



Academic Senate: Executive Committee

Minutes

TUESDAY, SEPTEMBER 9, 2025

10:00 A.M. – 11:30 AM

Location: BDC 134- BPA Conference Room

Zoom Link: <https://csu.zoom.us/j/88091986667?pwd=GOSakqXvulfaZihtNxTsAFBYwWqAJs.1&jst=1>

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

1. Call to Order

- a. Chair Danforth called the meeting to order at 10:07 AM.

2. Announcements and Information

- a. President Harper to attend EC:

- i) October 7
- ii) March 24

- b. Senate Guests: (to be allotted 10 minutes for presentation and Q&A)

- i) Upcoming:

- (1) September 25 – K. Susa, FAR Report 2024-25 and M. Malhotra, AVP IRPA, Data Literacy Campaign and updates on IRPA.
- (2) October 9 – I. Sumaya, AVP GRaSP (*tentative*) The Senate Analyst is waiting for confirmation still.

- ii) Future:

- (1) D. Cantrell – VP for SASEM
- (2) E. Adams – Interim AVP Academic Programs (Chair Danforth noted that E. Adams should be invited to the EC meeting on September 23 as well).
- (3) E. Montoya – GE Director
- (4) Others (?)

- i. The suggestions were made for the following guests to also be invited to Senate:

- (i) Facilities – Kristine De Young
- (ii) People and Culture – Lori Blodorn
- (iii) Center for Accessibility and Essential Needs (CAEN) – Jason Watkins
- (iv) FTLC – Rebecca Weller (regarding their vision for AI; report also due in the spring)
- (v) Information Technology Services (ITS) – C. Diniz. The Senate Analyst will contact C. Diniz and see if he can provide a brief update on ITS and AI committee efforts at this coming Senate meeting on September 11.
- (vi) Faculty Affairs- D. Boschini for an EC meeting in the future to discuss faculty visas.

- c. Addition: Strategic Plan – Dr. Shaylyn Marks

- i) Chair Danforth serves on the Strategic Plan Steering Committee and shared current communications with Dr. Shaylyn Marks regarding the CSUB Strategic Plan and the development of the Strategic Plan

Working Group in addition to the Steering Committee. Dr. Marks is looking to receive more faculty input and asked EC for input.

- ii) The EC spent considerable time on discussion composition and challenges with appointments and elected positions. It was agreed that a mix of appointed and elected positions would be best with representation from AAC, BPC and FAC. Chair Danforth will contact Dr. Marks to determine timeline and go from there. Currently, the committee would be in the “vision” phase, followed by the “implementation” phase.
- iii) *Note: After EC in a subsequent meeting, Chair Danforth met with Drs. Marks and Watson and confirmed that the turnaround time for the formation of the working group is quite rapid and Drs. Marks and Watson are wanting to complete the data collection phase by winter break. Dr. Marks and the Steering Committee will manage the call for interest for this initial phase, and Senate would be involved in the calls for interest for the later phases.*
- iv) Last found Strategic Plan Report: https://www.csub.edu/irpa/files/2019-2024_CSUB_Strategic_Plan_Report_Spreads.pdf

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

- a. Z. Zenko motioned to approve the agenda; seconded by C. Lam. Agenda approved.

4. Approval of Minutes

- a. June 9, 2025 ([handout](#))
 - i) Z. Zenko motioned to approve the minutes; seconded by C. Lam. Minutes approved.
- b. August 26, 2025 (hold)

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

- a. AS Referral Log (see BOX folder)
 - i) AAC (T. Tsantsoulas)
 - (1) Pending Referrals:
 - i. Special Review Committee for Anthropology- AAC and BPC; Hold until September 15
 - ii. Catalog language inconsistency with Title V
 - (i) Chair Danforth and the Senate Analyst will work on drafting this referral and will distribute to the subcommittee as soon as possible.
 - iii. T. Tsantsoulas said that AAC is working on referral 2025-2026 02 Academic Degree Policies and should have a resolution for the September 25 Senate meeting.
 - iv. AAC has agreed to prioritize the curriculum proposals that were lost last year, which there are currently seven identified.
 - ii) AS&SS (L. Kirstein)
 - (1) AS&SS are working on referral 2025-2026 03. AVP J. Mabry presented at AS&SS on the new Division of Strategic Enrollment Management and Student Success and they are collaborating on the rewording of RES 242518, which President Harper did not sign in 2024-2025.
 - (2) Discussion ensued regarding the course outlines and release of holds. The EC agreed that a flyer or memorandum should be distributed with clarification on standard operating procedures. There is still quite a bit of confusion surrounding the faculty roles in advising and the information needs to be easily available and accessible.
 - iii) BPC (A. Grombly)
 - (1) Pending Referrals:

