



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 25, 2023**

Approved 5-9-23

11:30 AM - 12:50 PM

PLN-120

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

Absent: Wood

I. CALL TO ORDER

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

II. URGENT BUSINESS

- The director of Honors Program, Stacy Mallicoat, approached me and said because there is not much work for the Honors Programs Advisory Board, maybe we should merge it with another Senate committee. This committee also does not have a set meeting day/time, so when there is anything to discuss it's very hard to get the committee members together, even with a doodle poll.
 - Maybe we should set a meeting day and time. If there are no agenda items, the chair can cancel the meeting.
 - The problem is we have two Honors committees. One is a Senate committee the other is not.
 - Have the task force determine if we should merge it with the other Honors committees or merge it with the Curriculum Committee.
- There has been concerns about student participation at faculty meetings. But we have UPS document that allows them to attend. Do we need to discuss it so we can handle the current situation?
 - Maybe we should rescind the UPS.
 - They can go into executive session.
 - We will send this document to SALC next year.
- Regarding the search committee for the Extended Ed Director, we have some good candidates.
 - What is different about searches this year, than years previous?
 - It might be something to ask David. What are we doing differently to get better quality of candidates?
- There have been some bizarre glitches happening with student registration. It's an error message saying you cannot enroll in a class because you are already enrolled in a class as if it's the same class, but it's not. It is really screwing some people up because they cannot enroll.
 - Maybe it's the new waitlist they are trying.

III. ANNOUNCEMENTS

- (Graewingholt) Happy National Library week.
- (Kanel) We are hiring a new associate dean in HHD.

IV. APPROVAL OF MINUTES

The April 4th & 11th minutes were approved.

4.1 EC Minutes 4-4-23

4.2 EC Minutes 4-11-23

4.3 EC Minutes 4-18-23 – *forthcoming*

V. CHAIR'S REPORT

- The next two Senate meetings are going to be the last two with Fram. We need to do something. I do not want to do it at the Marathon meeting, we can do it at the beginning of the May 4th meeting before the Fiscal State of the University meeting.

Suggestions:

- A resolution
- A tackle box

(Walsh) Send me your one-liners for the resolution. I will work on it and have it ready for us to review next week. We will also invite Julie to the May 4th AS meeting.

VI. STAFF REPORT

- As of this morning, 393 people have voted in the All-University elections.

VII. COMMITTEE LIAISON REPORTS

7.1 Diversity & Inclusion Committee [Casem], T, 4-18-23, 1:00 - 2:00 PM, PLS-360

- Met in hybrid format.
- The committee invited Chief Anthony Frisbee to speak about his plans for DEI efforts in UPD
- Chief Frisbee outlined several initiatives intended to build trust between the campus and UPD and to improve training in DEI within the UPD
- There was a very positive Q&A session following the Chief's short presentation.

7.2 Assessment & Educational Effectiveness Committee [Kanel], W, 4-19-23, 1:00 - 2:15 PM, MH-141

- Met with quorum.
- More on PPR guidelines and procedures document which was approved with minor edits from Su Swarat. Went over the edits with committee. Feedback given, committee made revisions, and then document was accepted.
- One of the most important changes has to do with PPRS as reviews only rather than evaluations. Used to guide and help, not punish.
- A Few other issues related to the Dean's roles, vs. designees were discussed and whether a written "crosswalk" is required when an accredited program submits the accreditation report vs the PPR. Su Swarat will let us know if the crosswalk is required or encouraged.
- Discussion of what student success is, the role of systematic assessment in each department.
- Much of the focus is on the importance of resources to carry out plans for each department.
- Next month will vote on the Chair for next year.
- Will work on the rubric next meeting.

