

ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MARCH 25, 2025

Approved 4-29-25

11:30 AM - 12:50 PM

MH-141

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

- Distribution list use on elections - (Discussion item)
 - Exec discussed the issue of one candidate using the various programs distribution lists, instead of creating their own email list for campaigning. Neither candidate is going to appeal the election, so Exec agreed no further action was required.
Suggestion:
Have the Elections Committee revisit the language that goes out for the upcoming All-University elections.
- Assigned Time Appeals Committee.
 - (Jarvis) I was informed that we have someone who wants to appeal their assigned time decision. Letters were sent out on March 18th.
We have 10 days to form a committee to hear the appeals. The Appeals Committee shall complete their review in no more than 30 working days after receiving the appeal.
 - Exec discussed faculty to serve on the Assigned Time Appeals Committee. An email will be sent out to faculty asking them to serve.
 - The Executive Committee went into Executive Session.

III. ANNOUNCEMENTS

- (Kleinjans) UPS 100.600 - Establishment of University Departments, it's not clarified in Curriculog that it only needs a Curriculog process if there is a CIP code change or a program title change.
 - (Swarat) In that case, the Curriculog process needs to be changed.

IV. APPROVAL OF MINUTES

- 4.1 EC Minutes 3-11-25 (draft) - *forthcoming*
- 4.2 EC Minutes 3-18-25 (draft) - *forthcoming*

V. CHAIR'S REPORT

- No report.

VI. PROVOST REPORT – 12:30 PM

- The Executive Committee went into Executive Session.

VII. STAFF REPORT

- No report.

VIII. COMMITTEE LIAISON REPORTS

8.1 ASI Board [Swarat for Jarvis], T, 3-18-25, 1:15 – 3:45 PM, TSU Legislative Chambers

- I showed up to ASI and learned that proxy is not allowed. Here are some of the issues they discussed while I was there:
 - DIRC director gave an update on their programming.
 - Public speakers at the beginning of the meeting expressing concerns over the board election process and the student wellness initiative.
 - Chief of Police gave a presentation on holistic safety on campus.
 - I gave an update on the strategic plan fall report.
 - Arnold Holland gave an update on COTA.

8.2 Diversity & Inclusion Committee [Kanel], T, 3-18-25, 1:00 - 2:00 PM, PLS-256

- Quorum was not met, in person 3/18/2025
- UPS 210.001 discussion and revisions continued.
 - Discussed the need for Equity Advocate to be included in this document How are they trained? How are they assigned? Been trying to include this for 7 years, but it hasn't worked out well. Piloted programs didn't work or launch, some of it was due to COVID. Currently not funded, they began with one time monies from CO. Not feasible to have one for each search. This revision would make them an ex-officio of DSC. Must make clear that there is no guarantee for a search committee to have an equity advocate. This is an optional position, faculty get a stipend, only used when available or requested by department.
 - Interview questions: suggested to provide them in advance but is there bias about preparation. How much time? Difference between semi finalist and finalist. Added statement about giving candidates questions ahead of time for both.
 - Questions shall be uploaded to CHRS and reviewed and approved by HRDI.
 - Removal of "diversity statement" and instead use the term "inclusive excellence".
 - Revisions will be voted on via email and once approved, will send to senate executive committee for review.
- UPS 100.015, began looking at it. Creation of a document that other committees can use when editing their documents.

8.3 Assessment & Educational Effectiveness Committee [Swarat], W, 3-19-25, 1:00 - 2:15 PM, Zoom

- No report submitted.

8.4 Writing Proficiency Committee [Kleinjans], F, 3-21-25, 9:00 - 11:00 AM, Zoom

- The committee spent the meeting revising UPS 320.020 based on previous work by a subcommittee. The main issues to address are including language regarding the use of AI and aligning the UPS with EO 665.
Merri Lynn also attended part of the meeting to discuss how to ensure that the information flow is improved so that all information on which courses are certified and which are not, and which ones need to be recertified is known by all parties and consistent across different website.
They are planning to finish this at their next meeting so that it could come to the AS for discussion before the end of the Academic Year.

8.5 Academic Standards Committee [Wood], F, 3-21-25, 1:00 - 2:00 PM, Zoom

- Chair gave short summary of pending UPS docs with Executive Committee and/or making their way to the senate floor.
- Minutes 2-21- 2025 Approved.
- Continued discussion of UPS 300.023 passed and will be sent to Executive Committee.
- Started discussion on WU policy.
- Upcoming documents - Withdrawal Policy and Online Policy.

8.6 Planning, Resource, Budget Committee [Jarvis], F, 3-21-25, 1:00 - 2:30 PM, PLS-299

- No report submitted.

IX. UNFINISHED BUSINESS

9.1 New UPS 210.006 - Search Committees for Administrative Personnel

X. NEW BUSINESS

10.1 Revisions to UPS 100.300 - Policy and Procedures for Naming of Facilities, Properties, Colleges, Schools and Academic Entities

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

10.2 Revisions to UPS 100.600 Establishments of University Departments

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

10.3 Revisions to UPS 310.000 - Credit for Prior Learning

10.4 Revisions to UPS 320.005 Retention of Student Work

- Exec discussed the changes to the document.
- (Jarvis) Line 8: replace the word “semester” with year”.
- (Jarvis) Line 48: add wording “for one year” and delete the wording “until at least the last day of the semester after final grades for the course are assigned”.
- (Jarvis) Line 32: add wording” According to the CSU’s retention and disposition schedule, student portfolios (culminating experience project) must be kept for at least two years”.
- This will be added to the next AS agenda as a consent calendar item.

10.5 Revisions to UPS 300.030 Academic Appeals

10.6 Strategic Plan UPS Pain Point Survey - (Discussion item)

10.7 Letter from RACE - (Discussion item)

10.8 CSU Generative AI Committee Report - (Discussion item)

10.9 GEC Recommendations to remove barriers to Graduate Student Success - (Discussion item)

10.10 Peer Review Panel - Range Elevation Appeal Process - (Discussion item)

10.11 Voting List Part-time Constituency - (Discussion item)

10.12 UPS 411.200 - GE Guidelines and Procedures: New and Existing Courses - (Discussion item)

10.13 Rescission of UPS 230.00 Statement of Professional Responsibility - (Discussion item)

1. Ad Hoc Committee to develop Statement of Ethics

10.14 New UPS XXX.XXX - Tenure-Track and Tenured Faculty Workload

XI. MEMBER ITEMS

XII. ADJOURNMENT

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