



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
SEPTEMBER 22, 2020**

Approved 9-29-20

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

- (Walker) The Chancellor's Office is putting into effect a new federal law where we have to post stuff on websites about programs for professions that require licensure or certification are intended to prepare the student to meet California licensure and certification requirements. Information should be coming through your dean's office. It will be a disclaimer on the website stating completing your coursework, does not result in being licensed or certified.

Q: (Kanel) Is that for departments that hire faculty that have to have a license?

A: (Walker) No, it is for undergraduate academic programs where the students might try to obtain licenses.

Q: (Matz) Will that affect Extended Education?

A: (Walker) I do not think so, but it will depend on the program.

- (Dabirian) IT sent a message out to the campus on two-factor authentication, we are doing this for the students because there are a lot of issues with security. We are doing a campaign, but we need faculty to be a little more lenient during those two weeks. The timeline is October 1st thru October 15th. We are offering 24/7 support and we are elevating the number of support staff to assist them. We already have approximately 5,000 students that have done the two-factor authentication.

Q: (Matz) Will they have to do the two-factor authentication for every class?

A: (Dabirian) We just updated the system so if they check the "remember me" box, they will have to do the two-factor authentication every five days. We have also updated this function for faculty and staff.

- (Dabirian) The month to change your password is October and we will skip it this year because we are already doing two-factor authentication. Some faculty and staff have so much trouble with their devices when they change their password and we do not want them to have to come to campus. If someone wants to change their password, they have the ability to change it, but this year it is not going to be mandatory.
- (Stambough) The Constitutional Jeopardy link is live. We raised a little over \$5,000 for Moot Court, Guardian Scholars and the Veterans Resource Center.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 9-1-20 - *forthcoming*

4.2 EC Minutes 9-8-20 - *forthcoming*

V. CHAIR'S REPORT

I have been receiving a lot of contradictory and conflicting messages about the Ethnic Studies Requirement and about what AB1460 says and does. I sent a message to the chair of the Statewide Academic Senate to ask for some type of clarity. There is a lot of disagreement about it between the CO, CFA, and CSUCES. For our campus, I want us to try and focus on the things that we do have control over, which would be what the requirements are going to look like, the process for approving the core competencies and learning goals, and the process for approving classes in the core competencies and learning goals.

VI. STAFF REPORT

Yesterday was the deadline for nominations for the Faculty Collegial Governance Award and Outstanding Lecturer Award. We received 24 nominees for the Outstanding Lecturer Award and 8 nominees for the Faculty Collegial Governance Award.

VII. COMMITTEE LIAISON REPORTS

7.1 ASI Board [Stambough], T, 9-8-20, 1:15 - 3:45 PM, Zoom

No written report submitted.

7.2 Internships & Service-Learning Committee [Walsh], W, 9-9-20, 9:00 - 10:00 AM, Zoom

- Chair Haan reviewed where the committee work finished last spring.
- The committee has worked on internships for several years - shifting focus to service-learning Fall 2020. Plan to work with CICE to determine role committee can play re: Service Learning (SL)
- Faculty Workload Report Update. I gave an overview of the fact that FAC sent the issue to CO and CFA while we may give some attention to what can happen on this campus to address equity issues in workload for supervision courses.
- Dawn gave an overview of CICE and noted that over the summer, 1000 remote AI had been approved.

7.3 University Advancement Committee [Matz], W, 9-9-20, 9:00 - 10:00 AM, Zoom

- Election of the Committee chair - Dr. Tara Suwinyattichaiorn, HCOMM Studies
- VP Saks welcome members and discussed the University Campaign. He shared information about the federal funds, efforts devoted to alumni engagement, and discussed the unpredictability of people giving.
- UPS 103.005 – World Wide Web Policy. I discussed some of the areas of concern. The committee will look at our policy; the WWW for Colorado State University. We are uncertain if ASI contributions should be under this website policy.
- Naming policy - waiting for CO's input.
- We discussed commencement and crowd funding
- Legislative recommendations - after the election discuss some of our needs that need state and federal funding such as the bridge across Nutwood, College of Engineering needs, and Arboretum.

