



ACADEMIC SENATE ANNUAL REPORT 2020 – 2021

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I. STANDING COMMITTEES

A. Academic Standards Committee – report submitted by Sarah Hill

Committee Membership

Academic Standards Committee		
Committee Membership	Constituency	Term Ends Spring
Zac Johnson	CCOM	2021
Greg Childers	NSM	2021
Sarah Hill, Chair	SOC SCI	2021
Erdem Ucar	CBE	2021
Eric Karkhoff	L/A/C	2021
Katherine Reed	ARTS	2022
Pablo Costa	HHD	2022
Sung Hee Lee	EDUC	2022
Sudarshan Kurwadkar – on leave Spring 2021	ECS	2022
Daniel Rueckert	HUM	2022
Nancy Dority – retired as of Spring 2021	Ex Officio	non-voting
Daniela Vesper	Student	2021
Berenice Vences	Student	2021
Kristi Kanel	Exec Liaison	2021

NOTE: Yu Bai (ECS) and Robert Bodeen (Ex Officio) served Spring 2021.

Committee Actions

This year the Academic Standards Committee devoted time during several meetings to monitoring the impact of virtual learning during the pandemic. We thank Su Swarat, Associate Vice President of Institutional Effectiveness, for presenting several times to the committee to help us understand the impact of pandemic grade policies and virtual learning. We believe that in general the policies adopted during the pandemic were appropriate and helpful to students, but we strongly encourage continued monitoring of the impacts not only on student grades, but student learning, particularly where equity gaps are apparent.

The committee also considered the Student Success Dashboard and related privacy issues, and we thank Rommel Hidalgo and Joe Luzzi of Information Technology, as well as Su Swarat, for helping us understand these issues. The committee made several policy recommendations regarding changes to the Student Success Dashboard to better protect student privacy.

The committee spent considerable time working on revising UPS 330.164 Posthumous Degree and Recognition. This was a difficult policy to discuss, especially during these times, and the committee is to be commended for their thoughtful consideration to creating a process that is as compassionate as possible. The committee collected input from various campus stakeholders to make their suggested revisions.

The committee also made suggested revisions to UPS 106.000 Campus Selection Committee for Conferring the Honorary Degree, recommending some changes to the composition of the committee to better reflect the purpose of awarding honorary degrees.

The committee will need to elect a chair at the start of the next academic year.

B. Assessment & Educational Effectiveness Committee – report submitted by Jennifer Trevitt

Committee Membership

Assessment & Educational Effectiveness Committee		
Committee Membership	Constituency	Term Ends Spring
Sinjini Mitra	CBE	2021
Maria Estela Zarate	EDUC	2021
Doina Bein	ECS	2021
Emily Erickson	CCOM	2021
Eric Karkoff	L/A/C	2021
Mark Ramont	ARTS	2021
Kenneth Van Bik	HUM	2022
Nilay Patel	NSM	2022
Ioakim Boutakidis	HHD	2022
Jennifer Trevitt, Chair	SOC SCI	2022
Carolyn Thomas	Ex Officio	non-voting
Tonantzin Oseguera	Ex Officio	non-voting
Designee: Yessica De La Torre		
Mark Filowitz	Ex Officio	non-voting
Amir Dabirian	Ex Officio	non-voting
Designee: Willie Peng		
Su Swarat	Ex Officio	non-voting
Lisa Kirtman	Dean (by Provost)	non-voting
Sheryl Fontaine	Dean (by Provost)	non-voting
Daniela Vesper	Student	2021
Student	Student	2021
Eileen Walsh	Exec Liaison	2021

Committee Actions

The Assessment & Academic Effectiveness Committee began last fall with a three-part agenda: (A) Support and participate in the WSCUC site visit, (B) Plan and execute a campaign to publicize the assessment principles laid out in the new version of UPS 300.022, and (C) Begin discussing exactly how to assess the resources dedicated to campus-wide

assessment and/or the “campus climate” in terms of faculty valence. The agenda was based on the work-to-date of the previous year’s committee.

- a) **Plan and execute a campaign to publicize assessment principles** – During the Fall semester, there were several discussions aimed at identifying appropriate activities and venues to support and publicize assessment “best practice”. However, there was confusion as to what types of activities, specifically, fell under the purview of the committee, vis-à-vis the Office of Assessment and Institutional Effectiveness and the Assessment Liaisons. After much discussion it was decided that the AEEC would try to partner with the Library and FDC. The committee reached out to Dr. Bonney at the Library to propose a series of talks highlighting examples of best practices taken from departments that had received high ratings from the Assessment Liaisons, focusing on the “closing the loop” step of the 6-step assessment process. The committee also reached out to the FDC to propose the creation of a series of workshops aimed at helping individual faculty to embed assessment into their courses. Both proposals were well received by the Library and FDC.
- b) **Discuss how to assess the resources dedicated to campus-wide assessment** — Discussion of this was ongoing, although serious concerns were raised as to the legitimacy of this activity given the lack of agency the AEEC has to make any changes to the current situation. This continues to remain an issue however, as efforts to promote assessment are often met with questions regarding resources. The current committee opted to focus their efforts on the first goal (above), but assessment resources will undoubtedly be an issue that will have to be addressed, although not necessarily by this committee.

Future Items

Although the fall semester was not terribly productive, by the end of the year there was a solid plan in place to promote assessment, and hopefully next year’s committee will be able to continue this work under the leadership of the new chair. It would be helpful if the Academic Senate reviewed the mission statement of the committee, as the role of the OAIE and the creation of the Assessment Liaisons appear to have taken over some of the original functions of the AEEC. Having a clearer idea of the scope of responsibilities and activities of the AEEC would make the committee more productive.

C. Campus Facilities & Beautification Committee – report submitted by Deepak Sharma

Committee Membership

Campus Facilities & Beautification Committee		
Committee Membership	Constituency	Term Ends Spring
Yuhong He	CBE	2021
Celia Martinez-Saez	HUM	2021
Joyce Gomez-Najarro	EDUC	2021
Deepak Sharma, Chair	ECS	2021
Javette Hayes	CCOM	2021
Kathryn Wilson	ARTS	2022
Merri Lynn Casem	NSM	2022
Mo Sami	HHD	2022
Cotton Coslett	L/A/C	2022
Ed Knell	SOC SCI	2022
Ali Izadian	Ex Officio	non-voting
Designee: Emil Zordilla		
Pending	Staff (by Pres)	Staff
Larry Martin	Staff (by Pres)	Staff
Daniela Perez	Student	2021
Student	Student	2021
Amir Dabirian	Exec Liaison	2021

Committee Actions

The committee dedicated its meetings to enrich CSUF experience for students, faculty, staff, and visitors.

- a) The committee actively sought committee members’ inputs regarding campus facilities’ safety, improvements, and maintenance. The inputs included, but were not limited to,
 - i. COVID-19 related issues, safety, and re-entry,
 - a. Updating HVAC systems to make indoor air circulation safe
 - b. Special attention to stairwells and elevator shafts that have limited air circulation
 - c. Use of ultraviolet lights to sanitize indoor spaces.
 - ii. Making CSUF campus more welcoming to diverse populations,
 - a. Had inputs and support from VP Tonantzin Oseguera and Dean Dale Merrill
 - b. Committee agreed to start with using electronic displays and start with displaying content honoring local tribes
 - iii. Library updates and renovations,
 - iv. Entry and exit locations from Parking Lot A and Lot C,
 - v. Road markings on the intersection of Folino Drive and Nutwood Avenue,
 - vi. Proactively preparing for any future outbreaks,
 - vii. Promenade enhancements,

- viii. McCarthy Hall renovations,
- ix. Students access to Wi-Fi on campus,
- x. Other progress about renovations and repairs throughout campus. Some of the frequently occurring updates were from Visual Arts Building, parking structures.

Future Items

The committee will continue to work with the stakeholders to meet CSUF’s goals and mission.

D. Diversity and Inclusion Committee – report submitted by Aitana Guia

Committee Membership

Diversity & Inclusion Committee		
Committee Membership	Constituency	Term Ends Spring
Parvin Shahrestani	NSM	2021
Joy Lambert	L/A/C	2021
Aitana Guia, Chair	SOC SCI	2021
Rebecca Dolhinow	HUM	2021
Chelsea Reynolds	CCOM	2021
Amr Soror	CBE	2022
Carolina Valdez	EDUC	2022
Hyun Sook Kim	ARTS	2022
John Sanders	ECS	2022
Michelle Ramos	HHD	2022
Bobbie Porter	Ex Officio	non-voting
Janica Torres	Student	2021
Niamh Veloso	Student	2021
Alexandro Gradilla	Exec Liaison	2021

Committee Actions

- a) UPS Documents
 - i. Revision of UPS 210.001, Recruitment and Appointment of Tenure-Track Faculty. D&I has been working since January 2019 in revising UPS 210.001 in order to strengthen the equity components of our recruitment and appointment process. The committee completed its revisions during the early fall 2019 and sent it to Faculty Affairs for further revisions. Faculty Affairs and D&I had a joined meeting and completed their revisions and sent the document to the Academic Senate. The first reading of this UPS in the academic senate gave valuable feedback and both D&I and FAC revised the document further. Unfortunately, the revisions are so extensive that more work is required over the 2021 summer to clean it up before it can be sent to the Academic Senate floor again in Fall 2021.
 - ii. Writing of UPS 100.007, Diversity, Inclusion, Equity, and Social Justice at CSUF.

