



Academic Senate: Executive Committee

Minutes

TUESDAY, APRIL 8, 2025

10:00 A.M. – 11:30 A.M.

Location: BDC 134- BPA Conference Room

Zoom link: <https://csub.zoom.us/j/84413121414?pwd=bGl6cVtVHJZcDQyaWVzYjQvWU04dz09>

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

- I. Call to Order
 - a. Chair Danforth called the meeting to order at 10:08 AM.
- II. Announcements and Information
 - a. Upcoming Forums:
 - i. Special Review Committee for Anthropology Open Forum – Wednesday, April 9
 1. Time: 10 – 11:00 AM
 2. Location: BDC 154B and virtual
 3. Discussion: Chair Danforth asked if any EC members were able to attend in person. J. Deal said that he might be able to attend. Vice-Chair Solano will be there at 9:30 AM to help the Senate Analyst with set up. Some discussion ensued regarding the costs to the student and the information shared at the open forum.
 - ii. President's Open Forum – Wednesday, April 23
 1. Time: 9-10:30 AM
 2. Location: Student Union MPR; [Zoom Link](#)
- III. Approval of Agenda (**Time Certain: 10:05 AM**)
 - a. Amendment to the Senate agenda proposed by J. Deal. T. Tsantsoulas motioned to approve the amended agenda; J. Deal seconded. Amended agenda approved.
- IV. Approval of EC Minutes
 - a. March 25, 2025 (handout) (deferred)
 - b. April 1, 2025 (handout) (deferred)
- V. Continued Items

- a. AS Referral Log ([handout](#))
 - i. AAC (J. Deal)
 - 1. Report: An additional resolution was sent to the Senate Analyst yesterday. RES 242530- Class Cancellation Guidelines can be added to the Senate agenda for Thursday.
 - ii. AS&SS (T. Tsantsoulas)
 - 1. Report: AS&SS worked on the referral regarding Cidi Labs. They will work on a resolution for inclusion in the Senate agenda packet for Thursday.
 - iii. BPC (D. Wu)
 - 1. Report: BPC is working on finalizing the resolution in response Faculty Hiring Prioritization and Funding for Student Services. It may be ready for Senate on Thursday. The referral regarding Time Blocks will likely need to be rolled over into the next academic year.
 - iv. FAC (Z. Zenko)
 - i. Report: FAC has put forth multiple resolutions for first reading this coming Thursday: RES 242527 – Standardizing the Unit RTP Composition Process, RES 242528 – Updating the Bylaws to Create an Interruption Statement and Add Clarity to Procedures, and RES 242529 – Updating the CSUB Policy on Discontinuance of Academic Degree Programs.
- b. Interim Provost Update (J. Rodriguez)
 - i. Administrator Searches:
 - 1. Dean for the College of Arts and Humanities
 - a. Webpage: <https://www.csub.edu/dean-search/ah/>
 - b. Interim Provost Rodriguez provided an update regarding the AH Dean search and current challenges. Interim Provost Rodriguez has met with the search committee, and they agreed to move forward with the final candidate. Interim Provost Rodriguez will also be meeting with the department chairs.
 - 2. Associate Dean for the College of Arts and Humanities (deferred)
 - ii. Academic Administrator Review Committees (AARC)
 - 1. Isabel Sumaya, AVP GRaSP (*confirm that she has chosen not to undergo review)
 - a. Interim Provost Rodriguez confirmed that I. Sumaya has opted to not undergo review. The committee will not be convened this academic year. Vice-Chair Solano asked if the communication had gone out to the committee. Interim Provost Rodriguez said he would check with his staff.
 - b. Other AARC Updates: The survey for the review of the AVP for IRPA has gone out and others should be distributed soon.
 - iii. Additional Updates:

