

ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES SEPTEMBER 22, 2026

11:30 AM - 12:50 PM

MH-141

Present: Bruschke, Childers, Dabirian, Gradilla, Graewingholt, Jarvis, Kleinjans, Mallicoat, Milligan, Swarat, Valdez

I. CALL TO ORDER

- Chair Dabirian called the meeting to order at 11:31am.

II. URGENT BUSINESS

- I had a student who came to my office and was as a transfer student with an ADT from Fullerton College. They couldn't enroll this semester for a variety of reasons and were really worried about enrolling next semester. So, the student is distressed. I told her I can figure out for them how they can enroll. I have not been able to figure that out. I've been given the runaround. The Registrar's office says you have to talk to Admissions. Admissions says you have to talk to the Registrar's Office. I just want to have it on the record because I can't believe this. Even the department chair gets the run around.
 - It is not an Admissions problem. The Registrar needs to talk to them. Unless the student is enrolled by Registrar, Admissions cannot help.
- The Executive Committee had an extensive discussion on this matter.

III. ANNOUNCEMENTS

- (Bruschke) Jeanine Congolton's memorial happened last Saturday. I want to give props to our Chair, Senator Dabirian, who arranged for tech support, even though he didn't have to. He showed up and stayed there the whole time to listen to all the speeches and be there. That meant a lot. Someone said something about the Chair of the Academic Senate showing up to show strong support, along with a bunch of other faculty so thank you.
- (Graewingholt) Happy Fat Bear Week!

IV. APPROVAL OF MINUTES

- M/S/P (Jarvis/Childers) Motion to approve the September 8th EC Minutes. Motion passed.
4.1 EC Minutes 9-8-26 (draft)
- M/S/P (Jarvis/Childers) Motion to approve the September 15th EC Minutes. Motion passed.
4.2 EC Minutes 9-15-26 (draft)

V. CHAIR'S REPORT

- I discussed the retreat with the Provost. I let him know there will be four of us leading the retreat. He's going to come and talk about it today.
- He asked me about the AI Task Force. I let him know we have had discussions, and we will get together to gather names and get it moving as soon as possible. I let him know that there's a sentiment around to have an overarching AI policy, and I have scanned the neighborhoods for an AI Policy, and found a lot of institutions have not done a policy but instead have guidelines. I would hope to get a policy done by Fall. We want to make sure there's a first reading and a second reading of it. If we do push it to Spring, it would be possible to get it passed before we get to Marathon.

There are a couple of people that he thought it would be good to have on it. One is Student Conduct (Donna Budar-Turner) and given a lot of questions in RTP coming up and the use of AI, Mark Carrier was suggested.

- The Executive Committee went into Executive Session.

VI. PROVOST REPORT – 12:30 PM

- Retention

(Swarat) We have a subcommittee for the Academic Senate retreat. We have not met yet, but it is me (Su Swarat), Megan Graewingholt, Jon Bruschke, and Greg Childers. Once we meet, we'll figure out something else that's going to be about student success.

(Jarvis) When we think about retention, it wouldn't really help us with the systems metrics. It would be recapture. It's getting students who have left recently and getting them back to the University.

(Walker) It's incredibly hard to get them back once they leave. The students maintain their status in catalog for one year of stop-out and then one year of leave of absence, right? And there's nothing for them to do with that. They just have to tell us, "I want to come back". They still are, if I recall correctly, they should still be counted within the cohort that they're in for graduation. So, for those students within that two-year period, it doesn't do much for us. It's also not a huge number of students. And then at the end of the 2 years, they get discontinued. That means is that they're no longer in student status.

