



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
NOVEMBER 28, 2023**

*Approved 12-5-23*

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

**MH-141**

Present: Bruschke, Garcia, Jarvis, Kanel, Milligan, Self, Shepard, Valdez, Walsh

Absent: Swarat

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

- The Faculty Research Policy Committee submitted UPS 620.000 and would like Exec's feedback on removing the Senate's review of IRB. The committee would like the feedback prior their next meeting so they can continue editing the document.

Exec discussed and agreed with the proposed change from the committee to remove the Senate from reviewing the IRB.

## **III. ANNOUNCEMENTS**

The Executive Committee went into Executive Session.

## **IV. APPROVAL OF MINUTES**

Back on the record:

4.1 EC Minutes 10-31-23 (draft)

- M/S/P (Walsh/Self) Motion to approve the October 31<sup>st</sup> minutes. Minutes approved.

4.2 EC Minutes 11-7-23 (draft) - *forthcoming*

4.3 EC Minutes 11-14-23 (draft) - *forthcoming*

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

No report.

## **VI. PROVOST REPORT - 12:30 PM**

The Executive Committee went into Executive Session.

Back on the record:

- We have over 32,000 students registered for spring semester.
- Yesterday we matriculated all 14,900 spring semester transfer students and 540 have already registered.
- We have approximately 8,800 current students who have not registered, 1,500 of those are grads. The majority of those who have not registered are senior and juniors. I am talking to the deans, associate deans, and advisors to try to get them registered.

Q: (Valdez) When does financial aid hit, could that be a possibility why they have not registered?

A: (Provost) We have 5,000 registration holds, 2,000 are Titan Online, and 2,000 are financials. It is not about financial aid, it's about people who could not pay the fall semester. I am trying to get financial aid to push more money out if they can.

- If everybody registers, we will have 43,000 students.

- I have talked with the Deans; junior and senior level courses are full. I am telling them to open sections to make sure students can register.
- We have 8,900 students in priority registration. By law we have to give it to veterans, parents, disabled, and guardian scholars. We are changing the process for fall 2024, we are keeping the 8,900, but we are making it by level.

## **VII. STAFF REPORT**

We received the following for the upcoming election:

- 1 petition for the Social Science Senate seat
- 2 petitions for the Presidential Search Committee
- 1 petition requested for the HHD Senate seat

## **VIII. COMMITTEE LIAISON REPORTS**

8.1 ASI Board [Jarvis], T, 11-14-23, 1:15 – 3:45 PM, TSU Legislative Chambers

No report submitted.

8.2 Diversity & Inclusion Committee [Garcia], T, 11-14-23, 1:00 - 2:00 PM, PLS-360

- Met with a quorum.
- The meeting focused on the Chair's meeting with Matt and Eileen.
- Minutes from October 17, 2023 were approved.
- The Chair provided the following information on the agenda:
  - AS had some inaccurate information about the D&I subcommittee, which we clarified at the meeting.
    - Inaccurate information: D&I is meeting more frequently than scheduled.  
Correct information: D&I meeting schedule is set by AS and the meeting holders on our calendars are made by Cierra. We have met only at times when AS has scheduled for us.
    - Inaccurate information: UPS go to D&I to die  
Correct information:
      - (a) We have been tasked with nothing this semester. At the start of the semester I specifically requested permission for D&I to review UPS 100.001, but later we were instructed to slow down our review of that and not submit it to AS until after March 2024 (I think until after plans are made based on the Cozen report).
      - (b) When I asked for examples of D&I being slow to review documents in the past, none could be provided.
      - (c) Last Spring D&I was instructed to focus on UPS revisions and told that some of what we wanted to do, like supporting departments in DEI efforts were out of our purview.
      - (d) Some UPS we were assigned were simultaneously under review in another committee (this is why it is important to have a transparent spreadsheet).
  - At this meeting I received verbal okay that D&I can work on the following:
    - We can send questions and comments regarding UPS 100.001 in the meantime before forwarding official revisions.
      - With regard to Chik's position, they recommended the language of "President's designee" along with a description that clarifies what expertise we want the designee to bring.
      - Previously we had discussed using "administrator from DEIP office" but there are possible structure/name changes?
    - Incorporation of measures of equitable teaching into the evaluation process. Identifying appropriate measures and making suggestions to AS. This could include requests for changes to the dashboard etc.
    - Resuming our work on supporting departments in DEI efforts. Inviting COJET to our meeting to learn about their structure. Making suggestions to AS and Provost's office regarding structures in colleges and departments.
    - We can send revisions to UPS 100.001 for AS review after March 2024. (But how to ensure changes aren't made to it while we are still reviewing?)
- The committee was quiet during this meeting. Not much discussion took place.