1. Provost proposed Monday, April 21 and Thursday, April 24 for possible working lunch to discuss topics regarding the schedule and budget. Some discussion ensued regarding scheduling. The Senate Analyst will work with Leslie Williams in the Office of the Provost for scheduling logistics.
- iv. Lecturer Town Hall Debrief:
 1. The Lecturer Town Hall took place on Friday, April 4. Interim Provost Rodriguez gave special thanks to D. Boschini, Kelly Anthony (CFA) and Dirk Horn.
 2. Provost Rodriguez is working with ASI to schedule a Student Town Hall to be held later this month.
- c. Budget and Schedule Build **(Time Certain: 11:20 AM)**
- d. Rumor control (deferred)
- e. Calendar Committee – Composition and faculty representation
 - i. Current committee: Dee Dee Price - Faculty Affairs Specialist, Janine Cornelison - Academic Advisor, Jennifer Mabry - Assistant Vice President, Jennifer Patino - Director, Professional & Cont. Educ, Sonya Gaitan - Director of Enrollment Services, Luis Hernandez - Graduate Programs Coordinator, Frankie Jenkins - Assistant to the Vice President for Strategic Enrollment Management and Student Support, Tonya Nixon - Academic Scheduling Analyst, Christine Lopez - Assistant Director of Financial Aid, Di Wu – BPC Chair.
 - ii. EC will continue discussion at next meeting regarding appropriate steps needed to officially move the calendar to the purview of the Academic Senate.
- f. Advising Council – Faculty representation
 - i. EC discussed the composition of the “Advisory Council on Advising” and recommendations for composition.
 1. Recommendations for Composition: Senate Chair or designee; one appointed faculty member from each college with experience in faculty advising; Program director and at least one department chair should be on the committee.
 - ii. D. Solano and M. Danforth will work on a paragraph describing the committee’s charge, planned number of meetings per term, etc. There is time for the call go to out this term and appointments can be made on May 13th as appropriate.
- g. Add “Statements of the Senate” Process to governing documents – EC
 - i. Z. Zenko offered to assist Chair Danforth with the development of a resolution adding the “Statements of the Senate.”
- h. Expected Spring Reports to Senate/Campus (deferred)
 - i. Interim WASC Report – Academic Programs
 - ii. Strategic Plan Report – IRPA
 - iii. Advising Report- Director of Academic Advising (Due: May 12, 2025)
 - iv. Special Review Committee for Anthropology (Due: May 2, 2025)
 - v. GECCo Annual Report
 - vi. Other reports??? UPRC, URC, FAR?

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

- a. Discuss potential Faculty Advisor Open Forum
 - i. Chair Danforth explained that Dr. Cantrell had asked for the Senate's input on the potential for a Faculty Advisor Open Forum this spring semester.
 - ii. Discussion ensued. The consensus of EC was that there is not enough time in the semester to have an effective open forum; faculty would likely not show up this late in the semester which would send the wrong message. It was recommended that there be an open forum scheduled in the fall where FTLC can also be informed and included. Other benefits include that it will give people more time to read and digest the advising reports, plus the advisory committee will hopefully be formed and can be able to participate in the planning process. There were also concerns about missing the opportunity to provide feedback so it was decided to invite Dr. Cantrell to an EC meeting and Senate.
- b. AB 1361 Endorsement (handout)
 - i. EC agreed to the drafted resolution, and it can be added to the Senate agenda for Thursday. A. Hegde suggested adding Assembly Person Mike Fong to the distribution list. C. Lam will help Chair Danforth with finalizing the resolution for Senate on Thursday.
- c. Elections and Appointments (D. Solano)
 - i. Faculty Ombudsperson Call (confirm need for call and term length)
 1. Discussion ensued regarding the Faculty Ombudsperson call and how the current Faculty Ombudsperson (Dr. JJ Wang) reached out and had said that his appointment was not up yet, as the University Handbook has the position listed as a three-year term. Senate Analyst, K. Van Grinsven, contacted the Office of the President and the Office of the Provost and confirmed that the current appointment letter was only for a two-year term. Immediate Past-Chair A. Hegde also confirmed that the current Faculty Ombudsperson was appointed to complete the previous ombudsperson (D. Boschini's) term, and that it was only a two-year term. There was also some discussion regarding the appointment being renewable, however, it is not an automatic renewal.
 2. Vice-Chair Solano will speak with Dr. Wang to provide clarification and confirmation that he was appointed for a two-year term. After speaking with Dr. Wang, the call can be issued and corrected to reflect that it will be a three-year term. Interim Provost Rodriguez offered to speak with Dr. Wang regarding the confusion on his term if necessary.
 - ii. Standing Committee Calls: Qualtrics Links
 1. Call for Chairs: https://csub.co1.qualtrics.com/jfe/form/SV_efjP4lUVxf7m3ly

