



Academic Senate: Executive Committee

Minutes

TUESDAY, OCTOBER 22, 2024

10:00 A.M. – 11:30 A.M.

Location: BDC 134- BPA Conference Room

Zoom link: <https://csub.zoom.us/j/85314987321?pwd=o6bDT4nY6psG4A8Zhiz3OtIN8OW3ty.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. People/Offices to invite to future Senate meetings: ITS, Faculty Athletics Representative, GRaSP (November), and IRPA.

- i. Isabel Sumaya, AVP for GraSP is scheduled to come to the Senate meeting in November. Topics include: updates on IRB, updated grant list and post award workshops.
- ii. Chris Diniz, ITS will be invited in December to discuss upcoming changes.
- iii. Spring Senate:

1. Kyle Susa - Faculty Athletics Representative
2. Monica Malhotra - AVP for IRPA
3. Lori Blodorn - HR
4. Facilities - to discuss status of deferred maintenance and ADA compliance. Some discussion ensued regarding CSUB's current efforts to identify areas out of ADA compliance, which was related to Chair Danforth by the ASI President.
5. Thom Davis and Natasha Hayes – Business Administrative Services to discuss budget crisis. Early spring after the second Budget Open Forum

would be best. The second Budget Open Forum is scheduled for early December. BPC Chair, D. Wu, suggested collecting concerns and questions ahead of time, then they can be brought to the CFO to prepare for answering at the open forum. Chair Danforth suggested updating the Budget Forum feedback link on the Senate page and distribute it for feedback.

- iv. Additional discussion continued regarding the length of time allotted for guests and reports at the Senate meetings. A. Hegde suggested individuals submit their written reports ahead of time for the Senate and guests to review before the meeting, then the time spent at Senate can be reserved for questions and additional discussion. The suggestion was also made to limit the report to five minutes and allow an additional five minutes for discussion.

b. Future Recognition

- i. Dr. Senem Saner- Associate Professor of Philosophy
- ii. Lecturers of Kinesiology
- iii. SSE Advising Center
- iv. Dr. Becky Larson- Professor of Mathematics
- v. Nick Stringer – HR and formerly ITS
- vi. Discussion on Recognition Format: D. Wu suggested a template for the recognition portion of the Senate agenda to allow for consistency. Individuals recognized will be invited to attend Senate. If they are not able to attend, they will still be recognized. Submissions for recognition should include a picture and a few highlights that can be shared at Senate.

3. Approval of Agenda **(Time Certain: 10:05 AM)**

- a. Z. Zenko motioned to approve the agenda; J. Deal seconded. Agenda approved.

4. Approval of EC Minutes

- a. October 15, 2024 (tabled)

5. Continued Items **(Time Certain: 11:00 AM)**

- a. AS Referral Log (handout)
 - i. AAC (J. Deal)
 - 1. RES 242506 New Concentration_Bachelor of Science in Biochemistry Certified by the American Chemical Society (ACS) Concentration is up for second reading. The resolution on the Ethnic Students minors is finally ready and will be up for first reading. They will discuss SOCl's next.

- ii. AS&SS (T. Tsantsoulas)
 - 1. They will be meeting with BPC soon to discuss the referral on the Academic Testing Center. Some discussion has already taken place regarding the ITS Survey on Generative AI and ITS Generative AI Governance Structure.
- iii. BPC (D. Wu)
 - 1. They have drafted a resolution regarding the referral 2024-2025 #18 Revision of RES 232431 Search and Screening Procedures for Administrators for FAC to look at.
- iv. FAC (Z. Zenko)
 - 1. Second reading of RES 242505 Faculty Director is now ready. Vice-Chair Sumita Sarma will present at Senate. RES 242501 Evaluation of Academic Administrators is still in discussion. Lori Blodorn from HR came and addressed some of her concerns with the language currently in the handbook. They will continue their discussion.
- b. Interim Provost Update (J. Rodriguez)
 - i. Report:
 - 1. Lots of great events took place last week.
 - 2. The IRPA Advisory Committee had their first meeting today. The Provost Office will schedule the next meeting, which will have a workshop type format. The chair will be identified shortly.
 - 3. Some clarification was provided regarding the process of document routing for Provost approval and the expected turnaround time. A second search has been run for the office support position, which was vacated when Kristin Warner left for the President's Office.
 - 4. Discussion and Open Forum: Concern was voiced on if the position will be able to provide support for the current Budget Analyst. The need for coverage when individuals are out is very important, particularly in the Office of the Provost. Some discussion continued regarding the anticipation of continued strains on staff and faculty due to the continued budget crisis.