7.4 Faculty Development Center Board [Walsh], F, 9-11-20, 9:30 - 11:00 AM, Zoom

- Each member introduced themselves
- Kristi Forsgren elected Chair for AY 20/21
- Erica Bowers had a sudden death in family and is in Kansas; Kristen Stang gave Erica's updates.
- Kristen reviewed the UPS on FCD and the functions of the Board and outline the summer accomplishments.
- Terry Patchen reported on her summer writing workshop.
- Kristen asked for suggestions of ways FDC can assist faculty further. Problems discussed:
 - Managing homeschooling while teaching
 - Isolation from colleagues
 - Halt to research that involves international travel, ethnographic data collection, work with live animals.

7.5 Curriculum Committee [Gradilla], F, 9-11-20, 12:00 - 2:00 PM, Zoom

- UCC set up their agenda for the year beyond the routine business that comes to us.
- The Ethnic Studies requirement was discussed in terms of waiting and wanting more information regarding new requirement. It was acknowledged that there would be a need for a modified or special process to help with setting up the new requirement.
- We will be working a new UPS on cross listing courses with embedded recommended best practices.
- We will be updating the new degree and master plan UPS (430).
- And we will be dedicating time to the academic jurisdiction UPS.

7.6 General Education Committee [Stambough], F, 9-11-20, 2:00 - 4:00 PM, Zoom

- Chair Childers gave overview of committee responsibilities based on UPS committee charges.
- The committee determined a plan of action to review the 7 courses currently up for review for GE certification. The committee discussed whether the sub-committee approach is the right way for the committee to act and moved towards codifying the review process. The committee chose subcommittees for the review process for this year and decided to consider other mechanisms for future reviews.
- The committee discussed the Ethnic Studies requirement including the timeline sent by the Chancellor's Office. The committee explored different ideas and decided to invite representatives of HSS and the ethnic studies departments to come to the next GE Committee meeting as we begin to agree on the process moving forward.
- Su Swarat discussed GE assessment. She provided a history of GE assessment on our campus and a report on the activity from the previous year including achievement gaps in the GE program and ideas for the future years. Her PowerPoint presentation on this is available in the committee dropbox.
- Committee discussed recertification and retirement policy including the articulation process.

7.7 Library Committee [Matz], M, 9-14-20, 11:00 AM - 12:00 PM, Zoom

- Dean Bonney's report
 - They have fully restored the basement, 4th and 5th floors.
 - All search books are now in the library.
 - The 6th floor will move within the next two months from the 4th floor.
 - In July, the resumed business as usual; all books were available and made possible for students and others.
 - Lockers were installed for pick up by students.
 - Circulation numbers – more than half of what previously was check out that represented a good sign.
 - Partnered with the FDC in digitizing video.
 - The first floor is open from 8:00-4:00 p.m., Monday through Friday. No weekends because of staffing availability. The computers and printers were taken out because of sanitization.
 - The BIG ISSUE
 - Diversity and sessions for faculty and staff. What does it present in the Library for collections, services, and other.
- Green Open Access Policy

Basically, we followed the East Bay policy making it specific to Fullerton. The ASCSU addressed intellectual properties and the legal issues have been included in a lengthy document that is available if anyone has problems, according to Mark Bilby who worked on the document. The document was approved with edits.
- Library Services Survey

It was determined because of COVID and virtual teaching that this document will be held until we are back on campus. Members will work on questions that will be directed to faculty on curriculum development and research activities.
- UPS 508.000 has not been reviewed since 2007. The members will review and discuss at the next meeting.

7.8 Diversity & Inclusion Committee [Gradilla], T, 9-15-20, 1:00 - 2:00 PM, Zoom

D&I set up its agenda for the with these new subcommittee tasks. There is the issue that the committees either a twice a month meeting schedule or a two-hour block of time. That needs to be change for the 21-22 term.

