



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

*Approved 11-30-21*

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

**LH-702**

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

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## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

No urgent business.

## **III. ANNOUNCEMENTS**

- (Stambough) The November 18 Academic Senate meeting will not be activated.
- (Matz) Shared a document that showed the apportionment of the Senators representing each campus on ASCSU. As one of the large campus, CSUF is entitled to three (3) Senators.

## **IV. APPROVAL OF MINUTES**

Minutes approved with the amendments made to the November 2, 2021 minutes.

4.1 EC Minutes 10-26-21

4.2 EC Minutes 11-2-21

### Amendment:

(Sheehan) It was discussed under urgent business to 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.

## **V. CHAIR'S REPORT**

- (Stambough) I will mention this in my chair's report for the December 2 AS meeting that the CSU Statewide elections will be held in March, before our All-University Elections. Although I have another year left on my term, I will not be seeking another term, so I think it would be a good idea for me to step down a year early from Statewide to allow us to bring in new voices. The person who will complete my term will serve for one year. I would remain on Exec as the past AS chair, so this would allow an opportunity for new voices and it will also open up a chair on the Senate.
  - (Matz) I am not running for re-election on the Statewide, so my seat will also be open for a three-year term.
  - (Dabirian) It's harder to recruit for Statewide, so we need to start now.
  - (Stambough) How it will work is the two seats are up at the same time and the person who receives the most votes will get the three-year seat, the other person will get the one-year seat.

## **VI. PROVOST REPORT - 12:30 PM**

The Provost asked Exec to assist with two AVP searches that she will be launching in the spring semester. There was discussion of the upcoming searches. The Provost would like the names approved at the December 2 Academic Senate meeting.

## **VII. STAFF REPORT**

No report.

## VIII. COMMITTEE LIAISON REPORTS

8.1 ASI Board [Stambough], T, 11-2-21, 1:15 PM - 3:45 PM, TSU Legislative Chambers

No report submitted.

8.2 International Education Committee [Barros], W, 11-3-21, 11:00 AM - 12:00 PM, THall 1424/Zoom

- The committee met on November 3. There was quorum. About half of the members attended in person and the others attended via ZOOM. The last time the IEC met was August 1.
- Jack Hobson provided an update about the state of student mobility in Fall 2021 and plans/expectations for the Spring/Summer 2022. We have approximately 1500 students on F1 and 40 students on J1 VISAs. Twenty-three CSUF students are currently abroad on semester/year-long traditional study abroad programs. The number is relatively small (in comparison to previous years) but similar to what is observed in peer institutions. All pathways for international students to come study at CSUF are currently open. International Programs, Risk Management, and Academic Affairs are watching for potential COVID surges and/or new variants over the winter break. January is a key date for decisions about international student mobility. There is an expectation of 30-40 outbound students in the Spring 2022. Those will have additional support from CSUF (i.e., regular ZOOM meetings).
- The committee discussed completed or in-progress virtual study abroad experiences. There is potential for additional funding for faculty developing those and plans for greater advertising. There is anecdotal data suggesting virtual programs increase interest in traditional study abroad programs.
- The committee also was updated on the search for Dean/AVP of EIP. Finalist interviews occur in the first weeks of Spring 2022.

8.3 Information Technology Committee [Dabirian], F, 11-5-21, 10:00 - 11:00 AM, LH-702/Zoom

- **Vice President of Information Technology Report (Amir Dabirian)**
  - The virtual Cyber Security Awareness Month Event was successful
  - Password Change Campaign in October was successful
  - PhishMe campaign – Came out on October 31st, and was sent to faculty/staff. Out of 5,000, 1,140 people opened it and 154 people clicked on the link. Going to try to do a campaign every month.
  - Currently, CSUF is undergoing an Information Security Audit
  - Tech Day will be held in Spring 2022. The theme will be “working to bridge equity gaps”
  - CSUCCESS for Spring 2022
- **Web Committee Report (Colleen Greene)**
  - UPS www policy (103.005)
  - AD - Ran it by Legal Counsel before, will run it by legal counsel again
  - AD - will run UPS 103.005 by legal counsel
  - Needs more faculty feedback after legal counsel review
  - Will then be returned to Senate IT
- **Continuing Business - IP Policy**
  - AD to ask CO regarding where the IP Policy is at.
  - AD Attended UCC committee for prior policy discussion (online classes vs. online programs)
    - Agreed to do minimal changes based on UCC perspective
    - Came on senate floor regarding programs
- **New Business**
  - Skip Canvas reviewers
  - UPS 103.004 - Computer Use Policy - Table until next meeting
  - Social Media policy
    - AD – Is working with UA and GC for Administrative Policy

