking care of students.

VI. PROVOST REPORT

I would like to talk to you about travel. The announcement came out from the Chancellor's office that we were moving from the way travel had been wholly restricted into this new zone marked in time for us from June 1 through December 31, 2021. We were handed some criteria, so for faculty to travel, something has to be in place. This just reiterates that, but it also offers a definition that has been lacking what essential means. I had a conversation with deans and the reentry team to try to work this out, and we are trying to keep this simple, so the way I define essential:

"Essential travel between June 1 and December 31, 2021, within Academic Affairs at CSUF, is travel for a purpose that is critical to the educational mission, cannot be postponed without adverse impact to one's scholarship, service, creative activities or teaching, and for which there is no virtual option."

We are doing now is putting together a process that we are hoping will be simple. What I am imagining is we will have a form, and faculty will check the box that applies for the travel, and there is no virtual option. The form will then go forward, and the dean will endorse it, then I will approve it. The majority of the proof lies with the faculty member.

- (Wood) Faculty are asking about virtual conferences over the summer. They are anxious about the budget because they have been hearing many things about what people think is going to happen. So, they will have lots of questions about what does this means about virtual summer conferences.

(Provost) I will go back and talk about the budget with the deans. That is a piece they need to clarify within the colleges. We can have a travel policy in place, but that's not going to answer any money.

Q: Sometimes faculty in my department get paid, somebody else provides the travel money, so I wonder if this information applies to all travel or just funded travel?

A: (Provost) This policy applies to funded travel.

Q: (Walker) Wouldn't it apply to all travel because we don't have blanket travel right now?

A: (Provost) When you travel as a faculty member, certain things automatically happen with that, like if something should happen to you, are you covered, all those things. Faculty can choose to travel outside of the checked boxes, but those things surrounding them would not be in place. They do need to do this if they want to travel how they expect to be protected as faculty members traveling.

- (Walker) Since this will December 1, we'll need to clarify to everyone again that blanket travel does not exist. That has been part of our problem. After all, we have never had to do travel authorizations because people didn't realize they had done one as a blanket, now they have to, and they are confused. Like local travel, zero-dollar local travel within the state, that's always been on people's blankets, and we do all those at the department and deans office level, and they are all approved and done, but they are not now because we can't do that.

(Provost) I will take that language back so we can make sure that it is clear. If we have a simple checklist and submit that, I think that will be a breeze.

- (Gradilla) Going off the inconsistencies across colleges, I would like your office to keep an eye on the fact that professional development in terms of going to conferences is significant, especially for those who are not tenured or looking for publication opportunities. The huge conferences, in particular, we get to meet with editors; we get to meet with folks that can make publications happen. And many of us are also involved in our professional society's governance, so we have a business meeting. We may not be presenting, but we are the President or vice president of the association, and that's equally important for Cal State Fullerton for us to be involved with our discipline. I think that professional development has to be emphasized and defined to go to a conference is essential.
 - (Provost) I will add this to my list of things we can learn more about and do better.
- (Kanel) Another thing you might want to look into is the bucket system, which kind of doesn't make sense sometimes because there are such mandates and restrictions on how you can spend money for certain things. Maybe a department needs money for one thing, and they have leftover in another bucket, and that money just gets taken away from them, almost like they were penalized because they were efficient. I think this bucket system is a problem for these budget analysts and chairs, it's to the penny, and there is no cross-over.
 - (Walsh) I will agree with Kristi, and I would add the budget manager should not be making policy.
- (Provost) A big topic that is going to come up is budget. We had an external review of our budgeting system and just this week saw the draft; I'm expecting to get the report probably late this month. One of the things in it was the need to have strong budget expertise that is a harness to the policies and practices we want to set to work on that.

Q: (Matz) Will the external budget review be available for us to look at?

A: (Provost) Yes. As soon as the draft comes to me, then it goes to the President, and I can share it with Cabinet, then I want to move it out and have a joint working group with the Senate to figure out what we move and when.

VII. STAFF REPORT

No report.

