



## Academic Senate: Executive Committee

### Minutes

TUESDAY, OCTOBER 14, 2025

10:00 A.M. – 11:30 AM

**Location:** BPA Conference Room 134

**Zoom Link:** <https://csu.zoom.us/j/85981842316?pwd=M2QqHBl2e0S3BPLhSFGMavtTVfDYbA.1>

**Members:** M. Danforth (Chair), D. Solano (Vice-Chair), D. Thien (Provost), C. Lam (ASCSU Senator), N. Michieka (ASCSU Senator; virtual), T. Tsantsoulas (AAC Chair; virtual), L. Kirstein (AS&SS Chair), A. Grombly (BPC Chair), Z. Zenko (FAC Chair), and K. Van-Grinsven (Senate Analyst).

**Guest:** AVP D. Boschini

#### 1. Call to Order

- A. Chair Danforth called the meeting to order at 10:12 AM; delayed due to zoom and audio issues.

#### 2. Announcements and Information

- A. Faculty Town Hall Debrief (deferred)
- B. D. Boschini, AVP for Faculty Affairs (**Time Certain: 10:10 AM**)
  - i. Faculty Visas:
    - a. D. Boschini reported that there are currently no faculty on one-year visas; all are on three-year visas. The presidential proclamation effective Sunday, Sept. 21, indicated that new H-1B visas now come with a \$100,000 fee. Faculty on these visas were advised to return home (if out of the country) and not to leave the country until clarification on the policy is received. D. Boschini circulated guidance from the Chancellor's Office ("CSU Guidance on Presidential Proclamation: Restriction on Entry of Certain Nonimmigrant Workers") to EC; it will be shared more broadly once approval is granted. The fee does not apply to current H-1B holders but will affect new hires and faculty on other visas looking to switch. New job ads will state that authorization to work in the U.S. is required. Discussion ensued regarding other visa options, such as TN, and O-1, but there is concern that these may be targeted in the future.
  - ii. Faculty Hiring:
    - a. D. Boschini also shared that the faculty hiring handbook has been temporarily removed from the website for updates. Other updates include revising the forms and providing guidance for using PageUp and the Common Human Resource System. It was agreed that FAC and DCLC will be asked to review the updated hiring handbook once it is available. Suggestions were made for HR to be consulted regarding the job descriptions and applications and proactive communication with international faculty.

- b. It was asked if there were any updates regarding the CSU system-wide antisemitism investigation and if there were any impacts to CSUB or updated guidance. Provost Thien and D. Boschini confirmed that at this time, they are not aware of any impacts on the CSUB faculty.

C. Senate Guests: (deferred)

- i. Upcoming:
  - a. October 23 – AVP for GRaSP
  - b. November 6 – GE Director, 2024-2025 GECCo Report
- ii. Future:
  - a. J. Watkins – Center for Accessibility and Essential Needs
  - b. K. De Young – Facilities

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

- A. L. Kirstein motioned to approve the agenda; seconded by C. Lam. Agenda approved.

4. Approval of Minutes

- A. August 26, 2025 (handout)
- B. September 9, 2025 (handout)
- C. September 23, 2025 (handout)
- D. October 7, 2025 (HOLD)
- E. L. Kirstein motioned to approve all minutes (August 26, September 9, and September 23); seconded by C. Lam. August 26, September 9, and September 23 minutes approved.

5. Continued Items (Time Certain: 10:30 AM)

- A. AS Referral Log (see BOX folder; handout)
  - i. AAC (T. Tsantsoulas)
    - a. AAC is working on prioritizing the curriculum referrals and is hoping to get to the discussion regarding AAC efficiency and workflow. Quite a few of the curriculum referrals have missing or incorrect information that could have been caught sooner and creating extra work for AAC. They would like to consult with EC regarding how to address those challenges. This item is on the EC agenda for “New Discussion.” They are also working on RES 252603 Double Major Policy Changes and RES 252604 Minor Policy Changes.
  - ii. AS&SS (L. Kirstein)
    - a. Working on referral 2025-2026 03 Academic Policies and Academic Advising in SASEM and plan to start the discussion on the banner in Canvas.
  - iii. BPC (A. Grombly)
    - a. BPC is working to finish their discussion on the referral for the Special Review Committee for Anthropology, then plan to get through some of the curriculum referrals. In addition, the Calendar Committee will be meeting later today and should have a draft and process document soon.
    - b. Regarding the calendar: C. Lam mentioned that Diwali has been recognized as a statewide holiday and to be in effect January 1, 2026. The expectation is that it will not affect the CSU calendar, however, there is no further information yet from the CO.
  - iv. FAC (Z. Zenko)
    - a. Pending Referral: Sixth-year Lecturer Review (carry-over from 2024-2025; Hold for taskforce report)