D&I had been working for over two years in drafting a new UPS on Diversity, Inclusion, Equity, and Social Justice at CSUF. With assistance from Assistant Vice-President of Diversity, Inclusion, and Equity, Bobbie Porter, Faculty Diversity Officer David Carrion Bradley, and Senator Sean Walker, the D&I committee finished a draft and sent it to the Academic Senate for discussion and Vote. The Academic Senate approved it on its May 10, 2021 session.

- iii. Revision of UPS 210.002, Tenure and Promotion Personnel Standards
D&I has begun its revisions of this UPS. Will continue its work over the Fall 2021 semester with the goal of sending its suggested changes to the Academic Senate by December 2021.
- b) Committee Input as an Advisory Board
 - i. D&I Report on ASD 19-99
Dr. Chelsea Reynolds, Associate Professor, Department of Communications, and Dr. Parvin Shahrestani, Assistant Professor, Department of Biological Sciences drafted a comprehensive report responding the ASD 19-99. The D&I committee approved and submitted it to the Academic Senate in March 2021. The Academic Senate received it and agreed to respond to its recommendations by December 2021.
 - ii. Support for BIPOC Faculty
D&I began a discussion on how CSUF supports the hiring and, particularly, retention and promotion of BIPOC faculty. Discussions and recommendations will be further discussed in Fall 2021 with the goal of sending a memorandum to the Academic Senate by the end of Fall 2021.
- c) Other Actions
 - i. Election of Chair for 2021-22 AY
The current chair asked for expression of interest in taking on the chair role for the AY 2021-22 and only one person, Dr. Rebecca Dolhinow, agreed to take on the role provided that the Academic Senate Executive offers re-assigned time for the chair of the D&I committee (as recommended by our Report on ASD 19-99).
- d) Item carried over to next year
 - i. Revisions of UPS 210.001, Recruitment and Appointment of Tenure-Track Faculty
 - ii. Revisions of UPS 210.002, Tenure and Promotion Personnel Standards
 - iii. Memorandum in Support of BIPOC Faculty

E. Elections Committee

Committee Membership

Elections Committee		
Committee Membership	Constituency	Term Ends Spring
Henry Puente, Chair	CCOM	2021
Sarah Hill	SOC SCI	2021
Merri Lynn Casem	NSM	2022
Mira Farka	CBE	2022
Kanika Sood	ECS	2022
Stephen Stambough	Exec Liaison	2021

Election Results

- a) [ASD 20-96 Special Election, Fall 2020](#)
- b) [ASD 20-122 2nd Special Election, Fall 2020](#)
- c) [ASD 21-38 CSU Election, Spring 2021](#)
- d) [ASD 21-65 All-University Elections, Spring 2021](#)

F. Extension and International Programs Committee – report submitted by Jochen Burgtorf

Committee Membership

Extension and International Programs Committee		
Committee Membership	Constituency	Term Ends Spring
Debra Ambrosetti	EDUC	2021
William Meyer	ARTS	2021
Nilay Patel	NSM	2021
Yuying Tsong	HHD	2021
Jochen Burgtorf, Chair	SOC SCI	2021
Nathan Carr	HUM	2022
Denise Stanley	CBE	2022
Daniel Sutko	CCOM	2022
Hakob Avetisyan	ECS	2022
Colleen Greene	L/A/C	2022
Rommel Hidalgo	Ex Officio	non-voting
Chris Swarat	Ex Officio	non-voting
Presley Moffett	Student	2021
Shulin Shen	Student	2021
Mark Stohs	Exec Liaison	2021

Committee Actions

- a) Approved new policies/procedures (see appendix below):
 - Requirements for Extended Education Course Proposals and Syllabi (to be effective fall 2021)
 - Developed by sub-committee: Debra Ambrosetti, Nathan Carr, Karen McKinley, Shelly Wang
 - Approved by committee: 04/12/2021
- b) Approved proposals:
 - Advanced Manufacturing Engineering Certificate Program
 - Certificate in Community Management
 - Certificate in Computer Forensics REVISION
 - Certificate in Data Science and Certificate in Data Analytics
 - Certificate in Game-Based Learning REVISION
 - Cyber Security / Security Analyst Certificate Program
 - Cyber Security / Security Engineer Certificate Program
 - SEDU 7222 E-sports Scholastic Mentorship
 - SEDU 7223 Scholastic E-sports in K-12 Education
 - SEDU 7224 Korean Language Instruction for Distance Education
 - SEDU 7239 Supporting and Sustaining Emerging Bilingual Student Engagement in Mathematics

- SEDU 7240 Grading Practices in Mathematics to Promote Equity and Growth Mindset
- SEDU 7241 Developing Mathematics Lessons That Promote Civic Engagement
- SEDU 7242 Developing Lessons to Promote Conceptual Understanding in Mathematics
- SEDU 7243 Promoting and Supporting Students' Productive Struggle During Rich Mathematics Tasks
- SEDU 7244 Using Technology to Enhance Student Engagement in Mathematical Reasoning and Communication
- SEDU 7246 Humanizing Online Learning: Culturally and Linguistically Sustaining Classrooms
- SEDU 7247 Diverse Literacy Strategies for Diverse Learners
- SEDU 7248 Mirrors and Windows: Decolonizing Secondary Social Studies
- SEDU 7249 Language Fragility: Pedagogical Predispositions and Linguistic Repertoires

APPENDIX

Requirements for Extended Education Course Proposals and Syllabi (to be effective fall 2021)

The following requirements shall apply to all new Extended Education CEU course proposals. These requirements shall not apply to CEU-bearing workshops lasting one day or less.

At a minimum, course proposals **must** include:

1. Course description
2. Number of course hours and CEUs
3. Outline of topics to be covered

At a minimum, syllabi presented to the University Extended Education Committee for review **must** contain the following:

1. Course information to include (a) course name, (b) course number, (c) course description, (d) learning outcomes or objectives, and (e) required course materials
2. A statement on academic integrity, or a link to the campus policy at <http://fdc.fullerton.edu/teaching/syllabus.php>

At a minimum, syllabi presented to the University Extended Education Committee for review **must** contain the following. However, if the instructor has not been identified at the time of submission, the headings for these sections **must** be included but the sections may be left blank until the course is about to be taught:

1. Office/contact hours (including items such as how quickly the instructor will respond to e-mail questions and online assignments, how often the instructor will be online, and alternate communication options)
2. Grading standards and criteria to include a statement indicating whether or not +/-grading will be used.

3. Grading policy to include (a) examination dates, (b) "make up" policy (if any), (c) required materials and equipment, (d) penalties for academic dishonesty (group/individual), and (e) attendance policy
4. Class assignments to include (a) papers (number, length, when due, etc.), (b) required projects (group/individual), and (c) a list of topics to be covered (with a daily or weekly schedule if feasible)
5. Extra credit options (if any). Such options shall be available to all students on an equitable basis.
6. Appropriate online behavior or "Netiquette"
7. Technical competencies expected or required of the students
8. Minimum computer hardware and software specifications, and course website access requirements
9. Whom to contact in case of technical problems

It is recommended that syllabi include:

1. For face-to-face sessions (if applicable), instructor classroom management procedures (if any). Instructors have the authority and discretion to set classroom expectations to foster student learning. For example, instructors may specify expectations regarding classroom participation, entering/exiting class during the class period, student seating, the use of electronic communication devices (cell phones, pagers, etc.), laptop use, or other behaviors. If the instructor has not been identified at the time of submission, the heading for this section should be included but the section may be left blank until the course is about to be taught.

