

ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
SEPTEMBER 24, 2024

11:30 AM - 12:50 PM

MH-141

Present: Childers, Garcia, Gradilla, Jarvis, Kanel, Mallicoat, Milligan, Swarat, Valdez
Absent: 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/Kanel) Motion to approve the September 10th minutes. Motion passed.

5.1 EC Minutes 9-10-24 (draft)

5.2 EC Minutes 9-17-24 - *forthcoming*

V. CHAIR'S REPORT

- A faculty member was referred to me who had concerns of the RTP process being dehumanizing. I have a meeting with Mark Carrier and Kathleen Preston come up with ways we can try to make some improvements on that front.

Q: (Valdez) Is this specifically regarding the rebuttals don't go anywhere?

A: (Jarvis) Yes. The only person who actually can do anything in response to a rebuttal directly is the chair, because they are the only person who has their evaluation and recommendation separate. Everyone else's rebuttal is more correctly thought of as a response. The DPC can hear back from you, but they can't change their mind.

We will talk about what we can do in the process and also talking about some norms, teaching some norms to folks.

- I had a meeting on the DOJ finding on ADA, for another institution. The Chancellor's office sent out a memo, saying all instructional materials must be accessible. We must be compliant by April 2026.
 - (Valdez) I want to extend that, not just materials, our spaces are not accessible. I have a student in a wheelchair and had to switch classrooms five times because we do not have tables that he can work on. And they jam too much furniture in the rooms, so he cannot maneuver the room. So, I think there are multiple ways we are in violation.
 - (Kanel) A Statewide Senator complained about this, saying what they are doing is forcing all instructors to use Canvas, and they don't approve of that. There are people at the Statewide who do not believe we should be forced to use Canvas; they feel it is a workload thing.
 - Q: (Valdez) Where do folks put their material?
 - A: (Jarvis) There are people who use external websites.
 - (Kanel) Or they don't post the material, they old school it, walk in a pass out the syllabus.

VI. PROVOST REPORT – 12:30 PM

Yuying Tsong joined the Provost to answer questions Exec have regarding advising.

Q: (Kanel) Regarding outreach funding, there is a complaint that we need more people, but departments don't have funding to send our people out to do outreach at community colleges, high schools, etc., to bring people in. Is there anyway your office has money to give to departments to give assigned time for faculty to do outreach? And to also to have funding to give assigned time to faculty member to do advising.

A: (Provost) I will look into it.

Updates:

- We did a split of Extension and International Program; the names are separated now. We have Office of International Program Engagement and Office of Extension.
- Sean Walker and Yuying Tsong have been working on the cumulative gpa for academic notice. Cal State Fullerton GPA used to be the one that we used for academic notice or probation. Last year we contacted the Chancellor's office because of Title V and the Chancellor's office agreed that we can use cumulative GPA for academic notice. This is huge for transfer students. They have finally agreed on this, so we are moving that to the next step, and we are going to use cumulative gpa for academic notice and for probation, which help most of our students across the board.
- And the other thing is a lot of campuses are looking at DQs differently, and we are going to start looking at DQs. The DQ's, as you know, if you're an academic notice you can go to DQ in the following semester. When we look at DQS, we are causing more problem for our students, 20% to 50% of them coming back with a lot of debt through extension. Financial Aid is not going to be there, so we're creating more of a barrier for them.

So, when we looked at it across the board, you're looking at three levels. We're talking about going on academic notice, then we're going to move you to an area called Academic Watch. In the three-semester watch, they have mandatory advising before they can sign up for classes. They have to talk to an advisor, and it's mandatory, to make sure they are fit to take those classes. Once the academic advisor says yes, then can take it again.

Sean did a study and said usually 20% to 50% can get out of it in two semesters. So, since they can get out of it, if we give them up to three semesters of this and they can't, we will DQ them. This is something that Sean is looking at moving forward and I wanted to bring it to your attention.

