



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

Approved 12-5-23

11:30 AM - 12:50 PM

MH-141

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

Absent: Milligan

I. CALL TO ORDER

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

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

- (Kanel) CSUF is now second of all the 23 CSU campuses in veteran and veteran dependent enrollment. We were sixth last year, so our Veterans Resource Center is picking up the outreach and doing well. It brings notoriety to our Veterans Resource Center.

IV. APPROVAL OF MINUTES

- 4.1 EC Minutes 10-24-23 (draft) - *forthcoming*
- 4.2 EC Minutes 10-31-23 (draft) - *forthcoming*

V. CHAIR'S REPORT

- Eileen and I met with Parvin Shahrestrani, chair of the Diversity & Inclusion Committee. So hopefully the conversation will help with the issues Exec has concerning the work of the committee.

I started working on something D&I mentioned, a way to track the status of our UPS documents and where they are in committees. I created a google spreadsheet and there will be a version that is public facing (on the Senate website) and a version that is not public facing, so we can keep track of them, and allow Exec to add notes that are just for our records.

We will input the outstanding documents for this year and when it goes live, we will state that it is a work in progress, and we will continually be updating it.

Q: (Shepard) Are there any cons to something like this? If not, why haven't we done this for a long time?

A: (Jarvis) Before Google, Sheretha having to keep track and updating it online would have been a lot more work in the older days. We have a couple of documents that keeps track of where things are, but having to update the website every time something changes would have been a nightmare. So, I think basically technology changes has made it a little easier for us to do.

- (Walsh) During our meeting with Parvin, she said that people come to D&I with needs to get advice on department personal standards. We made it clear that is not what they are there to do and the President's commission on equity is a better place to deal with some of the issues they have taken on themselves.
- (Jarvis) I have connected Parvin with Dean Fontaine afterwards, because that is the same stuff that COJET (Collective for Justice, Equity, and Transformation) is doing within HSS. I suggested she talk with Dean Fontaine about the COJET model to see what they could offload and maybe even roadshow to other deans if they wanted to do something similar.

- Provost Council this morning, they are looking at a few things
 - The credit/no credit policies, and how a lot of students sign up for them. They suspect a lot of students are taking them that shouldn't be.
 - Merri Lynn is thinking about sending us something that could go to the GE Committee to keep the threshold.
 - Classroom disruptions, the sentiment around the table is that the system is not working. There are disruptions where it is getting on Student Affairs radar but doesn't rise to a level of a threat.

The council is thinking about a template for the syllabi, resources to tell faculty what they can do, some training, and disciplinary procedures.

Suggestion:

- (Kanel) We should have a task force where we go in with Student Affairs, CAPS, the UPD, and we meet with the Behavioral Intervention Team and the Dean of Students, and we discuss getting a policy in place to protect faculty and other students.
- (Jarvis) They are going to produce recommended things by the end of the semester and then we would have to make it policy.

VI. STAFF REPORT

- Pam Oliver was one of the person suggested for the Deputy Provost search, to represent from HHD. We wanted to confirm she is from HHD because outlook has her listed as Staff Emeriti.
 - (Swarat) Pam is from HHD, it's probably an error in Outlook.
- We received 2 applications for the John W. "Jack" Bedell Faculty Leadership in Collegial Governance Award. The Outstanding Professor committee will be meeting next week to discuss the files.
- We received 28 applications Assigned Time for Exceptional Levels of Service to Students. The committee meets this afternoon.
- We received 7 applications for the Outstanding Lecturer Award. The applications will be forwarded to Outstanding Professor committee next week.

VII. COMMITTEE LIAISON REPORTS

7.1 ASI Board [Jarvis], T, 10-31-23, 1:15 - 3:45 PM, TSU Legislative Chambers

- ASI heard presentations on strategic plan, HRDI, and Admin/Finance.
- Of note, for the A/F presentation: Chick-fil-A sounds like it is being considered (as a "pop-up"—meaning the food would be cooked off-site, much like Club 57) for the location currently used for Fresh Kitchen in the TSU. ASI seemed relatively happy with both Chick-Fil-A coming in and Fresh Kitchen leaving.

7.2 International Education Committee [Swarat], W, 11-1-23, 11:00 AM - 12:00 PM, PLS-299

- AVP Debra Leahy:
 - A university delegation from Sweden is visiting this week.
 - International week this week.
 - Still working on USA registration issues.
 - Study Abroad is working on standardizing safety protocol for faculty-led programs.
 - HSS launching a semester-long study abroad in Florence, Italy. Shared with CSULB.
- Librarian John Hickok:
 - Shared his year-long visit (sabbatical) to CSUF partners worldwide, with the purpose of documenting partner universities' exchange programs, and assessing the library conditions.

