

ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 8, 2024

Approved 10-22-24

11:30 AM - 12:50 PM

MH-141

Present: Childers, Garcia, Gradilla, Jarvis, Kanel, Mallicoat, Milligan, Swarat, Valdez, Wood

I. CALL TO ORDER

Chair Jarvis called the meeting to order at 11:30 am.

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

No announcements.

IV. APPROVAL OF MINUTES

➤ M/S/P (Mallicoat/Swarat) Motion to approve the September 17th minutes. Motion passed.

4.1 EC Minutes 9-17-24 (draft)

4.2 EC Minutes 9-24-24 (draft) - *forthcoming*

4.3 EC Minutes 10-1-24 (draft) - *forthcoming*

V. CHAIR'S REPORT

- The search committee for the Provost has been formed. I've had a few people that are upset about the final composition, specifically two colleges that did not get representatives.

I have reached out to the Dean of CBE, he was riled up about it, I told him I am always open, and he could let me know what his concerns were. I am going to reach out, haven't done so yet, to ECS, they are the other college not represented.

Su helped me connect with Eileen because they didn't end up putting any high-level admins or staff from Academic Affairs. Elaine Dixon worked in Academic Affairs for a long time before she went to Student Affairs. She is also head of the staff union, so she does know staff stuff, but there isn't necessarily anybody from the Academic Affairs admin rank. So, I will keep connections with Eileen to make sure they do that.

- There is going to be a listening session, it has not been scheduled yet.
- Executive Committee went into Executive Session.

VI. PROVOST REPORT – 12:30 PM

Executive Committee went into Executive Session.

Additional Provost report:

➤ (Provost) I think there is going to be a lot of differences coming. Eight-year graduation is going to come, they want to count anything as student success.

- (Kanel) They pushed to have so many online classes, but it does seem to be prohibiting and creating a barrier for people to come to class, students and faculty. So, the two don't go well together. There is a lot of incentive to do online classes, but at the same time we want more engagement.

If a faculty member is given four online classes, why would they want to come to campus for office hours. And the people teaching four online classes, also have full-time jobs elsewhere, which is a huge issue.

- (Provost) In the Strategic Plan, we worked with the Deans and asked every department to develop a plan for their department. We are not at all pushing any number.

I know psychology pulled back some of the core courses they had online, because they saw there was a quality issue they were trying to resolve. It wasn't that the faculty was not going to teach it in high quality, it was the student outcome was not being as good as engagement was.

We are asking that you work with your colleges and departments, this is already in place. I am asking everyone organically, department by department to identify their online mix.

- (Jarvis) One wrinkle to that is GE is often left out of that conversation.

Q: (Wood) What about faculty who say they don't want to come to campus anymore, they only want to interact with the department online? They want to have faculty meetings online.

A: (Valdez) My Dean doesn't allow it, she said no, everything is in person now.

- (Provost) There are some departments that say you have to come in. It's department by department. There are some faculty members who are not here, they are teaching online.
- (Wood) If we want our students to be engaged on our campus, our faculty have to be engaged.
- (Valdez) Not all students want to engage on campus, they prefer to engage in other ways. I feel hybrid options are a nice middle ground.

- They are going to do some direct admissions from the CSU, on the campuses with low enrollment. They are working with the Riverside High School Districts. They are looking at giving those campuses direct access to those students. The students in Riverside who have been doing this pilot will get direct admission to ten of our CSUs automatically, they don't have to do Cal State Apply.

VII. STAFF REPORT

- Mia Sevier from HHD declined for the Student Affairs Search Committee, so we need another person.
 - (Jarvis) I would suggest going with the fourth person we had on the list, Amber Chitty Wilson. Also, Alexandro will serve as the chair's designee on the search committee.
- Q: (Mallicoat) Are they using a search firm?
- A: (Jarvis) I don't believe they are.
- Q: (Swarat) Who will be the Senate representative?
- A: (Jarvis) Alexandro volunteered to serve as my designee.

