



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MARCH 21, 2023**

Approved 4-4-23

11:30 AM - 12:50 PM

PLN-120

Present: Casem, Graewingholt, Jarvis, Kanel, Milligan, Self, Shepard, Stambough, Walsh, Wood

I. CALL TO ORDER

Chair Walsh called the meeting to order at 11:30 am.

II. URGENT BUSINESS

- It's problematic that the process for the exceptional assigned time awards is slow. It's affecting the scheduling. I would like to complain that chairs were not copied on the emails, chairs should not be the last to find out in everyday matters for scheduling.
 - The work was completed on time by the committee and sent to the Provost, however the delay in the notices was due to the switching of the Provost.
 - Having the chairs copied on the notices would fix that problem. The chairs were not notified and now the schedules are live, so there has to be an adjustment for each person.

Additional urgent business:

Executive committee went into Executive Session.

III. ANNOUNCEMENTS

No announcements.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 3-14-23 - *forthcoming*

V. CHAIR'S REPORT

No report.

VI. PROVOST REPORT - 12:30 PM

- I received the results of the commencement survey; I will send you all the results.
- We want faculty at commencement, and we are going to continue to cover the regalia for faculty. For new faculty coming in or for faculty that want to participate in commencement, if they want us to cover their regalia one time, we will do that. We will pay up to a certain point and they can pay the rest.
 - (Jarvis) I was wondering if we somehow defray the cost of everyone getting regalia, because it will save us on rental cost long term.
- The Provost gave an update on academic advising. The PowerPoint covered the following areas:
 - Overview
 - CSUF Academic Advising - Input and Feed Sessions
 - CSUF Academic Advising - Next Steps on Information Gathering
 - CSUF Academic Advising – Feedback Based on Consultation
 - CSUF Advising Model - Based on Consultation (Evolving)
 - CSUF College-Based Advising Model - Based on Consultation (Evolving)
 - CSUF Current Job Descriptions

VII. STAFF REPORT

- When we did the apportionment for the All-University Elections, the Arts constituency lost a seat and the Humanities constituency gained a seat.

The problem is we elected three faculty for the Arts constituency last election and their terms do not expire until May 2024. So, we will either need to expand the Senate by one seat for Academic Year 23/24 or only fill one At-large vacancy to accommodate.

- (Wood) If we did that, how would the third Arts person be counted on the Senate and who decides which of the three would be listed differently?
- (Stambough) The cleaner way would be to expand the Senate for next year, this way the seat stays true to how it was elected. Next election, one of the Arts seats would roll off, but this year they would complete the term they were elected too. This way we do not have to worry about tweaking what the at-large constituency is.

Q: (Walsh) Do we have to take this to the Senate for approval to expand for one year?

A: (Jarvis) You can send a note to the Constitution Committee explaining the situation and see if they approve of what we are proposing on doing. The Constitution Committee interprets the constitution when it comes up for question.

VIII. COMMITTEE LIAISON REPORTS

8.1 Assessment & Educational Effectiveness [Casem for Kanel], W, 3-15-23, 1:00 - 2:15 PM, MH-141

- The AEEC met over zoom. Quorum was met.
- The meeting focused on continuing work on the PPR
- Information was shared about the amount of compensation offered by colleges for the work of internal and external reviewers for the PPR.
- The amounts vary between colleges with external reviewers typically receiving more than internal reviewers. Some colleges do not compensate internal reviewers.
- The committee used a Google document to finalize their review of the PPR outline. The goal was to review the eight elements departments are required to include in a PPR with the next goal being creation of a rubric aligned with those elements. The committee completed this task and will review the final product at their next meeting after Su Swarat has an opportunity to review the changes.
- One change to the PPR document is the addition of an action plan developed in consultation between the Provost, Dean and Dept. Chair to memorialize commitments of resources or initiatives to address outcomes of the PPR.

