



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
APRIL 18, 2023**

*Approved 5-9-23*

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

**PLN-120**

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

Absent: Stambough

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

- A student passed away in Biology and we are going to do the Posthumous Degree.
  - The President said he was going to send a letter to Records to expedite any requests for Posthumous Degrees because they should be issued before commencement.
- EOP is giving wrong advice to students, they should not be giving academic advice to students on what classes to take.
  - Chair Walsh will reach out to VP Oseguera to make her aware of this issue.

## **III. ANNOUNCEMENTS**

- (Jarvis) Town Hall will be held this Friday at 8:30 am in the TSU.
- (Graewingholt) The Peeps competitions are due this Friday.

## **IV. APPROVAL OF MINUTES**

- 4.1 EC Minutes 4-4-23 - *forthcoming*
- 4.2 EC Minutes 4-11-23 - *forthcoming*

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

- I have the Cozen first session today from 12:00 pm - 4:00 pm.

Q: (Shepard) Do you know what level of detail, if any, the Cozen people will provide on our campus level?

A: (Walsh) Not much is what we were told. But they will be available during the implementation which will probably start in the fall even though it will be worked on during the summer. In the fall there will be consultation available to help campus by campus.

- (Shepard) I don't know if there will be opportunities for questions today at your session. I am very curious to learn the evolution of their decision making. Initially they were going to be writing campus by campus reports that were supposed to come out in November or December. Then that got pushed back. Then there were no campus reports and they wanted to give one presentation to the Board of Trustees first. But that hasn't happened yet.
- (Walsh) I will know more after 4:00 pm today, but I think any of their recommendations will require resources and I think President Virjee is right, there probably is not going to be an allocation of resources. So, where does that leave us? It leaves us open to huge liabilities, because once the system knows you have a problem, you have discrimination, you have Title IX violations and you don't do anything about it, then you are inviting lawsuits.

- (Milligan) When I got bullied, it started at the Provost's office and came down to me. When I went and saw my union rep, they basically said to me there was nothing I could do because they are going to lie on each other and protect each other. The last thing he said to me was to be careful, if they fired you over the program, your job could be next. So, I spend three or four years being very quiet and low key because I had to keep my job in order to support my family. Thanks to the Senate, I am not low key anymore. I speak up and my department knows I am speaking up and they are nervous about it.
- The person who was doing the bullying is still doing what he was doing. He hasn't stopped. It's a donor. He still comes on campus, and he is still making decisions. I talked to the Dean and told him the donor is interviewing people and has been doing so for the past four or five years. I told the Dean every interview is a grievance, a lawsuit. Their comment to me is not to say anything. I have talked about it at the state level and they said go to the highest building and shout and talk about it. My only reason for bringing this up is we are back at that situation again where if we don't get a handle on the Deans and Provost, in terms of what they can and cannot do, this will never be resolved. My department chair was being bullied by the same donor, Dean, and Provost. So who do I go to? My love of the program I started stops me from filing a grievance.

Q: (Self) Do you think things will change with Provost Dabirian?

A: (Kanel) He is only interim.

- (Walsh) I think the new President takes DE&I stuff very seriously.

## VI. PROVOST REPORT - 12:30 PM

- (Jarvis) One thing that came up earlier was EOP doing some advising outside their lane. That may be something for attention whenever we look at advising to make sure everybody is on the same page.
- (Casem) Kristi was asking, at State Senate, are you dealing with courses coming from community colleges and looking at whether they are overlapping? My sense is we don't have a good communication pathway to check in and I think that needs to be a little more formalized.
  - (Provost) The transfer pathways, or dual admission, is becoming a big issue. They are discovering that Assit.org is not very assisting sometimes, so that is what they are working on. We are to look at what is articulated to us and what is articulated back, both ways need to work out right. The problem is the unit load, a lot of things is two courses equivalent to one course, and those are becoming big issues across the board.
  - (Kanel) I am on the Academic Affairs Committee and the Chancellor sends them to our committee and we are to look them over and give feedback on whether we agree or don't agree if they are duplicates. So, when I see one that looks like one of ours, I contact the chair of the department and ask if it looks like a duplicate to them.
  - (Shepard) I do the same thing and I then I contact Ed Fink because it's my understanding that he is the central person on our campus who is providing a campus perspective on duplications.
  - (Kanel) But the departments would know even better if it's duplicating what you already offer. We have to be very strong, because there is noncompliance at the community college transfer level.
  - (Provost) I heard through the President that it doesn't matter if we agree or disagree, they are doing it any way.
  - (Milligan) The JC's don't have a central Board of Trustees or Chancellor's Office, each region has their own governing body. So, when you go deal with the JC, you might have six or seven different bodies that you are dealing with.

### Provost report:

- I met with the deans yesterday and I told them I strongly recommend them having the chairs read the names of the students or shake their hands. They all said they were going to do a better job. I informed them that my office is trying to get more faculty involvement.
- I am going to ask the college that has the ASI President, to have the ASI president to speak at commencement.
- We are moving forward with advising. I have authorized 18 professional advisors to be put in the colleges. We are working on getting the job descriptions done, then we will get them to HR to begin the process of getting them hired.

Q: (Kanel) Who is training them?

A: (Provost) It was requested that the directors do the basic training, then the success centers and associate deans are to coordinate the training within the department. I will ask Yuying to come talk to you and give you more details.

Q: (Wood) What is the process if the chairs in a college want to organize the resources one way, but we are told by the associate dean that it is going to be different. Is there any recourse, or are we just going with that?

A: (Provost) I have told every dean and associate dean that they need to work with the chairs with implementing this, in a consultive process.