6. New Discussion Items **(Time Certain: 10:20 AM)**

- a. Time Sensitive Items for Senate:
 - i. Academic Master Plan – due to the Chancellor's Office in January 2025

1. Dean Adams gave the chairs until October 31st to submit. The first reading of the resolution will likely need to be waived in the December Senate meeting.
- ii. Academic Calendar – due to the Chancellor’s Office in early 2025
 1. The EC discussed the challenges with the current deadline for approval through Senate and reoccurring issues with the academic calendar.
 2. EC would like to avoid waiving first reading if at all possible.
- b. Elections and Appointments (D. Solano)
 - i. Update on current calls
 1. Search Committee: Provost and VP for Academic Affairs: The elections are open for the college faculty representatives on the committee. The plan is to send out the at-large calls for the Search Committees following the completion of the election.
 - ii. Appointments:
 1. Exceptional Service Award Committee
 - a. Two (2) Executive Committee members
 - i. Danielle Solano and John Deal volunteered to serve. The EC approved appointments. There is a CFA session on Exceptional Service that Chair Danforth suggested D. Solano or J. Deal attend the session for the discussion regarding the application rubric.
 2. Provost Appointments or Recommendations needed:
 - a. Instructionally Related Activities (IRA) faculty appointments
 - i. Interim Provost Rodriguez is still considering the appointments. Tabled.
 - b. Criteria for Proposing New Schools Taskforce
 - i. Dean and staff recommendations for appointment
 1. Provost Rodriguez has asked Dean Jane Dong, NSME to serve.
 2. Staff: To be announced. He is still considering the appointment. Tabled.
 - c. Arts and Humanities Dean Search Committee (tabled)
 - i. Interim Provost Rodriguez is still considering the administrator and staff appointments. Tabled.
 3. FAC Memo: Task Force for Periodic Evaluation (handout)
 - a. Discussed composition: A. Hedge suggested that these positions are appointed and have individuals submit “Statements of

Interest.” D. Wu asked for clarification regarding the first position, “One Lecturer.” It was clarified that it could be a lecturer of any appointment status: Part-time or Full-time. The EC supported the addition of a representative from FAC. FAC Chair, Z. Zenko will ask FAC for a volunteer to serve at the next meeting.

4. Office of Equity, Inclusion and Compliance (EIC) Taskforce (HOLD; second call in progress and scheduled to close Thursday, October 24 at 6:00 PM).
5. Additional Discussion: Concerns voiced about the shrinking pool of tenured faculty members in BPA and captured positions. Some issues with Arts and Humanities election in Simply Voting. The Senate Analyst and Vice-Chair will review the election set-up in Simply Voting and rosters.
 - iii. Review of committees’ activity (HOLD; Senate Office to compile list)
- c. Time, Place, Manner Policy (handout) (deferred)
- d. CFA Report – possible addition to Senate Agenda.
 - i. Z. Zenko asked about this item. It will be moved to the top of “New Discussion” for the next EC meeting. Tabled.
- e. Handbook and Bylaws Project; create taskforce? (deferred)
 - i. Updating Schools to Colleges
 - ii. Notation for revisions
 - iii. Standing Committees Composition:
 1. Clarify Handbook language about staff positions being non-MPP staff
 2. AS&SS Composition: Associate Dean of Undergraduate and Graduate Studies is not actually listed in the bylaws as an ex-officio member of AS&SS.
 - iv. Director of Assessment: Review position (Handbook 105.2 and 305.6.)
 - v. Council of Academic Deans: Review Composition and name (Handbook 105.2)
 - vi. Public Affairs Committee: Committee in handbook but not bylaws (Handbook 107.1. Standing Committees of the Academic Senate)
 - vii. Review committees listed (Handbook 107)
 - viii. Update TEAC Description: Currently lists old college names (H&SS, SOE, and NSM) (Handbook 201.5)
- f. RTP: (deferred)
 - i. Unit Review Committee Procedures (handout)
 - ii. PAF Insertion/deletion

