

ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
DECEMBER 3, 2024

Approved 12-17-24

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

- The Executive Committee went into Executive Session.

III. ANNOUNCEMENTS

No announcements

IV. APPROVAL OF MINUTES

➤ M/S/P (Wood/Swarat) Motion to pass the November 5th minutes. Minutes passed.

4.1 EC Minutes 11-5-24 (draft)

4.2 EC Minutes 11-19-24 (draft) - *forthcoming*

V. CHAIR'S REPORT

No report.

VI. STAFF REPORT

- We have a member of the Outstanding Professor Committee who was nominated for the Carol Barnes Award. We are telling them they should recuse themselves from reviewing the Carol Barnes files if they are going to accept the nomination. They are asking if they need to step down from the committee. The Carol Barnes UPS doesn't not say they have to step down, the Outstanding Professor Award UPS states they step down from the committee.

Q: (Jarvis) Should we add that language to the Carol Barnes UPS?

Q: (Staff) So, do we replace them on the committee if they are going for the award?

A: (Jarvis) Our hands are tied. If the UPS doesn't say they get replaced, then we can't. They might want to recuse themselves, but we cannot make them.

- (Wood) There could be a time where everyone on the committee gets nominated for an award, so we need to get that fixed.

Suggestion:

Have the Outstanding Professor Committee review all the award UPS documents and add the language if a committee member is going out for an award, they step down from the committee.

VII. COMMITTEE LIAISON REPORTS

7.1 ASI Board [Jarvis], T, 11-19-24, 1:15 - 3:45 PM, TSU Legislative Chambers

- Update on EOP external review. Review available at <https://nam10.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.fullerton.edu%2Feop&data=05%7C02%7Csbjbenjamin%40Fullerton.edu%7Cd3775abd9b4d4be981c808dd08e957d9%7C82c0b871335f4b5c9ed0a4a23565a79b%7C0%7C0%7C638676520468393351%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOilwLjAuMDAwMCIslIAiOiJXaW4zMilslkFoljoiTWFPbClldUljoyfQ%3D%3D%7C0%7C%7C%7C&sdata=EIAkz%2BJzI68VN6NemN0N%2FcUWGHmgKj%2FHh6id1t9vfy0%3D&reserved=0>.

Highlights: unit was insular, toxic, chaotic. Staffing issues. Needs new leadership. Need more staff, and attention to morale. Will remove first-gen programs from EOP. More holistic approach to advising. Align application process with rules—didn't have a committee doing it, as required. Increase summer bridge students, back to on-campus.

- Dreamers Resource Center is doing events for students post-election. Immigration clinic for all of campus is set for 12/7 10a-3p.

7.2 Diversity & Inclusion Committee [Kanel], T, 11-19-24, 1:00 - 2:00 PM, PLS-256

- Met hybrid with quorum.
- Went over history of exchanges with Matt since last May in detail with grievances about being told they had the documents when she believed they had not yet been tasked with anything, in fact was told not to do anything.
- Once I suggested they work on a rubric with check list so committees can use it to revise UPS documents to reduce workload and make it consistent, she stated that she wanted to have them just read the D and I policy and a general guideline. I pushed for an objective rubric, but hope the Chair will consider that. Noone else spoke up.
- She then tasked the committee to read UPS 210.001 on their own while on zoom and in the room for 15 minutes since they had not been given the policy to review prior to the meeting. After 15 minutes, she brought everyone back but someone stated it wasn't enough time, so he moved to adjourn.
- They will invite Edy Reynoso to next meeting to get guidance for UPS 210.001.

7.3 Assessment & Educational Effectiveness Committee [Swarat], W, 11-20-24, 1:00 - 2:15 PM, Zoom

- Reviewed the list of SLOs on campus that support or align with the undergraduate/graduate learning goals on Teamwork. Some SLOs do not look explicitly align, and this could be addressed through the assessment report annual review process (review mapping between SLO and university learning goals or ULG). Other recommendations from faculty:
 - Share best practices explicitly aligned with each ULG with the programs.
 - Share best practices in aligning SLOs with the ULG.
 - Could use AI to help craft SLO to highlight the explicit connection to ULG.
 - Ask faculty to share what they do in their classes to assess certain ULGs – as a resource for faculty (maybe through wiki, Padlet); Mary Anna Pomonis (COTA) will create an example following her next department meeting.