- i. Special Review Committee for Anthropology- AAC and BPC; Hold until September 15
 - ii. BPC are working on referral 2025-2026 04 Time Blocks and collecting research and the different data types that can be used and analyzed. ASI passed a resolution asking for a student hour (called the 'Runner hour') which is of importance for this referral. Discussion continued regarding different techniques for the collection of data and historical challenges.
 - (i) Provost Thien later communicated that CSUB is currently exploring an application for an AASCU grant for student-centered course scheduling. If successful, there would be multiple constituents on the team.
 - 1. Link to the grant: https://aascu.org/student-centered-course-scheduling/?_zs=j70Vm&_zl=3T9S3
- iv) FAC (Z. Zenko)
- (1) Pending Referrals:
 - i. Sabbatical Application Process (handout)
 - ii. Sixth-year Lecturer Review (carry-over from 2024-2025; Hold for taskforce report)
 - (i) Z. Zenko asked if there were any updates regarding this report and if there was an anticipated completion date. Chair Danforth believes the chair had said that they are estimating report completion by the end of Fall 2025.
 - iii. FAC worked on Referral 2025-2026 05 Unit RTP Committees and discussed some concerns, challenges, and areas of confusion. Each committee member shared their department Unit RTP criteria, which were all very different.
- b. Provost Report (D. Thien)
- i) Academic Administrator Searches:
 - (1) Arts and Humanities: Associate Dean Search (in progress)
 - i. The calls and elections for faculty positions are complete.
 - ii. The ASI Director has sent a request to the Arts and Humanities Dean, Provost Thien, and Chair Danforth to have a student serve on the AH Associate Dean search committee. Per the handbook, if a student is added, a faculty member will need to be added as well to maintain faculty majority. Discussion ensued regarding the process to add an additional position for this search committee, as well as the composition of future Associate Dean search committees. While EC did not object to having a student on AD search committees in general and was supportive of the idea, EC agreed that the addition of an ASI student to this particular search committee and required call for another faculty position will greatly slow down the process and is not feasible since the committee has already begun its work. Provost Thien will follow up with Dean A. Rodriguez and M. Kwon, ASI.
 - (2) Social Sciences and Education:
 - i. SSE Associate Dean Appointment (acting/ interim)
 - (i) Chair Danforth provided background regarding how acting appointments are usually a short-term (6 months or less) designation for when there is insufficient time for the full consultation of an interim position, such as a resignation during summer or winter break. The EC agreed that while the acting appointment was appropriate for the situation and timing of the previous Associate Dean's separation, the process outlined in the handbook allowing for full shared governance should be conducted for the interim appointment. Interim appointments are typically 18-month appointments and are made when a full search cannot be conducted within a certain time frame, with the expectation that a full search will be held before the end of the interim term.

