

ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
JULY 22, 2025

Approved 8-26-25

11:30 AM - 1:00 PM

MH-141

Present: Childers, Gradilla, Graewingholt, Greenfader (for Bono), Jarvis, Kanel, Kleinjans, Swarat, Wood  
Absent: Milligan

**I. CALL TO ORDER**

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

**II. URGENT BUSINESS**

- No urgent business.

**III. ANNOUNCEMENTS**

Q: (Childers) Does anyone know more details about the one day a week telecommute policy for staff that starts in the fall?

A: (Graewingholt) There was some confusion around that when the Governor made the announcement about state workers, but that doesn't apply to us. Except for a few individuals in Academic Affairs that get multiple days, all staff get one day.

- (Jarvis) Telecommute is already in place. I think the Provost was just announcing it because it's coming back to fall and the announcement goes out every fall for staff to renew their agreement.

**IV. TIME APPROXIMATE**

11:40 PM

**Topic: Faculty presence at cultural celebrations**

**Presenter: Cecil Chik**

Cecil Chik joined the Exec meeting to discuss faculty presence at cultural celebrations.

Let me tell you about the process for faculty invites. We have eight cultural celebrations, one from every center and every center does it differently. The one thing that remains true in every single one of them is that every celebration requires the student to register. In the registration form they ask the student if there are any faculty, staff, or folks on campus they would like us to extend an invite. In the invite it includes things like participating, walking in with the grads if that celebration has it. The three biggest celebrations do not have sufficient capacity to enable all students who would like to to participate.

Of the eight celebrations, only three of them are a little more formal, where folks come in regalia, there is a platform party, and there is a procession. For the celebrations that are not formal, it's only an invitation. For the three celebrations that are formal, it's a little more explicit about the invite.

The biggest celebration we have is the Latinx one. This past year we received 150, close to 200 names of people to invite from our students. Our assistant director Ricardo extended an invitation to every single person that a student said they would like to come, we do our part in ensuring that the invite goes out. We haven't encountered an issue to date where all 200 invited responded they were coming. We do have pockets of folks show up and a lot of our faculty self-select in that process.

We also work with our Faculty and Staff Associations that might be connected to certain cultural celebrations. We work with them, to figure out, just like our students, who would you like to invite to walk in the procession. We work with our Faculty and Staff Associations to help with making sure all the invites are going out and folks are following up. So, some of that is faculty and staff, and we rely on some of our partners to help get that messaging out and what we curate in those moments is literally the rsvp list for people who say they are coming.

Sometimes we have people who don't rsvp and we do our best to make sure they get a chance to file in with the group.

Q: (Wood) Does the invite let the faculty member know they were specifically identified by a student as a supportive person they wanted to participate?

A: (Chik) Yes, we make sure to let the faculty member know they were nominated by students to come participate in the celebration for their students' achievements, that's included in the email.

Q: (Kanel) Does the invite include the students name?

A: (Chik) No, we don't include the name because it's often multiple students that share the same name.

Q: (Kleinjans) Where does the email come from? Does it come from a University email address?

A: (Chik) The email comes from the coordinator.

Q: (Wood) Is there something we can do in our departments with our advisors in terms of encouraging students to participate in nominating faculty? How can we be supportive on the faculty side?

A: (Chik) You can help us get the word out for the smaller ceremonies. For the larger ceremonies we waitlist students and the waitlist happens pretty quickly. Those are filled up in a matter of days. So, by the time you reach out to students, we are already at waitlist status.

Q: (Kleinjans) How is it possible that you don't get a larger venue so that all students who would like to participate can do so?

A: (Chik) A lot of that has to do with cost. To do the LCRC Graduation in the Titan Gym, rent the gym, get the floors, tables, and chairs is \$20,000. That does not include the amount of money we spend on stoles, we spend close to \$10,000 on stoles because we don't want to charge students to have them. If they want to participate in the celebration, we don't want to charge them, so we eat that cost. We have never charged students to participate in a program; the only exception is ASI would charge for a concert. Also, if it's a state funded program we are not allowed to make any profit from it, so even if we did do it, it would be a minimal amount like \$5 or \$10.

We did get a donor this year, Well Fargo donated \$10,000. Those are things we are looking at exploring to offset some of the costs. We did have conversations about what a bigger location would look like. If we get bigger than the gym we are taking it out to the Intramural Fields, we're taking it out to Titan Stadium and that would be a more significant cost to set up the stage, get the sound, lights, security, and pay the staff who would be at those locations. That would be significantly more than we have.

Q: (Jarvis) Who's bearing the cost? Is that you guys or is it going to Advancement and they are billing it?

A: (Chik) We pay for it. When I say we pay for it, it's divisional cost. In the structural change from Student Affairs to HRIE, that cost moved with it.

Q: (Jarvis) If you could pick a couple of celebrations that could use more faculty participation and a couple of ceremonies that could use faculty to sort of step back and make more space for students, what would those be?

A: (Chik) It would be the less glamorous ones. Our formal ones are the ones everybody wants to go to because there is dedicated time for faculty to participate, there is a formal regalia walk in the procession. Those three are the ones that most faculty would come to participate in.

I would recommend that we think more intentionally about folks coming to our Lavender Celebration and our Undocumented Celebration. It's difficult for me to say which one's people should pull back on because we don't want to rob that from our students.

- (Kanel) I feel a little concerned about labeling something undocumented, that seems like you are calling out an ICE raid.
- (Chik) We did change the name of our celebration this past year, it's not called Undocumented, it's called Together we Rise Celebration. You will see it reflected in our registration, the website, and the programming.

Q: (Graewingholt) Have you thought about doing A Day of Giving

A: (Chik) Every center participates in A Day of Giving, and I am happy to send that information out to folks.