7.3 Faculty Affairs Committee [Walsh], F, 11-3-23, 10:00 - 11:00 AM, Zoom

- Meeting called to order with quorum and minutes approved.
- We had a presentation from the lecturer Senators and Freddi Bruschke on streamlining the review process.
- We continued to work on UPS 210.080 with questions about on line observations. Document ready for transmittal.
- We went through the contours of discussion on UPS 210.070 with Mark Carrier and Natalie Bersig providing overview of CBA requirements. We will simplify contents needed in WPAF as well as give consideration to abbreviated reviews.

7.4 Information Technology Committee [Self], F, 11-3-23, 10:00 - 11:00 AM, Zoom

- Met with a quorum.
- Rommel Hidalgo, VP of IT gave updates including migration to CHRS, Strategic Plan #5, and the task force to create guidelines for generative AI use at CSUF. The task force to implement Strategic Plan #5 may be formed in the future.

7.5 Curriculum Committee [Jarvis], F, 11-3-23, 12:00 - 2:00 PM, Zoom

- Met by Zoom. Quorum was present.
- Main item of business was discussion of a proposed UPS to govern blended (“4+1”) programs. These programs would allow students to complete a BA & MA (or BS & MS) with 12 fewer units, by double-counting 12 units of 400-level courses. These courses must be specifically laid out, not electives. There are a couple of programs doing this already in ECS, and a few more around the university interested, but the restriction (specific courses, not electives) is very difficult for many programs to do. (The restriction is in Title V)
- Committee will meet on 12/1 to work on UPS.

7.6 Planning, Resource & Budget Committee [Bruschke], F, 11-3-23, 1:00 - 2:30 PM, Zoom

- Eileen Walsh and Su Swarat presented the strategic plan.
- HRDI had a divisional presentation. This is now the 7th year as a division.
- Academic Affairs divisional presentation, part 2. Review of COACHE data. Workload is a key issue for faculty. SFR was discussed; COTA and COMM may get adjusted.

7.7 Faculty Research Policy Committee [Kanel], 11-7-23, 9:00 - 10:00 AM, MH-141

- Quorum met
- Met in person
- Guest: Matt Engler Carlson, IRB Chair
 - Discussed whether senate needs to be involved at all on the policy since it isn’t really a senate committee, the IRB, but more a compliance committee following Federal regulations.
 - However, how the membership happens is under senate purview
 - Dr. Carlson emphasized that its hard to get quorum in June and august, and sometime things get bogged down if too much intervention, waiting for President, etc. Alternates needed and if too many departments are standing members, it can bog things down to get quorum,
- The committee will revise based on this discussion and try to do so quickly so IRB can continue to function.
- Changes:
 - Change “permanent” members to “standing” members
 - President to President or Designee
 - Delete HHD and change to the following standing department members: Ed, psych, soc, nursing, kines, comm due to the prevalence of applications from those departments
 - Delete pages related to federal guidelines and only keep process in as related to membership, senate consultation, etc.
 - They will offer this new doc over email to committee in hopes of getting to exec soon.

7.8 Student Academic Life Committee [Milligan], 11-7-23, 9:00 - 10:00 AM, Zoom

- SALC met today and quorum was reached.
- SALC chair, William Toledo reached out to ASI and SQE about coming to speak with the committee to see what SALC can do to help. ASI has responded and is looking forward to coming to talk with SALC. SQE has not responded back to William.
- SALC wants to have Cecil speak about DEI and what is the university doing.
- SALC had further discussions on:
 - Supporting students living in residence halls with mental health
 - Anti-racism and anti-oppression efforts campus wide
 - Professional development for students
- Will introduced these three items. Full discussions will come at the next SALC meeting.
 - Open listening sessions
 - Campus surveys
 - Research opportunities?

VIII. UNFINISHED BUSINESS

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

IX. NEW BUSINESS

- 9.1 Exec Liaison Choices
Exec reviewed the liaison choices, and no changes were made.
- 9.2 Revisions to UPS 100.700 - Revisions to UPS 100.700 Formation and Review of Campus Centers and Institutes
- 9.3 360 Evaluations of Deans - (Discussion item)

Additional new business:

Provost Dabirian and Steve Stambough joined the Executive Committee meeting to discuss the Director of FDC.

Q: (Jarvis) Before you begin, can we have it correct on the AS agenda, what is the correct title for the Deputy Provost position? Is it Deputy Provost or Deputy Provost and AVP of Academic Affairs?

A: (Provost) Deputy Provost.

Q: (Jarvis) Which clause in the UPS are we doing the search under? We were treating it as AVP's in the Division of Academic Affairs.

A: (Provost) There is no clause for Deputy Provost, so that is perfectly fine. I think the UPS document should say associate vice president or equivalent, so as titles grow in this area it's covered.

