

ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
SEPTEMBER 10, 2024

Approved 9-24-24

11:30 AM - 12:50 PM

MH-141

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

Absent: Milligan

I. CALL TO ORDER

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

II. URGENT BUSINESS

People are not happy that three out of the five listed for the Provost Search Committee are on the Academic Senate. They are complaining that nobody who is not prominently known in Senate is getting tapped for those things.

III. ANNOUNCEMENTS

- (Jarvis) The Division of Politics, Administration and Justice is doing an event next Thursday, September 19th with Mike Madrid who's a Latino member of the Lincoln Project. He will be discussing his new book, *The Latino Century: How America's Largest Minority is Transforming Democracy*. He's coming to campus with one of our graduates, Aissa Canchola Banez, a senior policy advocate and strategist.

IV. TIMES APPROXIMATE

11:30 AM – 12:00 PM

Topic: [Time, Place, and Manner Directive](#)

Presenter: President Rochon

President Rochon, VP Forges, Cecil Chik, and Police Officer Wiley joined the Executive Committee meeting to talk about the Time, Place, and Manner Directive.

Executive Committee went into Executive Session.

V. APPROVAL OF MINUTES

- 5.1 EC Minutes 8-27-24 (draft) - *forthcoming*
- 5.2 EC Minutes 9-3-24 (draft) - *forthcoming*

VI. CHAIR'S REPORT

- I received three complaints from faculty regarding the Provost Search Committee. I have explained the selection process Exec used. I would not be at all surprised if it gets pulled from consent on the floor on Thursday.
- I had conversations around the D&I Committee. I had a conversation with Cecil Chik where she was suggesting adding to the idea of them looking at areas and creating rubrics to make D & I present for other committees.
- I met this morning with Parvin, and they liked the rubric idea that Cecil had. So, I'm really hopeful that will have a much better direction for D & I and they will feel like their contributions are being valued and they will feel like they can have an impact and not like they're spinning their wheels.

VII. STAFF REPORT

- We haven't received any nominations for the Jack Bedell Faculty Leadership in Collegial Governance Award. We sent out a reminder email this morning.

- (Valdez) Regarding committee vacancies, I emailed someone from Humanities I thought would be amazing and they said they have a new policy, they have to prioritize department service. They have to get it approved by their chair/Dean to do outside department service. So, she didn't think it would get approved.
- (Jarvis) I will have to reach out to the Dean, because Humanities is largely composed of small departments plus English.
- (Kanel) We might have to change our Bylaws to bring back H&SS, and they're just one college. Maybe you can mention that to Jessica should be losing representation.
- (Jarvis) Or possibly realign History to be in Humanities, and then there's two big departments.
- (Wood) The current situation shows is a symptom of the structure being broke. They are not able to represent themselves how they were set up. It needs to be fixed one way or another. They might as well control how it gets fixed.

VIII. COMMITTEE LIAISON REPORTS

8.1 Diversity & Inclusion Committee [Garcia], T, 9-3-24, 1:00 - 2:00 PM, PLS-256

- Met with a quorum.
- Parvin Shahrestani was elected to serve as the Committee Chair.
- Approved minutes from 4/23/2024.
- The Chair Update:
 - The Committee Chair provided an update on a discussion with Senate Chair Jarvis. Jarvis recommended that the committee review UPS 210.001 and identify policies where the committee can contribute and make recommendations for inclusion. The Committee Chair proposed to review all policies that fall within the jurisdiction of diversity and inclusion. The chair proposed to divide each policy into sections and then rotate through each section annually for periodic reviews.
- Proposal for Policy Review:
 - The Committee Chair proposed a review of all policies related to diversity and inclusion.
 - The Chair suggested dividing the policies into sections and rotating through each section annually for periodic review.
 - Sections include:
 - Faculty tenure and promotion
 - Faculty hiring and retention
 - Student retention
 - Student learning
 - Academic rules
 - Policies with less obvious diversity and inclusion implications (e.g., naming schools or library circulation rules).

