



## ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES FEBRUARY 13, 2024

**Approved 3-5-24**

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

**MH-141**

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

### **I. CALL TO ORDER**

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

### **II. URGENT BUSINESS**

- The Provost would like to launch the search for the Deputy Provost, so we need to get names of faculty for Senate approval.

#### Suggestions:

- Denise Stanley (CBE)
- Katherine Wilson (ARTS)
- Jade Jewett (ARTS)
- An email from a faculty member who feels targeted for receiving low rates of SOQ responses.

### **III. ANNOUNCEMENTS**

- (Shepard) I will be attending a new faculty orientation to provide a brief presentations about new faculty can get involved in university service, including providing an overview of the Academic Senate and its committees.
- (Shepard) I will miss the next two Exec meetings.
- (Milligan) VITA at CSUF (Volunteer Income Tax Assistance). This is free tax services that are available for our students. Students can receive these services beginning Saturday, February 10<sup>th</sup> thru April 13<sup>th</sup> from 9:00 am - 5:00 pm in SGMH 2501. Please share this information with your students.

### **IV. APPROVAL OF MINUTES**

- 4.1 EC Minutes 1-30-24 (draft) - *forthcoming*
- 4.2 EC Minutes 2-6-24 (draft) - *forthcoming*

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

No report.

### **VI. STAFF REPORT**

- The notice for the Statewide CSU Senate seat went out today. Electronic petitions are due by 12:00PM, Wednesday, February 28th.
- The Exceptional Assigned Time Committee is recommending to the Provost 27 applicants for Exceptional Service Awards. There was a total of 28 applications received.

### **VII. COMMITTEE LIAISON REPORTS**

- 7.1 ASI Board [Jarvis], T, 2-6-24, 1:15 – 3:45 PM, TSU Legislative Chambers

No report, due to the Presidential Open Forum.

7.2 Diversity & Inclusion Committee [Garcia], T, 2-6-24, 1:00 - 2:00 PM, PLS-256

The meeting was cancelled due to the Presidential Open Forum.

7.3 Faculty Development Center Board [Valdez], F, 2-9-24, 9:30 - 11:00 AM, PLS-299

Leslie Bruce led a conversation asking how departments are seeing/using AI in courses and what they would like to learn about it. Leslie will use the information shared to create a survey for both faculty and students about AI. The director's report gave updates on FDC projects and services. The director then shared an email from a PT faculty member (who carries a full load) about eligibility for FEID. The board decided to revise the call to include PT lecturers to align with new strategic goals.

7.4 Curriculum Committee [Jarvis], F, 2-9-24, 12:00 - 2:00 PM, Zoom

Meeting was cancelled due to lack of agenda.

7.5 Planning, Resource & Budget Committee [Bruschke], F, 2-9-24, 1:00 - 2:30 PM, PLN-130

Two CAS proposals approved by consent calendar, two additional proposals (Theater BFA and Aging Science minor) to have full presentations. Administration and Finance did divisional presentation. Neither A&F nor Academic Affairs believes they require that all faculty special consultant pay contracts must go through FDC. The remaining possibility is that HRDI is requiring it; Alyssa Adamson does not think it's a rule. A&F agreed to look into improving the process.

7.6 Graduate Education Committee [Valdez], F, 2-9-24, 2:00 - 4:00 PM, MH-141

- Elaine Frey gave updates on Spring numbers, there were lower application numbers, but higher actual admits. Tuition fee waivers for TAs will be available in Fall 24.
- The committee then reviewed the proposed UPS suggestions form UAC on the blended program, voted to approve and move forward to academic senate.
- The group then revisited discussion on social media for grad studies recruitment, followed by discussion on the request to elevate grad ed on campus (Link: <https://docs.google.com/document/d/15arefTYRSBrn4CjpUPLRiqdjpZ-nuGb/edit?usp=sharing&ouid=117502224277740251198&rtpof=true&sd=true>). The committee is looking for grad student reps to set on the committee and asked if they can reach out to grad students that they work with that would be interested serving, or do they need to come through ASI? When discussing possible recommendations, they talked about the fact that offices close at 5pm and are not available for many grad students who work and have night courses.

7.7 Faculty Research Policy Committee [Kanel], T, 2-13-24, 9:00 - 10:00 AM, MH-141

- FRPC met on zoom with quorum.
- Updated committee about status on resolution to create task force to look at workload and research. And Dr. Tiwari wants to offer one edit which is now found in the attached resolution for today's meeting in EXEC.
- The issue of Export control was discussed. Binod collected policies from about 6 other CSU campuses on this matter. Discussed whether to create a policy or something else. Binod says other campuses have policies because the Accreditation team typically prefers policies. Committee voted to create a policy on this, a new UPS because it affects many teams on campus.
- Chair is thinking to use the policies from other campuses, combine them to include everything. He will start with the Long Beach doc, then add a procedure section found in other documents and from Grace who already has a procedure. He will check federal websites to make sure everything is within regulations. Committee agrees with this process. They will vote on it next meeting.
- UPS 630.000 Allegations for research misconduct passed in May and signed by President. Binod is currently working on procedures in the research office and will run it by the committee.

## VIII. UNFINISHED BUSINESS

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

- Chair Jarvis will ask the Provost when will the academic budgeting come to Exec and we will add it back on the agenda at that time.

8.2 Revisions to UPS 102.001 The Faculty Development Center (FDC)

- M/S/P (Walsh/Self) Motion to add UPS 210.070 with Exec's recommendations to the AS agenda for Senate approval. Motion passed.
  - Line 42: delete the wording "consistent with UPS 210.007".

**IX. NEW BUSINESS**

9.1 Targeted harassment of professors - (Discussion item)

Exec discussed this item and Chair Jarvis will discuss this and other items with the University Counsel.

9.2 Resolution on Creating of New Workload Policy Related to Research

Exec began discussion on the resolution. Will continue at next week's meeting.

9.3 Revisions to UPS 500.150 - Library Circulation Policies

9.4 Revisions to UPS 508.000 - Policy on Return or Replacement of Library Materials

9.5 Revisions to UPS 620.000 - Protection of Human Participants

9.6 General Committee Senate Nominees

9.7 Statements of Opinion

Exec began the discussion on possible Statement of Opinion questions.

Suggestions:

- Commencement organized at the department level
- Survey on AI
- Student Opinion Questionnaire (SOQ) response rates in the RTP

Chair Jarvis will create a google doc for Exec to continue working on the proposed questions.

9.8 Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee

- University Advancement Committee - CBE

**X. ADJOURNMENT**

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