VIII. COMMITTEE LIAISON REPORTS

8.1 Campus Facilities & Beautification [Dabirian], 4-30-21, 11:00 AM - 12:00 PM, Zoom

- Campus Updates
 - MOD (South of DBH) is about ready to be used
 - Baseball / Softball facilities moving forward
 - Student Housing Phase IV moving forward
 - VA Complex modernization running into issues (soil?)
 - KH Pool renovation moving forward
 - Furniture locations for campus beautification
 - Engineering Metal Shelter - *CF&B feels it needs to be more visually appealing.
 - Additional outdoor seating and shade - 150 additional seats
- Discussion Regarding Artwork to Display - Deepak Sharma
 - Working with one local group may upset other groups that have been excluded
 - Mojgan Sami
 - Honoring original habitats of CSU Fullerton land is a different effort than DEI
 - Ask Dr. Tonantzin Oseguera to push forward from student affairs so that other groups do not complain?

New Business

- Election for Chair of CF&B for next year
 - Looking for nominations
 - Vote on May 14?
 - Deepak will assist the new Chair (no volunteers)
 - Deepak Sharma will be going on sabbatical in Spring 2022

8.2 Faculty Affairs Committee [Matz for Kanel], 4-30-21 10:00 AM - 12:00 PM, Zoom

- New Business
 - UPS 210.001
 - Recruitment and Appointment of Tenure Track Faculty
 - See the comments below on the advancement of this policy

FAC unanimously approved a request to have the summer senate exec do the last read for consistency related to the excellent work over the last number of years of both FAC and DEI. The collaborative work was also completed in this effort. The chairs felt that their understanding was that dei was done with the doc and had moved it to FAC for additional consideration.

- UPS 210.002
 - Tenure and Promotion Personnel Standards
- A hearty discussion that included several areas in the policy. The debate and edits will continue at their next meeting.

8.3 Graduate Education Committee [Wood], 4-30-21 2:00 - 4:00 PM, Zoom

1. Report from AVP Frey:
 - a. Thank you to committee members.
 - b. Definition of “Academic Probation” from. AVP Boretz. Undergraduate students felt the term has negative connotations and want to shift to “Academic Notice.” The hope is to make a language for grad students parallel.
2. Committee Chair Election:
 - a. Penny is willing to continue on the committee but will not be Chair because of other committee responsibilities.
 - b. Nancy Watkins was nominated and elected by consensus.
3. Graduate Writing Requirement:
 - a. ECGE 547. There was concern that the course does not allow good writing or feedback on writing. Not approved.
 - b. EGCE 597. Should include a statement in the syllabus that indicates it meets the graduate writing requirement. Feedback will be given. This course was approved by consensus.
4. Graduate Writing Curriculog Form. I decided to describe the necessary proportion of writing in the final grade as “substantial” rather than stating a given percentage. The syllabus needs to list the assignments that will assess writing competence. Submitters will be asked to submit additional documents describing the assignments and added “discipline-specific” as language.
 - a. Form approved by consensus.
5. Student Success Survey. The prior version was revised (with feedback from senate exec. and others), was emailed to committee members, and implemented in the fall.

8.4 Planning, Resource & Budget Committee [Walker], 4-30-21, 1:00 - 2:30 PM, Zoom

- 1) Minutes were approved.
- 2) We discussed and approved the Directing Concentration for Theater and Dance.
- 3) We discussed and approved the Business Analytics Minor for CBE.
- 4) The remaining time was spent prioritizing items for the PRBC memo

IX. UNFINISHED BUSINESS

9.1 Committee Interest - AY 2021-22

- (Staff) Since we don't have much time today, we will go through the list and identify all the committees requiring a Senator. We will determine which Senators are not serving on any Academic Senate Committee, and we can handle that part via email.

9.2 Revisions to UPS 261.000 - Faculty Emeritus Status Policy

- (Stambough) Line 30: Add wording to clarify the Provost makes a recommendation, parallel the language from line 27.

- (Walsh) We can use the plural pronoun and change Emeritus/Emerita to Emeriti throughout the document.

(Stambough) This document will be added to the May 20 AS Marathon meeting agenda. We will make this the last item on the agenda.

X. NEW BUSINESS

10.1 PRBC New Program Proposals Spring 2021

- (Stambough) This item will be added to the AS agenda as a consent calendar item.

10.2 Revision to UPS 300.000 - Student Rights and Responsibilities

- The executive committee began the discussion on this document and will continue the discussion next week's meeting.

XI. ADJOURNMENT

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