The following information **must** be included in syllabi for online and hybrid instruction courses. However, if the instructor has not been identified at the time of submission, the headings for this section **must** be included but the section, may be left blank until the course is about to be taught:

1. How participation in online activities will be assessed and graded (e.g., participation in chat sessions, frequency of web access, postings, camera activation requirements during synchronous sessions, etc.)
2. Whether and how the instructor will track student online activities, for example, by maintaining a copy/log of online discussions and chat session, etc.
3. Deadlines for posting and submission of assignments
4. Safeguards as to how student work will be authenticated
5. Alternative procedures for submitting work, in the event of technical problems
6. On-campus meeting requirements, if any
7. The link to the library's policy page for online instruction students

G. Faculty Affairs Committee – report submitted by Joao Barros and Peter de Lijser

Committee Membership

Faculty Affairs Committee		
Committee Membership	Constituency	Term Ends Spring
Atul Teckchandani	CBE	2021
Dave Mickey	ARTS	2021
Peter de Lijser, Co-chair	NSM	2021
Karyl Ketchum	HUM	2021
Barbara Miller	L/A/C	2021
Joao Barros, Co-chair	HHD	2022
Christine Scher	SOC SCI	2022
HyeKyeung Seung	CCOM	2022
Maritza Lozano	EDUC	2022
Ankita Mohapatra	ECS	2022
Kristin Stang	Ex Officio	non-voting
Ed Collom	Ex Officio	non-voting
Kristi Kanel	Exec Liaison	2021

Accomplishments

- Revision of UPS 210.002 Tenure and Promotion Personnel Standards (submitted May 11, 2021)
- Revision of UPS 210.070 Evaluation of Lecturers (submitted March 10, 2021)
- Revision of UPS 261.000 Faculty Emeritus Status (submitted (October 19, 2020)
- Revision of UPS 265.000 Grant Related Specially-Funded Instructional Faculty Appointment (submitted April 16, 2021)
- Revisions to UPS 210.001 - Recruitment and Appointment of Tenure Track Faculty
 - This represents the work of two committees FAC and the Diversity and Inclusion Committee
 - Both committees reviewed and revised the document. Members of D&I and FAC had joint meetings to complete the document
 - Document was sent to Summer Senate Exec for language and formatting clean up (April 30, 2021) with the goal of presenting it at the first meeting of the Fall 2021 semester

Plan for 2021-2022

- Library Personnel Standards
 - DPS for Contract Library Faculty
 - DPS for Tenure-Track Library Faculty
- Chair Evaluation
 - UPS 211.100 - Appointment of Department Chairs and Vice Chairs & UPS 211.000 Responsibilities of Departments and Department Chairs
 - Election of Department Chair – explore option of abstaining

- FAC should reconsider UPS 220.000 and move SOQs to completely online and consider a common set of questions. Also, FAC should consider less biased questions/instruments for student evaluation of teaching
- Work in Progress
 - UPS 210.000 Tenure and Promotion Personnel Procedures. Revised by subcommittee of FAC but not reviewed by committee; Review by FAC and send to Academic Senate.
 - Examine UPS 210.000 with an eye towards the cultural tax. Some suggested areas included a look at SOQs and other measurements of teaching to see if there might be some hidden differential impacts based on diversity issues within our documents. There was much conversation about the role of service in RTP on this issue. AS (Exec) would like fresh eyes on it by experts which is why they turn to the committee (lead by D&I?)
 - UPS 210.000 Tenure and Promotion Personnel Procedures - Revised by subcommittee of FAC but not reviewed by committee; Review by FAC and send to Academic Senate
- Review & Potentially Revise
 - UPS 260.100 Assigned Time for Exceptional Levels of Service to Students (review to take into consideration department, college, and faculty rank with an eye towards promoting equitable distribution of awards)
 - UPS 260.104 Guidelines for Granting Difference in Pay Leaves (review for compliance with CBA and clarity)
 - UPS 210.050 Recruitment and Appointment of Temporary Faculty
 - Associate Professors stepping into roles as MPP or Department Chairs
 - Evaluation & Promotion
 - Faculty concerns about the assurances for the new Faculty/Student Success dashboard referenced in the message from IT will not be used for RTP purposes. It says as much in the FAQs on this but perhaps there is something firmer we could put in the actual RTP documents about this if the committee believes such protections are warranted.
- Topics
 - Chair Evaluation
 - UPS 211.100 - Appointment of Department Chairs and Vice Chairs & UPS 211.000 - Responsibilities of Departments and Department Chairs
 - Associate Professors stepping into roles as MPP or Department Chairs
 - Evaluation & Promotion
 - UPS 210.060 – Nepotism and Conflict of Interest in Employment: clarification of professional conflict of interest versus personal conflict of interest
 - Faculty evaluation processes – involvement of CFA members on DPC or DPRC review committees

H. Faculty Development Center Board – report submitted by Kristy Forsgren

Committee Membership

Faculty Development Center Board		
Committee Membership	Constituency	Term Ends Spring
Xin Che	CBE	2021
Shelli Wynants	HHD	2021
Michaela Keating	L/A/C	2021
Michael Turi	ECS	2021
Kristy Forsgren, Chair	NSM	2021
Gayle Brisbane	CCOM	2022
Pending	HUM	2022
Rob Watson	ARTS	2022
Sarah Grant	SOC SCI	2022
Aja McKee	EDUC	2022
Erica Bowers	Ex Officio	non-voting
Kristin Stang	Ex Officio	non-voting
Amir Dabirian	Ex Officio	non-voting
Designee: Berhanu Tadesse		
Elaine Frey	Ex Officio	non-voting
Michelle Carney	Student	2021
Student	Student	2021
Irene Matz	Exec Liaison	2021

Committee Actions

For AY 2020-21, the Faculty Development Center Board set four goals: 1) review the FDC Board's function; 2) FDC's responsibilities (UPS 102.001); 3) the Faculty Development Center Matrix and 4) discuss support for mid-career faculty.

The number of workshops hosted by the FDC increased from 192 during the 2019-20 AY to 330! During summer 2020, 41 workshops were held, in fall 2020 there were 147, and during spring 2021 142 workshops. Workshop topics included diversity (816 attendees), scholarship/writing (276 attendees), teaching/learning (1195 attendees), and 706 attendees attending other topical workshops (e.g., work-life balance, leadership, writing across curriculum, teaching remotely).

FDC Board's Function. The FDC Board reviewed and discussed its function to the University. The FDC Board is committed to: a) advising the FDC Director in implementing programs to promote and assist faculty in teaching, learning, scholarly/creative activities, and service; b) evaluating the effectiveness of existing FDC programs and developing future programs as needed; c) serving as FDC liaisons to disseminate information regarding FDC

workshops and events; and d) make funding decisions regarding FDC supported funds. Examples that supported goal #1 included:

- The recommendation and implementation of the CSUF Virtual Research Networking Event (VRN) and Canvas site (April) to facilitate across-campus collaborations and promote alternative creative and scholarly activities remotely during the COVID-19 pandemic when faculty may not have been able to conduct research as planned.
- Several FDC-sponsored events were moved to an online platform in lieu of being canceled and included Faculty Recognition for Service (Nov. 19) and Outstanding Professor (April 14).
- The Tenure Track Mentoring Program continued into its second year in February with 21 mentors and 28 pre-tenure mentees.
- New Faculty Orientation will include 30 new hires for an in-person/on-campus event Aug. 17-18 with faculty hired AY 2020-21 being invited for some events.
- The FDC also started a Peer Observation Protocol (POP) in which faculty applied to the program and were selected to review protocols which could be adopted by departments as a tool for peer observation and reflection.
- The focus of the AY 2020-21 FEID was to support faculty in designing instructional improvement leading to increased student success, supporting the University strategic plan, specifically goals one and two. The FDC Faculty Enhancement and Instructional (FEID) Award was evaluated using the newly developed rubric. The rubric allowed a more comprehensive review of applications and FEID reviewers ease of scoring. The FDC recommended 16 of 26 proposals (62% funding rate) to the AVP of Faculty Support Services.

FDC's responsibilities (UPS 102.001). UPS 102.001 was reviewed with the committee to ensure FDC is meeting its responsibilities and serving campus faculty. The FDC Board is committed to excellence in providing support to University faculty.

FDC Matrix. The matrix allowed the FDC Board to look more holistically at the purpose and role of the FDC.

- The FDC broadened faculty support by increasing the number of Faculty Fellows to nine with specific areas of expertise (AY 2019-20 had three faculty fellows).
- FDC increased partnerships across campus for example, working with the Office of Research to host VRN.
- FDC also hired an ASA support coordinator.

FUTURE ITEMS

The FDC Board elected Kristy Forsgren to serve as chair for AY 2021-22.

Priorities for the next academic year may include:

- 1) continued work with mentor connext, VRN, POP to validate the protocol that was developed;
- 2) create a focus group based on Rob Watson's College of the Arts faculty survey of FDC needs;
- 3) develop a small learning community for departments/colleges needing DEI support;
- 4) look at newly revised UPS 210 to address service as being equally valuable as research; and
- 5) host a mid-career faculty event to support faculty post-tenure.