UPS with FAC and Diversity UPS:

1. Revise rules to how to write a UPSs
2. Write missing sections and revise current sections
3. Share a draft of the new UPS on Diversity, Inclusion, and Equity by Oct. 16

LAND:

1. Review previous statements
2. Reach out to the Inter-Tribal Student Council
3. Reach out to local tribal groups
4. Share a new draft with the Committee by Oct. 16

SOQs:

1. Review the extent of the previous Provost's exemption and the current Provost's position on SOQs.
2. Reach out to CFA for feedback on their position
3. Take into account RACE's report
4. Take into account the Senate's Report on SOQs
5. Draft a memo with recommendations for the D&I meeting on October
6. Share the draft of this memo with the Committee by Oct. 16

ETHNIC STUDIES:

1. Revise the CFA message
2. Inquire what are the proposals for implementing the Ethnic Studies requirement at CSUF
3. Report summaries of findings to the committee on Oct. 20

ASD 19-99 REPORT:

1. Complete a draft report by gathering information from HRDI and suggest ways of addressing the third point about retention and cultural taxation.
2. Share the draft report with the Committee by Oct. 16

7.9 Assessment & Educational Effectiveness Committee [Walsh], W, 9-16-20, 1:00-2:15 PM, Zoom

- Jennifer Trevitt, Chair, called the meeting to order and asked Emily Erickson to recap what the committee accomplished last year—a revision of UPS completed in 2019.
- There was no agenda, so the Chair asked what the committee wanted to accomplish this year. A couple new members wanted a review of the committee's mission.
- Jennifer thought it would be a good idea for the committee to weigh in on the Provost's decision regarding SOQs. I suggested that is outside the purview of Assessment.
- Su Swarat noted that most of the work is typically review of the Program Performance Reviews (PPRs) prepared by departments, but there are only a couple completed last year. The Provost has suspended PPRs for this year until next academic year. The AEEC will also review the PPRs done over summer by non-academic units.
- Su described the role of the assessment liaison committee vis a vis AEEC with the liaisons doing the heavy lifting of consulting with departments on their assessment plans and challenges. She mentioned that some departments are expressing difficulty doing assessments in the virtual mode.
- Sheryl Fontaine opined that the committee could send members to chairs meetings in each college.
- Doina Bein described how her department does the assessment via google docs. Su suggested that the issues are not with technology but with best practices. She suggested collecting examples of departments engaged in innovative, creative assessments during COVID that could be showcased.
- The committee liked the suggestion and determined its work this year will focus on highlighting and disseminating best assessment practices. Estella Zarate inquired whether the university had plans to assess its efforts on anti-racism. The consensus was that it should be a discussion at future meetings.

7.10 Writing Proficiency Committee [Kanel for Matz], F, 9-18-20, 9:00 - 11:00 AM, Zoom

- Review of committee functions: looking at writing intensive and complimentary courses thru Curriculog and approving them.
- Looking at student petitions for courses from other colleges (about 10-15 per year)
- Last year, certified 7 courses in English and Linguistics, 1 in CBE, 2 in CPSC and 12 student petitions.
- Reviewed the Website for any needed revisions and wording was drafted to clarify things for students.
- Review process was explained to new members and a step by step Curriculog review process occurred.
- The committee unanimously

7.11 Faculty Affairs Committee [Kanel], F, 9-18-20, 10:00 AM - 12:00 PM, Zoom

- First order of business was the UPS on Faculty Emeritus Status, section on revoking status. Nancy Fitch joined in the discussion and recommended we remove the term "objectionable" as a reason to revoke and clearly state that it has to do with violating campus policies or violent crimes.