- b. FAC has been working on referrals 2025-2026 17 Sabbatical Application Process and 2025-2026 05 Unit RTP Committees. They received feedback from C. Lam and URC on the composition process and will be meeting with DCLC on Wednesday. They also plan to start discussion on the teaching modalities and referral 2025-2026 01 Clarify ASCSU Lecturer Electorate Procedures.

B. Provost Report (D. Thien)

- i. Academic Administrator Searches:
    - a. Arts and Humanities: Associate Dean Search (*in progress*) Provost Thien reported that there are no recent updates other than the search is underway.
    - b. Social Sciences and Education:
      - i. Acting Associate Dean Appointment – Provost Thien reported that there are no recent updates.
      - ii. Dean Search (*committee formation in progress*)
        - (i) Vice-Chair Solano confirmed that all faculty positions have been filled. Chair Danforth confirmed that the provost will then need to make the two remaining appointments, after which, the search committee can convene.
    - c. AVP of Academic Programs (*committee formation in progress*)
      - i. Vice-Chair Solano reported that the calls are still open for the faculty representatives. The NSME and SSE faculty positions have reverted to at-large. Discussion ensued regarding the unfilled college faculty positions and strategies for encouragement for service, particularly from the College Deans, and Election Committee chairs. The suggestion was made that a review of all the committees and taskforces and their activity/status may be beneficial, and discussion also ensued regarding faculty service requirements and how it differs for each department.
  - ii. Academic Administrator Reviews (AARC)
    - a. 2025-2026 AARCs for:
      - i. Associate Dean, EEGO (*call in progress*)
      - ii. Dean for the College of BPA (*Provost appointments needed*)
        - (i) The Senate Analyst will send the updated roster to the Provost and L. Williams. The faculty positions are filled; Provost appointments will be needed, then the review committee can convene.
      - iii. Associate Dean for the College of NSME (*Provost appointments needed*)
        - (i) The Senate Analyst will send the updated roster to the Provost and L. Williams. The faculty positions are filled; Provost appointments will be needed, then the review committee can convene.
    - b. 2024-2025 AARC for AVP for Enrollment Management (Review not conducted) (deferred)
- C. Reports and Recommendations (deferred)
- i. Task Force for Periodic Evaluation (Hold; waiting for report)
  - ii. Criteria for Proposing New Schools Taskforce (Hold; waiting for report)
- D. Faculty Visas (AVP Boschini coming to EC 10/14)
- i. See discussion under “2. Announcements and Information.”
- E. Calendar Committee – A. Grombly, BPC Chair
- i. A. Grombly provided an update on Calendar Committee activities. The committee will be meeting this afternoon to continue their work on the 2026-2027 calendar.
- F. Add “Statements of the Senate” Process to governing documents – EC (deferred)
- G. Develop formal policy for No Confidence Votes – EC (possible consult w/ J. Tarjan (deferred))