I. Faculty Research Policy Committee – report submitted by Nikolas Nikolaidis

Committee Membership

Faculty Research Policy Committee		
Committee Membership	Constituency	Term Ends Spring
Fernando Rodríguez-Valls	EDUC	2021
Heather Denyer	ARTS	2021
Nikolas Nikolaidis, Chair	NSM	2021
Maria Casanova	CBE	2021
Kiran George	ECS	2021
Rebecca Sheehan	CCOM	2022
Deanna Jung	HHD	2022
Jessie Peissig	SOC SCI	2022
Jennifer Yee	HUM	2022
Mark Bilby	L/A/C	2022
Binod Tiwari	Ex Officio	non-voting
Sydney Dawes	Ex Officio	non-voting
Michael Coughlin	Ex Officio	non-voting
Student	Student	2021
Sean Walker	Exec Liaison	2021

Committee Actions

For AY 2020-21, the Faculty Research Policy Committee (FRPC) set out two goals: (I) Collect information, review, and generate and disseminate a survey on the top obstacles that faculty researchers face at CSUF in their scholarly and creative activity with a focus on extramural grant writing. (II) The FRPC also reviewed and revised the UPS 100.700 FORMATION AND REVIEW OF CAMPUS CENTERS AND INSTITUTES.

(I) Collect information, review, and generate and disseminate a survey on the top obstacles that faculty researchers face at CSUF in their scholarly and creative activity with a focus on extramural grant writing.

The issue at hand is that although CSUF is high among other CSUs in publication and scholarly activity records, is far behind in securing extramural grants. The committee evaluated results from individual colleges and survey data from 2016 to determine whether there is a systemic issue, define a consensus of the issues involved, and propose specific ideas to resolve this issue.

Although specific issues were identified, the committee decided to generate a new survey focusing more on the individual faculty and their needs. The committee worked on generating the questions and the concepts to be addressed by the survey.

The committee collected information from different Colleges at CSUF as to which are the major issues researchers are facing at CSUF. Then the committee worked to generate a set of

questions that would describe these issues. Finally, the committee generated a survey addressing these issues and disseminated this survey at the end of the spring semester.

(II) Revision of the UPS 100.700 FORMATION AND REVIEW OF CAMPUS CENTERS AND INSTITUTES

The committee altered the text, redefined terms, changed the categories recognized by the UPS, and updated the policy wording on particular entities.

Future Items

The FRPC will continue working on the top obstacles that faculty researchers face at CSUF on obtaining extramural funding by analyzing the survey findings. Our aim is to identify the top issues and propose how to resolve these issues. The committee will also work on generating an export control policy and the Intellectual property policy for our campus.

J. General Education Committee – report submitted by Greg Childers

Committee Membership

General Education Committee		
Committee Membership	Constituency	Term Ends Spring
John Gleaves	HHD	2021
Brenda Bowser	SOC SCI	2021
Sarah Parramore	L/A/C	2021
Pratanu Ghosh	ECS	2021
Emmanuel Lartey	CBE	2021
Rosie Ordonez-Jasis	EDUC	2022
Greg Childers, Chair	NSM	2022
Jon Bruschke	CCOM	2022
JR Luker	ARTS	2022
Karyl Ketchum	HUM	2022
Elizabeth Boretz	Ex Officio	non-voting
Mark Filowitz	Ex Officio	non-voting
Designee: Brent Foster		
Halima Baba	Student	2021
Emmanuel Aguirre	Student	2021
Stephen Stambough	Exec Liaison	2021

Committee Actions

- The committee created policy implementing the new Area F on our campus, taking into account numerous ripple effects on Areas C and D, on a very short timeline. Following extensive campus-wide consultation, the committee proposed two possible implementations to the Academic Senate for consideration as revisions to UPS 411.200, UPS 411.201, and UPS 411.202.
- The committee reviewed and approved 13 courses for the new Area F and an additional seven courses for other GE areas. One course, LBST 337, remains in review.
- The committee further revised UPS 411.201 to remove “great” from Objective C.2a, and, following consultation with the Department of Modern Languages and Literatures and the University Curriculum Committee, to clarify that courses in areas outside of A.1 and A.2 may be approved to be taught in languages other than English.
- The committee launched a review of GE assessment by Su Swarat, Pamella Oliver, and David Adams, and received recommendations for improvement of the GE assessment process.
- Due to the difficulties of the virtual environment, the committee requested and was granted a one-year postponement of the GE PPR.
- The committee reviewed the renewal of the course transfer agreement with Foreign Trade University in Hanoi, Vietnam. The committee entrusted Shelly Hsu with the articulation review and approval of the proposed GE courses in this program.

- The committee requested Department chairs to charge faculty teaching GE courses to review these courses for fidelity with UPS requirements for General Education. The GE committee created and distributed GE course review forms to facilitate this review.
- Due to challenges in regulating and verifying the content of community college courses that articulate to HIST 110A and HIST 110B, the committee again requested that these courses not count for Overlay Z upon transfer to CSUF.
- HONR 305 was included in both Areas E and B.5. This course was removed from Area E.
- The committee reviewed a request from the Math department for a lower-division Area C waiver to begin Fall 2021 to accommodate a change in their programs. The committee voiced support for a waiver for concentrations 69 units or above but is concerned about approving a waiver beginning before the program changes go into effect. The committee denied the request for a waiver and requested that the Math dept resubmit the waiver request at the same time the program change is submitted in Curriculog.
- To improve cross-year consistency, the committee developed and approved a document listing the current committee procedures.
- Greg Childers was reelected chair for 2021-2022.

Future Items

- The GE program will draft a PPR report in 2021-2022.
- The GE committee will work with the upcoming GE task force to explore changes to the GE program.
- GE assessment recommendations will be considered when launching the 2021-2022 assessment.
- A new, sustainable process for GE course recertification should be developed.

K. Graduate Education Committee – no report submitted

Committee Membership

Graduate Education Committee		
Committee Membership	Constituency	Term Ends Spring
Katherine Powers	ARTS	2021
John (Kenneth) Faller	ECS	2021
Eric Carbajal	HUM	2021
Penny Weismuller, Chair	HHD	2021
Pawel Kalczynski	CBE	2021
Ying (Roselyn) Du	CCOM	2022
Kristy Forsgren	NSM	2022
Nancy Watkins	EDUC	2022
Sam Stone	SOC SCI	2022
Robert Sage	L/A/C	2022
Mark Filowitz	Ex Officio	non-voting
Elaine Frey	Ex Officio	non-voting
Student	Student	2021
Student	Student	2021
Michele Wood	Exec Liaison	2021

L. Honors Programs Advisory Board – no report submitted

Committee Membership

Honors Programs Advisory Board		
Committee Membership	Constituency	Term Ends Spring
Craig McConnell, Chair	HUM	2021
Ting Luo	CBE	2021
Kathrine Reed	ARTS	2021
Shelli Wynants	HHD	2021
Phoolendra Mishra	ECS	2021
Allyson Fry	NSM	2022
Hunter Hargraves	CCOM	2022
Stacy Mallicoat	SOC SCI	2022
Jonathan Cornforth	L/A/C	2022
Josephine Pham	EDUC	2022
Carolyn Thomas	Ex Officio	non-voting
Designee: Brent Foster		
John Gleaves	Ex Officio	non-voting
Sandra Pérez	Ex Officio	non-voting
Tonantzin Oseguera	Ex Officio	non-voting
Designee: Rochelle Woods		
Jenna Maree Wong	Student	2021
Trinity Escorpiso	Student	2021
Mark Stohs	Exec Liaison	2021

M. Information Technology Committee – report submitted by Charles Grieb

Committee Membership

Information Technology Committee		
Committee Membership	Constituency	Term Ends Spring
Nikolas Nikolaidis	NSM	2021
Phoolendra Mishra	ECS	2021
Charles Grieb, Chair	ARTS	2021
Jon Bruschke	CCOM	2021
Eriko Self	SOC SCI	2021
Nimer Alrushiedat	CBE	2022
Colleen Greene	L/A/C	2022
Gordon Capp	HHD	2022
Loretta Donovan	EDUC	2022
Patricia Schneider-Zioga	HUM	2022
Framroze Virjee	Ex Officio	non-voting
Designee: Amir Dabirian		
Carolyn Thomas	Ex Officio	non-voting
Designee: Steve Walk		
Danny Kim	Ex Officio	non-voting
Designee: Rachel Lasser		
Amir Dabirian	Ex Officio	non-voting
Designee: Willie Peng		
Tonantzin Oseguera	Ex Officio	non-voting
Designee: Liz Zavala		
Sandeep Chopra	Ex Officio	non-voting
Erica Bowers	Ex Officio	non-voting
Shelli Wynants	Ex Officio	non-voting
Emmanuel Aguirre	Student	2021
Student	Student	2021
Michele Wood	Exec Liaison	2021

Committee Actions

For AY 2020-21, Information Technology Committee continued their role (a) acting as an **information technology advisory board** with monthly CITO updates and provided committee feedback, (b) Addressed the challenge of responding to the Pandemic and tech needed to maintain instructional delivery (c) Made recommended changes to the new Online Drop/Withdrawal Form. (d) Shared a recommended response to the Chancellor’s office ATI Audit. (e) Investigated and made a recommendation to use the Concourse syllabus template tool. (g) Ongoing review and update **UPS 411.104**, “Policy on Online Instruction”, **UPS 103.004** “Computing Resources Use

Policy”, and Intellectual Property. The committee concluded the year with electing Prof. Chuck Grieb to serve as for the 2021-22 AY.

