



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
NOVEMBER 2, 2021**

Approved 11-9-21

11:30 AM - 12:50 PM

LH-702

Present: Barros, Casem, Dabirian, Gradilla, Matz, Milligan, Sheehan, Stambough, Walsh

I. CALL TO ORDER

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

II. URGENT BUSINESS

- IT added faculty's classes to their Outlook calendar. This was a problem for faculty who teach multiple sections of the same course or who are responsible for multiple sections. The effect was it made the calendar very messy. Faculty should have the right to choose how to organize their calendars. As is, they can delete the added material, but that means IT has created extra work for faculty.
- Last week at the Senate, the issue of absentee voting was brought up although it wasn't on the agenda. I think we need to take a step back and consult HRDI and general counsel before considering a policy about voting while on Family Medical Leave (FMLA). It is a federal mandated program and my understanding is that the university would face liability lawsuits for interference if we permit people on leave to work. If we "allow" folks on FMLA to work, it sets an expectation for others to participate in work while on leave. That pressure may open us to litigation. So, before we launch into policy, let's have the HR and legal experts advise us.
 - We should ask HR and legal counsel to advise on obligations under ADA (Americans with Disabilities Act) for making reasonable accommodations for senators who may or may not be on an official leave to vote/participate in Senate meetings.
- There was an invitation from the Pollak Library for Faculty Noon Talk and the topic was "CAGA + U = ☹️". CAGA was the acronym used by the College of Arts for their new program in Computer Animation and Game Art. However, no one caught the error that the word "CAGA" is a derogatory word in Spanish. There needs to be some type of process that checks acronyms before flyers are sent out.

III. ANNOUNCEMENTS

No announcements.

IV. TIME APPROXIMATE

12:30 PM - 12:50 PM

Subject: Faculty Survey

Presenter: Estela Zarate and Su Swarat

Estela Zarate and Su Swarat joined the meeting to discuss the upcoming COACHE Faculty Job Satisfaction Survey.

The COACHE Faculty Job Satisfaction Survey is evidence-based, rigorously tested, and validated. It is faculty-specific and designed for all full-time faculty (Tenured, Tenure-track, and Lecturers) with diagnostic reporting, actionable survey items and embedded community of practice to improve faculty experience.

There was a PowerPoint covering the following:

- Three-year timeline.
- What is the survey about?
- Why is this important?
- How will we use this data?
- Will my information be confidential?

V. APPROVAL OF MINUTES

M/S/P (Casem/Matz) Motion to approve the October 19 minutes. Minutes approved.

4.1 EC Minutes 10-19-21

4.2 EC Minutes 10-26-21 - *forthcoming*

VI. CHAIR'S REPORT

No report.

VII. STAFF REPORT

- We received three petitions for the vacant Part-time Senate seat, the election will take place November 15-18.
- We received nine nominations for the L. Don Shields Excellence in Scholarship & Creativity Award, applications are due on December 10, 2021.

VIII. COMMITTEE LIAISON REPORTS

8.1 Campus Facilities & Beautification Committee [Dabirian], F, 10-29-21, 11:00 AM - 12:00 PM, LH-702/Zoom

Announcements

- Password change in October!

Justin Gerboc

- Elephant Statue and Alumni Engagement
- Budget: On target but a little rough
- Committee asked if it could include a smaller elephant (young, mid, old / future, current, past)

Laura Riegler

- 14 sites with seating and umbrellas

Old Business

- Subcommittee Updates about the statement about diversity
- Joyce Gomez: Preliminary conversations regarding diversity
 - o Create a survey or qualtrics to get more ideas and feedback
 - o Mughda: Art therapy exhibit
 - o Mughda: Living book project

8.2 Graduate Education Committee [Sheehan], F, 10-29-21, 2:00 - 4:00 PM, Zoom

- Reviewed and approved meeting minutes – October 1, 2021
- Welcomed new committee member - J. Chris Westgate (HSS - English Department)

Old Business

- Policy Statement Review: Read UPS statements. Discussed recommendations for UPS 207.103. Approved revisions. Nancy will create memo and forward UPS to Senate Exec.
- 2.1.2 UPS 410.106 REVISION and Original (with comments) - 3rd Read and Discussion
- Discussed revisions pertaining to appeals process, heavy revisions by Elaine Fray to designations and processes. One more revision.
- Giles T. Brown Thesis Awards - discussed whether to have the Grad Ed committee review entries and decide who gets the award. Award will be split up and given to 4-5 students to use towards completion of thesis (rather than after the thesis is submitted). Departments will nominate "best" theses. Award cannot be granted to other MA final projects (screenplays, artworks, etc.).

8.3 Student Academic Life Committee [Milligan], T, 11-2-21, 9:00 - 10:00 AM, Zoom

- There were 11 members on Zoom. (quorum)
- Approval of the Minutes from the Previous Meeting. Meeting minutes approved unanimously.
- **New Business**
 - SALC has decided to review policies for 1. Dishonesty and 2. The Academic Appeals Policy.

- **Old Business**

- Elizabeth Boretz, made the final grammar and formatting changes to UPS 300.002. The committee approved the changes. The policy is to forwarded to the Senate (the Senate already approved the changes).
- Josh Mitchell, ASI President, spoke about student life on camps. Because of the pandemic, many students were not able to work. This put pressure on many students about their financial aid. Financial aid packages were delayed in being sent out. Some students did not return because of the lack of financial aid.

Josh said that over 1,000 students are using the food pantry. He also there are job opportunities for students, but the students are not being made aware of the jobs.

Josh feels the best way to stay in touch with students is social media.

IX. UNFINISHED BUSINESS

9.1 Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2021-2022

Exec continued working on filling AS Standing Committees and Misc. Boards vacancies. An email will be sent out to faculty asking them to serve. Once we receive an acceptance, the faculty member's name will be added to the consent calendar at the next Academic Senate meeting.

9.2 Committee Task Force

X. NEW BUSINESS

10.1 Summary of Academic Affairs Retreat Sessions

10.2 Revisions to UPS 100.000 - Academic Senate Constitution

This document is ready to be added to the Senate agenda as a new business item.

10.3 Revisions to UPS 100.001 - Academic Senate Bylaws

This document is ready to be added to the Senate agenda as a new business item.

XI. ADJOURNMENT

M/S/P (Dabirian/Matz) Meeting ended at 12:55 pm.