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

- A. Elections and Appointments (D. Solano) (handout)
  - i. Appointment/ Recommendations Needed:
    - a. Faculty Ombudsperson
      - i. The EC reviewed applications and made their recommendation to the provost for appointment. Provost Thien stated that she would consult with President Harper on the process as the Faculty Ombudsperson reports directly to the President and some clarification is needed regarding who awards the release time. Vice-Chair Solano will forward the call and previous offer letter to Provost Thien.
    - b. All-University Teacher Education Advisory Committee (TEAC)
      - i. EC appointed: J. Troup – Mathematics.
    - c. Institutional Research and Planning Assessment Advisory Committee (IRPA)
      - i. No appointments yet. (No interest after second call; SSE position reverted to at-large.)
    - d. Taskforce to Develop Guidelines for Faculty Use of Artificial Intelligence
      - i. EC appointed: R. Penrose – librarian.
- B. Commendation for CAMP and HEP Programs – EC (handout)
  - i. The EC would like to put forward a Commendation for the CAMP and HEP Programs. C. Lam offered to draft a resolution.
- C. ASI Resolution: SB 104 ASI and Shared Governance (handout)
  - i. Chair Danforth presented the resolution proposed by ASI and the request for Senate to endorse it. Discussion ensued regarding challenges with the resolution with a student being requested to serve on every committee, current student participation, and the feasibility. T. Tsantsoulas and A. Grombly provided commentary on the current student representation in their subsequent standing committees. T. Tsantsoulas, A. Grombly, and Provost Thien also commented on how a conversation with ASI would be beneficial to address the issues of participation, as well as provide an opportunity to give context and collaborate on what their vision of shared governance is.
  - ii. The EC agreed to invite the members of ASI Executive Board and the ASI Director to a future EC meeting, possibly in November.
  - iii. Some additional discussion ensued regarding the ASI President’s request for the ASI report for Senate to be moved up. This discussion will be continued at the next EC meeting during the review of the Senate agenda.
- D. Post-enrollment Requirements Checking (PERC) Timing Concerns (handout) – AAC and AS&SS
  - i. Chair Danforth provided information on the issues with Post-enrollment Requirements Checking (PERC) being run late. This semester, PERC was run so late that students were notified after classes already had started. Discussion ensued regarding the consideration of the development of a policy or guidelines for when PERC should be run, the timeline and process to ensure students receive appropriate notification. Chair Danforth stated that Tommy Holliwell (Academic Operations) and his office will need to be consulted.
  - ii. Referral will be drafted and sent to AAC and AS&SS.
- E. Concerns about content and assignment of instructors for CSUB 1029 (handout) – AAC and FAC
  - i. Chair Danforth discussed how there have been concerns about the content and assignment of instructors for CSUB 1029. The concern is that staff are being assigned to this course instead of faculty, particularly during a time when lecturers are losing WTUs. Additionally, there are issues about course management and who oversees it. Some discussion continued regarding the Guidepost series group and GECCo.
  - ii. The referral will be drafted and sent to AAC and FAC.

- F. Term limits for Department Chairs, FHAC members and other committees – FAC (deferred)
  - i. FHAC Term Limits discussed at Summer Senate Retreat\_ 2025-05-21
- G. Inventory of AI and other automated software (handout) – AS&SS (deferred)
- H. Process for appointing academic Acting MPPs – Handbook Change – FAC (deferred)
- I. Clarify Post-Tenure Review with Promotion (handout) – FAC (deferred)
- J. Policies on Approval of Course Coding Changes (handout) – AAC, FAC and AS&SS (?) (deferred)
- K. Department Name Change Request for HD-CAFS (handout) – AAC (deferred)
- L. \*NEW\* New Degree Program Proposal – Environmental Science- AAC and BPC (handout) (deferred)
- M. \*NEW\* Items from Provost Council (handout) (deferred)
- N. \*NEW\* AAC workflow and efficiency (handout) – AAC (deferred)
- O. Handbook and Bylaws Project – EC (See Box folder for handouts) (deferred)
  - i. Updating Schools to Colleges
  - ii. Updating all references to quarters
  - iii. Standing Committees Composition:
    - a. Clarify Handbook language about staff positions being non-MPP staff
    - b. 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?
  - xiii. Review and update the Standing Committees ex-officio positions due to the re-organization of university
  - xiv. Changes to bylaws that were approved by previous resolution but never posted (clarifying the edition of Robert's Rules of Order).
  - xv. Q2S Lingering Issues:
    - a. Deadline issue for stating one's intent to seek promotion to full professor
    - b. Discussions about whether we should change the Handbook to require classroom observations for tenured faculty.

7. Agenda Items for Senate (deferred)

8. Adjournment

- A. Chair Danforth adjourned the meeting at 11:35 AM.