8.2 International Education Committee [Gradilla Development], W, 9-4-24, 11:00 AM - 12:00 PM, PLS-299

8.3 Faculty Development Center Board [Valdez], F, 9-6-24, 9:30 - 11:00 AM, PLS-256

- The meeting began with introductions.
- The board then reviewed the committee's functions and responsibilities.
- The group then reviewed goals for the AY: 1- Calibrate the FEID rubric. 2- Select the theme for the FEID theme.
- The director than presented to the group introducing the various fellows and programming for the year.
- There is a new ASCED program with is a FLC where they survey their students and analyze data to improve instruction. SOQs are now embedded in canvas and results are available within 72 hours of submitting grades.
- New certificates in AI Writing (3 levels) and supporting neurodivergent students.

8.4 General Education Committee [Childers], F, 9-6-24, 2:00 - 4:00 PM, Zoom

- GE committee met 9/6/24 2-4pm on Zoom. Quorum met.
- Approved minutes from 5/10/24
- Committee voted to continue meeting online
- Overview of committee charge
- UPS revisions

- The committee chose to structure GE Review as a subcommittee of GE committee to facilitate staying on the same page, but with representation by all colleges and staffed by Senate Exec
 - Approved revisions to UPS 411.200, UPS 411.201, and UPS 411.202 unanimously
 - Reviews of two new topics for HONR 302T
 - Truth and Crime - returned with substantive questions
 - Comedy and Cancel Culture - returned with minor questions
 - Both will be looked at again once concerns are addressed
 - Previewed upcoming course reviews for this semester
- 8.5 Library Committee [Milligan], M, 9-9-24, 11:00 AM - 12:00 PM, PLS-299
- Quorum was met.
 - Announcements
 - III.I Library Events:
 - Public Library Expo returning 9/10-9/11! 1st floor north. We are joined by Fullerton Public Library, Anaheim Public Library, Orange County Public Library, Orange Public Library, and Santa Ana Public Library
 - Library 101 Survival Skills Workshops 9/16 & 9/17 at 10:30a.m. in PLS-180 Brave Space
 - Library Newsletter is attached detailing many library events, services, and faculty resources
 - The senate chair has not given the library committee anything to work on. The committee's goal is library tours.
 - Committee presentation pushed back from spring: Jonathan Cornforth, Student Success Librarian and Dean's Fellow for Instruction Services at Pollak Library
- 8.6 Faculty Research Policy Committee [Kanel], T, 9-10-24, 9:00 - 10:00 AM, MH-141
- Met in person with quorum
 - Introductions and call to order
 - A Brief account of what committee did last year and what we may be doing this year.
 - Funding
 - Policy
 - In May created policy about reducing workload related to research, need to check on how FAC is looking at this and what EXEC plans to do with this resolution
 - Our job is to create and edit policies
 - Intellectual property is our start: do we want to split it into two aspects?
 - Two other basic polities (right of non-compliance risk activities and Intramural research grants)
 - Intellectual property as it stands now: everything we create belongs to University and faculty member. Will need to run it by legal counsel.
 - First UPS today: UPS 420.105 Right of Noncompliance risk Activities
 - Maybe add something on syllabus when course may have risk connected to the policy about the withdrawal or alternate activity when students experiences risk.
 - Change of title as well. Not even sure if this policy belongs to this committee. This is related to courses/teaching processes.
 - Policy says university policy requires faculty to disclose risk, but we couldn't find the policy.
 - Committee discussed at length with many substantive revisions. Didn't quite complete all of the revisions today. In fact, after thorough discussion, it seems more and more like this policy doesn't belong to FRPC. The appeal and withdrawal part sounds like Academic Standards? The disclosure of risk sounds like student rights.

