



ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES SEPTEMBER 12, 2023

Approved 9-26-23

11:30 AM - 1:00 PM

MH-141

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

- The Faculty Research Committee Policy Committee discussed that we have never been compensated for research, and they would like us to look into this since all our DPSs require research. The Chancellor's office said they were not going to compensate for research.

Q: Is this a Chancellor's decision or a campus decision?

A: It's a campus decision.

The Executive Committee went into Executive Session.

III. ANNOUNCEMENTS

- (Valdez) I will be meeting with Steve Stambough tomorrow to start working on stage 3 of the COACHE survey.
- (Walsh) I was in a meeting for an idea that I have been promoting for a few months now, to have a 9-unit post baccalaureate certificate in Ethnic Studies for in-service teachers or anyone else who wants it. I talked with Dean Kirtman, and she is on board with it. We met with Extended Education, and I invited Mike Perez to the meeting because he is interested in doing a 9-unit post baccalaureate sports leadership that would be available for post baccalaureate athletes to have an extra year to play and for coaches who want to learn about sports management and leadership. They were all very receptive of the idea.

Our idea would be to have a certificate 9-units and those 9-units would be credited towards a master's degree if someone wanted to pursue a master's. The units would apply to any area they are pursuing for their master's. We finally got the Provost and Extended Education on board, so things are going to happen.

- (Valdez) Other things to keep in mind, Fullerton College just put up theirs and Cal State L.A. has a good one and theirs is more than 9-units.

IV. APPROVAL OF MINUTES

4.1 EC Minutes 8-8-23 (draft)

- M/S/P (Jarvis/Garcia) Motion to approve the August 8th minutes. Minutes approved as amended.
 - (Garcia) Correct Sara's last name from "Bower" to "Bauer".

4.2 EC Minutes 8-22-23 (draft)

- M/S/P (Jarvis/Kanel) Motion to approve the August 22nd minutes. Minutes approved as amended.
 - (Garcia) Correct Sara's last name from "Bower" to "Bauer".

4.3 EC Minutes 8-29-23 (draft) - *forthcoming*

V. CHAIR'S REPORT

The Executive Committee went into Executive Session.

VI. STAFF REPORT

- There was only one petition turned in for the (2) HUM seats on the Senate, for the 1-year term.
- Elizabeth Pillsworth (SOC SCI) stepped down from the Professional Leaves Committee, so we will need to hold a second special election to fill that vacancy. We will add the remaining vacant seat for Humanities to that election.
- We received the names listed below to fill vacancies on the standing committees and they will be added to the next AS agenda for Senate approval:
 - Keri Prelitz - Academic Standards (L/A/C)
 - Joy Lambert - Internships & Service Learning (L/A/C)
 - Lisa Mix - University Advancement (L/A/C)
 - Rashida Mosley - Assessment & Educational Effectiveness (L/A/C)
 - Maria Bo - Internships & Service Learning (HUM)
 - Heather Denyer - Student Academic Life (ARTS)