7.4 Curriculum Committee [Kleinjans], F, 11-22-24, 12:00 - 2:00 PM, Zoom

- New members:
 - Div Bhagia (CBE)
 - Craig McConnell (Humanities)
- Quorum reached. One student was present for some of the meeting.
- UPS 410.103 - took out IIA. 3 (in version with previous changes already sent to Senate Exec).

This allows students to double-count courses that are required for different majors. Brief discussion about whether there should be an upper limit on the number of credits, but that was rejected. Some concern was raised that this might allow double-counting of units in undergraduate and MA but this is not the case. Making it easier for students to double-major was seen as a positive change. Everybody voted in favor.

- Discussion of 3 proposed new Honor's courses:

I pointed out that it would be really helpful if faculty could submit the Syllabus Checklist with proposals. Some discussion about whether the GE Committee requires the submission of the GE checklist or not.

- HONR 302T Reading Fat Narratives: A Fat Studies Course

Discussion of items missing per UPS 300.004. Question about the different options of the assignment fulfilling the GE writing requirement, which was clarified. One member raised why only sections of movies are required rather than clips, as well as issues with the positive portrayal of "fatness" and equalizing repression across different types of disadvantages. Passed with those suggested changes.

- HONR 303T Honors Seminar in Social Sciences: Equity, Education and Social Justice

Discussion of a few missing items per UPS 300.004 and some clarifications. Passed with those suggested changes.

- HONR 303T Honors Seminar in Social Sciences: AI and News Literacy

Tabled, to be addressed at next meeting, the UCC had an outdated version of the syllabus.

- UPS 411.105 Support Courses

Fixes the UPS to comply with policies, clarify language, ensure that affected programs are informed of scheduling changes, and establishes that affected departments consult regularly regarding course updates and potential changes. We considered changing the term Support Courses and discussed potential different names (Related Fields' Support Courses) but did not come up with a better name. Also, it might be better to not change a name that is known to those academic units who are affected. Passed with suggested changes.

Previously, the UCC had also passed changes to UPS 100.610 which are now also sent on to the Senate Exec.

7.5 Planning, Resource & Budget Committee [Jarvis], F, 11-22-24, 1:00 - 2:30 PM, PLS-299

- President Rochon attended. Talked about enrollment management, anticipated budget cuts. Offhand comment about how future students might be expecting online classes; asked about this, said we should be open to alternatives (micro-credentials, as one example). Talked about needing to expand pipelines to CSUF (not just HS)—stop-outs, conversations among populations about value of degree. Online kept coming back as a concept.
- Edited UPS 100.600, 100.605. Should be ready 12/13.

7.6 Student Academic Life Committee [Milligan], T, 12-3-24, 9:00 - 10:00 AM, Zoom

- SALC did meet today. Committee chair, William Toledo, was unable to attend due to search committee commitments.
- There were not enough members for quorum.
- The meeting lasted about 20-minutes. The time was spent answering questions for SALC new member.

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 Program Discontinuance Fall 2024

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

9.2 New Degree Proposal

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

9.3 Faculty Handbook Review

- (Jarvis) We sent this off to FAC and they sent us a memo with suggestions. They asked us to forward their memo to the Provost and FAR.

Right now, the handbook is found through the catalog search, it's hard to find.

Suggestions:

- Have FAR create and staff an ad hoc committee review the handbook every five years for review and recommendations. If they need help with staffing the ad hoc committee, reach out to Exec.
- FAR is to take the lead on the annual edits of the handbook.
- Have the ad hoc committee meet over the summer and ask Provost to provide funding to pay faculty for meeting over the summer.
- Have CFA, Senate, and faculty from every college represented on the ad hoc committee.
- Chair Jarvis to discuss with the Provost.

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

- Exec discussed; this will be added to the next agenda as a new business item.

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

9.6 UPS 410.200 - Program Performance Review Policy - (Discussion item)

- Exec had an extensive discussion on this.

9.7 Revisions to UPS 210.000 - Tenure and Promotion Personnel Procedures

9.8 Revisions to UPS 410.103 - Curriculum Guidelines and Procedures: Academic Programs

9.9 UPS 411.601 - Policy on Academic Internships - (Discussion item)

9.10 Constitution Committee Ruling

- Exec discussed the memo submitted by the Constitution Committee.
- This will be added to the next AS agenda as a time certain item.

X. MEMBER ITEMS

XI. ADJOURNMENT

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