- (ii) Provost Thien agreed to review past practices for acting to interim appointments. T. Tsantsoulas shared the call that was sent out in May 2024 for the Interim Associate Dean position in Arts and Humanities. There had been an acting Associate Dean appointment made prior to the call going out.
 - ii. SSE Dean Search
 - (i) Provost Thien confirmed that the SSE Dean search has been approved, and the Senate can move forward with making the calls to constitute the committee.
- (3) AVP of Academic Programs
 - i. Provost Thien received approval from Cabinet to move forward on this search and the calls for faculty positions. The Provost requested a staggered timeline between the AVP for Academic Programs and SSE Dean search for scheduling purposes for the campus visits.
- ii) Academic Administrator Reviews (AARC)
 - (1) 2024-2025:
 - i. AVP for Enrollment Management (Review not conducted)
 - (i) Provost Thien shared that she spoke with President Harper, who agreed that that review should move forward.
 - ii. Dean of Antelope Valley (Status?)
 - (i) Provost Thien confirmed that the review has been completed, and the report was received by Interim Provost Rodriguez in May, however, it was not distributed to Dean Adams as it should have been. The report has now been shared with E. Adams and forwarded to President Harper.
 - (2) 2025-2026:
 - i. Deborah Cours, Dean, College of Business and Public Administration
 - (i) The AARC has been formed; calls were completed in Spring 2025.
 - ii. Karlo Lopez, Associate Dean, College of Natural Sciences, Mathematics, and Engineering
 - (i) The AARC has been formed; calls were completed in Spring 2025.
 - iii. Rhonda Dawson, Associate Dean, Extended Education and Global Outreach
 - (i) This committee was missing in the Spring 2025 calls and will be added to the log for Fall 2025. Some discussion ensued over the AARC faculty composition. It was confirmed that this position would be considered a university-wide AARC which will require one faculty member elected from each college and one at-large also elected. The Provost will make the remaining appointments.
- c. Reports and Recommendations (deferred)
 - i) Scholarship and Creative Activities Taskforce (handout)
 - ii) Task Force for Periodic Evaluation (Hold; waiting for report)
 - iii) Criteria for Proposing New Schools Taskforce (Hold; waiting for report)
- d. Pending Curriculum Proposals – AAC and BPC
 - i) Minor in Early Childhood Development
 - ii) Minor in Medical Spanish
 - iii) Renaming an MPA concentration
 - iv) E. Adams is checking with the College Curriculum Committees for other missing proposals.
 - (1) Chair Danforth provided an update regarding the missing curriculum proposals and that the Senate office is still waiting for the documentation. Once confirmed and received, these referrals will be sent to AAC and BPC.
- e. Faculty Visa

- i) Z. Zenko spoke regarding the pressing issue of Faculty visas. Provost Thien reported that AVP D. Boschini is working on this issue and will provide an update at Senate.
 - f. Calendar Committee
 - i) K. Van Grinsven working on scheduling the first meeting of the semester.
 - g. Add “Statements of the Senate” Process to governing documents – EC (deferred)
 - h. Resolution to rename the Faculty Leadership and Service Award – EC
 - i) Chair Danforth is working on drafting the resolution and will share it via email with EC for edits and inclusion in the Senate agenda.
6. **New Discussion Items (Time Certain: 10:45 AM)**
- a. Summer Disqualifications (handout) (deferred)
 - b. WASC Steering Committee for next CSUB report and site visit (handout) (tabled)
 - i) Report due: Spring 2027
 - ii) Site visit: Fall 2027
 - iii) Chair Danforth provided an overview of the items and requests from AVP E. Adams, who will be invited to attend the next EC meeting on Tuesday, September 23.
 - c. WASC Proposed Standard Changes (handout)
 - i) Link: <https://www.wscuc.org/post/wscuc-invites-comments-on-proposed-standards-updates/>
 - ii) Chair Danforth provided a brief overview of this item and that the proposed changes, which include the exclusion of DEI from the standards. The deadline for public comment is Friday, September 12.
 - iii) Provost Thien noted that these proposed changes follow the historical trends where the changes are proposed to remove DEI and then are not made after public comment is received.
 - d. Post-enrollment Requirements Checking (PERC) Timing Concerns – AAC and AS&SS (handout) (deferred)
 - e. Concerns about teaching modality language in the handbook (handout) – AAC and FAC? (deferred)
 - f. Elections and Appointments (D. Solano)
 - i) Urgent Calls- Fall 2025:
 - (1) SEI Board – Election to take place at Senate 9/11
 - i. The call closes today, Tuesday, September 9. If there is only one nomination, then the Senate can elect by acclamation. If there are more than one nominations received, an election during Senate will take place.
 - (2) Faculty Ombudsperson
 - i. The call needs to go out as soon as possible. The Senate Analyst to get the call out and set deadline for before the next EC meeting on September 23.
 - (3) SSE Dean Search Committee – added to call list.
 - (4) Academic Administrator Review Committee (AARC) for Associate Dean, EEGO- added to call list.
 - (5) Exceptional Service Awards Committee- added to call list.
 - (6) Others as identified
 - g. Concerns about content and assignment of instructors for CSUB 1029 ([handout](#)) – AAC and FAC? (deferred)
 - h. Term limits for Department Chairs – FAC (deferred)
 - i. Inventory of AI and other automated software ([handout](#)) – AS&SS (deferred)
 - j. Process for appointing academic Acting MPPs (tabled)
 - i) Brief discussion. Review discussion above under “Provost Report.”
 - k. Reconstitute High Impact Practices (HIP) Taskforce – AAC and AS&SS (deferred)
 - l. Handbook and Bylaws Project – EC (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?
- 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:
 - (1) Deadline issue for stating one's intent to seek promotion to full professor
 - (2) Discussions about whether we should change the Handbook to require classroom observations for tenured faculty.

