

ACADEMIC SENATE: EXECUTIVE COMMITTEE

MINUTES

TUESDAY, AUGUST 22, 2023 (EXTRA MEETING)

10:00 A.M. – 11:30 A.M.

LOCATION: BDC 134 CONFERENCE ROOM AND VIRTUALLY

Members: A. Hegde (Chair), M. Danforth (Vice-Chair), V. Harper, J. Millar, D. Solano, E. Correa, D. Wu, M. Rush and K. Van-Grinsven (Senate Analyst/ virtual)

1. CALL TO ORDER

- a. A. Hegde called meeting to order.

2. ANNOUNCEMENTS AND INFORMATION

- a. General Faculty Meeting: Friday, August 25 in the MPR from 9 am-1 pm
- b. BOX files and access (deferred)
- c. Future guests: K. Grappendorf – Interim Director of Advising
- d. Miscellaneous Items (A. Hegde):

i. CSUB President:

1. Academic Senate will put forth a commendation for the president and present it to her before the last Senate meeting of the fall semester.
2. Interim Chancellor Dr. Jolene Kester will likely make an announcement of who the Interim CSUB President will be in another month or so.
3. CSUB Presidential Search is likely to begin in Fall 2024.
 - a. Faculty representation on the search committee usually includes the Academic Senate Chair. Other faculty representation can be found on the Advisory to the Board of Trustees.

ii. Carry over items:

1. 2022-2023 #41 Statement on Open Educational Resources (OER). AS&SS drafted a resolution which will be included in the first Senate meeting of 2023-2024. RES 232401.
2. The EC drafted a resolution on modality in 2022-2023. This resolution will also be included in the first Senate meeting of 2023-2024.
3. Interim Director of Advising
 - a. K. Grappendorf will come to EC next meeting to discuss survey results and report.
 - b. Discussion regarding the importance of documentation and distribution of survey data.

- i. A. Hegde agreed to work with K. Van Grinsven to ensure the minutes appropriately document the feedback provided by EC.
 - ii. (A. Hegde) Voiced concerns regarding the distribution of survey data and bypass of shared governance by certain areas.
 - iii. (E. Correa) Voiced concerns regarding errors that result from not following appropriate processes when individuals or offices are rushing to meet deadlines or accreditation requirements.
 - 4. Formation of a School to College criteria
 - a. (A. Hegde) Will want to consider putting forth a resolution in 2023-2024 with underling principles. Language is needed to provide faculty a voice in the process of naming and creating a college and school. Suggests the writing of the referral and resolution in the fall semester. Different referral to be sent to each standing committee to highlight certain areas for the committee's discussion.
 - 5. 2021-2022 #40 Digitizing the Performance Review Process
 - a. (D. Solano) Chair of the Electronic RTP Committee. Have a software selected. Hoping to do a pilot in the spring.
 - 6. 2022-2023 #01 Time Blocks and Space Utilization
 - a. M. Rush requested previous time blocks resolution and current schedule for her department. RES 1314059 was sent to EC by email.
 - 7. RES 212234 BCUB Faculty Retention and Tenure Density Priority – HOLD- *pending action from the President*
 - a. Resolution was in the second reading and got tabled by the President. Can perhaps review and propose something along the lines of matching the positions on position control to the growth in enrollment.
 - b. Possible new referral to BPC with language to recommend that the president consider expanding the faculty lines when the budget allows.
- iii. HIP Taskforce Director
 - 1. Not a Senate appointment, however, there were issues with the job description.
 - a. (A. Hegde) Asked that the EC review the job announcement again and evaluate if it meets the Senate resolution. Shared governance is coming up again as a common issue between faculty and

administration. E. Correa sent the job announcement to EC members.