VII. COMMITTEE LIAISON REPORTS

- 7.1 Information Technology Committee [Self], F, 9-1-23, 10:00 - 11:00 AM, LH-702
- ITC met in person today, quorum met.
 - Report by VP of IT, Rommel Hidalgo.
 - Task force will be created to formulate guidelines for using generative AI in the teaching and learning process, and to curtail its misuse in academic work.
 - New technology devices in classroom and the need to retain existing devices for effective teaching; Based on feedback from faculty, the podium and a backup PC with a display will be preserved in classrooms. IT will always welcome feedback from faculty.
- 7.2 Faculty Affairs Committee [Walsh], F, 9-1-23, 10:00 AM - 12:00 PM, PLS-256
- No report submitted.
- 7.3 Curriculum Committee [Jarvis], F, 9-1-23, 12:00 - 2:00 PM, PLS-360
- UCC met today (hybrid, quorum reached).
 - Discussed UPS 300.024. Language is confusing, and there may be EOs to factor in. Will return to later.
 - As part of this discussion, Merri Lynn Casem said that President & Provost wanted to push to require FTF to declare majors before completion of 30 units (currently 60). Concern is that undeclared students are more likely to drop out. Committee wants data on this, and members are going back to constituencies to discuss. Noble goal, but nobody knows what the right answer is.
- 7.4 Planning, Resource & Budget Committee [Bruschke], F, 9-1-23, 1:00 - 2:30 PM, PLS-299
- First meeting was generally orientation; UPS was revised last year so no immediate action necessary on policy changes. Chair Huang did a good job of presenting the committee and continuing some important past practices. Discussion surrounded the wisdom of focusing on following up on last year's recommendations. Group felt the academic affairs presentation should probably span more than one meeting.
 - Although not discussed, I have some concerns about the President's involvement in the committee. Typically, the President arrives at the first meeting to give the charge to the Committee; the current President isn't scheduled to even meet with the committee until October, and it was not clear to me that the President's designee was present at the first meeting. Per the new UPS, the response memo is due within 60 days of the start of the semester, which would be October 21. That should be fine but I'm a little worried that if the President isn't even coming to the group until mid-October there may be an issue with the timely presentation of the response memo. In promising news, the President will be meeting with Chair Duong and I in an individual meeting, so I am hopeful that we can all get on the same page.
- 7.5 Graduate Education Committee [Valdez], F, 9-1-23, 2:00 - 4:00 PM, MH-141
- No report submitted.

- 7.6 Student Academic Life Committee [Milligan], T, 9-5-23, 9:00 - 10:00 AM, Zoom
- SALC met this morning. There was not enough for a quorum. There were three non-voting members and four committee members.
 - We tabled old and new business to our next meeting.
- 7.7 ASI Board [Walsh], T, 9-5-23, 1:15 - 3:45 PM, TSU Legislative Chambers
- No report submitted.
- 7.8 Diversity & Inclusion Committee [Garcia], T, 9-5-23, 1:00 - 2:00 PM, PLS-360
- Minutes from 5/2/2023 were approved.
 - C. Chik provided an update regarding the commission on equity, inclusion and social justice (CEISJ):
 - The mission of the CEISJ will be to align the DEI efforts on campus using the campus climate survey results under the Campus Strategic Plan 2024-2029.
 - Commission members are still being reviewed. Some were nominated and self-nominated. Nominations close tomorrow at 5 PM and will be reviewed to ensure there is a complete representation of the campus and then appointed.
 - Parvin Shahrestani was elected to serve on this commission as the D&I Committee Representative.
 - Scott, Sue and Jaya volunteered to review UPS 100.010. Concerned that C. Chik's role was removed from the UPS.
- 7.9 International Education Committee [Swarat], W, 9-6-23, 11:00 AM - 12:00 PM, THall 1424
- Announcement:
 - Study abroad fair today.
 - Nov. 13-17 will be the international education week.
 - Dean Leahy updates:
 - International programs moved to PLN-120; Students seem to be enjoying the space.
 - Staffing added to the international program side.
 - UPS on study abroad changes – currently with Chair Walsh; Anticipated to finish by the end of fall.
 - Dean Leahy: Course registration difficulties with exchange & USA students
 - Want to improve the process for international students? Possible to revise the UPS to address this?
 - Talk with Council of Chairs to inventory how departments address this issue, with the goal to standardize process.
 - The Chair asked the committee members to go back to their departments and gather information.
- 7.10 Faculty Development Center Board [Valdez], F, 9-8-23, 9:30 - 11:00 AM, PLS-256
- The Provost's office asked the committee to update UPS to make the director an MPP instead of faculty to ease process of stipends since FSS was dissolved. Concerns from committee: beauty of FDC director being home grown faculty, MPPs possibly not having return rights, effects on department funding that lose that faculty member. Eileen- Can you share more about FA discussion around potential of MPP's losing return rights?
 - Review of committee goals for the year. New faculty orientation expanded from 2 to 5 days over 3 weeks. Director's report: FDC-OET & WAC now under it with FSS being dissolved. Shelli Wynants is split between ATC and FDC. Update on Faculty fellows current projects, New PREPP "Pre-professor program" program to support doctoral students (mostly from UCI).
- 7.11 General Education Committee [Bruschke], F, 9-8-23, 2:00 - 4:00 PM, Zoom
- No report submitted.
- 7.12 Library Committee [Milligan], M, 9-11-23, 11:00 AM - 12:00 PM, PLS-256
- The committee had a quorum.
 - The committee discussed starting an Innovation Center in the library. Students, staff, and faculty can collaborate to start, develop, and research innovation in a Maker space. They were talking about the north library.
 - The committee needs to improve communication regarding what is available at the library for students and faculty.

