



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 12, 2022**

Approved 5-3-22

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

- Calling for IT help today because I had an issue with the TDA not functioning properly, I identified myself as faculty and when asked for a phone number I was going to give my extension I was told that extensions were not acceptable they needed a phone number so I ended up having to give them my personal cell phone number. I think there needs to be training for the students or staff that answer the phone if its faculty or staff, they don't have to ask those questions. I have a staff member that was very frustrated because she had to give them her CWID number after identifying as staff. We need to adjust the scripts so that faculty and staff are treated differently than students.
- There are faculty wanting to have the issue of academic dishonesty raised to a higher-level discussion.

Suggestion:

For the 2022-23 Executive Committee to consider this as a possible retreat topic.

Q: If our goal is to be 30 percent online, or some version of online, how will that affect our enrollment? Will there be fewer people on campus? Will we allow fewer people? Will we add to our 41,000 or how will we handle that?

A: We won't yet, there will be an increase on enrollment based on some of the budgetary things. I think the larger portion of increase will be to the online.

- At my last faculty meeting, our department personnel committee was complaining about how our adjunct faculty are having a hard time finding their SOQs. It's like five steps where it used to be two steps.
 - We have been trying to improve the user interface.

III. ANNOUNCEMENTS

- (Matz) Comm Week is coming up, April 25-29, 2022.

IV. TIME APPROXIMATE

11:45 AM - 12:00 PM

Topic: PRBC and Program Restructuring

Presenter: Jon Brusckke and Stacy Mallicoat

Stacy Mallicoat joined the Exec meeting to discuss programming restructuring of the ECS merger. An overview was given on the merger process thus far.

- (Stambough) The question that came out of PRBC is what does consultation really mean? This came up because when the merger went to PRBC nobody from the affected units showed up to present. The deans, associated deans, department chairs, nor faculty were not there, it was just the head of the ad hoc task force that we put together.

So, the question that came up at PRBC was what does it mean for consultation? Does it mean you have to have a vote of the faculty? The way our documents are written, it says it will initiate with the Provost after the Dean has consulted with the people. They had a surveys and open forums. Is there a way to tighten up our policy and in regards to what consultation really means? We do not provide any guidance on it, just that consultation will occur.

- (Mallicoat) One of the challenges when it came to PRBC is that members of the committee started asking questions about the consultation process and RTP and the general response was we will figure that out. That did make PRBC feel really comfortable, so that is why we suggested they go back and get a vote of the faculty.

Q: (Matz) What was the results of the survey?

A: (Dabirian) It was positive, neutral.

- (Stambough) So it goes into is do we want to tighten the policy up on what consultation is? What is the role of PRBC? Our language in the UPS document says the PRBC will report, but it doesn't say positive, negative, or neutral.
- (Mallicoat) The question I had was is there a reason why the administrative restructuring should look different than the approval of a new degree program or should those processes look the same?
- (Dabirian) The reason it comes to PRBC is for budgetary reasons if the merger cost more money or changes in enrollment pattern. But that was not the case, everything was neutral from a budget perspective.

Q: (Walsh) So what is it that PRBC is asking us to decide?

A: (Mallicoat) I think the question is where does this policy need to be tightened up. PRBC felt really uncomfortable with the idea of making a recommendation without some sort of affirmative vote by the faculty.

Q: (Walsh) Couldn't PRBC just say it doesn't not appear to be a budget implementation on this and send it to the Senate for a vote?

A: (Dabirian) I think that would probably be the better way to go.

Suggestions:

- (Stambough) PRBC could take a look at cleaning up the language on what consultation means and fix some of the poor sentence structure in the document.
- (Dabirian) In the consultation, make sure that all the faculty in the department can fill out a survey and be part of this. It would be nice to see what departments the survey came from.
- (Stambough) Show evidence of consultation from the chairs, deans, and the Provost.

Stacy will take the comments and suggestions from Exec to PRBC.

V. APPROVAL OF MINUTES

M/S/P (Milligan/Matz) Motion to approve EC Minutes 3-22-22. Minutes approved.

5.1 EC Minutes 3-22-22

5.2 EC Minutes 4-5-22 - *forthcoming*

VI. CHAIR'S REPORT

The AA/AS Retreat is this Friday at the Marriott. The agenda and materials will be sent out tomorrow.

VII. STAFF REPORT

- We need one more representative from the following Part-time constituency for the upcoming All-University elections.

To avoid having special elections, the deadline to return petitions was extended until tomorrow. There were several people who requested a petition, receive the number of signatures needed, but did not close the loop and let the Senate office know their petition was completed.

VIII. COMMITTEE LIAISON REPORTS

8.1 Diversity & Inclusion Committee [Gradilla], T, 4-5-22, 1:00 - 2:00 PM, Zoom

No report submitted.

8.2 International Education Committee [Barros], F, 4-8-22, 11:00 AM - 12:00 PM, THall 1424

- Meeting called to order, there was quorum.