- We discussed the purpose of the consultative committee and should President have ultimate decision power. Since President is given that authority, committee thought he shouldn't be named to the committee since he consults with the committee. The UPS will be revised with a lens that the consulting committee has a diverse lens. Jack Bedell will bring revised document to the CSUF Emeriti Association meeting and ask for their suggestions and then get back to FAC to review any further revisions needed.
- Discussed whether we should review 210.000 first, before 210.002. There was agreement that perhaps FAC would look at aspects of 210.000 that need to be changed soon due to noncompliance with either CO or CBA in addition to some easy word changes to be consistent with other documents. There are some minor word changes in the TOC in which terms are updated. Additionally, it was agreed that Library and CAPS should review their sections and revise according to their current processes.
- It was agreed that 210.002 should be reviewed in regard to three areas:
 1. The Prospectus process as it is currently informal and noncompliant with CBA which says each year faculty are to be evaluated.
 2. Teacher peer reviews as they related to being included in file that goes to FAR
 3. The role of Chair evaluations. Article 15 of the CBA only requires 2 levels of review, CSUF has 3 so it's up to us if we are ok with Associate Professors evaluating faculty going up for Full Professor as well as evaluating faculty if they themselves are going up for promotion.
- Other items to be reviewed:
 - Grade distributions as a department issue rather than mandated by 210.000, cultural capital and diversity issues language, and where it should go in the document, and simplifying the process for faculty and evaluators.

7.12 Academic Standards Committee [Kanel], F, 9-18-20, 1:00 - 2:00 PM, Zoom

Su Swarat was the primary speaker going over the data related to grades during Spring 2020 and how the CR/NC option impacted students.

- No difference due to ethnicity from last spring, however, Black grad students did slightly worse than last year.
- Hypotheses were given by some: inflated grades may be due to lack of proctoring, less rigor, more accommodations, standards unclearly communicated by Admin, responsibilities of faculty unclear leading to confusion.
- Request more clear communication from Admin at all levels, consistency.
- Recommend ongoing monitoring for Fall 2020.

7.13 Planning, Resource & Budget Committee [Walker], F, 9-18-20, 1:00 - 2:30 PM, Zoom

PRBC had a short discussion about recommendations and priorities for the year. For this year there's additional context to the work and PRBC should consider structural racism and anti-blackness in its work this year. PRBC then did an exercise to look at priorities for the Divisions (post it notes online using Stormboard). The Chair is analyzing these and will report back to the committee. The Budget 101 presentation is online now - https://www.youtube.com/watch?v=FJno_n80BA8&feature=youtu.be. Fiscal state of the University will be Nov 12.

VIII. NEW BUSINESS

8.1 Revisions to UPS 100.001- AS Bylaws (D&I)

(Stambough) The Diversity and Inclusion Committee would like to add and ex-officio to the committee membership. Because this is in the AS Bylaws, it would take a couple of reads. Is there any other way to do this?

- (Walker) Someone would have to motion that we waive the rules for approving this change since it is minor change. But we should check with Roberts Rule of Order to confirm.
- (Stambough) I will send a message to Ed Fink on this.

8.2 Proposed New Courses - Fall 2020

This will be on the September 24th AS agenda for Senate approval.

8.3 Procedures for conducting virtual Senate meetings

(Dabirian) We are trying to organize the structure of the Senate meetings, so I created a document that will inform the senate and campus community of the rules of engagement for the virtual Academic Senate meetings. I will go over this document at Thursday's Academic Senate meeting.

8.4 New UPS 5XX.XXX Retention of Faculty Author Rights to Deposit and Disseminate Their Scholarly Articles: An Open Access Policy

1. Resolution in Support of Faculty Publication Rights Within a Green Open Access Policy for CSU
2. 19-20 CR 6: Retention of Faculty Author Rights to Deposit and Disseminate Their Scholarly Articles: Open Access Policy

The Executive Committee went into Executive Session to discuss this item.

Executive Committee has agreed to send this document back to the Library Committee.

IX. ADJOURNMENT

M/S/P (Dabirian/Wood) Meeting ended at 12:40 pm.