



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 16, 2024**

Approved 4-30-24

11:30 AM - 12:50 PM

CP-1060-04

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

- On Friday we lost a very valuable member, Jesse Battan died, an email went out but failed to mention his faculty wife in American Studies deserves some condolence and sympathy.

Q: Should we send flowers from the Faculty Fund?

A: Yes.

Q: Did the VP of Student Affairs have retreat rights?

A: No.

Q: Have Senate Exec provided input, or have we received any update on the outstanding dean searches?

A: No. We can discuss when the Provost comes.

Q: Should we have collective feedback?

A: Yes.

- The Executive Committee went into Executive Session.

- Phenicia McCullough has requested to either come and talk with the Executive Committee or the Senate Chair. As the new interim vice president of HRDI, she wants to come and make her face known and to answer any questions.

Suggestions:

- Have the Senate Chair meet with her now, then have her come over the summer to meet with the Executive Committee.
- Brainstorm questions to send her, so she can come prepared to answer them.

III. ANNOUNCEMENTS

No announcements.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 4-9-24 (draft) - *forthcoming*

V. CHAIR'S REPORT

No report.

VI. PROVOST REPORT – 12:30 PM

The Executive Committee went into Executive Session.

VII. STAFF REPORT

No report.

Q: (Kanel) When are the elections?

A: (Staff) April 22nd through April 25th.

- (Jarvis) Make sure to get your candidate statement and photo in before Thursday.

VIII. COMMITTEE LIAISON REPORTS

8.1 ASI Board [Jarvis], T, 4-9-24, 1:15 – 3:45 PM, TSU Legislative Chambers

- Student comments: objections to ASI budgets (opposition to wellness initiative—also, still thinking EOP is under ASI). Also dislike Student Affairs - Tonantzin Oseguera and Martha Enciso - upset they can't vote for them or otherwise rate them. Upset over the advisor rule change (only one org per advisor).

8.2 Diversity & Inclusion Committee [Garcia], T, 4-9-24, 1:00 - 2:00 PM, PLS-256

- The D&I meeting met hybrid with quorum.
- The committee engaged in collective efforts to draft a memo intended for the Senate Executive Committee, addressing inquiries pertaining to the organization's by-laws. However, the committee did not reach a conclusion nor complete the memo during the current session. The discussion is scheduled to resume during the next meeting.

8.3 University Advancement Committee [Self], W, 4-10-24, 9:00 - 10:00 AM, Zoom

- UAC met via Zoom with quorum on 4/10/24.
- Minutes from 3/13 meeting was approved.
- Discussed the chair for the next academic year. Because we may not know the exact membership until the fall, and one nominee does not know the service workload for the department & the college until the fall, it was decided to vote on the committee chair at the first meeting of the fall semester.
- Items for the next academic year: The UAC wants to understand detailed budget & spending at University Advancement and make recommendations, and work on effective propagation of information regarding donation opportunities for faculty in the relevant area.

8.4 Internships & Service Learning Committee [Shepard], W, 4-10-24, 9:00 - 10:00 AM, Zoom

- Met via Zoom with quorum.
- Robert Pierce, assistant director for Internships and Community Engagement (CICE) provided an overview of service learning. He provided an overview of "Policy on Service Learning," UPS 411.600, last updated in 2022, and a video with more information about service learning.
- Announcement that ENGL 498, a catch-all internship course open to all majors at CSUF, will not be offered next year due to low enrollment.
- Members discussed importance to preserve it as an option for credit moving forward.
- Lastly, Amber Wilson was re-elected chair for 2024-25.

8.5 International Education Committee [Swarat], W, 4-10-24, 11:00 AM - 12:00 PM, PLS-299

- Provost's additional funds for Study Abroad impact assessment (D. Leahy)
 - Leahy explains the reorg of EIP.
 - Leahy wants to do assessment on the impact of study abroad, not just satisfaction. Her long-term goal is to use pre/post measures (e.g. via Terra Dotta system), and short-term is to get data for this summer, especially impact for the funding received to support study abroad (e.g. how does the funding make a difference from faculty's perspective).
- Discussion of ways to increase student participation in Study Abroad programs (continued)
 - Chair asked members to email her ideas and she will put together as a report for the committee to use next year.
- Chair announced that the chair election will be next month.