7.3 Writing Proficiency Committee [Graewingholt], F, 4-21-23, 10:00 AM - 12:00 PM, PLS-256

- Announcements: Discussed the UWPC Certification Schedule for next year 2023 -2024 sent from Ed Fink. It includes American Studies Anthropology History MLL Sociology. All H&SS for the next four years.
- Minutes approved from last meeting 3/17.
- Course certifications:
 - EGCE 494A & EGCE 494B: Senior Design Courses. Writing statement present on syllabus. Bi-weekly progress reports meets the requirement. Timely feedback statement included. Both approved unanimously by committee.
 - EGCP441: Advanced Electronics for Computer Engineers. Writing mentioned as a student learning outcome, writing requirement statement included. Feedback statement present, but removed a separate section entirely instead of editing language as requested. Chair will ask for additional minor changes about timeliness of feedback. Approved by committee pending changes.
 - EGEE 303L / EGEE 310L / EGEE 313L: Electronic Laboratory bundle of courses. Global rubric that covers all courses included, writing requirement statement present. Still references to EWP and

“using proper English” in all three documents which the committee specifically requested to correct in the last round of edits. All three still missing statement of timely feedback. 310 one section refers to required individual lab reports while later it refers to group lab reports. More attention needed to individual lab reports, specifically 313 more work is needed. This is the third time the committee has seen these syllabi and sent them back for corrections. Reservations about approving the documents pending required edits. Chair Struck will print out the documents and highlight the areas of requested changes to avoid any confusion via email. Motion to table the document, unanimously approved by committee.

- Electing a new chair: Janna Kim elected unanimously to serve as Chair in 2023-2024. Discussed requesting representation from Humanities in committee appointments to UWPC next academic year, if possible.
- Leslie Bruce discussed working with Ed Fink and his office to correct the list of approved courses on the WAC website. Ed asked if the committee could review the list to make sure it's complete. Having the list on both the Undergraduate Programs website as well as the WAC website is intentional overlap. Committee will look into options for using Curriculog or other committee documents to audit the list in the future.

7.4 Faculty Affairs Committee [Kanel], F, 4-21-23, 10:00 AM - 12:00 PM, PLS-256

- Quorum not met.
- Discussed Joint appointments: will wait one week for feedback from senators, then bring back to FAC on May 5, plan to approve and send to EXEC by May 8, for debate on senate floor for either the 10th or Marathon meeting.
- Discussed the issue of Chairs having to make assignments sometimes at last minute, things come up...
- Took another look at UPS 210.001 Recruitment and Appointment of Tenure-Track Faculty. Has returned to FAC from DEI.
- FAC thinks we should eliminate FPC in search committees.
- Also, what is role of FPC in appointment with tenure? FAC is strong in keeping their role as a sort of appeals level, when there are disagreement.
- The issue of service credit and how does a faculty get it? We added that it shall be automatically considered for all to make things fair and equal for all incoming faculty and don't expect new hires to ask for it.
- Position announcements: what should be required? E.g. Diversity statements, etc.
- Reviewed San Diego State policy about diversity statement. 2 criterion met? Added in criteria....
- Should we use University values? FAC added the requirement of a diversity statement for all position announcements.
- Concerns about quorum in future meetings discussed, may move to email voting to approve documents.

7.5 Academic Standards Committee [Casem], F, 4-21-23, 1:00 - 2:00 PM, PLS-256

No report submitted.

7.6 General Education Committee [Stambough], F, 4-21-23, 2:00 - 4:00 PM, MH-141

No report submitted.

VIII. NEW BUSINESS

10.1 Naming of Building - (Discussion item)

- (Walsh) VP Saks wants us to act on this so it gets to the Board of Trustees May meeting.

Q: (Milligan) Did they do any type of background check? We have had buildings where they did background checks and then came back saying the person had issues. At that point, they didn't know if they wanted their names on the building, but the name had been already on the building. We had to go through the process of pulling the name off the building.

A: (Walsh) I don't know if they did a background check, I will ask VP Saks.

IX. ADJOURNMENT

M/S/P (Garcia/Shepard) Meeting adjourned at 12:50 pm.