



## Academic Senate: Executive Committee

### Minutes

TUESDAY, MARCH 11, 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 (excused), C. Lam (virtual), N. Michieka, J. Deal, T. Tsantsoulas, D. Wu, Z. Zenko and K. Van-Grinsven (Senate Analyst).

### 1. Call to Order

- a. Chair Danforth called the meeting to order at 10:08 AM.

### 2. Announcements and Information

- a. Spring 2025 Budget Forum –TBA
  - i. BPC Chair, D. Wu, confirmed that he does not have any new information or updates regarding when the forum is to be rescheduled and expressed the need for communication regarding the date as soon as possible.
  - ii. Provost Rodriguez shared that there have been scheduling challenges. They were hoping to announce the new Budget Open Forum date alongside the dates for the Academic Affairs Town Halls. Tentative dates are March 17 for the first Academic Affairs Town Hall and March 24 for the Budget Open Forum.
- b. Provost and VP for Academic Affairs Search ([handout](#))
  - i. Link to Search website: <https://www.csub.edu/mpp-search/provost/>
  - ii. On-campus Schedule- EC to meet in President's Office at 3:30 PM
    1. Monday, March 10
    2. Tuesday, March 11
    3. Friday, March 21
    4. Friday, March 28
- c. Article 20.37 Exceptional Service Award Recipients – D. Solano
  - i. Vice-Chair Solano presented on behalf of the Exceptional Service Award Committee the faculty members selected to be awarded and shared the rationale. Discussion ensued regarding how to encourage more faculty to apply and varied ways that faculty are assigned time.

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

- a. Z. Zenko motioned to approve the agenda; seconded by T. Tsantsoulas. Agenda approved.

#### 4. Approval of EC Minutes

- a. February 25, 2025 (handout) (tabled)

#### 5. Continued Items

##### a. AS Referral Log ([handout](#))

###### i. AAC (J. Deal)

- 1. AAC is working on referral 2024-2025 #26 Class Cancellation Deadlines and referral 2024-2025 #27 Program Discontinuation Moratorium Policy.

###### ii. AS&SS (T. Tsantsoulas)

- 1. T. Tsantsoulas will draft a memo on behalf of AS&SS regarding referral 2025-2025 #29 Canvas Course End Date and share with EC.
- 2. T. Tsantsoulas will not be able to attend Senate on Thursday. AS&SS Vice-Chair K. Holloway will be attending and address any questions regarding RES 242523, along with FAC Chair, Z. Zenko.

###### iii. BPC (D. Wu)

- 1. BPC discussed various ongoing referrals regarding the Spring 2026 Academic Calendar, class cancellations, faculty hiring prioritization and space utilization. They have agreed to pause their work on the time blocks referral to prioritize their efforts on the instructional budget model.

###### iv. FAC (Z. Zenko)

- 1. FAC discussed the composition of the Academic Administrator Review Committees for Associate Deans and drafted a memorandum. They also discussed the role of the Committee on Professional Responsibility. Dr. Weller from FTLC came to FAC and discussed the current focus on professional development, climate, and interaction with the Faculty Ombudsperson. The FAC had a robust discussion regarding consideration of drastically changing the function of the Committee on Professional Responsibility to be more proactive or eliminated altogether.

##### b. Interim Provost Update (J. Rodriguez) **(Time Certain: 10:10 AM)**

###### i. Academic Administrator Review Committees (AARC) (deferred)

- 1. Isabel Sumaya, AVP GRaSP (was interim until July 2024)

###### ii. Administrator Searches:

- 1. Dean for the College of Arts and Humanities search is underway.
- 2. Associate Dean for the College of Arts and Humanities
  - a. The additional appointments are Sandra Bozarth, Dean of Libraries and Adrianna Sixtos, SSP for Arts and Humanities.

iii. Upcoming Events: As mentioned above, the tentative dates for the Academic Affairs Town Halls are March 17 and April 4 (specifically for lecturers) and March 24 for the Budget Open Forum.

c. Budget and Schedule Build

i. Brief discussion ensued regarding how this topic needs to be prioritized at the next meeting and how a time certain should be added to the agenda. The suggestion was also made to schedule an additional meeting to discuss this topic specifically. Provost Rodriguez offered to host a working lunch.

d. Rumor control (deferred)

e. Expected Spring Reports to Senate/Campus (deferred)

i. Interim WASC Report – Academic Programs

ii. Strategic Plan Report – IRPA

iii. Advising Report- Interim Director of Academic Advising (deadline pending)

6. New Discussion Items (Time Certain: 10:35 AM)

a. Spring 2026 Academic Calendar- Changes to Faculty Due back date- BPC ([handout](#))

i. Chair Danforth: The Chancellor's Office has already changed the start date for Spring 2026 to January 15, 2026, as it is a mandated change for payroll purposes. This can go on the consent agenda for Senate.

ii. Notes for future calendars: When commencement is held on a Saturday, it counts as an academic day. The CSU database system has issues with counting the instructional day for the Wednesday before Thanksgiving.

iii. D. Wu offered to draft the resolution for EC. No referral needed.

b. AARC Advisor Relocation and Academic Notice ([handout](#))

i. Chair Danforth presented the topic for discussion regarding academic policies listed under the Registrar's Office section of the campus catalog and ensuring shared governance in the updating of the relevant academic policies. There was also concern that the AARC advisors were relocated without Senate consultation and continuing instances of overreach by the Registrar's Office.

ii. Referral to be drafted and sent to AAC.

c. Proposed Updates to Senate Procedures:

i. ASCSU Interruption Practice Policy (AS-3551; [handout](#))

1. Chair Danforth presented the topic and how the CSU encourages and supports campuses to adopt a similar policy.

2. A referral will be drafted and sent to FAC for consideration.

ii. Discuss adding "Statements of the Senate" Process

1. Chair Danforth presented the topic and how resolutions can still be put forth and approved by Senate and how they may not necessarily be approved the President.