8.2 Faculty Affairs Committee [Kanel], F, 3-17-23, 10:00 AM - 12:00 PM, PLS-256

- The committee met with quorum.
- First order was dealing with the revisions of UPS on SOQs.
 - As a foundation thought:
 - The CBA requires faculty to be evaluated with SOQs, but we don't require students to complete them, so much of the focus is on incentivizing students to complete and increase response rates as some departments still focus on SOQs to evaluate instruction.
 - Much discussion on how to add a statement in the syllabus for all instructors about the reason for completing SOQs. Inducements were discussed such as offering extra credit for everyone in the class if there was an 80% response rate overall. Perhaps posting this as requirement on all syllabi
 - FAR can offer ideas on how to increase response rates.

8.3 Academic Standards Committee [Casem], F, 3-17-23, 1:00 - 2:00 PM, PLS-256

- The committee met, no quorum.
- The group discussed the use of an alternative grade designation for cases where a student was accused of academic dishonesty, but there is insufficient time for the faculty to meet with the student. The proposed solution would be use the current "RD" (report delayed) designation. Currently, RD can only be applied by the Registrar's office. The proposal was made to allow faculty to use this designation in the same way they use a letter grade, I, or RP

- Ed Fink shared a proposed change to UPS 300.006 – Credit for Prior Learning (formerly – Credit by Examination). Our current UPS does not align with the CO EO 1036. The basic issue is that based on the EO, students should be given options beyond a exam to provide evidence of learning that could be counted as equivalent to a course. There is a lot that needs to be discussed about the new document. Ed should be in contact with the Senate Office to get more guidance on next steps.

8.4 Graduate Education Committee [Wood for Jarvis], F, 3-17-23, 2:00 - 4:00 PM, MH-141/Zoom

- Announcements:
 - New Provost indicated support for Graduate Education.
 - Trying to restart international student enrollment post-pandemic.
- Old Business
 - AVP Frey requested committee input on Eligibility for Lynn Winter Staff Award.
 - Committee Chair Watkins shared revised memo to senate for UPS 300.041 revisions (Grad Student Learning Goals); memo approved.
 - Chair Watkins presented revisions to UPS 320.020 (U. Writing Requirement) including department control over writing requirements; changes approved.
 - Chair Watkins sought input on potential revisions for UPS 330.163 (Culminating Experience for MA/Master’s degrees). Committee
Noted that UPS is heavily dependent on Title V. Minor changes, mostly noting Title V and updating ‘written notices’ to include electronic notices. Document to be finalized at next Grad Ed meeting. This will complete UPS work for committee for the year.
- New Business
 - Considered reviewing the Grad Studies Description text under Graduate Mission/Vision.

IX. UNFINISHED BUSINESS

9.1 General Committee Senate Nominees

➤ Faculty Personnel Committee - ARTS

Exec continue working on filling the General Committees vacancies. An email will be sent out to faculty asking them to serve as the Senate nominee. Once we receive an acceptance, the faculty member’s name will be added to the consent calendar for the next Academic Senate meeting.

9.2 Revisions to UPS 211.000 - Responsibilities of Departments and Department Chairs

- (Jarvis) Line 91: add the words “where possible”.
- (Stambough) Line 99: reverse the words “equity and inclusion” in the sentence.
- (Shepard) Line 95: remove the word “shall” and the wording “is encouraged to”.
- (Casem) Line 96: remove the words “is encouraged”.
- (Stambough) Lines 152-155: delete the paragraph.

X. NEW BUSINESS

10.1 GE Course Proposals

Will be added to the next AS agenda.

10.2 AB 1390 - University of California: graduation requirements: service learning - (Discussion Item)

10.3 Cal Poly Humboldt Senate Resolution - (Discussion Item)

10.4 Revisions to UPS411.203 - General Education: Programmatic Student Learning Goals and Learning Outcomes

10.5 Revisions to UPS 640.000 - Rules for Acquisition of Archaeological, Ethnological, and Art Objects - *forthcoming*

XI. ADJOURNMENT

M/S/P (Shepard/Self) Meeting adjourned at 12:55 pm.