3. APPROVAL OF AGENDA (Time Certain: 10:05 AM) (deferred)
4. APPROVAL OF MINUTES (deferred)
5. CONTINUED ITEMS
 - a. AS Log (**handout**)
 - i. AAC
 - ii. AS&SS
 - iii. BPC
 - iv. FAC
 - b. Provost Update (V. Harper) (deferred)
 - i. CO Update
 - ii. Removal of Advising Holds (**handout**)
 - iii. Interim Appointments
 1. Interim Associate Dean of BPA, Lori Paris
 2. A. Hegde requested V. Harper send an email with the list of interim appointments.
6. NEW DISCUSSION ITEMS (Time Certain: 10:45 AM)
 - a. Elections and Appointments – M. Danforth
 - i. ASCSU Representative
 1. B. Street has resigned. Will need to send out a call and follow with an election for his replacement.
 2. (M. Danforth) Will work with K. Van Grinsven to set up a test election with the new voting software, Simply Voting.
 - b. Standing Committee composition (AAC administrator composition and BPC) (deferred)
 - c. SOCI Summer Issue (**handout**) (deferred)
 - d. BPA Advising Center name change (**handout**) (deferred)
 - e. HSIRB and IACUC policies and procedures (deferred)
7. Carry-over items from 2022-2023 (deferred)
 - a. Proposal for emphasis in Biochemistry B.S. – AAC (HOLD; referral in progress for Concentration and Emphasis)
 - b. Elections and Appointments – M. Danforth
 - i. U-wide RTP criteria taskforce (equity) (HOLD)
 - ii. IRPA Advisory Board
 1. A&H, SSE, and NSME have vacancies.
 - c. Academic Administrators
 - i. Evaluation of Academic Administrators – Handbook 311.1 (**handout**)
 - d. Order of Business – Bylaws change (Section III. A.)

- e. Various policies
 - i. Posthumous Degree Policy – reference minutes 4/11/23. **(handout)**
 - ii. Option to Retreat Policy - reference minutes 4/11/23. **(handout)**
 - iii. Policy Documents: Program Review Guidance, Honor’s Program, Campus Survey of Items of Cultural Significance **(handout)**
 - iv. Reference Letters Policy- Link: Employment Policy Governing the Provision of Employee References
<https://calstate.policystat.com/policy/12142918/latest/>
 - v. Policies: Reimbursement Rate, and Professional Development Funding (HOLD- check with Provost)
- f. Carry-over from 2021-2022 Annual Report (Possible New Referrals)
 - i. Committee on Professional Responsibility (CPR) Constitution; academic integrity for faculty –FAC
 - ii. RES 212234 CSUB Faculty Retention and Tenure Density Priority – (HOLD- pending action from President)
- g. Resolution on CCC baccalaureate degrees [AB 927] – EC
 - i. Cultural Taxation Award Criteria and Review Committee Structure – BPC and FAC (HOLD- check with Provost on if award still exists)
 - ii. Strategic Plan Group data gathering instrument(s) - BPC
 - iii. GE Breadth **(handout)**
 - iv. Committee Chairs Bylaws Change – 2022-2023 Referral # 27 **(handout)**
 - v. Investment Divestiture – BPC
 - vi. Proposals Direct to ASCSU (E. Correa’s request)

8. AGENDA ITEMS FOR SENATE MEETING (deferred)

THURSDAY, AUGUST 31, 2023

10:00 A.M. – 11:30 A.M.

LOCATION: DEZEMBER LEADERSHIP AND DEVELOPMENT CENTER, BUILDING D, ROOM 409-411

- A. Call to Order
- B. Approval of Minutes
 - a. May 4, 2022
- C. Announcements and Information
 - a. President's Report – L. Zelezny (**Time Certain: 10:10 AM**).
 - b. Elections and Appointments- M. Danforth
 - c. Senate Orientation
- D. Approval of Agenda (**Time Certain: 10:05 AM**).
- E. Reports
 - a. Provost's Report – V. Harper
 - b. ASCSU Report - J. Millar and TBA
 - c. Committee Reports: (*Minutes from AAC, AS&SS, BPC and FAC to be posted on the Academic Senate webpage; Senate Log attached*)
 - i. ASI Report- D. Alamillo
 - ii. Executive Committee- M. Danforth
 - iii. Academic Affairs Committee (AAC) - D. Solano
 - iv. Academic Support & Student Services Committee (AS&SS) - E. Correa
 - v. Budget and Planning Committee (BPC) - D. Wu
 - vi. Faculty Affairs Committee (FAC) - M. Rush
 - vii. Staff Report- J. Cornelison
- F. Resolutions (**Time Certain: 10:45 AM**)
 - a. Consent Agenda
 - b. New Business
 - c. Old Business
- G. Open Forum (**Time Certain: 11:15 AM**)
- H. Adjournment

9. ADJOURNMENT

- a. A. Hegde adjourned meeting at 11:30 AM. Will have first official Executive Committee meeting of the semester on Tuesday, August 29.