1. Handbook Section 301.6.4 "Correction of Materials in the PAF" has current procedures
- g. Double-Major Policy: Timeline for Declaring (handout) (deferred)
- h. Faculty concerns about SSD Testing– AS&SS (deferred)
- i. CSU Generative AI report and professional ethics (handout) (deferred)
- j. Cc List for Senate resolutions (deferred)
- k. Department Formation follow-up (HOLD follow up w/ Academic Programs)
- l. Resolution on CCC baccalaureate degrees [AB 927, SB 895] – EC (HOLD)
- m. Strategic Plan Group data gathering instrument(s) follow-up – BPC (HOLD 3/18/2024)

7. Agenda Items for Senate Meeting

Academic Senate Meeting – Fall 2024

Thursday, October 24, 2024

Agenda

10:00 AM – 11:30 AM

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

Zoom Link: <https://csub.zoom.us/j/84996177015?pwd=NTRyNlJDNk4xUVY3VmhCNkpieTRiUT09>

Senate Members: Chair M. Danforth, Vice-Chair D. Solano, Senator A. Hegde, 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 (excused; alt. Dirk Horn), Senator S. Roberts, Senator K. Holloway (virtual), Senator H. He, Senator A. Grombly (Sabb. F2024; alt. Jing Wang), Senator E. Correa (alt. J. Tarjan), Senator J. Deal, Senator R. Dugan, Senator T. Salisbury, Senator J. Cornelison, Senator E. Pruitt, Interim Provost J. Rodriguez, Senator J. Dong (excused) and Senate Analyst K. Van Grinsven.

Guests: President V. Harper

- I. Call to Order
- II. Approval of Minutes
 - a. September 26, 2024 (handout)
 - b. October 10, 2024 (tabled)
- III. Announcements and Information

- a. President's Report – V. Harper (**Time Certain: 10:10 AM**)
- b. Elections and Appointments – D. Solano (handout) (**Time Certain: 10:20 AM**)
 - i. Election results for the ASCSU Proposed Bylaws Change

IV. Approval of Agenda (**Time Certain: 10:05 AM**)

V. Reports

- a. Interim Provost's Report – J. Rodriguez
- b. ASCSU Report – Senators Lam and Michieka (handout)
- c. ASI Report – Senator Pruitt
- d. Staff Report – Senator Cornelison
- e. Committee Reports:
 - i. Executive Committee – Vice-Chair Solano (handout)
 - ii. Standing Committees:
 - 1. Academic Affairs Committee (AAC)– Senator Deal (handout)
 - 2. Academic Support and Student Services Committee (AS&SS)– Senator Tsantsoulas (handout)
 - 3. Budget and Planning Committee (BPC) – Senator Wu (handout)
 - 4. Faculty Affairs Committee (FAC) – Senator Sarma, FAC Vice-Chair (handout)

VI. Resolutions (**Time Certain: 10:35 AM**)

- a. Consent Agenda
 - i. Update to Standing Committee Membership- Filling vacancy on AAC (handout)
- b. New Business
 - i. RES 242507 Ethnic Studies, Feminist Ethnic Studies, and Queer Ethnic Studies Minors – AAC and BPC (handout)
- c. Old Business
 - i. RES 242506 New Concentration_Bachelor of Science in Biochemistry Certified by the American Chemical Society (ACS) Concentration – AAC (handout)
 - ii. RES 242505 Faculty Director Reviews – FAC (handout)
 - iii. RES 242501 Evaluation of Academic Administrators – FAC (on hold)

VII. Open Forum (**Time Certain: 11:15 AM**)

VIII. Recognition (**Time Certain: 11:25 AM**)

IX. Adjournment

8. Open Forum Items

- a. See above. No additional items.

9. Adjournment

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