VIII. COMMITTEE LIAISON REPORTS

8.1 Diversity & Inclusion Committee [Garcia], T, 10-1-24, 1:00 - 2:00 PM, PLS-256

- The committee convened today with a quorum present.
- Key Discussions:
 - The Committee Chair introduced a few important ideas:
 - In response to a request from the Academic Senate, the D&I Committee will work on developing a rubric to be used by all committees for reviewing UPS documents.
 - The goal is to ensure that the rubric is applied, and UPS documents will be submitted to the D&I Committee for review after other committee reviews are complete.
- There was discussion around the possibility of drafting a UPS that would formalize the application of the rubric.
- The committee reviewed various rubrics from other campuses as examples to guide the creation of our own, focusing on what should be included and how to structure it effectively.

8.2 International Education Committee [Gradilla], W, 10-2-24, 11:00 AM - 12:00 PM, PLS-299

No report submitted.

8.3 Information Technology Committee [Wood for Childers], F, 10-4-24, 10:00 - 11:00 AM, Zoom

- Minutes passed
- Announced that one of their tasks was reassigned to Development (Guo)
- AVP IT (Peng)
 - Reviewed the charge of the IT Committee (Peng)
 - Oct. is cyber security month, AI's role in modern security webinar series announced (Peng)
 - Tech Day will be 11/6, Pollak Library
 - Password change month
 - Run wizard to set up Eduroam Wireless Wizard (that way you won't have to update the certificate and enter and change wireless password configuration)
 - Enhanced DUO login security to avoid accidental login approval (verified Duo push) for sensitive applications (e.g., direct deposit). Q: What should we do if we accidentally approve a DUO request? A: Call Helpdesk and share info, including what app you were using. Would have to turn "Remember me" off.
 - IT Strategic Plan transition underway. Will share in "high level" conversation at next meeting. Send recommendations/comments to Willie Peng.
- Ken Guo, ITC Chair, on Reviewing the Charge of the IT Committee: "Good job, but we can do better."
 - SPSS language suddenly changed to "For learning and teaching purposes only, not for funded research." IT committee should be engaged in this discussion (Alvarez).
 - Zoom Phone – Discussed phone needs in classrooms for IT and other emergencies (Guo).
 - Equity issues:
 - Mac/PC cost and equitability
 - Movie night (collaboration with student affairs)
 - Duo security—does everyone have compatible cell phone
 - Open-source textbook, software, hardware ("low-cost") (Already an initiative for open textbooks)
 - Responses:
 - IT has been addressing the equity issues well, but their response has not been communicated to campus (Donovan).
 - IT is updating their website page. Agree with Donovan, need to better communicate (Peng).
 - We do have wall phones in classrooms for emergencies; we will check for functionality (Lin). There hallway phones for safety also (Peng).
 - Faculty need to be part of the conversation to know the issues and how to make use of services available (Alvarez).
 - Peng to investigate the licensing issues with SPSS. Vendor changed their terms and conditions, and we will catchup and communicate with campus.

8.4 Planning, Resource & Budget Committee [Mallicoat for Jarvis], F, 10-4-24, 1:00 - 2:30 PM, PLS-299

No report submitted.

8.5 General Education Committee [Kanel for Childers], F, 10-4-24, 2:00 - 4:00 PM, Zoom

- Committee met on zoom, with quorum.
- Introductions: A freshman student came for his first time and was welcomed profusely by all.
- Minutes for Sept 6 meeting: Secretary received feedback on how to shorten minutes a la Robert's Rules. Minutes Approved.

- Impact of recent changes (928) were discussed by the Chair who attended special meeting last week with Greg Childers. There will be a drop in enrollment especially for HSS.
 - Discussed the idea of a GE minor. Some concerns about it diminishing faculty governance, but maybe this committee could be a part of the GE minor. Issues about over enrollment on campus and how this would create more enrollment. Example of how to use GE as opportunity to use classes that cross the campus for certain minors, e.g. Climate Change, sustainability, global awareness minor could use existing classes. This brings up the issue of upper division GE classes and the need for them. Might think about renaming it to interdisciplinary minor or something else than GE minor. Funding is an issue to deal with as well.
 - Opposition to trustees making curricular decisions was brought up and the statewide senator disclosed that the trustees and CO are well aware of this.
- Discussed proposed courses:
 - CAS 101: Issue with writing requirement not being rigorous enough, so it was revised with increased writing, from two 1 page papers to two 2 page papers with more details on the assignments and rubrics. Approved.
 - CAS 131: EXPLORE CORE Migrant Lives It does look like they are trying to move this course from lifelong learning to social science and it is very thorough. Approved with friendly recommendation.
 - CAS312: Child Development - Movement to are D from lifelong learning Some issues with the writing requirement being rigorous and giving feedback in time for final project. Not approved yet.