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

Academic Senate Meeting – Fall 2025

Thursday, September 11, 2025

Agenda

10:00 AM – 11:30 AM

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

Zoom Link: <https://csub.zoom.us/j/84669370314?pwd=gmLoywwMxQR4k7G0hUhv25vs0N8xr8.1>

Senate Members: Chair M. Danforth, Vice-Chair D. Solano, CSU Senator C. Lam, CSU Senator N. Michieka, AH Senator T. Tsantsoulas, AH Senator M. Naser (sabb. F2025; alt. D. Stockwell), BPA Senator D. Wu, BPA Senator S. Sarma, NSME Senator L. Kirstein, NSME Senator A. Stokes, SSE Senator Z. Zenko, SSE Senator S. Roberts, AV Senator K. Holloway (virtual), At-Large Senator H. He, At-Large Senator A. Grombly, At-Large Senator A. Hays, At-Large Senator A. Lauer, At-Large Senator T. Salisbury, At-Large Senator R. Dugan, Lecturer Electorate Senator D. Horn, Senator H. Gonzalez – Staff Representative, Senator A. Reyes – ASI President, VP AA & Provost D. Thien, Senator J. Dong – Dean Representative, and Senate Analyst K. Van Grinsven.

Guests: President Harper, S. Marks, and C. Diniz.

- I. Call to Order and Tejon Tribal Land Acknowledgement
 - II. Approval of Minutes
 - a. August 28, 2025 (hold)
 - III. Announcements and Information
 - a. President's Report – V. Harper **(Time Certain: 10:10 AM)**
 - b. Addition: Strategic Plan – S. Marks **(Time Certain: 10:20 AM)**
 - c. Addition: Information Technology Services (ITS) – C. Diniz **(Time Certain: 10:30 AM)**
 - d. Elections and Appointments – D. Solano (handout)
 - IV. Approval of Agenda **(Time Certain: 10:05 AM)**
 - V. Reports
 - a. Provost's Report – D. Thien
 - b. ASCSU Report – Senators Lam and Michieka (handout)
 - c. ASI Report – Senator Reyes
 - d. Staff Report – Senator Gonzalez
 - e. Committee Reports:
 - i. Executive Committee – Vice-Chair Solano (handout)
 - ii. Standing Committees:
 - 1. Academic Affairs Committee (AAC) – Senator Tsantsoulas (handout)
 - 2. Academic Support and Student Services Committee (AS&SS) – Senator Kirstein (handout)
 - 3. Budget and Planning Committee (BPC) – Senator Grombly (handout)
 - 4. Faculty Affairs Committee (FAC) – Senator Zenko (handout)
 - f. CFA Report – Senator Salisbury
 - VI. Resolutions **(Time Certain: 10:45 AM)**
 - a. Consent Agenda: no items.
 - b. Old Business:
 - i. No items.
 - c. New Business:
 - i. RES 252601- Renaming of the Faculty Leadership and Service Award – EC (handout)
 - VII. Open Forum **(Time Certain: 11:15 AM)**
 - VIII. Adjournment
8. Adjournment
- a. Chair Danforth adjourned the meeting at 11:31 AM.