- (Graewingholt) If I was invited to attend a celebration, if I was given the opportunity to sponsor the person who invited me, I would do that. So, that might be another opportunity when someone is invited as a form of sponsorship, because it's more of a connection.

Q: (Graewingholt) When you coordinate volunteers for commencement, could we add cultural celebrations to that form?

A: (Chik) That is something to discuss with the Provost when he comes.

- (Jarvis) It's not particularly difficult, you just have to do it three weeks in advance. Per the union, you come up with an arrangement on paper that says you are shifting your work hours in advance, and both sides sign it.

## V. APPROVAL OF MINUTES

➤ M/S/P (Graewingholt/Wood) Motion to approve the minutes. Motion passed.

5.1 EC Minutes 7-1-25 (draft)

## VI. CHAIR'S REPORT

➤ I attended an all hands meeting, which is what the President is calling the meetings he is having to discuss what the campus is doing in reaction to events happening surrounding ICE.

Q: (Jarvis) Do we want to do something at the start of the year reminding folks that grace wasn't just for one semester?

A: (Swarat) I think that would be a good idea.

### Suggestions:

- (Jarvis) Along with the email that will be going out to faculty regarding the GE changes, have the Provost to include a reminder to faculty to make sure they are preparing their syllabus in advance to have the ability to show grace for the students. To get in the mindset to show grace before the semester.
- (Wood) It's great to have the reminders, but it would be helpful to show people examples of what it looks like, and that's for both things. For the GE transition, show a complicated scenario and an example, for grace show and example of how to do it. That might make it easier for faculty to adopt.

Q: (Kleinjans) Could we get the emails earlier, before the semester begins?

A: (Childers) There are two emails that will go out regarding GE. One will go out on August 11<sup>th</sup>, a week before the official beginning of the semester. A second email will go out later in the week to remind faculty to upload in Canvas.

## VII. PROVOST REPORT - 12:20 PM

➤ Enrollment update:

We are anticipating about 44,500 this fall, we are at about 97% of our target. Our FTEs are good and our percentage of students taking a full-time load is good. I am adding sections as we speak.

- 6,353 - first time freshmen, our target was 6,800 to 7,000.
- 4,253 - transfer students, our target was 4,500.
- 1,498 - graduate students, our target was 1,600.

Exec had an extensive discussion on enrollment.

Q: (Kanel) I have a question about the student clubs where they have to work out their own money or charge things and then get reimbursed for the club activities because they don't have access to their own checking accounts where they can go in and pay for something out of it. They have to pay for it themselves, then submit it to ASI to get reimbursed. I met with my students yesterday and they don't have that kind of money available to wait around to be reimbursed. So as a club advisor, I often end up paying for things and I get reimbursed because I feel sorry for them.

I know they get free food now, and I'm trying to get them to utilize resources so more things are free, or they come out of my department budget. But for certain things they need money. Did anybody think about that?

A: (Provost) We used to be able to do advances, I don't know what happened to that. This is a good question for Khalilah Doss, is she coming to Exec?

- (Jarvis) I sent her an email; she just started yesterday.
- (Provost) I will ask David Forgues about this.

Q: (Graewingholt) Cecil Chik was here earlier and she mentioned she needed support to allow the cultural celebrations to grow. The ones that are big could get bigger, but they rely on volunteers in order to do that.

One of the things she said to bring up with you that would be helpful is during commencement there's the ambassador program that allows staff to volunteer their time and for departments to allow their staff to take time from one day and serve on another in another capacity while still getting paid. That would be a good opportunity for the cultural celebrations to have an option. Is that something that could be done?

A: (Provost) We could do that.

➤ Commencement:

The President wants to do a fall commencement for fall graduates. A lot of campuses have a fall commencement, and I think it's a good thing, why have the fall graduates wait until the spring. Our commencements are getting too big and too long and it's too hot. So, he wants to do a pilot commencement this fall.

The three pilots that I looked at, we either do College of Business and Economics (CBE), Humanities and Social Sciences (HSS), or do just graduate. The graduate, the Deans did not want to look at it because it doesn't have a big impact. The two that would make a difference that reduce our spring commencement for the pilot would be CBE and HSS. The difference between CBE and HSS is between six departments to 19 departments. CBE is probably the easiest one to do. Last fall there were 600 graduates for CBE. Last year in spring CBE had 2,200 graduates.

Exec agreed CBE would be good for the pilot.

Q: (Kleinjans) What's the timing on this, December or January?

A: (Provost) December. In the future we need to look at the timing, it's going to be on a weekend. When I look at other fall graduations, they are all over the place. Some of them have them right after finals, some of them have it a week or two weeks before finals. The problem is our finals are right by the Christmas holiday, so people are going to give their finals and rush out.

The fall graduation will be in the gym.

## **VIII. STAFF REPORT**

- No report.

## **IX. UNFINISHED BUSINESS**

### 9.1 Faculty Committee Assignments for Standing Committees and Misc. Boards, AY 2025-2026

- Exec continued working on filling AS Standing Committees and Misc. Boards vacancies. An email will be sent out to faculty asking them to serve. Once we receive acceptance, the faculty member's name will be added to the consent calendar for the August 28th Senate meeting.

### 9.2 UPS Documents for Review AY 2025-26

## **X. NEW BUSINESS**

### 10.1 Annual Reports for Review from AY 2024-25

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

### 10.3 New UPS XXX.XXX - Tenure-Track and Tenured Faculty Workload

### 10.4 Revision/rewrite of UPS 450.000 - Policy for Non-Academic Credit/CEU Certificate Programs Implementation and Awarding of the Continuing Education Unit

#### 1. UPS 450.500 - Policy for Implementation and Awarding of the Continuing Education Unit

## **XI. ADJOURNMENT**

- Meeting adjourned at 1:10 pm.