A. Acting as Information Technology Advisory Board. Issues of note which were discussed include the IT Strategic Plan Refresh, Titan Direct Access, Online Withdrawal Form, the ATI Audit, the new Faculty Dashboard tool, Titan Ware, and the significant impact the Pandemic has had on the use of technology in the delivery of instruction. The committee will continue to act as an advisory board and monitor implementation of these and other academic technology strategies.

B. Pandemic response. The transition to online delivery of almost all courses has become a priority of the committee. Security continues to be a persistent

C. Online Withdrawal/Drop form. Made a recommendation pertaining to changes to the Online Withdrawal/Drop form.

D. ATI Audit. The committee followed up with the Provost, Academic Senate, and ATI Steering Committee on the resolution recommending considerations in response to the Audit’s recommendations.

E. Syllabus Template. Dr. Samuel Stone approached the IT Committee asking if we would investigate an online syllabus template. A sub-committee was convened. A recommendation was made to the Senate Exec that the Concourse Syllabus template be implemented.

F. UPS 411.104, “Policy on Online Instruction”. Extensive revision has been recommended to bring the UPS into compliance with current practice and CSU norms. This discussion is ongoing and will be resumed by the committee in the fall of 2021. Discussions pertaining to **UPS 103.004** “Computing Resources Use Policy” and Intellectual Property are also ongoing.

Future Items

Review of UPS 411.104 and UPS 103.004 are ongoing and a priority for the committee to conclude in 2021-22. The University lacks an Intellectual Property Policy. Recent negotiations between the Chancellor’s Office and the CFA have reset the status of IP policy being developed by the CSU. Discussion of the need for an IP Policy will be a topic in the 2020-21 AY. The committee will continue its service as an information technology advisory board.

N. International Education Committee – no report submitted

Committee Membership

International Education Committee		
Committee Membership	Constituency	Term Ends Spring
John Hickok	L/A/C	2021
Peng Liu	CBE	2021
Joao Barros	HHD	2021
Rebecca Gutierrez Keeton	EDUC	2021
April Bullock, Chair	HUM	2021
Charles Lee	NSM	2022
Hyun Sook Kim	ARTS	2022
Natalie Graham	SOC SCI	2022
Mun Yong	CCOM	2022
Sagil James	ECS	2022
Chris Swarat	Ex Officio	non-voting
John Beisner	Ex Officio	non-voting
Student	Student	2021
Student	Student	2021
Amir Dabirian	Exec Liaison	2021

O. Internships and Service Learning Committee – report submitted by John Haan

Committee Membership

Internships & Service Learning Committee		
Committee Membership	Constituency	Term Ends Spring
Mugdha Yeolekar	HUM	2021
Grace Cho	EDUC	2021
John Haan, Chair	NSM	2021
Joy Sage	L/A/C	2021
Shana Charles	HHD	2021
Michael Milligan	CBE	2022
Amber Wilson	CCOM	2022
John Patton	SOC SCI	2022
Pending	ARTS	2022
Rakeshkumar Mahto	ECS	2022
Jennifer Mojarro	Ex Officio	non-voting
Designee: Stephanie Reyes		
Dawn Macy	Ex Officio	non-voting
Sarah Romero	Student	2021
Student	Student	2021
Eileen Walsh	Exec Liaison	2021

Accomplishments & Activities:

During the 2020-21 academic year the committee focused primarily on service learning for the first time in several years:

1. Discussed the activity of service learning and how the university might more effectively implement it, both in programs where it is already integrated and in programs that presently do not have any service learning courses.
2. Invited Robert Pierce (CICE) to several meetings to contribute to our discussion of service learning. His presentation sparked active and informative discussions with the committee.
3. Identified the need for department personnel standards to include/reward internships and service learning as service activities
4. Discussed with CICE the need for faculty release time to support service learning activities; the costs are presently very high due to CICE being part of Student Affairs (was previously Academic Affairs where the reimbursement rate for release time is lower).
5. Discussed with (and independent of) the Academic Senate chair the possibility of expanding the committee to cover more HIPs than just internships and service learning.

Action Items:

1. Recommended modifications to UPS 210.002 (Tenure and Promotion Standards) to include “teaching courses with a service learning component, mentoring student interns,…” in II.B.3.b Service Activities
2. Recommended that the committee broaden its focus to support HIPs across curriculum
 - a. Included HIPs: internships, service learning, first year experience, study abroad
 - b. Likely excluded: student research, writing-intensive courses
3. Recommend to wave the requirement for full reimbursement of course buyouts for service learning that emanate from Student Affairs or consider moving CICE to Academic Affairs

Future Outlook:

During the 2021-22 academic year, the committee will:

1. Expand to broader involvement in HIPs across campus
 - a. Develop best practices for determining certification requirements but *not perform certification*
 - b. Promote HIPs across campus for the benefit of students and faculty (e.g., in RTP)
 - c. Advertise review process broadly and clearly across campus
 - d. Create/promote awareness and transparency regarding support in existing campus offices so faculty are not “on their own”
2. Promote CICE survey re: service learning expected to launch in Spring 2022

P. Library Committee – report submitted by Sinan Akciz

Committee Membership

Library Committee		
Committee Membership	Constituency	Term Ends Spring
Lingxiao Li	CBE	2021
Sinan Akciz, Chair	NSM	2021
Erika Thomas	CCOM	2021
Mark Bilby	L/A/C	2021
Daniela Rubin	HHD	2021
Christopher Slogar	ARTS	2022
Pratanu Ghosh	ECS	2022
Satoko Kakihara	HUM	2022
Nicholas Henning	EDUC	2022
Natalie Fousekis	SOC SCI	2022
Emily Bonney	Ex Officio	non-voting
Student	Student	2021
Student	Student	2021
Irene Matz	Exec Liaison	2021

Committee Actions

For AY 2020-21, the Library Committee was assigned several tasks by the Academic Senate. Below is a summary of our committee’s accomplishments.

- A. Submitted a revised version of the Campus Green Open Access Policy to the Executive Committee for review.** This is the main policy document our committee has been working over the past four years. We revised our campus policy document based on the policy approved by the CSU East Bay Academic Senate and their legal counsel. Our committee submitted the revised policy document to the Executive Committee for review.
- B. Reviewed and revised UPS 508.000 Policy on Return or Replacement of Library Materials.** Our committee, in collaboration with our campus legal counsel, Catherine Valerio Barrad and Danny Kim, VP for Administration and Finance, revised UPS 508.000. This policy document has been signed by the President Virjee April 13, 2021.
- C. Continued with the Development of Faculty Survey in Response to Curzon 360 Report.** Sue Curzon, former Library Dean at CSU Northridge, conducted an extensive external review of the Library. This review proposed that the library in conjunction with the library committee should conduct survey of faculty needs for curriculum development, research support, scholarly publications, and continuous outreach. As a committee, we reviewed the services Pollak Library currently provides to faculty and the available resources. A summary

document was provided to the Dean Bonney on topics and questions to consider during the survey creation phase.

Future Items

A. Campus Green Open Access Policy. An identical policy has been approved by CSU East Bay. Our committee is looking forward to getting feedback from the Executive Committee, Academic Senate, and the CSUF legal counsel on the CSUF Green Open Access Policy document and working with them to get this policy document approved for our campus as well.

B. Faculty Survey of Library Services. In collaboration with the Library administration, our committee will be working on the creation of a survey of Library services related to outreach, collection development, grant support, and scholarly communications.

Our committee applauds the efforts of the library administration during the unusual circumstances COVID-19 closures created. Our committee is looking forward to continuing to work with them as campus reopens.