8.6 Library Committee [Milligan], M, 10-7-24, 11:00 AM - 12:00 PM, PLS-299

- Quorum was met.
- September 2024 minutes were approved.
- Announcements:
 - Faculty Noon Time Talk: Dr. Thomas Murphy, Mathematics Dept. 10/8 @noon on Zoom.
 - October Crowdfunding: University Archives & Special Collections 10/1-10/31
 - “Youth Under Dictators” Exhibit – Pollak Library Atrium Gallery through December 31
- Presentations:
 - Jonathan Cornforth, Student Success Librarian & Dean’s Fellow for Instruction Services Pollak Library Information Literacy Instruction Program
 - Discussed and showed pictures of the new study cubicles in the library. Students have been using the cubicles.
 - The library continuing to examine how they can use artificial intelligence in the library and make it available to students.
 - Also, renovate the archive and special collections. we have so many valuable materials that people are unaware of such as the Herbert papers for the doom movie. We have a huge collection of various materials in our zoning that was once the Chicon X collection and other materials. Some of these materials in our sci-fi collections are pulp like magazines, things that are very delicate.
- Last meeting a section of the Academic Senate Bylaws might need a change because of a required meeting that we are supposed to be having with the IT Committee the part of the bylaws that needs change is not actually the library charge. It is the IT committees charge.

8.7 Extension and International Programs [Gradilla], M, 10-7-24, 3:00 - 4:00 PM, CP-950-925

No report submitted.

8.8 Faculty Research Policy Committee [Kanel], T, 10-8-24, 9:00 - 10:00 AM, MH-141

- Met with quorum.
- Introductions
- Updates on resolution and UPS on workload: discussion about lack of equity across colleges related to teaching workload, confused why FAC doesn’t want to deal with this, PRBC should deal with this issue of funding research for all..

- Equity issues, policy is our committee concerns implementation is somewhere else, procedures and funding is not our concern, the union is a different situation not necessarily the place to go to describe how work.
- Discussed whether to send new policy on workload to senate again without FAC.
- Discussion about funding and budgeting and that is not the focus of this committee.
- Will start with an email to FAC with committee thoughts about their comments re: policy.
- Losing faculty of color because workload is unsustainable, and too much, this policy is an important issue which must be debated by senate for the sake of faculty, students, and community to have the best faculty possible. Equity extends far beyond our faculty.
- Will look at the policy again, revise as needed, send to DEI committee, then to senate floor.

IX. NEW BUSINESS

9.1 Revisions to UPS 210.007 - Appointment of Administrative Personnel

- (Jarvis) We will have to take this document along with UPS 210.500 to President Rochon and the Provost.
- Exec began discussing this document, discussion will continue at next week's meeting.

9.2 Revisions of UPS 210.500 - Procedures: Search Committees for Administrative Personnel

1. Revisions of UPS 210.500 Procedures Search Committees for Administrative Personnel - clean copy

9.3 Revisions to UPS 210.020 - Periodic Evaluation of Tenured Faculty

9.4 Part-timers' Participation in Assessment - (Discussion item)

9.5 UPS 300.031 - Academic Appeals Board - (Discussion item)

- (Jarvis) The proposed change to this document is to allow for more meetings if necessary.
- Exec unanimously agreed to add this document to the AS agenda as a consent calendar item.

9.6 UPS 320.102 - International Education Policy - (Discussion item)

X. MEMBER ITEMS

XI. ADJOURNMENT

- M/S/P (Garcia/Swarat) Meeting adjourned at 12:55 pm.