- The committee is concerned that the library is running out of space to house the books.
- Orientation: The library needs a better time slot during orientation. They are given the same time as financial aid. Students are not attending the library's orientation, only their parents.
- The committee is going to invite a guest speaker to the next meeting. The author of a research paper on Predatory Publishing.

7.13 Faculty Research Policy Committee [Kanel], T, 9-12-23, 9:00 - 10:00 AM, MH-141

- The FRC met in person with quorum.
- The Chair reviewed last years' documents that still need to be sent to senate as they were not able to be sent to the floor and debated last year.
- 620.000 Protection of Human Participants was discussed.
- There was discussion about the makeup of the IRB, especially not included someone from Education, although there is someone from higher education. Matt Carlson, Chair of IRB will be invited in October to discuss the makeup of the IRB committee. The policy states that the President appoints faculty to the committee.
- UPS 100.700 was discussed in terms of the annual review which is seen as extreme workload for the directors of the centers. This was revised and approved to be sent to senate for a vote.
- Workload was also discussed as related to research being uncompensated for faculty. This is an issue at the Chancellor level which I will bring up at next statewide meeting.

VIII. NEW BUSINESS

8.1 Update on Cozen Implementation Team work - (Discussion item)

The Executive Committee went into Executive Session.

8.2 Revision to UPS 220.000 - Policies, Procedures, and Guidelines for the Administration of Student Opinion Questionnaire (SOQ) Forms

The Executive Committee discussed this document, and it will be added to the next AS agenda for Senate approval.

8.3 Cultural Taxation (Draft)

- (Walsh) This document was submitted by Dean Kirtman. This is based on feed back she received from a number of faculty in a number of colleges that DPS's that are currently being worked on are not concrete on cultural taxation.
This document is a way to address and quantify cultural taxation and be flexible if somebody has a lot of hours they spent mentoring or on DEI committees, they could use that service to augment their rating in either teaching or scholarship, their choice.
- (Valdez) A tweak that I would suggest is the omission of Southeast Asians as these marginalized groups, I would add that group in the document.

Q: (Jarvis) What do we do with this document? Do we give it to Faculty Affairs, and they add it to UPS 210.000?

A: (Walsh) Yes.

- (Jarvis) I'm wondering if we actually send it out and hope that folks of good will who are working on DPS's now, that these are suggested guidance. In a sense, we fix it at the DPS level and then go back and incorporate it into UPS 210.000. If we get it out sooner opposed to the UPS would lead to incorporation into documents.

Q: (Jarvis) So, where should we send this document? Do we send it to FAC, department chairs, or everybody?

A: (Walsh) We are not ready to go to FAC or to FAR, but this is something we want all departments to consider, so send it to all faculty.

- (Jarvis) We should send the document back top Dean Kirtman to make her tweaks and let her know we like the document. We can let her know we are thinking of sending it out to department chairs and by doing that FAC would know.
- (Shepard) We would let the chair know the document would be a discussion at their department level as they are revising their DPS.

Q: (Swarat) Has Dean Kirtman had the opportunity to share this document with other deans or the Provost?

A: (Walsh) She has talked with some of the deans, not all of them, and Provost.

- (Swarat) I think it is worth bringing the document to the Council of Deans first.
- (Kanel) Since this document doesn't go against UPS 210.000, FAR and FAC does not need to be involved. It's up to the departments to use or not use the document.

IX. ADJOURNMENT

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