Q. Planning, Resource, and Budget Committee – report submitted by Maria Estela Zarate

Committee Membership

Planning, Resource, and Budget Committee		
Committee Membership	Constituency	Term Ends Spring
Craig McConnell	HUM	2021
Chean Chin Ngo	ECS	2021
Maria Estela Zarate, Chair	EDUC	2021
Anthony Davis	LIBRARY	2021
Stacy Mallicoat	SOC SCI	2022
HyeKyeung Seung	CCOM	2022
Peter de Lijser	NSM	2022
Marcia Clark	CBE	2022
Bill Meyer	ARTS	2023
Mikyong Kim-Goh	HHD	2023
Framroze Virjee	ADMIN	Ex-Officio Voting
Designee: Danielle Garcia	ADMIN	non-voting
Carolyn Thomas	ADMIN	Ex-Officio Voting
Tonantzin Oseguera	ADMIN	Ex-Officio Voting
Danny C. Kim	ADMIN	Ex-Officio Voting
Greg Saks	ADMIN	Ex-Officio Voting
Amir Dabirian	ADMIN	Ex-Officio Voting
David Forgues	ADMIN	Ex-Officio Voting
Emeline Yong	STAFF	Ex-Officio Voting
Nelson Nagai	STAFF	Ex-Officio Voting
Lauren Loeb	Student	2021
Zack Zirzow	Student	2021
Sean Walker	Exec Liaison	2021

Committee Actions

A. Program Reviews

a. Certificates

- Pre-Professional Certificate in Security Studies
- Professional Certificate in Improvement Science for Education Leaders

b. Minors and Concentrations

- Finance
- Foundations of Liberal Studies
- Environmental Analysis
- Business Analytics
- Directing, Theater

- c. Program Elevations
 - TESOL, MS
 - Ed Admin, MS
 - Higher Education, MS
 - Reading and Literacy, MS
 - Curriculum and Instruction, MS
 - Special Education, MS
 - Transformative Teaching in Secondary Education, MS
- d. New School and Institute
 - School of Accountancy
 - Institute of Black Intellectual Innovation (IBII)

B. Presentations

Oct 30	Enrollment and Admissions	Tonantzin Oseguera, SA; Carolyn Thomas, Provost
Nov 13	Access & Transitions	Elizabeth Zavala-Acevez- SA
Dec 4	Impact of Racial Climate on Staff and Faculty of Color	Bobbi Porter - HRDI
Feb 5	COVID Impact on Working Condition	Alisha Brown, HRDI
Feb 29	Institutional Support for Instruction during COVID	Kristin Stang, AA, Amir Dabirian, IT
Mar 12	Supporting Faculty & Strategic Initiatives	Carolyn Thomas, Provost
Mar 12	Graduate Studies	Elaine Frey, Grad Studies
Mar 26	Student Economic Health	Jessica Barco, David Hull, Elizabeth Zavala
April 16	Student Mental Health	Vincent Vigil, Jaime Sheehan, Kevin Thomas
April 16	Comprehensive Campaign	Greg Saks

C. Resolution ASD 21-47

In collaboration with President’s Office, Division of Finance and Administration, and Division of University Advancement, PRBC proposed Resolution for Equitable Funding to the Academic Senate. It was unanimously approved by Academic Senate.

D. Recommendation Memo to President Virjee

The budget outlook for FY 2021-2022 looks positive, particularly in comparison to last year at the outset of the pandemic. The May revised proposal from the Governor includes restoration funding and general fund increases. In addition, the university is expected to

receive federal funding (CARES Act III) to reimburse for COVID-related expenses. Both the short-term and long-term priorities set out herein are in support of the university’s strategic goals. For the purpose of the recommendation memo, “long- term” indicated on-going priorities that extended beyond the following 2 years. Short term priorities were grouped into two tiers: 1) priorities that were opportunities for strategic investments and 2) priorities that sustain excellence. While all priorities were linked to the university’s strategic goals, they were also specifically targeted at addressing three areas: post-covid reentry conditions for faculty, staff, and students, continued faculty support, and infrastructure contributing to student success.

R. Student Academic Life Committee – report submitted by Jamie Tucker

Committee Membership

Student Academic Life Committee		
Committee Membership	Constituency	Term Ends Spring
Adelina Gnanlet	CBE	2021
Armando Garza	EDUC	2021
Kira LeeKeenan	NSM	2021
Patricia Literte	SOC SCI	2021
Jonathan Cornforth	L/A/C	2021
Phoolendra Mishra	ECS	2022
Hannah Fraley	HHD	2022
Rebecca Dolhinow	HUM	2022
Ying-Chiao Tsao	CCOM	2022
Jamie Tucker, Chair	ARTS	2022
Elizabeth Boretz	Ex Officio	non-voting
Tonantzin Oseguera	Ex Officio	non-voting
Designee: Kevin Thomas		
Amanda Davidson	Ex Officio	non-voting
Danielle Perez	Student	2021
Kiana Clay	Student	2021
Student	Student	2021
Mark Stohs	Exec Liaison	2021

Committee Actions

For the AY 2020 - 2021 SALC continued its work on UPS 300.000. It took the committee the full year to work through and revise UPS 300.000. The committee submitted to Academic Senate in May a revised and updated UPS 300.000 Students Rights and Responsibilities, for Senate review and approval. New Chair for AY 2021-22 is Hannah Fraley – HHD.

S. University Advancement Committee – report submitted by Tara Suwinyattichaiporn

Committee Membership

University Advancement Committee		
Committee Membership	Constituency	Term Ends Spring
Katherine Powers	ARTS	2021
Tara Suwinyattichaiporn, Chair	CCOM	2021
Pratanu Ghosh	ECS	2021
Richard (William) Laton	NSM	2021
Satoko Kakihara	HUM	2021
Ella Ben Hagai	SOC SCI	2022
Natalie Tran	EDUC	2022
Howard Forman	CBE	2022
Austin Nation	HHD	2022
Keri Prelitz	L/A/C	2022
Greg Saks	Ex Officio	non-voting
Designee: Todd Frandsen		
Binod Tiwari	Ex Officio	non-voting
Justin Gerboc	Ex Officio	non-voting
Madelyn Torres	Student	2021
Mai-Khanh Nguyen	Student	2021
Irene Matz	Exec Liaison	2021

Committee Actions

For AY 2020-2021, the University Advancement Committee (UAC) discussed a variety of ways in which faculty members can be involved with university advancement goals. Multiple key personnel of the UA office Zoom'd in to present exciting ways in which the university is pushing forward with advancement efforts through the pandemic. Tara Suwinyattichaiporn was selected as a new chair of the committee during the first meeting. Satoko Kakihara volunteered to keep minutes of all the meetings this AY. Irene Matz is the senate liaison.

A. Discussion & Presentation Topics. The first meeting Vice President Saks gave an overview of the scope of UA work. Frandsen previewed the Day of Giving. The second meeting Frandsen presented the CSUF impact crowdfunding and top 10 challenge. VP Saks shared the 2019–2020 Giving Presentation, noted “last year saw the highest giving in history of CSUF” and urged alumni giving practice. Gerboc gave an alumni engagement update, which included voter education series, dinner with 12 Titans, virtual book club, titan table talks, and alumni awards. Gerboc encouraged faculty-student engagement to cultivate alumni involvement. The third meeting VP Saks presented It Takes a Titan Campaign, encouraging gifts of all sizes. Ellen Treanor and Mike Mahi presented at the meeting on social media use for UA (Facebook, Twitter, LinkedIn, Instagram are growing). Gerboc gave an alumni engagement update, which included virtual homecoming week in February

and partnerships with Dell. The fourth meeting Frandsen discussed 24-hour global day of giving, noted “2020 goal was \$85,000, we raised nearly \$240,000.” VP Saks and Don McDougall gave a presentation on endowment. University endowment have grown over the years. Gerboc discussed homecoming week including various online events (Feb 15-20). Laton noted alumni engagement toolkit is live for faculty to utilize in engaging with CSUF alums. The fifth meeting Frandsen reviewed exciting day of giving results, noted “goal was \$265,000, we raised \$454,438 from 1,405 donors.” Frandsen and Brooke Fessler Owens presented on tribute campaign (titan promenade) as well as naming opportunities. Gerboc discussed international alumni engagement including CSUF alumni virtual event that was successful (e.g., Tokyo - 300 registrants). The sixth meeting Brooke Fessler Owens presented on class gift fundraising as we are approaching graduation time. Hart Roussel gave a talk about planned giving, which is an important part of UA. Gerboc discussed Grad Fest, alumni association board open for applications and interviews, scholarships, and a celebration for new graduates “Toast a Titan” (5/23) including celebratory toast with President Virjee and Alumni Association President Darren Jones.

B. Faculty Input. At each meeting, the UAC was presented with new information and updates on UA projects and tasks from UA key personnel. The faculty group was informed of UA efforts. The group asked questions, provided comments, ideas, and feedback on those projects, which includes how faculty can be more involved in each project in specific ways. Multiple faculty members participated in the day of giving fundraising + self-donation.

Future Items

On next year’s agenda: Continuing the discussion of UA projects, keeping faculty members updated on UA, and finding ways in which faculty members can be more involved in UA efforts. The first item of business for the UAC in AY 2021-2022 is to select a chair.