We have an easy, low effort opportunity when students are stopped out and on leave of absence to communicate with them and to try and get them to come back. That's not hard. We do that because they don't lose the catalog year during that time. As soon as they pass that time, and lose those catalog rights, life gets very, very interesting. Because if there are GE changes, life gets really, really interesting. If there's only major changes, then normally folks can work with the department and sort something out. But I mean, this is why that 2-year period where they maintain catalog rights- if we want to bring somebody back and have a good opportunity to have them get through, that's when to do it. Once they pass that it gets really difficult. A lot of the folks that we see who come back and maybe have one class left, the vast majority of them are between five to 10 years out. They're not within those two years framework. And because of all of the things that have happened to GE over the last 10 years, it gets very difficult to do something about that.

Q: (Mallicoat) What are the best practices around retention and how do we deploy those?

A: (Walker) I think there's several things, and I think Su can help me with this. The first is that there's probably some focus that we need to have on different populations of students, and we have to be very careful about that, given the current landscape we live in. But going from, let's just say, entering class of 7,000, taking that from 7,000 to 1,000 even makes the work way more doable. I think it applies both to student populations and to initiatives, right? We can't do the initiative or gimmick of the day. We need to have focus, and we need to stick with stuff.

The other piece that I think we have to do is to make sure that the 4 GE categories folks are able to complete within their first year. Well, I would say all of the ABC's, it would be fantastic if folks had completed all of those in their first year because we know students who complete those tend to stay. Part of it is that those classes we also know have traditionally and continue to serve tons of first-year, first-time students. The faculty are used to teaching those students. The other thing, and this is not on that side, but is the work that Su and Yuying's folks have done to help balance the load across the fall and spring for those departments, right? That's equally important because having it flip flop is really difficult.

I think our second layer of stuff that we probably want to think about is going to be the path folks are taking through the major. For some folks they're taking longer because the class doesn't get offered. Let's say somebody's ready to graduate in the Fall, and there's no alternative, right? Students need to understand the trade-offs between staying longer and taking few units per term and taking more units per term. We need to make that really clear to them. We also don't think about students as not being capable of taking 15 units because that's one of the things that we hear from students.

- The Executive Committee had an extensive discussion on this matter.

- AA/AS Retreat Topics

- The Executive Committee brainstormed discussion topics for the AA/AS Fall 2026 Retreat.
 - Collecting best practices in terms of what they do pedagogically as well as institutionally in those departments and colleges where students stay long-term
 - Address in terms of a hypothetical, theoretical question of our first-year students with the problem of faculty saying students should have the skills as opposed to just giving them the skills

- Stop-out data-based template on what do we know for the students who leave and the ones who are matching the criteria for those on the verge of leaving
- Engagement of part-time faculty. Having criteria so that people respond back
- Faculty having more control to be able to personalize their office hours
- Preparation for faculty on what they need to do to support student success
- Helping students get a job after graduation

VII. STAFF REPORT

- Caro Valdez needs to switch a committee with someone since she can no longer serve on the FRPC due to scheduling.
 - (Jarvis) I can switch. You can take elections.
- Jochen Burgdorf has to resign from the Senate Forum. We have interest from a Mara Johnson from (EDUC). Are we okay with me asking her to serve so we can get Mara approved by Senate to begin work?
 - The Executive Committee agreed to move forward with the EDUC rep for the Senate Forum.

VIII. COMMITTEE LIAISON REPORTS

8.1 University Writing Proficiency Committee [Mallicoat], F, 9-18-26, 9:00 – 11:00AM, Zoom

- The committee met and reviewed the charge and UWPC business for the year. There are three HSS departments up for recertification - Criminal Justice, Ethnic Studies and Psychology. These are due on 10/9 to Curriculog. This is year 8 of the 8-year recertification cycle. Business, Child and Adolescent Studies, and English are on next year and the chair will reach out to them.
- Students fulfill the Graduation Writing Requirement via a specific course or a sequence of courses. The committee is pushing departments towards offering a department specific course but acknowledges that some departments may look to adopting an English course to meet this requirement. Departments who choose to use an English course should make sure that they are consulting with the English department. The committee will also review non-CSU courses in cases where a student completes a writing intensive course at another institution and wants to use it to meet this requirement. The group also shared the language from the UPS on the role of AI in writing intense courses.
- Since UPS 320.020 was approved, the committee noted they will need to update their public facing materials.
- There was a concern that the FDC/Writing Across the Curriculum may have outdated information on their website. Leslie will reach out to have FDC remove this page as many of the links are broken or outdated as the required information is generally housed on the Academic Programs webpage.
- They will also look at the definition of a thesis course and make sure that it meets the requirements of the CSU EO and UPS.
- The group also reviewed the guidance that is shared with departments on the GVAR requirement and course requirements and noted areas where this needs to be revised. They will also review the Curriculog form to make sure that it aligns with the UPS.