IX. UNFINISHED BUSINESS

- 9.1 Strategic Plan - (Discussion item)
- 9.2 AA/AS Annual Retreat, Fall 2024 - Date TBD / Topic TBD
- 9.3 Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2024-2025
- 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 an acceptance, the faculty member's name will be added to the consent calendar for the next Academic Senate meeting.

X. NEW BUSINESS

10.1 Revisions to UPS 260.100 - Assigned Time for Exceptional Levels of Service to Students

- Exec had an extensive discussed on UPS 260.100.

Q: (Kanel) The document doesn't put a limit as to how many times someone can apply for the same thing. Does the CBA have a limit?

A: (Jarvis) I don't think the CBA has a limit.

Q: (Mallicoat) How do we ensure if somebody gets another type of grant or someone gives them assigned time to do something, they are not applying for this for the exact same or almost similar type project?

A: (Kanel) The Deans sign off on this saying they are not getting money from anywhere else.

- (Mallicoat) I don't think it's well tracked. I have sat on committees before where I am reviewing applications for something, and I see something that I saw an announcement about that was already funded.
- (Jarvis) I have been trying to work on that problem separately. This new system they are trying to do with Binod in Faculty Research, where we put in our research profile, it can also handle all this stuff. It might be easier to apply if I don't have to design my cv every time.

If the system can do it for me where I can apply to six different internal grants by clicking on them and it includes my material. Then if you get awarded through the system, it could identify if someone received funding for the same thing. This will help the committee to know what grants a person has received.

- (Kanel) I recommend sending the document back to the Faculty Affairs Committee.
- (Jarvis) The document is listed on the Senate agenda, so there will need to be a motion to send the document back to the Faculty Affairs Committee with instructions.
 - (Kanel) With instructions for Chris Brown to look at CBA thoroughly investigating what is allowed.

10.2 FAC Feedback Re: Research Policy Committee's Draft UPS - Faculty Workload

10.3 Revisions to UPS 210.000 - Tenure and Promotion Personnel Procedures - (Discussion item)

10.4 Revisions to UPS 210.007 - Appointment of Administrative Personnel

10.5 Annual Reports for Review from AY 2023-24

10.6 Concourse Starter Tool - (Discussion item)

10.7 Working Draft Policy For Tribal Consultation Purposes - (Discussion item)

10.8 UPS 410.103 - Curriculum Guidelines and Procedures: Academic Programs - (Discussion item)

XI. MEMBER ITEMS

- (Valdez) Our grad coordinator was complaining about the leave of absence process for our grad students. They are not being flexible with student needs, instead they are denying leave of absences.
 - (Jarvis) I would forward that to the Graduate Education Committee, there are restrictions.
- Q: (Valdez) Are they the ones that approve it?
 - A: (Jarvis) No, Graduate Studies does, but they are constrained and unfortunately their hands are tied by Title V. One of the things the Systemwide Grad Directors have been doing is lobbying the Board of Trustees to change some of these things. So, refer it to the Graduate Education Committee because they can help advocate to get the policy changed.
 - The website said that there is a list of reasons as student as can be granted leave, the last one is other reasons are the discretion of the Assistant Vice President for Graduate Studies.
- (Wood) I recently learned that at San Jose State they have been thinking about chairs and chair transition. One of the things they do a good job at is when the chair steps down they get a semester off to retool, to go back to the classroom and three of the units of the assigned time are for training and working with the incoming chair to smooth the transit. The department I spoke with, they have a policy of four, four years for a term.

It sounds like an expensive thing; it could be attached to having to serve at least four years. But I think it would address a lot of problems that we have on campus with leadership, with transition of chairs, the loss of all that institutional memory, resentment, and chairs who have been a chair for a real long time, but don't know how to get back into the classroom.

Q: So, I'm going to bring this up with Amir, but what is the appropriate way to share this idea?

A: (Jarvis) I would mention it to Amir, it's with his interest in reforming the sabbatical policy, which is with the Faculty Affairs Committee.

XII. ADJOURNMENT

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