T. University Curriculum Committee – report submitted by Fred Kinney

Committee Membership

University Curriculum Committee		
Committee Membership	Constituency	Term Ends Spring
Fred Kinney, Chair	ARTS	2021
Rahul Chakroborty	CCOM	2021
Debbie Rose	HHD	2021
Irena Praitis	HUM	2021
Samuel Barber	L/A/C	2021
Brenda Bowser	SOC SCI	2022
Kristin Kleinjans	CBE	2022
Joyce Gomez-Najarro	EDUC	2022
Sean Loyd	NSM	2022
Phoolendra Mishra	ECS	2022
Mark Filowitz	Ex Officio	non-voting
Designee: Brent Foster		
Michelle Carney	Student	2021
Student	Student	2021
Alexandro Gradilla	Exec Liaison	2021

Committee Actions

During the AY 2020/2021 the University Curriculum Committee meet to a quorum on the following days 9/11/20, 10/2/2020, 10/23/2020, 11/6/2020/ 12/4/2020, 2/12/2021, 3/5/2021, 4/9/21, 5/7/2021. Several UPS documents were revised, approved as revised and submitted to the Executive committee for review. Following are the documents reviewed and revised with majority approval by the University Curriculum Committee:

- UPS 410.200 Program Performance Review Policy.
- UPS 411.101 Policy on Courses-Numbering and Requisites, Standard Codes, Controlled Entry, and Credit Hours.
- 411.103 Policy on Interactive Televised Courses Guidelines and Procedures.
- 430.000 Campus Process for Projecting a New Degree Proposal to The University's Academic Master Plan.

The University Curriculum Committee also discussed the following and these will become future topics for the UCC:

- Adopting software for assisting in course syllabus management.
- Teaching in non-language classes other than in English (i.e.: a math class taught in Spanish).

U. University Writing Proficiency Committee – report submitted by Janna Kim and Teeanna Rizkallah

Committee Membership

Writing Proficiency Committee		
Committee Membership	Constituency	Term Ends Spring
Alison Dover	EDUC	2021
Janna Kim, Co-chair	HHD	2021
Jie Tian	L/A/C	2021
Garrett Struckhoff	ECS	2021
Kevin Lambert	HUM	2021
Patricia Perez	SOC SCI	2022
Teeanna Rizkallah, Co-chair	CBE	2022
JR Luker	ARTS	2022
Hunter Hargraves	CCOM	2022
Catherine Brennan	NSM	2022
Mark Filowitz	Ex Officio	non-voting
Bonnie Williams	Ex Officio	non-voting
Leslie Bruce	Ex Officio	non-voting
Penny Weismuller	Ex Officio	non-voting
Javid Javadikhimami	Student	2021
Eileen Walsh	Exec Liaison	2021

Committee Actions

The UWPC is tasked with reviewing courses to determine whether they satisfy CSUF’s upper division writing requirement (UDWR). A student’s UDWR requirement is met by completing two or more complementary writing courses or a single writing-intensive course. The UWPC also reviews students’ petitions when they have completed a writing course at another institution and want it to count toward their UDWR.

AY 2020-2021 marked the second year of the eight-year review cycle for course reviews. This year, the UWPC reviewed and approved eight courses in HHD and NSM to satisfy the UDWR as either complementary or writing-intensive courses. Minor adjustments were made Curriculog to streamline future reviews.

The committee’s major project this year was revising UPS 320.020 (University Writing Requirements) with the intention of identifying and addressing systemic racism. Much of this work was accomplished by a special subcommittee that included Drs. Kevin Lambert, Leslie Bruce, Patricia Perez, Aja Vasquez, and Bonnie Williams. The revised UPS went before the Academic Senate in May 2021 and was approved.

Finally, nine student petitions to waive or articulate credit for the UDWR were completed between Summer 2020 and Spring 2021.

Future Items

The UWPC will be reviewing courses submitted by the College of Communications for certification. The College of the Arts and the College of Engineering and Computer Science will be notified that their courses will be up for certification AY 22-23.

Additional discussion regarding institutional racism focusing on centralization of university resources on the subject are also planned for AY 21-22.

II. GENERAL COMMITTEES

A. Faculty Personnel Committee – report submitted by Reyes Fidalgo

Committee Membership

Faculty Personnel Committee		
Committee Membership	Constituency	Term Ends Spring
Radha Bhattacharya	CBE	2021
Janice Myck-Wayne	EDUC	2021
Sadeeka Al-Majid	HHD	2021
John Hickok	LIBRARY	2021
Anthony Fellow	CCOM	2022
Kristin Beals	SOC SCI	2022
Reyes Fidalgo, Chair	HUM	2022
Uksun Kim	ECS	2023
Ken Walicki	ARTS	2023
Mortaza Jamshidian	NSM	2023

Committee Actions

The FPC held several zoom meetings, and worked synchronously and asynchronously via email to:

- a. Review and make recommendations on eleven (11) faculty portfolios from: Kinesiology (2); Politics, Administration and Justice (1); Counseling and Psychological Services (1); Library (1); Computer Engineering (1); Management (2); Anthropology (1); Philosophy (1); Art (1).
- b. Revise and make recommendations on one (1) file after approved additional material requests
- c. Review and make recommendations on one (1) additional material requests.
- d. Review the RTP calendar
- e. Review UPS 210.000 and 210.002

Recommendations

The FPC **urges** the senate to include a representative from the committee in future discussions regarding the revision of UPS 210.000, 210.002, and other RTP-related processes and documents.

B. Professional Leaves Committee – report submitted by Timothy Green

The Professional Leave Committee (PLC), in association with Faculty Affairs and Records (FAR), is tasked with reading, reviewing and ranking sabbatical proposals submitted by CSUF faculty members.

Committee Membership

Professional Leaves Committee		
Committee Membership	Constituency	Term Ends Spring
Rebecca Bodan	HHD	2021
David Nevell	ARTS	2021
Emily Erickson	CCOM	2021
Yuna Kim	CBE	2022
Timothy Green, Chair	EDUC	2022
Bonnie Williams	HUM	2022
Esther Chen	NSM	2023
Shawn Wang	ECS	2023
Kathleen Preston	SOC SCI	2023
Robert Tomaszewski	LIBRARY	2023

Committee Actions

Two Professional Leaves Committee members attended the workshops provided by Faculty Affairs and Records for potential applicants. These members played an important role as they answered many of the questions during the workshops. The committee met via Zoom three times in Fall 2020. Our first kick-off meeting was to learn the process and discuss the rating rubric from UPS 260.102. Next, we held a calibration meeting in which we discussed our ratings of several applications from past cycles (we only practiced with applications from past applicants who had agreed to share their applications with others). After all of the ratings were submitted, FAR ran the reports and the committee met for its final recommendations meeting. This is where we saw the applicants rated from high to low and decided where to draw the lines and create our final recommendations of Highly Recommended, Recommended, and Not Recommended.

Award Recommendations

Of the 81 applications, 7 applicants requested a one-year leave and 74 requested a one-semester leave.

Fifty-two (52) one-semester leave proposals and four (4) academic year leave proposals were **HIGHLY RECOMMENDED** for awards.

Eighteen (18) one-semester leave proposals and three (3) academic year leave proposals were **RECOMMENDED** for awards.

Four (4) one-semester leave proposals were **NOT RECOMMENDED** for awards.

Funding

The Provost funded the top 52 one-semester that were “Highly Recommended” as well as all 7 academic year proposals. Applicants who were not funded received their overall rating, numerical ranking, as well as comments Professional Leaves Committee members recorded when evaluating the proposals.

Change in Term (per FAR)

Several awardees submitted change in term requests due to the ongoing pandemic. For those awarded leaves in the upcoming 2021-2022 AY, four individuals submitted a request to postpone their leave. Ten faculty who were scheduled to have sabbaticals in this 2020-2021 AY were granted postponements.

Follow-up Inquiries

After the award letters were distributed, a couple of faculty members contacted me as Chair as well as Ed Collom (FAR Director) to discuss their denials.

C. Faculty Research Committee – report submitted by Zair Ibragimov

Committee Membership

Faculty Research Committee		
Committee Membership	Constituency	Term Ends Spring
Jidong Huang	ECS	2021
Cynthia Gautreau	EDUC	2021
Kevin Lambert	HUM	2021
Natalie Graham	SOC SCI	2021
Barbara Miller	LIBRARY	2021
Steven Chen	CBE	2022
Zair Ibragimov, Chair	NSM	2022
HyeKyeung Seung	CCOM	2022
Daniela Rubin	HHD	2022
Dennis Siebnaler	ARTS	2022
Binod Tiwari	Ex Officio	non-voting
Tariq Marji	Ex Officio	non-voting
Madelyn Torres	Student	2021

Committee Actions

For AY 2020/2021, the Faculty Research Committee (FRC) was tasked with implementing two intramural funding opportunities for faculty, including the Research, Scholarship, and Creative Activity (RSCA) and the Junior/Senior grants. For each of these programs, the committee reviewed and revised the call for proposals and the scoring rubric. After faculty had submitted proposals, the FRC reviewed all eligible proposals, scored them, and made

recommendations for funding to the Office of Research and Sponsored Projects and to the Provost.

