



Academic Senate: Executive Committee

Minutes

TUESDAY, SEPTEMBER 10, 2024

10:00 A.M. – 11:30 A.M.

Location: BDC 134- BPA Conference Room

Zoom link: <https://csub.zoom.us/j/89578500208?pwd=iSS3QQt9PR6fhODFuBcaebbtsjcnLv.1>

Members: M. Danforth (Chair), D. Solano (Vice-Chair), J. Rodriguez (Interim Provost), A. Hegde, C. Lam, N. Michieka, J. Deal, T. Tsantsoulas, D. Wu, Z. Zenko and K. Van-Grinsven (Senate Analyst).

Guests: none.

1. Call to Order
 - a. Chair Danforth called the meeting to order at 10:04 AM.
2. Announcements and Information
 - a. President to attend EC meetings: October 8 and February 11. President is working on a response to the discussion that took place at the last senate meeting regarding the Office of Equity, Inclusion and Compliance. Discussion ensued.
3. Approval of Agenda (Time Certain: 10:05 AM)
 - a. C. Lam motioned to approve the agenda; J. Deal seconded. Agenda approved.
4. Approval of EC Minutes
 - a. August 27, 2024 (handout)
 - i. Z. Zenko motioned to approve the minutes; T. Tsantsoulas seconded. Minutes approved.
5. Continued Items
 - a. AS Referral Log (handout)
 - i. AAC (J. Deal)
 1. Referral Drafts in progress (see 8/27/24 Minutes):
 - a. 2023-2024 #29 Proposal of New Minors - Ethnic Studies, Feminist Ethnic Studies, and Queer Ethnic Studies – AAC (handout)
 - b. 2023-2024 #35 Administering SOClS – AAC and FAC (handout)

- c. Report:
 - i. AAC discussed referral 2024-2025 #04 Cal-GETC Changes and believes a resolution will be approved at the next meeting.
 - ii. Referral 2024-2025 #03 New Degree Program- Bachelor of Music: The department is currently updating the documentation for this referral and resolution will likely be coming forth soon.
- ii. AS&SS (T. Tsantsoulas)
 - 1. Report: AS&SS discussed 2024-2025 #09 Need for a Test Center. Also discussed the AI survey from ITS that was sent out to staff, and they have some suggestions for ITS. Chris Diniz has provided Chair Danforth with some additional materials, including proposing a governance structure for Generative AI, like the ATI Initiative. This item and materials will be provided for the next EC meeting. Some concerns were raised regarding the taskforce for the creation of new schools.
- iii. BPC (D. Wu)
 - 1. Report:
 - a. BPC and AAC worked on referral 2024-2025 #03 Proposal for New Degree- Bachelor of Music. BPC and AAC are working with the Music Department to update the submitted documentation. A resolution will likely be ready for the second Senate meeting in September.
 - 2. Referral Draft in progress (see 8/27/24 Minutes):
 - a. 2023-2024 #04 Time Blocks and Space Utilization – BPC (handout)
 - i. Discussion: Time Blocks: D. Wu is waiting for additional data from Tommy Holiwell. He has also been invited to attend a BPC meeting (after Census Day). Provost Rodriguez confirmed that fall enrollment from a headcount perspective is up. FTES also moving in a positive direction. Space Utilization will be a separate referral. Chair Danforth and the Senate Analyst will work on getting these referrals to BPC this week.
- iv. FAC (Z. Zenko)
 - 1. Report:
 - a. FAC has appointed Dr. Amber Stokes to serve on the Criteria for Proposing New Schools Taskforce.
 - b. They discussed referral 2024-2025 06 Sixth-Year Lecturer Review and the taskforce composition.
 - c. This discussion led to questions about lecturers working across different departments, responsibilities for classroom observations for first-year seminar faculty, those that teach 1029 courses and those processes that relate to RTP. Discussion ensued regarding identifying departments responsible for classroom observations for those teaching