2. Public Dashboard for nominations received:
<https://csub.iad1.qualtrics.com/public-dashboard/v0/dashboard/web/67e1bee3bc0ec70008964d50>
3. Vice-Chair Solano asked that if there is any additional feedback on the Qualtrics survey, to contact her and the Senate Analyst.
- iii. Pending Calls: College Appointed positions – in progress. See handout on Senate agenda for specifics.
- iv. Review of committees' activity (HOLD: Senate Office compiling list) (deferred)
- d. Handbook and Bylaws Project; Summer Project – funding? (deferred)
 - i. Updating Schools to Colleges
 - ii. Updating all references to quarters
 - 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). Discussion on if we want to create the committee or not.
 - vii. Review committees listed (Handbook 107)
 - viii. Update TEAC Description: Currently lists old college names (H&SS, SOE, and NSM) (Handbook 201.5)
 - ix. Update reference to Associate Vice President for Academic Affairs- association with Academic Advising and review other duties (Handbook 104.2.1).
 - x. Update position titles in 309.9 (Handbook 309.9).
 - xi. Update all references to the AVP of Enrollment Management- distinguish the VP of Strategic Enrollment Management from the new AVP of Enrollment Management
 - xii. Bylaws Section IV.A.4 Annual reports from committees- limit to specific committees?
- e. Department Formation follow-up (HOLD follow up w/ Academic Programs) (deferred)
- f. Resolution on CCC baccalaureate degrees [AB 927, SB 895] – EC (HOLD) (deferred)
- g. Strategic Plan Group data gathering instrument(s) follow-up – BPC (HOLD 3/18/2024) (deferred)
- h. SOCI Task Force on preamble and content of SOCI instrument (HOLD 3/11/2025) (deferred)

VII. Agenda Items for Senate Meeting (Time Certain: 11:15 AM)

Academic Senate Meeting – Spring 2025

Thursday, April 10, 2025

Agenda

10:00 AM – 11:30 AM

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

Zoom Link: <https://csub.zoom.us/j/89047995676?pwd=VEdFQVJkZTk5UUVzblQyNDR4UkZrUT09>

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, Senator S. Roberts, Senator K. Holloway (virtual), Senator H. He, Senator A. Grombly, Senator E. Correa, Senator J. Deal, Senator R. Dugan, Senator T. Salisbury, Senator J. Cornelison, Senator E. Pruitt, Interim Provost J. Rodriguez, Senator J. Dong and Senate Analyst K. Van Grinsven.

II. Call to Order and Tejon Tribal Land Acknowledgement

III. Approval of Minutes

- a. March 13, 2025 (handout)

IV. Announcements and Information

- a. President's Report – V. Harper (deferred)
- b. Elections and Appointments – D. Solano (handout)
- c. Events:
 - 1. President's Open Forum – Wednesday, April 23
 - a. Time: 9-10:30 AM
 - b. Location: Student Union MPR; [Zoom Link](#)

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

VI. Reports

- a. Interim Provost's Report – J. Rodriguez
- b. ASCSU Report – Senators Lam and Michieka (deferred)
- 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)
 - a. Memo from ITS regarding Referral 2024-2025 29 (handout)
 - 3. Budget and Planning Committee (BPC) – Senator Wu (handout)
 - 4. Faculty Affairs Committee (FAC) – Senator Zenko (handout)
- f. CFA Report – Senator Salisbury (deferred)

VII. Resolutions **(Time Certain: 10:20 AM)**

- a. Consent Agenda: no items.
- b. Old Business:
 - i. RES 242524 – Committee on Professional Responsibility, Revisited – FAC (handout)
 - ii. RES 242525 – Evaluation of Academic Administrators, Part II – FAC (handout)
- c. New Business:
 - i. RES 242527 – Standardizing the Unit RTP Composition Process – FAC (handout)
 - ii. RES 242528 – Updating the Bylaws to Create an Interruption Statement and Add Clarity to Procedures – FAC (handout)
 - iii. RES 242529 – Updating the CSUB Policy on Discontinuance of Academic Degree Programs – FAC and AAC (handout)
 - iv. RES 242530- Class Cancellation Guidelines- AAC and BPC (handout) (*amendment to EC agenda; added to Senate agenda*)
 - v. RES 242531- AB 1361 Endorsement – EC (handout) (*tentative; EC still needs to vote*)
 - vi. RES 242532- Support for Cidi Labs Accessibility Checker Software – AS&SS (handout) (*tentative; AS&SS still needs to vote*)
 - vii. RES 242533- Faculty Hiring Prioritization and Funding for Student Services – BPC (handout) (*tentative; BPC still needs to vote*)

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

IX. Adjournment

VIII. Open Forum:

- a. Discussion regarding Senate Agenda and the importance of implementing Robert's Rules to limit everyone to one comment and two minutes of speaking time.
- b. The Faculty Honors and Awards Committee (FHAC) requested an extension of their deadline for recommendations for Faculty Awards. The current deadline for recommendations is April 14, 2025, which is the Monday of Spring Break. The AVP for Faculty Affairs, D. Boschini, contacted the Senate Analyst and has requested that EC review the request for an extension. Extension granted.
- c. End of year EC Dinner and Summer Senate Retreat: K. Van Grinsven to work with Chair Danforth and the Provost to schedule both the End of Year EC Dinner and Summer Senate Retreat. C. Lam, along with other EC members, requested to have the Summer Senate Retreat date announced as soon as possible.

IX. Adjournment

- a. Chair Danforth adjourned the meeting at 11:40 AM.