

ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
NOVEMBER 12, 2024

Approved 11-19-24

11:30 AM - 12:50 PM

MH-141

Present: Childers, Gradilla, Jarvis, Kanel, Kleinjans, 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**

- (Mallicoat) I heard there is some new legislation circulating through the community colleges. If I understand it correctly, if a student declares a major and that major has a minimum requirement, automatically we would require them to take that class. There is something going down regarding Math requirements and declaring of majors. I will try to get more information and bring to Exec.

**IV. APPROVAL OF MINUTES**

- 4.1 EC Minutes 10-22-24 (draft) - *forthcoming*
- 4.2 EC Minutes 11-5-24 (draft) - *forthcoming*

**V. CHAIR'S REPORT**

No report.

Q: (Swarat) Where are we with the searches?

A: (Jarvis) A search firm has been retained for the Provost search. The listening sessions will be on December 3<sup>rd</sup> and 4<sup>th</sup> in the O'Brien room and on Zoom. We are looking at late March to bring the Provost candidates to campus.

Q: (Mallicoat) IS there a way to get those dates out soon to the campus?

A: (Jarvis) I will reach out to see.

Q: (Swarat) What about the VP of Student Affairs search?

A: (Jarvis) I haven't heard anything about that search.

- (Gradilla) The search committee has not met yet.

**VI. STAFF REPORT**

No report.

**VII. COMMITTEE LIAISON REPORTS**

7.1 ASI Board [Jarvis], T, 11-5-24, 1:15 - 3:45 PM, TSU Legislative Chambers

- Presentation from Admin and Finance. Student questions were about food and parking.
- No items of significance for Senate discussed

7.2 International Education Committee [Gradilla], W, 11-6-24, 11:00 AM - 12:00 PM, PLS-299

- The committee worked the entire meeting on cleaning up and updating UPS 320.102 International Education Policy.

### 7.3 Faculty Development Center Board [Valdez], F, 11-8-24, 9:30 - 11:00 AM, Zoom

- The FDC director gave her report (ex: winter chairs retreat with a focus on conflict resolution; faculty “hoteling” space in the library), followed by a discussion around ideas to support mid-career faculty in reaching full professor. The meeting ended with committee work to calibrate the FEID rubric.

## VIII. UNFINISHED BUSINESS

### 8.1 Revisions to UPS 210.007 - Appointment of Administrative Personnel

### 8.2 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

## IX. NEW BUSINESS

### 9.1 New Course Proposals - Fall 2024

- This will be added to the next AS agenda as a consent calendar item.

Q: (Swarat) If a course is listed three times, where does the FTEs go?

A: (Jarvis) It depends on the host department, then they negotiate agreements with the other departments.

### 9.2 Department of Women and Gender Studies Name Change

- This will be added to the next AS agenda as a consent calendar item.

### 9.3 Revisions to UPS 300.030 - Academic Appeals

- Exec had and extensive discussion of this document.
- (Jarvis) Lines 39 and 159: add the word “then”.
- This document will be added to the next AS agenda as a new business item. The Senate will be asked to approve the document, then refer it to the Academic Standards Committee to review for additional revisions.

### 9.4 Academic Senate meeting - November 21<sup>st</sup> - (Discussion item)

- (Jarvis) We do not have enough business for the November 21<sup>st</sup> meeting, so we will cancel that meeting. Also, the President will not be able to attend the April 10<sup>th</sup> meeting, which was set aside for the faculty awards, so we will have to activate the April 24<sup>th</sup> meeting.

### 9.5 Executive Committee Liaison Choices

- Exec discussed and finalized the liaison choices to include Kristin Kleinjan’s choices. And also reviewed the committee interest form to replace Kristin as the CBE representative on UCC.

### 9.6 UPS on Syllabi - (Discussion item)

- (Mallicoat) I was approached by a faculty member who wanted to explore when the UPS on Syllabi coming up for revision because there were two things they felt were glaringly absent.

One was requesting that faculty have a statement, not suggesting what the statement should be, but they should have a statement about how the faculty member perceives AI. They weren’t making recommendations of the policy, but just that it should say what each individual faculty members policy is.

The other thing that came up was about cameras in synchronous classes. There was some language during the pandemic that talked about not requiring cameras to be on and whatever that policy was, it has now disappeared because we are no longer in a pandemic.

- (Jarvis) It was never a policy. It was discussion at Senate, by folks in power, saying you shouldn’t be requiring it. They were telling chairs to get the message out, but it was not a policy.

But I think it is perfectly fair for the syllabus policy to state if you have an online class, you must have a policy in your syllabus what that policy is.

- (Milligan) During that time, at the state level, several campuses had a policy where students did not have to turn their cameras on. They were saying it infringed on their privacy and we could demand it. Certain universities had that as a policy, so I guess it's a campus by campus decision.
- (Jarvis) We will send this to UCC.

9.7 UPS Tracker

## **X. MEMBER ITEMS**

## **XI. ADJOURNMENT**

- M/S/P (Valdez/Jarvis) Meeting adjourned at 12:50 pm.