8.3 Assessment & Educational Effectiveness Committee [Swarat], W, 11-15-23, 1:00 - 2:15 PM, Zoom  
No report submitted.

8.4 Writing Proficiency Committee [Garcia], F, 11-17-23, 9:00 - 11:00 AM, Zoom

- Met with quorum.
- Announcement: New AI Syllabus Workshop starting 11/27 – Writing your AI Ready Syllabus policy.
  - Registration is available on the FDC homepage; open Nov. 27 to Dec. 10.
- Old Business
  - Academic Programs reminded departments to decertify their classes in Curriculog.
    - Submit proposals to decertify them.
    - Clarify to departments that your even though your existing course are not certified, you still need to decertify them.
  - Discussed the changes coming to Graduation Writing Assessment Requirement (GWAR):
    - Reviewed the newly passed policy.
    - Students shall meet with GWAR requirements via a 3-semester unit, upper-division course as determined by the campus requisites associated with the 3-semester unit GWAR course shall not increase units toward graduation.
    - The committee agreed to review all courses that have certified so far and will see which department will be affected the most.
- New Business
  - MLNG 301 – was not approved. Will be sending it back with the following recommendations:
    - Omission of the C grade. Include the passing grade of C.
    - Requested clarification on timeline and expectations of when assignments are due.
    - Revise the Peer Review section and include expectations of the student.
    - Align the assignment prompt and rubric.
    - Align the course classification with the submitted documents for review.
  - UPS 320.020
    - Charged the committee to review UPD 320.020 and discuss at the next meeting.

8.5 Faculty Development Center Board [Valdez], F, 11-17-23, 9:30 - 11:00 AM, PLS-299

Revised UPS to specify that director come from CSUF TT faculty and be a 3yr MPP; no salary change, just status change. Director gave updates on FDC Programs. Discussed FEID rubrics and annual focus for the call, must align with EPMs, so focus will be innovation and equity. It was suggested to add something to UPS on FEID. Discussed IT guidelines on AI, it will be added to FDC website by end of year.

8.6 Faculty Affairs Committee [Kanel for Walsh], F, 11-17-23, 10:00 AM - 12:00 PM, MH-141

- Met today with quorum
- Spent the entire time discussing 210.070 Evaluation of Lecturers with goal of streamlining process where possible.
- Using CBA, CO mandates and University resources, committee came up with the one idea:
- Allowing range elevation evaluations to be allowed at same time as eligible 3 or 6 year evaluations rather than two distinct processes. This combination might streamline things
- They also added the following:
  - Allowing faculty or Chair to request evaluation in between normally scheduled evaluations
  - Using language from 210.020 about Grade Distributions not being used to assess rigor,
  - Copy and pasted the section on SOQs from 210.020
  - Added an exceed expectation rating
  - Added wording for work assigned other than teaching
- FAR is working on handbook for lecturers
- Chairs need to mentor lecturers about these standards and help lecturers prepare as they go along

8.7 Academic Standards Committee [Jarvis], F, 11-17-23, 1:00 - 2:00 PM, MH-141

- 5 members, no quorum
- UPS 300.021, Academic Dishonesty -Cleaned up document, including adding headings. -Passage delayed until quorum present
- Referred concept of lying on forms to SALC (Matt sent email to William Toledo)
- UPS 300.006, Credit by Examination -Made some progress on challenge exam section, created a separate section to cover AP/IB exams.

8.8 General Education Committee [Bruschke], F, 11-17-23, 2:00 - 4:00 PM, Zoom

- Discussion of AB 928 and its impact. There will be departments negatively affected; Childers and Stern have both conducted analyses and concluded it will, although their numbers differ about how bad the losses will be. Discussed another resolution (also by Childers) supporting campus control of pre-requisites and control over how the freed units will be used if a single pathway is adopted.
- Will have future discussions on transfer courses that count for more than 1 GE area.
- Discussed Dean's Council idea to allow GE courses to be taken credit/NC; Chancellor's office disapproves.

## **IX. UNFINISHED BUSINESS**

- 9.1 Academic Budgeting - (Discussion item)  
(tabled until next meeting with Provost)

## **X. NEW BUSINESS**

- 10.1 Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee  
➤ Outstanding Professor Committee - CBE
- 10.2 Targeted harassment of professors - (Discussion item)
- 10.3 Project UpGrads - (Discussion item)
- 10.4 Revisions to UPS 210.080 - Classroom Observations
- 10.5 Revisions to UPS 102.001 - The Faculty Development Center (FDC)

## **XI. ADJOURNMENT**

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