- (Provost) We want to talk about the Director of FDC. There is a defined UPS for the FDC Board and the Director of FDC. When I became Provost, I noticed that so much of the work of the FDC Director has to do with a lot of logistical administrative issues and most of that work is MPP work. Right now, the way we have it, the work has to be pushed up to the person they report to.
- (Stambough) There is no reason for that level of bureaucracy to be there. FDC has grown enough that the director oversees a lot and needs to have the autonomy to oversee it. The way the UPS is written right now is the FDC Director is faculty, as opposed to comes from current CSUF faculty. I would say comes from current CSUF faculty but give them the ability to sign off on the stuff they have to approve anyway.
- (Valdez) A question that came up in the committee was if it's fully MPP, it stops their clock and it would detour someone that's an associate from taking it. The committee said that has been something they have been wanting to strengthen, that someone who is actually an associate would bring to the table was that support for that associate level. I know something Steve said was possibly making it split.

- (Stambough) There are a lot of possibilities, but it would still be messy. And there are a lot of considerations, but we still have to get to the lecturer part.
- (Walsh) We could have the director be MPP and have a full-time associate professor assigned to doing the workshop and training.

Q: (Stambough) Is there something we could do? From associate to full professor there is not time you have to go up for it. But it's the issue of stopping the clock, is there something we could do on the clock, because that seems to be completely internal.

A: (Provost) I think that's CBA, anything for RTP is spelled out in the CBA.

- (Stambough) The other issue is if this is available to full-time lecturers and what does that do to their entitlement, because they will not be getting any units for those three years.

Q: (Stambough) Can we freeze entitlement?

A: (Jarvis) No, they can do a leave of absence, that freezes their entitlement.

- (Provost) The easiest way to do it is to do a year-to-year leave of absence.

- (Bruschke) The chair of the FDC should be faculty member and if the problem is the bureaucracy doesn't work, the solution is to fix the bureaucracy.

Q: (Walsh) What is the problem with having somebody step out of the faculty role for three years to be authorized to manage the unit they are managing, instead of having some remote manager who doesn't know day-to-day? What is the problem with doing that? Then they go back to their retreat after their term as director.

A: (Bruschke) They don't retreat back to faculty, right?

- (Walsh) They do if it's policy.

Q: (Shepard) The FDC Director has been equivalent of a Department Chair, supporting and doing faculty like work. As the administration has gotten more complicated with processing of the stipends and all of those type of things, I wonder if there are different scenarios that would solve that problem without moving the director from a faculty based identity to an administrator based identity.

A: (Provost) The problem is the tasks. A faculty member cannot supervisor a staff member. There are a lot of MPP tasks that need to be delegated up, those are bargaining units and unfortunately we cannot change any of those things.

Steve looked at it and within the CSU, half the CSU's large and small are made MPP half of them kept them as a Department Chair.

Q: (Valdez) If Steve has the status of being faculty and being able to sign, why couldn't we do that for this position, because that sounds like it would solve everything. They are still faculty, the clock is still ticking, and they could sign without having to send documents up.

A: (Provost) We cannot split it that way for this position. Steve is half time in the classroom instruction and half time MPP.

Q: (Jarvis) Could we make someone 80-20, or 60-40?

A: (Provost) I will have to check with Human Resources on that.

Q: (Valdez) What is the current process of selecting the Director of FDC?

A: (Stambough) The Director of the FDC shall be appointed to a three-year, renewable term by the President on the recommendation of the Vice President of Academic Affairs on the advice of a Senate-appointed search committee, which shall include at least two representatives from the FDC Board.

Q: (Provost) We have to open the position again, because it was interim. So, do we keep it as it is for the next three years or make it MPP? We could go either way. I would prefer to go the MPP route because it would make it a lot simpler for the person to manage their own unit. By not doing it you are making that person's job more complicated.

- Q: (Jarvis) Where is the FDC Board on the policy?

- A: (Valdez) The committee wants to know if there is a compromise where we can keep it faculty?

Q: (Kanel) When they serve three years, does this person keep that pay when they return to faculty?

A: (Walsh) No, they retreat back to what their salary was.

Q: (Kanel) So they don't keep that pay as their permanent retirement pay?

A: (Swarat) For retirement, yes.

- (Provost) Yes if they retire as MPP. Your retirement is based on your highest salary.
- (Jarvis) It sounds like the FDC Board wants the 80-20.
- (Provost) If I can get it into a hybrid mode, that's the easiest way out. If I cannot get it in a hybrid mode, I need preference from this body and the FDC Board what direction they want to go.

Q: (Walsh) Would it help if we said in the job description, you cannot do more than three years without retreating back to faculty, so you don't lose the identity?

A: (Valdez) I can ask the board.

- (Provost) We could do a trial for a one year term of an MPP without changing anything to see how it works out. If the result was good, we would bring back an assessment to the FDC Board. If the result was bad, we don't bring it back.

X. ADJOURNMENT

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