- (Casem) Biology has created Canvas sites that was built by the department with resources, links, and videos. So, a lot of the answering questions have been built in. I'm wondering if that is something we can promote and build.
- (Provost) I will ask Yuying and send you an email.
- (Shepard) Long term, I wonder if there are more opportunities for people to learn from each other about best practices. There are so many awesome things that people have spent years and decades building and investing. So, if over time we can build infrastructures and opportunities to learn from each other and build ideas, that will be great.

- The President asked each of the vice presidents to come up with three goals for next year, so when the incoming President comes, we are ready. My three goals are: 1) enrollment and retention, 2) budget/resource uniformity and transparency, and 3) DE&I, including closing the achievement gap.

I also want to look at and assess the salary of our staff. Looking at what we really need to do to raise the salary minimum in a classification across the board.

- I am also working on budget. I am looking at creating dashboards and looking at the budget holistically. I want to share with you what resources we get in Academic Affairs and how they are used.

Q: (Kanel) Is there any way to make commencement under Academic Affairs instead of University Advancement?

A: (Provost) I will double check on that and let you know.

Q: (Kanel) Do we have to pay to use the gymnasium?

A: (Provost) I will have to look into that and let you know.

## VII. STAFF REPORT

- The All-University elections begins next Monday.
- The Senate office has moved under Su Swarat's office.

## VIII. COMMITTEE LIAISON REPORTS

### 8.1 Internships & Service Learning Committee [Jarvis], W, 4-12-23, 9:00 - 10:00 AM, Zoom

- Met by Zoom. Quorum reached.
- Numbering for Internship Courses
  - Leaning towards dropping the -95 requirement, moving to an invisible indicator in CMS
- Discussion of changes to WTUs and/or credit units for internship credit
  - WTUs and workload
    - EPR 76-36
  - Report soon to come with various K/C/S factors across campus for internships
    - Plan is to tackle this next year in the committee
    - I will share report with Senate Exec when I get it

### 8.2 University Advancement Committee [Shepard], W, 4-12-23, 9:00 - 10:00 AM, Zoom

- Met via Zoom.
- Chair Ella Ben Hagel called the meeting to order. A quorum existed.
- The committee received three presentations and held discussions:
  1. Strategic Communications Overview – Ellen Treanor
    - Editorial
      - Annual report, magazine, CSUF News, Titan Spotlight, campaign materials, social media, podcast, news media,
    - Marketing – college web refresh, "Ignite Enrollment," advertisements,
    - Web and design

- Rolled out new Titan Brand, visual identity
  - Question asked about why Strat Comm doesn't use "Dr." titles for faculty in news pieces; Treanor mentioned Strat Comm follows HRDI directions and said she'd follow-up on whether this is a Strat Comm policy not to use "Dr." titles
2. College/Program Development – Mike Karg
    - Discussion about why donors give to programs
    - Questions/discussion about faculty compensation for development related work and support, faculty are very overworked, travel restrictions are burden; fundraise for faculty and student travel and research support
      - "impact fundraising"
  3. Planned Giving overview – Hart Roussel
    - Gift planning – opportunities for the donor, and for CSUF
- Juye Ji volunteered to serve as chair for the 2023-24.
- 8.3 Faculty Development Center Board [Milligan], F, 4-14-23, 9:30 - 11:00 AM, PLS-256  
No report submitted.
- 8.4 Graduate Education Committee [Jarvis], F, 4-14-23, 2:00 - 4:00 PM, MH-141
- Mixed modality, quorum reached.
  - Provost came for time certain; reassurances that grad studies was important.
  - Discussed a new award for staff.
  - Completed review of UPSs. Last one needs copyediting, then ready to send to Senate.
  - Collected points of pride for GradEd.

## **IX. UNFINISHED BUSINESS**

- 9.1 Revisions to UPS 210.007 - Appointment of Administrative Personnel
- (Shepard) Line 157: add the wording: Final decisions including funding shall be memorialized and transmitted to relevant department/program, college, and HRDI."
  - (Shepard) Line 143: add the word "to".
- This document will be added to the AS agenda as a new business item.

## **X. NEW BUSINESS**

- 10.1 Revisions to UPS 330.230 - Recording and Transcription of Class Content by Students  
Executive committee reviewed this document, it will be added to the AS agenda as a new business item. We will invite the Lori Palmerton from Disability Support Services to be at the Senate meeting when the document is discussed.
- 10.2 Revisions to UPS 630.000 - Policy for Investigating Instances of Possible Research Misconduct  
Executive committee reviewed this document, it will be added to the AS agenda as a new business item. We will invite the Nikolas Nikolaidis, chair of Faculty Research Policy Committee and Binod Tiwari in case there are question on the document.
- 10.3 Revisions to UPS 220.000 - Policies, Procedures and Guidelines for the Administration of Student Opinion Questionnaire (SOQ) Forms  
Executive committee reviewed this document, it will be added to the AS agenda as a new business item. We will also include a clean version of the document with the meeting materials.
- 10.4 Revisions to UPS 300.024 - Majors and Minors: Declaration, Change, and Concurrent Degree Requirements  
Executive committee reviewed this document, it will be added to the AS agenda as a consent calendar item.
- 10.5 New UPS 200.XXX - Joint Appointments for Tenure-Track and Tenured Faculty  
Executive committee reviewed this document, it will be added to the AS agenda as a first reading item.

10.6 Revisions to UPS 410.103 - Curriculum Guidelines and Procedures: Academic Programs

Executive committee reviewed this document, it will be added to the AS agenda as a consent calendar item.

10.7 Revisions to UPS 411.100 - Curriculum Guidelines and Procedures: Courses

Executive committee reviewed this document, it will be added to the AS agenda as a consent calendar item.

**XI. ADJOURNMENT**

M/S/P (Garcia/Shepard) Meeting adjourned at 1:00 pm.