- 8.4 Faculty Affairs Committee [Barros], F, 11-5-21, 10:00 AM - 12:00 PM, PLS-299/Zoom
- The committee met on November 5. There was quorum. About half of the members attended in person and the others attended via ZOOM.
  - The committee discussed the possibility of drafting a resolution in support of the creation of a task force to discuss the issue of workload. Concerns about the focus of the task force were raised. I will work with Christine Scher and Kristin Stang to draft a resolution in the coming week.
  - The work on UPS 210.001 continued. We reviewed the feedback received from the academic senate and modified the proposed language where appropriate. FAC decided to keep the department chair “check” but softer language has been added to avoid the impression that the department chair is responsible for the completion of the WPAF. The comment from Senator Jarvis about a timeline for faculty to include materials in the case the department chair identifies an issue already exists.
- 8.5 Curriculum Committee [Gradilla], F, 11-5-21, 12:00 - 2:00 PM, Zoom
- We discussed the minimum unit requirement for concurrent BA/BS degrees and UPS 411.104 Online Course Policy. These two items took up most of the meeting.
  - We decided to allow BA/BS students to complete both degrees without completing 150 units.
  - We thoroughly went through the UPS to see how to implement and to clarify the mode of teaching and curriculum approval process. We were very focused on not creating special requirements for online teaching that do not have similar or parallel policies for in person.
- 8.6 Planning, Resource & Budget Committee [Stambough], F, 11-5-21, 1:00 - 2:30 PM, PLN-130
- No report submitted.
- 8.7 General Education [Walsh], F, 11-5-21, 2:00 - 4:00 PM, Zoom
- Introduction of Barbara Miller, new member representing the Library.
  - Minutes of October 22 approved with no corrections.
  - Steve Stambough gave an update on the State Senate’s plans regarding AB 934. In essence, it is too soon to know except we can expect fewer credits allowed for lower division, a puzzle about American Institutions (which is required but not a GE). The task force will have more clarity in mid Spring. Campus retreat on GE February 25<sup>th</sup>.
  - Committee approved language for UPS 411.201 that courses taught in language other than English will not focus on language acquisition, but on the GE learning objectives in each category.
  - Due to GE program being in flux, Greg will defer plans for recertification of GE courses until we have clear GE program.
  - Nothing to report on the PPR for the GE program at this time.
- 8.8 Faculty Research Policy Committee [Sheehan], T, 11-9-21, 9:00 - 10:00 AM, Zoom
- Conversation about making RSCA part of assigned time – update from Senate Exec Committee underscored need for equality between colleges for supervision courses (499) – these faculty should be given credit for teaching courses for these supervisory roles.
  - Preliminary summary from Survey – 67% of faculty are doing RSCA “Less than I want to,” 70% believe teaching load has a negative impact on RSCA, 62% believe level of service has a negative impact, 30% believe that there is gender taxation with RSCA (only 7 percent believe there is racial taxation).
  - Discussion of how we can make survey's raw data available to those not on IRB. Nikolas, Jesse, and Jennifer will in the meantime organize and interpret the data.
  - Question about retaining the confidentiality of the data while being able to share it with those who need to see it.
  - Arrange for data analyses and presentation, define interested parties.
  - Revision of the UPS 630.000 (Policy to Investigate Instances of Possible Research Misconduct)
    - Jennifer Yee raised concern about DO conflict of interest possibility – whether there should be language about this.
    - Aim to have revisionary comments by 11/18, Nikolas will send it out to members and we will respond as to whether we should have further discussion or sending it to Senate.
  - Future business: Export control policy, Looking at the Intellectual Property Policy.

## **IX. UNFINISHED BUSINESS**

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

~~9.2 Committee Task Force~~

Exec reviewed this document and will send their amendments to the Constitution Committee for final approval, then document will be added to the next AS agenda as an urgent business item.

(Sheehan) Lines 14-18: divide this into two different statements. The wording "This process must evaluate the CSUF Academic Senate recruitment process for the committee members to ensure that it promotes diversity, equity, and inclusion" will become number four, then adjust the numbering that follows.

## **X. NEW BUSINESS**

10.1 Summary of Academic Affairs Retreat Sessions

10.2 GE Course Approvals - Fall 2021

This document will be added to the next Senate agenda as a consent calendar item.

10.3 Revisions to UPS 300.024 - Declaration of Change of Majors and Minors

(Dabirian) Line 44: change the word "their" to "all".

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

10.4 Revisions to UPS 411.104 - Undergraduate Subprograms: Concentrations – forthcoming

10.5 PRBC New Program Proposal - Fall 2021

This document will be added to the next Senate agenda as a consent calendar item.

10.6 Revisions to UPS 411.201 - General Education: Breadth Objectives and Course Development

This document will be added to the next Senate agenda as a consent calendar item.

## **XI. ADJOURNMENT**

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