Q: (Mallicoat) Is the only requirement that they go to advising? I feel like there's been some different campaigns and stuff over the year where they had to see an advisor or do a workshop series. I don't know if that was just within the college.

A: (Provost) Right now we are very black and white, and we do it twice a week.

Q: (Garcia) For the non-traditional students would advising be offered at later times?

A: (Provost) Absolutely. We will have them available, but they have to go through it.

Q: (Kanel) Who is going to do the advising?

A: (Provost) It will be the colleges; each college will do it.

Q: (Kanel) Would it be done through our Dean's office people, the retention specialists, or are you talking about using the professional advisors?

A: (Provost) I think the first line is professional advisors and then depending on their organizational advisors.

Q: (Garcia) For the non-traditional students that come in the 7:00 pm to 10:00 pm classes, would that be offered in the evening for them?

A: (Provost) Right now, most of the advising has for non-traditional students.

Q: (Kanel) And what will these advisors be telling these students, these professional advisors, to make sure that they are able and on track? What kind of advice are you thinking they would get?

A: (Yuying Tsong) So, there has been across the campus, but also college specific activities for students who are on academic notice to help them be back on track, so reset is one of them. Reset is the asynchronous modules that students have to do. And different colleges also have different requirements that students must meet with the advisor so the student know what the requirements are, what are the steps to get out of notice and what kind of grades they will get for continuous semester.

Q: (Kanel) Is there, anybody who's talking to them about the psychological, family and social components related to why they disqualified?

A: (Yuying Tsong) Yes. So that's part of the holistic academic advising that Marina Zarate actually does. So, Marina, the one of the directors of advising, she actually has been doing on boarding training, that's about six weeks for all of the advisors that have been hired.

Suggestions:

- (Milligan) I would make the recommendation that you collect the data on these students as they come through the programs that can be analyzed, because you might, we might be surprised in terms of what we think and what actually stands on. So, since we have them and they're sitting in front of somebody collect that data.
- (Milligan) The word watch has a negative connotation; I would say we have you a mentor to help you through this situation.

VII. STAFF REPORT

No report.

VIII. COMMITTEE LIAISON REPORTS

8.1 Diversity & Inclusion Committee [Garcia], T, 9-17-24, 1:00 - 2:00 PM, PLS-256

- Approval of Minutes
 - The minutes from the meeting held on September 3, 2024, were approved.
- Discussion on developing rubrics for Reviewing UPS'
 - A discussion was held on the development of a rubric for use when reviewing University Policy Statements (UPS).
 - Action Item: The chair tasked the committee with creating rubrics for both the D&I Committee and other committees to use during the UPS review process.
 - The goal is to empower other committees to apply a Diversity and Inclusion (D&I) lens when reviewing UPS, ensuring consistency and thoroughness.
 - Once developed, these rubrics will be available on the Senate website.
 - Rubric Focus Areas:
 - Faculty Tenure/Promotion
 - Faculty hiring/retention
 - Student retention
 - Student Learning
 - Academic rules
 - Policies with less obvious D&I implications (e.g., naming schools or library circulation)
 - The remainder of the meeting was spent researching examples of other 'Equity Policy Review' rubrics for reference in developing the committee's rubric.

8.2 Assessment & Educational Effectiveness Committee [Swarat], W, 9-18-24, 1:00 - 2:15 PM, Zoom

- Committee discussed the modality of the meetings and voted/agreed to keep on Zoom.
- Chair Germo provided a summary of the purpose of the committee.
- Committee discussed whether new members should be required to attend an assessment training. Committee decided to consider language to promote and encourage, but not require this.
- Committee discussed a new member request from Student Affairs to join committee. Committee voted to allow them (Adriana Mora Mero, Assistant Director of Assessment and Student Development) to join the committee.
- Su Swarat provided a summary of the GE assessment work from 2023-24 for learning goal #5 ("DEI learning goal"). Committee discussed assessment of DEI as a campus, including pedagogical and administrative practices impacting DEI on campus.
- Su Swarat shared that operational assessment is being merged with strategic plan reporting. Program learning assessment will continue as before and align with the first goal of the strategic plan.