8.6 Information Technology Committee [Self], F, 4-12-24, 10:00 - 11:00 AM, Zoom

- Met via Zoom with quorum.
- Meeting minutes from 12/1/23 and 3/1/24 were approved.
- Willie Peng presented IT updates.
 - Generative AI event on 4/30 (details TBD)
 - Access to AI Co-Pilot: we can sign in at copilot.microsoft.com with CSUF credentials.
 - Full launch of uAchieve v5 Academic Planner (degree audit, degree planner, schedule builder) in 09/24.
 - Transitions to Windows 11 will take place over the summer for classrooms; email will be sent out to faculty and staff beginning next week for their updates; training will be available at LinkedIn Learning
- Discussion of accessible fonts: Eriko Self presented findings related to accessible fonts. Discussion ensued. Members can email Eriko with their comments and suggestions. Eriko will compile feedback and the committee will discuss it again at the next meeting.
- VPAT process for software: Members asked if the VPAT process can be bypassed or made faster for non-classroom uses. Willie explained some of the rationale behind the process. An alternative form may be available in some cases. Willie is willing to provide more information at a future meeting.

8.7 Faculty Affairs Committee [Walsh], F, 4-12-24, 10:00 AM - 12:00 PM, MH-141

- Meeting cancelled.

8.8 Curriculum Committee [Jarvis], F, 4-12-24, 12:00 - 2:00 PM, Zoom

- Met by Zoom, quorum reached.
- Discussed potential adoption of Concourse (syllabus software, integrated into Canvas). Received report on a pilot program that was positive (but, pilot was all volunteers). UCC warmer to concept than in the past, but still very concerned if this were to be mandated for all faculty to use. Software has potential to make all syllabi ADA compliant, automatically archived for assessment (or other) purposes, standardized to make student access/use easier.
- Committee discussed EO 1101. Not much input.
- Committee also discussed potential future roles for committee: encouraging more transdisciplinary programs, first-year experience programs, capstones, HIPs.

8.9 Planning, Resource, Budget Committee [Bruschke], F, 4-12-24, 1:00 - 2:30 PM, PLS-299

- No report submitted.

8.10 Graduate Education Committee [Jarvis], F, 4-12-24, 2:00 - 4:00 PM, MH-141

- Graduate Education met today from 2-3pm. Hybrid meeting; quorum reached 5 minutes in to the meeting.
- Primary discussion was on Grad Studies transition. This discussion centered around the tension between elevating graduate studies while the position is being reduced from AVP to director. The discussion was also somewhat delicate as the new director was in the room. (see more after next items)
- Other items were approving Giles T Brown thesis awards (4 awards, 4 applicants) and Grad Studies mission & vision statements.

IX. NEW BUSINESS

9.1 New Course Proposals Spring 24

- M/S/P (Shepard/Valdez) Motion to approve the new course proposals. Motion passed unanimously.
 - Document will be added to the next AS agenda as a consent calendar item for Senate approval.

9.2 New Program Proposals Spring 24

- M/S/P (Shepard/Valdez) Motion to approve the new course proposals. Motion passed unanimously.
 - Document will be added to the next AS agenda as a consent calendar item for Senate approval.

9.3 New UPS XXX.XXX - Academic Standards for Blended Bachelor's and Master's Programs

1. CSUF Blended Programs Moving Forward

- M/S/P (Valdez/Walsh) Motion to approve the new UPS XXX.XXX - Academic Standards for Blended Bachelor's and Master's Programs. Motion passed unanimously.
 - Chair Jarvis will assign a number to the document, then it will be added to the AS agenda as a new business item for Senate approval.

9.4 Revisions to UPS 411.601 - Policy on Academic Internships

- Exec began an extensive discussion of this UPS document.

Suggestion:

Do a resolution asking the Provost to do a study and report back to the Academic Senate by the end of December with compensations across the campus and how we are going to bring some standardization to this on internships.

- (Walsh) My recollection is that when John Haan was the chair of this committee a few years ago, they did draft a resolution about this very issue. I do not know what happened to the resolution once it got to Exec.
- (Jarvis) I will have the AS staff to dig and try to find the old resolution, then Exec can decide if we want to write an update.
- (Walsh) Dawn Macy might have a copy of the resolution.
- M/S/P (Kanel/Walsh) Motion to table this discussion until we have a copy of the ISL resolution. Motion passed.

9.5 [Resolution for Emily Bonney](#)

- Exec reviewed the resolution for Emily Bonney, it will be presented to her at an AS meeting prior to her retirement.

9.6 Joint Committee on Student Success - (Discussion item)

9.7 Proposed changes to awards of sabbaticals - (Discussion item)

9.8 Revisions to UPS 260.102 - Sabbatical Leaves

9.9 Replace UPS 300.006 with New UPS 3XX.XXX - Credit for Prior Learning

9.10 Revision to UPS103.005 - World Wide Web Policy

9.11 New UPS 6XX.XXX - Export Controls Policy

9.12 Student Group Advisors - (Discussion item)

X. ADJOURNMENT

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