- Jack Hobson reported that there are summer study abroad programs to Western Europe and Southeast Asia confirmed. The Global Titans Center is following the situation in Ukraine and pandemic developments closely. Jack Hobson reported that students in a Spring 22 study abroad program contracted COVID (asymptomatic) and had to be quarantined in separate hotel (organized by third party study abroad program provider). John Beisner added that study abroad/away programs must plan for COVID. Communication about COVID must be included in orientation and students/faculty must consider ramifications of participating in study abroad/away in the current global context. John Hickok asked about CSUF's protocol in these cases. John Beisner and Jack Hobson explained that the protocol is program specific given the unique characteristics of each program (e.g., country restrictions, accommodations).
- It was also announced that Dean of Ext/AVP International Programs Debra Leahy started earlier that week and would try to attend IEC meeting as soon as possible.
- Finally, the committee revised the call for the Virtual International Experiences grant.

8.3 Faculty Development Center Board [Milligan], F, 4-8-22, 9:30 - 11:00 AM, Zoom

- There was a quorum.
- Approved the March 11, 2022 FDC Board meeting minutes.
- Next meeting, May 13, 2022, FDC Board will hold elections for committee chair.
- Announcements
 - CEDA grand open went well. Students are already picking up devices.
 - Subscriptions to Mentimeter. Will be holding classes on Mentimeter.
 - Discussed whose terms are expected to expire, but want to stay on board need to let Mara know.
 - CSUF has its second Grammy winner.
 - FEID recommendations: 42 applications. Typically approve 40-50% that are approved. The price for reassigned time is now \$6,000; it's gone up. Summer stipend increased from \$4k to \$5k. About \$100k given for grants. FDC Board sends approval to the provost. Going to try to get 24 (ratings 3.6-4) grants approved.
 - Report from Dr. Erica Bowers: working on the Dean's Retreat. Planning the new faculty orientation as well. There is a challenge because the new hire date is on a Tuesday. Want to do a workshop for lectures. Mid-career faculty retreat. Discussed what to provide the mid-career faculty.

8.4 Curriculum Committee [Gradilla], F, 4-8-22, 12:00 - 2:00 PM, Zoom

No report submitted.

8.5 Planning, Resource, & Budget Committee [Stambough], F, 4-8-22, 1:00 - 2:30 PM, PLN-130

No report submitted.

8.6 General Education Committee [Walsh], F, 4-8-22, 2:00 - 4:00 PM, Zoom

- Meeting called to order with a quorum.
- March 11th Minutes approved.
- Chair announced the Senate retreat will be April 15 from 8:30 to noon with three panels.
- RLST 307 was revised based on March feedback. Committee reviewed it and approved it for category C3 with minor changes. Committee did not approve it for overlay area Z; instructor has option to revise or delete request for area Z.
- Honors 314 variable topic submitted. Committee approved it.

8.7 Library Committee [Matz], M, 4-11-22, 11:00 AM - 12:00 PM, PLS-260C

- Due to the flood in the Library, the meeting was conducted in Zoom.
- Items:
 - Chair for the next years – pending
 - Follow-up on Scholarworks
 - Request that Mark Bilby attend an Executive meeting to discuss the program
 - Then, invite to attend the Academic Senate meeting
 - He is open to attending department meetings to explain Scholarworks

- Library Collections discussions
 - Information on using 'One search' to find titles
 - All films are not automatically kept (license)
 - If you submit your own copy, have it digitalized, there is not expiration on your access to it
 - Academic dishonesty
 - The library offers services to reducing rising academic dishonesty and plagiarism on campus
 - Testing rooms are available – need to reserve and put dates in your syllabus for student information
 - It was discussed that many library facilities and services are available and unknown to both faculty and students.
 - We need to do better with advertising these services.
- 8.8 Extension & International Programs Committee [Dabirian], M, 4-11-22, 3:00 - 4:00 PM, THall 1424/Zoom
- Jack Hobson (Senior Director of the Global Titans Center (Study Abroad & Global Engagement & International Student Services) - general overview of the unit, current information about study abroad programs/process, etc. followed by Q&A.
 - CSU IP Programs are operating selectively, based on instructor and mobility requirements
 - Election for chair at next meeting.
- 8.9 Faculty Research Policy Committee [Sheehan], T, 4-12-22, 9:00 - 10:00 AM, Zoom
- Binod Tiwari visited the committee and asked for recommendations and suggestions for the undergraduate research center which will be housed in Pollak Library.
 - The chair and several members discussed how undergraduate research need faculty supervision and that there is simply not enough support for that.
 - The committee discussed avenues for advocating for the incorporation of RSCA into faculty workloads.
 - Jessie Peissig gave a summary of the RSCA survey outcomes which show that 83% of faculty believe their teaching load negatively impacts their ability to do RSCA and around 60% of faculty believe their service load has a negative impact. The survey also shows the negative impacts on RSCA of gender taxation.
 - The committee looks forward to presenting the survey results on the senate floor.

IX. NEW BUSINESS

- 9.1 Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2022-2023
Executive committee worked on names of faculty to ask to serve on AS Standing Committees for 2022-23. 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 Revisions to UPS 290.000 - Outstanding Professor Award
- (Stambough) The only change to the document is to add language saying the outstanding professor needs to be here at least five years.
- This document will be added to the next AS agenda as a consent calendar item.
- 9.3 Revisions to UPS 300.030 - Academic Appeals
- (Casem) The revisions to the document is to clean up the policy and process for academic appeals.
- This document will be added to the next AS agenda as a new business item.

X. ADJOURNMENT

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