8.2 Faculty Affairs Committee [Jarvis], F, 9-18-26, 10:00 – 12:00PM, MH-141

- FAC met 9/18. Chair Scher was absent (with notice), so Matt ran meeting. Quorum reached.
- UPS 210.000. Finished edits.
- UPS 230.010. Faculty Obligation to Meet Classes. Made some clarifying edits. Should be able to go on Consent.
- UPS 210.060. Nepotism policy. Largely governed by CSU policy, which hasn't been changed (despite a promised updated in 2025). Updated to HRIE throughout document. Should be able to go on Consent.
- UPS 210.055. Visiting Faculty. Largely governed by CBA. Made very minor edits. Should be able to go on Consent.

8.3 University Curriculum Committee [Kleinjans], F, 9-18-26, 12:00 – 2:00PM, Zoom

- We got a student! Isaak O.

- Everyone was there. High number of UPS (9) to review this AY.
- Approved small updates to UPS 105.000.
- Made edits to 300.050 but Greg will clarify with grad studies/ Aimee and the UCC will take this up at the next meeting.
- Made edits to 100.610 but Zia will clarify some potential issues and the UCC will take this up at the next meeting.
- UPS 300.003: Voted to keep as is.
- UPS 300.022: Approved small edits – a senate committee mentioned no longer exists, so we added AS oversight.
- UPS 300.024: Passed with small edits/ updates.

8.4 Academic Standards Committee [Swarat], F, 9-18-26, 12:30 – 2:00PM, MH-141

- Chair called the committee to order at 12:32pm.
- Members introduced themselves.
- Urgent business:
 - Shelly Hsu: Introduced the new electronic Incomplete Grade Agreement implementation in the PeopleSoft Faculty Portal; Requested revision to UPS 300.017 (last paragraph) accordingly; **Aiming to complete the correction in the 10/16 meeting and get on consent 10/22. Chair will email the Senate Chair about this timeline and about whether the UPS needs to be approved before the practice is put in place.**
- Minutes from April 2026 meeting approved.
- Discussed UPS 300.021 (Academic Dishonesty): Good progress made

8.5 General Education Committee [Childers], F, 9-18-26, 2:00 – 4:00PM, Zoom

- Introductions of new students
- Minutes of last meeting approved
- Erika gave a brief update of the GE Review committee work
- Su Swarat presented the results of the last GE assessment
- The committee voted to assess the teamwork GE goal this year
- The committee supports a GE Assessment town hall/celebration in the spring
- In light of questions submitted for GE courses, the committee discussed procedures for possible forthcoming challenges
- Committee reviewed revisions to LBST 334 & approved the course for GE 2U.
- Committee started reviewing revisions to CHIN 325 for GE 3U and Z. Will continue discussions.

IX. NEW BUSINESS

9.1 Search Committee

- Associate Vice President for Culture and Institutional Excellence
- (Dabirian) We can discuss this next week. Let's start thinking of names to forward to the Senate for approval.

Suggestions from Exec:

- Rokon Bhuiyan (CBE)
- Ilda Cardenas (LIBRARY)

9.2 IRA Resolution – (Discussion item)

- The Executive Committee went into Executive Session.

9.3 Retreat Planning – (Discussion item)

X. ADJOURNMENT

- Meeting adjourned at 12:58 pm.