1029. Confirmation is needed on the faculty hiring process for individuals that do not have a previously recorded home department. Interim Provost Rodriguez will bring this item to the deans of the colleges and possibly DCLC.
- d. Referral 2024-2025 #07 Evaluation of Academic Administrators has been discussed and a resolution drafted.
 - i. Additional Discussion:
 1. Discussion ensued regarding identifying the specific constituencies for the review surveys. Concerns/ suggestions made for FAC to consider in the resolution to maintain balance and equity, such as delineation between the AVPs and VPs and colleges.
 2. Referral Drafts in progress (see 8/27/24 Minutes):
 - a. 2023-2024 #35 Administering SOCLs – AAC and FAC (handout)
 - b. Reconsideration of the role and committee structure for CPR (handout) – FAC
 - c. Grants and Publication and Faculty Review (handout) – FAC
 - i. Taskforce being convened- see Fall 2024 Call for Interest (appointments).
 - d. No additional discussion on these referrals at this meeting. Chair Danforth and the Senate Analyst will work on the referrals this week.
 - v. Standing Committees Composition – EC (deferred)
 1. Clarify Handbook language about staff positions being non-MPP staff.
 - b. Interim Provost Update (J. Rodriguez)
 - i. Report:
 1. Ice Cream Social over summer for staff recognition.
 2. October 16 – Faculty Hall of Fame event: Solario de Fortaleza, 3:30 PM.
 3. October 17 – Faculty Recognition Event spotlight on new faculty hires and tenured and promoted faculty. Tentative time of 2-3 PM, location to be announced.
 4. Has allocated funds to allow for coffee and refreshments at the Senate meetings this coming semester.
 5. College of Arts and Humanities- Dean Search
 - a. They are ready to move forward with this search and constitute the hiring committee.
 - b. Currently not planning to use a search firm. Some discussion regarding search firms and why one may not be needed for this search due to openings in the CSU right now and time constraints.
 6. Faculty Teaching and Learning Center (FTLC): has been moved to be under Faculty Affairs. They have several priorities this year that need as much faculty

involvement and engagement as possible. There are two newly appointed Faculty Advisors for Strategic Initiatives – Dr. Amy Gancarz-Kausch and Dr. Ivy Cargile. They will be working with FTLC and AVP Boschini.

ii. Discussion/ Q&A:

1. Captured positions that remain: Dean of EEGO and Interim AVP for Academic Programs.

6. New Discussion Items **(Time Certain: 10:45 AM)**

a. Elections and Appointments (D. Solano)

i. HIPs Taskforce

1. High Impact Programs (HIPs) Taskforce was created in 2021-2022, refer to RES 212212 and EC Minutes from March 7, 2023, for recent report. No report was submitted in Spring 2024. The committee will need to be convened this academic year and generate a report.
2. Additional discussion ensued regarding which committees and taskforces are supposed to submit reports to the Academic Senate each year. Vice-Chair Solano and the Senate Analyst will work on creating a list that can be referenced for future years.

ii. New Taskforces (handout)

1. Criteria for Proposing New Schools Taskforce
2. Scholarship and Creative Activities Taskforce
3. Discussion:

- a. Descriptions for the new taskforces are included in the handout and any suggested edits can be sent to Vice-Chair Solano.
- b. Discussed the possibility of an additional taskforce. The committee structure and charge will be drafted by Dr. Solano and Dr. Danforth and added to the upcoming call. Discussion ensued regarding the structure and requirements.

4. Discussion/ Q&A:

- a. Status of voting rosters for the colleges: Senate Analyst confirmed that the college rosters and voting rosters are almost done and elections should be able to begin in the coming week.
- b. IRPA Advisory Committee: Question raised on if that committee had convened or if new members would need to be appointed. Senate Analyst K. Van Grinsven will review and send the roster to Interim Provost Rodriguez.

iii. Upcoming calls for interest (handout) (deferred)

iv. Review of committees' activity (deferred)

- b. RES 232431 Search and Screening Procedures for Administrators (handout) – EC discussion (deferred)
- c. Handbook and Bylaw – Updating Schools to Colleges (deferred)
- d. Department Formation follow-up (HOLD: Checking with Academic Programs) (deferred)
- e. AS&SS Composition (deferred)
 - i. Associate Dean of Undergraduate and Graduate Studies; this position is not listed in the bylaws as an ex-officio member of AS&SS.
- f. AI Initiative (HOLD for more information)
 - i. See discussion under AS&SS report.
- g. Dual enrollment (including AB 359) (deferred)
- h. Director of Assessment position – Handbook (deferred)
 - i. Reference in Handbook: Page 11, third last line, 105.2 and page 70, second last line in the bullet a, 305.6.1.
- i. RTP: Lecturers working across different departments/ RTP process. (HOLD for more info 8/27/24) (deferred)
- j. Expanding SSD Hours - AS&SS (HOLD for more info 8/27/24) (deferred)
- k. Catalog Deadline – revisit deadline of December 1 (EC Minutes 5/7/2024, HOLD) (deferred)
- l. Resolution on CCC baccalaureate degrees [AB 927, SB 895] – EC (HOLD Spring 2024) (deferred)
- m. Strategic Plan Group data gathering instrument(s) follow-up – BPC (HOLD 3/18/2024) (deferred)

