



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
MARCH 7, 2023**

*Approved 3-14-23*

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

**PLN-120**

Present: Casem, Dabirian, Jarvis, Kanel, Milligan, Self, Shepard, Stambough, Walsh

Absent: Graewingholt, Wood

## **I. CALL TO ORDER**

Chair Walsh called the meeting to order at 11:22 am with President Virjee and Danielle Garcia in attendance.

## **II. URGENT BUSINESS**

- Historically, the campus has provided grants to allow students who can graduate in August by taking a summer course, but that seems to have gone away.

Not sure whether this change is linked to the changes in the role of the Success Centers but wanted to make you are all aware since this has the potential to seriously impact candidates for graduation.

- Su Swarat talked to Yuying Tsong about this. Yes, this did fall between the cracks, with the advising model. It will be refunded and set back up by Friday.

Additional urgent business:

The Executive committee went into Executive Session.

## **III. ANNOUNCEMENTS**

- (Stambough) Cierra passed her comprehensive exams for her masters.
- (Walsh) our part-time Senators contacted me; they are concerned about the rule on missing Senate meetings. They are asking if they are elected to the Senate and then are given a class at that time, can we do an accommodation?
  - (Kanel) If they have a class at the time of the meetings, they cannot be on the Senate. Their chair needs to be more considerate of scheduling them a class during the Senate meeting time.
  - (Dabirian) After the elections, the Senate chair could write to the chair of their department requesting them to be considerate when scheduling their class time.
  - (Staff) If they are going to miss the whole semester, we need to know so we do not process payment for a semester they won't be attending meetings.

## **IV. APPROVAL OF MINUTES**

M/S/P (Jarvis/Self) Motion to approve the minutes. Minutes were approved.

- 4.1 EC Minutes 2-7-23
- 4.2 EC Minutes 2-14-23 - *forthcoming*
- 4.3 EC Minutes 2-21-23 - *forthcoming*

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

➤ I have been busy reviewing the Scott Jewett proposals. We received 69 proposals.

Q: (Kanel) Did the assigned time get taken care of by the Provost office? The department chairs need to know who received assigned time.

A: (Walsh) No. The notices have not gone out yet, but they will be going out. I am assuming they will go out once the interim Provost has been named.

➤ We meet with the candidates for the Dean of COTA next week. I will circulate questions for our meeting with them via email.

## VI. STAFF REPORT

We received an email and two faculty in ECS who are contesting the Senate nominee. I informed them that they could do a write in campaign for the vacant seat.

Q: Are we activating the March 23<sup>rd</sup> AS meeting?

A: (Walsh) Yes.

## VII. COMMITTEE LIAISON REPORTS

### 7.1 International Education Committee [Walsh], W, 3-1-23, 11:00 AM - 12:00 PM, THall-1424

- Meeting to order with a quorum present.
- Strategic questions on the presentation from last meeting
  - How can so few staff do all the advising and other support for the program?  
Dean Leahy is working to streamline advising and coordination with partners.
  - How do our international partners decide what courses to offer? An example is the program in Japan attracts few students. Looking at the courses (tea ceremony; cultural practices, etc.), there is not great appeal to broad audience and course not likely to be given credit at CSU. Dean Leahy is working on all the MOUs to really drill down into improving the credit issue and appeal. Korea and Japan remain high demand for students but the university in Tokyo does not offer courses.
  - How to improve the process for accepting student abroad for credit. Some faculty deny all requests for foreign units to transfer. Perhaps the review process should be at level of department chairs with an understanding of how study abroad fits our mission.
- Discussion on revisions to UPS 320.102. The description is very outdated and convoluted. The Dean will have staff prepare a chart showing what we currently do. That will be a start for revisions. It will clarify the gaps that the revision should address.

### 7.2 Information Technology Committee [Self], F, 3-3-23, 10:00 - 11:00 AM, LH-702

- ITC met with quorum.
- The minutes from the 2/3/23 meeting was approved.
- The plan is to convert all the classrooms from the current projector & wired equipment on the podium to Zoom rooms (a large display and a Zoom bar) where any device can connect to the display and the Zoom bar wirelessly and effortlessly. This new configuration is less expensive, takes up less space, and is easier to use. If there are any volunteers to make this conversion early in their classrooms, please let IT know.
- Discussion of generative AI: Generative AI is here to stay and will permanently change how we search things. The important issue is how to use them. On one hand, we need to figure out how to use it effectively for teaching. Another issue is how to prevent plagiarism using generative AI when an instructor does not want students to use it.

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

- No quorum met, so could only discuss, and edit documents, no approval until quorum next time.
- A subcommittee shared a draft of the Newly created UPS about Joint appointments. Much feedback was given especially about issues related to how they will be evaluated, can they switch departments, the use of FPC.
- Policy on SOQs was heavily modified to keep in line with current practices and to help increase response rates. Removed words related to paper and pencil. Removed any notions about proctoring, the idea is the give students 15 minutes in class time, instructor steps out. As for online classes: include this as a module that won't be graded nor seen by instructor, also, soqs never given for 3 or less students, and departments can determine if soqs for 4-10 students.

### 7.4 Curriculum Committee [Stambough], F, 3-3-23, 12:00 - 2:00 PM, Zoom

No report submitted.

7.5 Student Academic Life Committee [Milligan], T, 3-7-23, 9:00 - 10:00 AM, Zoom

- Met with a quorum.
- February minutes were approved.
- (Laura, as Subcommittee Chair) SALC draft of new UPS 100.XXX on hate speech. The subcommittee's working draft is here: Getting this ready for the Senate floor. Have a subcommittee work on this.
- (Karyl) Revisions to UPS 330.230, Unauthorized Sharing of Class Files and Recording Content By Students (in our Dropbox). Coming up with cleaner UPS. Taking the suggestions from the Senate floor. Doing away with the form on the UPS. DSS has its own digital and paper form. Meeting with Matt Jarvis.
- Senate requests SALC review UPS 300.00, "Student Rights": It was an older version sent to SALC.
- This doc was updated in 2021. Sending this to the exec. committee to see if they want more work done on this.
- Senate requests SALC review UPS 370.200 "Exclusion of Persons from Campus Meetings": Putting together a subcommittee to work on this.

## **VIII. UNFINISHED BUSINESS**

8.1 General Committee Senate Nominees

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 March Academic Senate meeting.

8.2 Statements of Opinion

Exec continue working on the statement of opinion questions. The questions will be added to the next AS agenda for senate review and approval.

## **IX. NEW BUSINESS**

9.1 Revisions to UPS 100.2001 - Planning and Budget Process

Exec reviewed the document. It will be added to the next AS agenda as a new business item.

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

## **X. ADJOURNMENT**

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