2. Discussion:

- a. T. Tsantsoulas and Z. Zenko spoke in favor of this topic and process for “Statements of the Senate.” Discussion ensued regarding how to go about adopting this process and if the bylaws would need to be changed. It was agreed that the EC would draft the resolution for the change in the bylaws.
  - d. Elections and Appointments (D. Solano)
    - i. AARC composition for Associate Deans – FAC ([handout](#))
      - 1. Chair Danforth and Vice-Chair Solano discussed how the current handbook language is unclear regarding the composition of the review committees for Associate Deans.
      - 2. Discussion: Z. Zenko, on behalf of FAC, provided their recommendations for how to move forward with the upcoming Associate Dean reviews. The memo from FAC will be included in the Senate agenda packet as well.
      - 3. A referral will be drafted and sent to FAC.
    - ii. Calls in Progress: College elected position.
      - 1. Upcoming calls will include the ASCSU Lecturer Electorate Representative and Academic Administrator Review Committee calls for the Associate Deans.
    - iii. Review of committees’ activity (HOLD; Senate Office compiling list) (deferred)
  - e. Additional SOCI Concerns discussed at Senate- what is being addressed in the current resolution and what needs to be referred? – RES 242510 (AAC and FAC)
    - i. SOCI Waivers for combined sections
    - ii. SOCI Administration when instructor goes on leave during the semester
    - iii. SOCI Task Force on preamble and content of SOCI instrument
    - iv. RTP committee training with respects to SOCIs ([handout](#))
    - v. SOCI as a tool for continuous improvement rather than evaluation
    - vi. Discussion: The EC has addressed the SOCI topics listed above, and they can be removed from the agenda for the next meeting. Z. Zenko suggested placing SOCIs on hold and possibly revisiting next year, specifically the preamble.
  - f. RTP – FAC
    - i. Unit Review Committee Procedures ([handout](#))
    - ii. PAF Insertion/deletion (Handbook Section 301.6.4 “Correction of Materials in the PAF” has current procedure) (handout)
    - iii. Discussion ensued regarding both topics and the need for the handbook to be updated to clarify how to handle memos and other materials that faculty would like to remove, as well as the consideration for formalities and explicit wording in the Handbook to address the concerns regarding the membership of Unit Review Committees and election process.
    - iv. Referral to be drafted and sent to FAC.
  - g. Academic Degree Policies– AAC (deferred)
    - i. Double-Major Policy: Timeline for Declaring ([handout](#))

- ii. Minor Policy: Double counting courses between the major and the minor ([handout](#))
- iii. Research on other CSU double counting policies ([handout](#))
- h. 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).
- i. Faculty concerns about SSD Testing – AS&SS (deferred)
- j. Department Formation follow-up ([HOLD](#) follow up w/ Academic Programs) (deferred)
- k. Resolution on CCC baccalaureate degrees [AB 927, SB 895] – EC ([HOLD](#)) (deferred)
- l. Strategic Plan Group data gathering instrument(s) follow-up – BPC ([HOLD](#) 3/18/2024) (deferred)

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

## Academic Senate Meeting – Spring 2025

Thursday, March 13, 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=VEdFQVJkZTk5UjVzblQyNDR4UkZrUT09>

**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.

**Guests:** President V. Harper

- I. Call to Order and Tejon Tribal Land Acknowledgement
- II. Approval of Minutes
  - a. February 13, 2025 (handout)
  - b. February 27, 2025 (handout)
- III. Announcements and Information
  - a. President's Report – V. Harper **(Time Certain: 10:10 AM)**
  - b. Elections and Appointments – D. Solano (handout)
  - c. Events:
- 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~~) (tabled)
  - 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 Zenko (handout)
  - f. CFA Report – Senator Salisbury
- VI. Resolutions **(Time Certain: 10:35 AM)**
  - a. Consent Agenda:
    - i. ~~RES 2425XX – Academic Calendar Revision? – BPC~~ D. Wu clarified that this resolution can be removed for this Senate meeting. The EC will work on drafting the resolution for the following Senate meeting on March 27.
  - b. Old Business:
    - i. RES 242519 – Interim Director of Academic Advising Report Extension – AS&SS (handout)

c. New Business:

- i. RES 242521 – Composition of the Search and Screening Committees for Academic Administrators – FAC (handout)
- ii. RES 242523 – Faculty are Humans (AS&SS and FAC) (handout)

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

VIII. Adjournment

8. Adjournment

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