7. Agenda Items for Senate Meeting

- a.

Academic Senate Meeting – Fall 2024

Thursday, September 12, 2024

Agenda

10:00 AM. – 11:30 AM

Location: Dezember Leadership and Development Center, Room 409-411

Zoom Link:

Senate Members: Chair M. Danforth (excused), Vice-Chair D. Solano, Senator A. Hedge (excused), Senator C. Lam, Senator N. Michieka, Senator T. Tsantsoulas, Senator M. Naser, Senator D. Wu, Senator S. Sarma, Senator L. Kirstein, Senator A. Stokes, Senator Z. Zenko, Senator S. Roberts, Senator K. Holloway (virtual), Senator H. He, Senator A. Grombly (Sabb. F2024; alt. Jing Wang), Senator E. Correa, Senator J. Deal, Senator T. Salisbury (excused), Senator J. Cornelison, Senator E. Pruitt (excused), Interim Provost J. Rodriguez, Senator J. Dong (excused) and Senate Analyst K. Van Grinsven.

Guests:

- A. Call to Order
- B. Approval of Minutes
 - a. August 29, 2024 (handout)
- C. Announcements and Information
 - a. President's Report – V. Harper **(Time Certain: 10:10 AM)**.
 - i. Amendment: Mark this as tentative. The President will be traveling.
 - b. Elections and Appointment – D. Solano
 - i. Amendment: Pending – Calls for Interest (handout)
 - 1. Unfilled and vacant positions
 - 2. New taskforces
 - ii. Amendment: Status of Election Roster
- D. Approval of Agenda **(Time Certain: 10:05 AM)**.
- E. Reports
 - a. Interim Provost's Report – J. Rodriguez
 - b. ASCSU Report – Senators Lam and Michieka (deferred)
 - c. Committee Reports:
 - i. ASI Report – Senator Pruitt (handout)
 - ii. Executive Committee – Vice-Chair Solano
 - iii. Academic Affairs Committee (AAC) (handout) – Senator Deal
 - iv. Academic Support and Student Services Committee (AS&SS) (handout) – Senator Tsantsoulas
 - v. Budget and Planning Committee (BPC) (handout) – Senator Wu
 - vi. Faculty Affairs Committee (FAC) (handout) – Senator Zenko
 - vii. Staff Report – Senator Cornelison
- F. Resolutions **(Time Certain: 10:35 AM)**
 - a. Consent Agenda
 - b. New Business
 - 1. RES242501 Evaluation of Academic Administrators – Handbook Changes- FAC (handout)
 - 2. RES242502 Discontinuation of Agricultural Business Concentration in BSBA – AAC (handout)
 - c. Old Business
- G. Open Forum **(Time Certain: 11:15 AM)**

H. Faculty Recognition (tabled)

I. Adjournment

b. Discussion:

- i. Chair Danforth will be traveling to the CSU Chancellor's Office. Vice-Chair Solano will serve as Chair at the Senate meeting. Interim President Harper will be traveling and not able to attend in person. He will log in to zoom if he is able to.
- ii.
- iii. Discussion regarding the Faculty Recognition portion
- iv. The EC agreed that it was important to continue this practice of recognition. It was agreed that some type of suggestion process would be a good approach. An announcement will be made at Senate and Senators can send their suggestions to Chair Danforth, and it can be up to her discretion who is recognized.

8. Open Forum Items

- a. Desktop licenses: ITS is moving towards web-based versions of software uses, instead of desktop versions. Web-based versions do not have the same functionality needed for faculty to teach classes. Chair Danforth will follow up with Chris Diniz regarding this proposed change and the communication to campus.

9. Adjournment

- a. Chair Danforth adjourned the meeting at 11:30 AM.