Future Items

In AY 2021-2022, the FRC will complete the same tasks as were completed in AY 2020-2021.

III. MISCELLANEOUS COMMITTEES

A. Academic Appeals Board – report submitted by Sandra Rhoten

Committee Membership

Academic Appeals Board		
Committee Membership	Constituency	Term Ends Spring
Merri Lynn Casem	NSM	2021
Penny Weismuller	HHD	2021
Daniel Rueckert	HUM, ASC	2022
Sandra Rhoten, Coordinator	Ex Officio	Ex Officio
Amaya Gregory	Student	2021
Jacob (William) Fry	Student	2021

Committee Actions

Summer Session 2020

No special meetings were required during Summer 2020.

Fall Semester 2020

Dr. William Haddad, Emeritus served as the Coordinator of Academic Appeals during the Fall Semester 2020. Chalea Forgues, Chief of Operations, Division of Student Affairs, provided administrative support to the Board for the academic year.

The Academic Appeals Board met three times to review eight academic appeals from students who were alleged to have engaged in academic dishonesty or students who alleged that an instructor had assigned a course grade in a capricious or arbitrary manner.

Five of the cases were Academic Dishonesty appeals with all appeals denied. Three appeals for Capricious or arbitrary grading were heard. Two of these appeals were denied and one appeal accepted with a recommended grade change. Appeals were received from seven academic departments.

The Board was faced with challenging academic dishonesty cases during this first complete semester of on-line learning. They invited Amanda Davidson, Associate Dean of Students, Student

Conduct and Matt Waid, Student Conduct Investigator to a board meeting in February to provide current information on various on-line “study aids” such as Chegg and Course Hero in order to more clearly understand the technology issues of the appeals.

In order to assist students with the requirements of the appeal process, the Board developed “Academic Appeals Information for Students: Checklist for Students Preparing Their Appeal” which was posted on the Academic Appeals website as well as provided to students who were appealing.

Spring Semester 2021

Sandra Rhoten, Associate Dean, Student Conduct, Emeritus was appointed as Coordinator on February 16, 2021, after Dr. Haddad stepped down from the position.

During Spring Semester 2021 the Board met four times: once for training and three times to review eight appeals. Four Academic Dishonesty appeals were received with three appeals denied and one accepted. Four Capricious or Arbitrary appeals were reviewed with three denied and one accepted. Appeals were received from students in seven academic departments.

All cases are determined by a preponderance of the evidence with a majority vote of the voting members. All decisions were unanimous. The burden of proof for sustaining an Academic Dishonesty appeal is with the professor while the burden of proof for sustaining a finding of Capricious or arbitrary grading is with the student.

In the Academic Dishonesty case in which the student’s appeal was accepted, the professor requested a review of the Board’s decision under UPS 300.030, Section E. Review of Appeals Procedures. The Associate Dean of Students, Student Conduct, is designated to determine if the Academic Appeals procedures were followed and if any procedural error was materiel to the decision. After a thorough review of the process and an in-depth analysis of the required procedures under the UPS, the Associate Dean of Students, Amanda Davidson determined that no procedural error occurred and that the decision issued by the Board stands. There is no further appeal or review process and the outcome is final and matter is closed.

Eight additional appeals were received by the Coordinator and resolved through consultation without an appeal. Such cases included: four resolutions between student and faculty; a referral of appeal to appropriate campus process; failure of a student to continue the process, appeal withdrawn by a student, and notification to a student that the deadline for appeal had expired (2015 course).

Academic Appeals Board

The current experienced Board is outstanding. They are professional, analytical, insightful, thoughtful and compassionate in all of their deliberations. Students and faculty alike are devoted to rendering a well-reasoned, unbiased decision and are fully committed to the process. Dr. Casem is an excellent chair that encourages and values input while moving the process to a resolution. All members will continue in 2021-2022.

William (Bill) Haddad, Professor of History Emeritus

Sadly we received notification that Dr. Haddad passed away this spring. He joined the faculty in the Department of History in 1987. Dr. Haddad made many contributions to our academic community including his service as Coordinator of Academic Appeals. He will be missed.

Academic Senate Actions

There are no Academic Senate actions.

Pending Items

Under UPS 300.030, Section D. Special Situations: Graduating Seniors and Continuing Graduate/Post Baccalaureate Students, the Board will be meeting this summer to review a Capricious or Arbitrary appeal from a graduating senior. The Board has already received a number of appeals from Spring 2021 classes that will be reviewed in Fall 2021.

Suggestions for Future Items

The Board will consult with Student Conduct and the Student Life Committee in the fall to review the current UPS documents for modification as needed.

The Board would appreciate insight from the broader campus community about the necessity for the current requirement that students filing a petition meet not only with the faculty member, but also with the department chair and associate dean. The Board recognizes the importance of students discussing their dispute with the faculty member, but they are concerned that requiring consultation at higher levels of administration creates an unfavorable power dynamic that might prevent students with valid petitions from seeking redress.

Dr. Casem met with Blair Miles, DHR Administrator in HRDI, to discuss his role in addressing claims of bias. It is recommended that the Academic Appeals Board adopt a process, facilitated by the Coordinator, which requires consultation with the DHR Administrator in cases in which claims of bias based on a protected class are alleged.

B. Institutional Review Board (IRB) – report submitted by Matt Englar-Carlson

Committee Membership

Institutional Review Board (IRB)	
Committee Membership	Constituency
Justine Baldacci, MPH	Environmental Health and Safety
Rebecca Bodan, Ph.D.	School of Nursing
Richard Boucher, MD.	Student Health Center
Ioakim Boutakidis, Ph.D., Vice Chair	Child and Adolescent Studies
Daniel Choi, Ph.D.	Educational Leadership (alternate)
Pablo Costa, Ph.D.	Kinesiology (alternate)
Matt Englar-Carlson, Ph.D., Chair	Counseling
Russ Espinoza, Ph.D.	Psychology
Jorge Fontdevila, Ph.D.	Sociology
Barbara Glaeser, Ph.D.	Special Education
Maureen Jakocko, RN	Community Member Representative
Robert Lockie, Ph.D.	Kinesiology
Edwin Lopez, Ph.D.	Sociology (alternate)
Michelle Martin, Ph.D.	Social Work
Jessie Peissig, Ph.D.	Psychology (alternate)
Nancy Watkins, Ph.D.	Educational Leadership
Megan McGuire	Student Kinesiology
Lee Ann Stone, Ed.D.	Community Member Representative (alternate)
Veronica Thomas, Ph.D.	Prisoner Advocate Member

Committee Actions

For AY 2020-21, the Institutional Review Board (IRB): (a) continued to update the IRB website so it was more user friendly, (b) provide more campus trainings for Cayuse IRB through the Faculty Development Center (FDC) for faculty as well as department specific trainings for students, and (c) streamline the online application process.

- a) Updated IRB website so it is more user friendly.
<http://www.fullerton.edu/doresearch/compliance/>
 Continuous maintenance on the RESEARCH COMPLIANCE web pages within the Titan Research Gateway to cover the various areas for compliance.
- b) Provide more campus trainings for Cayuse IRB through the Faculty Development Center (FDC) for faculty as well as department specific trainings for students. Collaborate with FDC to set up centralized campus trainings for faculty Cayuse IRB trainings and switched to Zoom. Trained a total of 65 PI/research personnel on how to navigate through the Cayuse IRB system. Continued group training such as McNair Scholars, specific departments and class, and for new faculty members.
- c) Continue to improve the online Cayuse IRB application to provide a more streamlined process

CSUF IRB 2020-2021 Activity

Total # of Studies: 603

As of June 4, 2021, the number of protocols reviewed/approved consists of all Initial, Modification and Renewal notices submitted to the Compliance Office for review. Some protocols may have been submitted more than once during the fiscal year for review. **Total of (441) different studies.**

# of Protocols					
Reviewed/Approved:		603			
Faculty	394		65.34%		
Staff	19		3.15%		
Students	190		31.51%		
				Graduate	164
				Undergraduate	26
				Class Projects	23
				Disseration	66
				Other	11
				Research	50
				Thesis Publication	40

Review Type

Exempt	290	48.09 %
Expedited	194	32.17 %
Full Review	119	19.73 %
Total #:	603	100 %

Submission Type

Initial	285	47.26 %
Modification	224	37.15 %
Renewal	55	9.12 %
Closure	38	6.30 %
Incident	1	0.17 %
Total #:	603	100 %

College/Program

Other	13	2.16 %
BUS	33	5.47 %
COTA	4	0.66 %
COM	65	10.78 %
EDU	138	22.89 %
ECS	14	2.32 %
HHD	139	23.05 %
HSS	179	29.68 %
NSM	18	2.99 %
Total #:	603	100 %