- Doug Swanson shared more 4+1 programs are being created and shared an interest in how assessment is conducted in those programs and how to support them.
- 8.3 Faculty Affairs Committee [Jarvis], F, 9-20-24, 10:00 AM - 12:00 PM, MH-141
- Quorum achieved.
 - UPS 260.100: Made adjustments, pursuant to senate comments.
 - Faculty handbook. How to make it easier to find? Talking about having a process for review/update (as specified in bylaws). Exec should review and give advice on where to send sections for review.
- 8.4 General Education Committee [Childers], F, 9-20-24, 2:00 - 4:00 PM, Zoom
- Quorum met.
 - CAS 201 was withdrawn from consideration for GE Area D.2 following receipt of questions from the Political Science and History departments.
 - UPS revisions
 - Approved additional revisions to UPS 411.201 to include the American Institutions requirements for Area 4B.
 - Reconsidered the decision to structure the GE Review committee as a subcommittee of GE committee. The committee approved structuring it as a standing committee with the recommendation that in the Senate Bylaws the GE Review committee include the GE committee chair or designee as an ex-officio member of the GE Review committee and the GE and GE Review committees meet together twice each year, once at the start of the academic year to set goals and clarify understanding of the interpretation of the GE objectives, and follow up at the end of the academic year to review completion.
 - Reviews of two new topics for HONR 302T
 - Truth and Crime – approved topic for inclusion in HONR 302T
 - Comedy and Cancel Culture – approved topic for inclusion in HONR 302T
 - Reviews of new GE course change proposals
 - CAS 101 – Concerns expressed about writing and D.1 objectives. Chair will reach out to instructor for clarification and the committee will revisit at the next meeting.
 - GE Assessment
 - Su Swarat gave an overview of the assessment process and results from last year. Again, assessment criteria for the diversity GE Goal 5 were not fully met.
 - The committee voted to perform a deeper dive into the GE Goal 5, Diversity, assessment to better understand where we are falling short in meeting faculty expectations for student learning.

IX. UNFINISHED BUSINESS

- 9.1 Revisions to UPS 411.200 - General Education Guidelines and Procedures: New and Existing Courses
- Exec discussed this UPS document; it will be added to the AS agenda as a consent calendar item.
- 9.2 Revisions to UPS 411.201 - General Education: Breadth Objectives and Course Development
- Exec discussed this UPS document, made changes listed below.
 - (Jarvis) Lines 50-51: delete the wording “No single course should necessarily be expected to pursue every objective specified for that course’s Area or subarea, although”.
 - (Mallicoat) Line 52: replace the word “preponderance” with “majority”.
 - (Mallicoat) Lines 53-54: delete the wording “(i.e., the more objectives that a particular course addresses the more appropriate that course will be as a general education offering.)”.
 - This document will be added to the AS agenda as a new business item.
- 9.3 Revisions to UPS 411.202 - General Education Program: Unit Requirements, Academic Standards, and Exceptions
- Exec discussed this UPS document; it will be added to the AS agenda as a new business item.

X. NEW BUSINESS

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

- Exec had an extensive discussion.

Suggestions:

- (Jarvis) A resolution in support of the Anthropology faculty.
- (Swarat) Invite Megan Lonski, CaINAGPRA Repatriation Coordinator to an Exec meeting with the Provost to discuss prior to doing a resolution.
- (Provost) A joint memo from the Provost and Senate Chair to the Chancellor's office.

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

10.3 New Course Proposals - Fall 2024

- Exec approved adding the new course proposals to the AS agenda as a consent calendar item.

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

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

10.6 Revisions to UPS 210.007 - Appointment of Administrative Personnel

10.7 Revisions of UPS 210.500 Procedures: Search Committees for Administrative Personnel

XI. MEMBER ITEMS

XII. ADJOURNMENT

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