

ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 4, 2025

Approved 3-4-25

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

Q: Is the Diversity & Inclusion Committee keeping their name?

A: We have not received any instruction on that yet. Several things have come out from Washinton DC to have DEI scrapped off their website by 5:00 pm on February 28th.

- Our State Department responded saying we are not changing anything.
- WASC told us not to change.

Q: If they shut the Department of Education, where will the Pell Grants come from?

A: It doesn't get rid of the program; they still have to be administered.

- I think it would behoove Senate to have a brief presentation on NAGPRA and the work that we are doing. The campus needs to have basic understanding of what's going on.
 - Chair Jarvis will reach out to Megan Lonski to get her availability to see if a presentation can be done this academic year or next year.
- Is there any update on conversations about alert systems?
 - They are talking about it; there are system conversations.
 - There is a bill pending in the State Legislature to allow schools to warn students and parents if ICE shows up, so we don't want to get in front of an effort by the State.

III. ANNOUNCEMENTS

No announcements.

IV. APPROVAL OF MINUTES

- M/S/P (Kleinjans/Mallicoat) Motion to approve the January 21st minutes. Minutes passed.
- 4.1 EC Minutes 1-21-25 (draft)
 - 4.2 EC Minutes 1-28-25 (draft) - *forthcoming*

V. CHAIR'S REPORT

- I attended the Provost Council this morning where the discussion was on grants and all the stuff coming out of Washington. They are going to try to accelerate processes and push faculty to submit their claims quicker. They are going to try and shorten that process, and ASC is going to try to draw more frequently, possibly every single weekday. They are going to push the colleges to get the reimbursement for assigned time earlier sooner rather than later.
- We had an update from the Provost and the two searches that President Rochon wants to get off the ground are Enrollment Management and Information Technology searches.

VI. STAFF REPORT

- We need to start working on the nominees for the General Committees.
- If Exec is going to do Statements of Opinion, we need to get those started as well. They need to be on the AS agenda for a first reading at the March 6th meeting.

Suggestions for Statements of Opinion:

- Nihilist
 - Commitment to DEI Strategies
 - Online vs In-Person Activities
 - Telecommuting for Staff, Faculty, and Admin
 - Monday Holidays and Class Scheduling
 - Campus Security and Identification
 - Availability of LLM AI Models
- (Jarvis) I will work on the statement of opinion questions for next week's meeting.

VII. COMMITTEE LIAISON REPORTS

7.1 Information Technology Committee [Childers], F, 1-31-25, 10:00 - 11:00 AM, Zoom

- Minutes of previous meeting approved
- Shelli Wynants gave a quick overview of AI professional development available through the FDC
- Willie Peng gave a brief overview of various topics:
 - TitanGPT
 - Over 2000 users, nearly 4000 conversations so far.
 - Concerns about cost, sustainability, and privacy were expressed.
 - Currently seeking information about the CSU-wide version of ChatGPT rolling out later this year. Appears more limited than TitanGPT.
- Classroom upgrades - 16 over the break, more coming
- IT resource usage stats
- Events & Projects website
- IT Purchasing - EO 1111 and Coded Memo AA-2013-03. Reviewed by Subject Matter Experts for ATI and data security.

7.2 Faculty Affairs Committee [Jarvis], F, 1-31-25, 10:00 AM - 12:00 PM, MH-141

- FAC met today. Quorum reached. Discussion for the entire meeting was on UPS 210.001. Concern was that existing policy was too open to deans making hiring choices for faculty; tightened it up to make that less common.
- Will continue working on it at next meeting.

7.3 Campus Facilities & Beautification [Childers for Swarat], F, 1-31-25, 11:00 AM - 12:00 PM, Zoom

- Minutes of previous meeting approved
- Considered requests for placement of four storage containers:
 1. New storage container for Titan Aquatics located next to data center pod. Facilities underneath the requested location may be impacted. Concern about appearance, suggestion to explore more attractive and more robust long term storage solutions. Suggestions to better utilize existing storage space. Limited architectural screening recommended before approval. Suggestion to institute a modest space rental fee or time length agreement to disincentivize department use of storage containers. Voted to request additional information before approving.
 2. Replacement of existing IT storage container that's rusting and leaking. Seek more information about age and long-term viability of use of storage containers before approval.
 3. Replacement of existing MLSC storage container that's rusting and leaking. Again, seek more information about age and long-term viability of use of storage containers before approval.
 4. Relocation of existing MLSC storage container because it's currently in the pathway of a fire lane. Approved.

- Many storage containers around campus were previously installed without reviews. Recommendation to look at storage container use around campus and consider adopting policies guiding approval, use, and maintenance.
- OSHA Heat Action plan - Campus safety has implemented heat safety protocols, but can request additional information from Environmental Health and Safety.

7.4 Curriculum Committee [Kleinjans], F, 1-31-25, 12:00 - 2:00 PM, Zoom

- Quorum reached.
- University Honors Program Changes: some language updating. Approved
 - Note: Honors floor in housing should have not been in Curriculog; changes to it thus need to also be changed during editing process of the catalog (this process is just starting). It is not part of a program change.
- UPS 411.100 VII: Approved removal of baccalaureate requirement for 900-level courses, proposed by Karen McKinley (Executive Director University Extension) and Sean Walker. There was some discussion about whether/ how 900-level courses can count for certificates, which the current language seems to suggest.
- Discussed establishing procedures to evaluate courses, potentially similar to current procedures at the GE Committee. Created subcommittee to come up with a proposal. They will reach out to Stacy Mallicoat.
- Tabled UPS 100.601 - to be discussed on 2/21/2025.
- Discussion of UPS 400.020 (Undergraduate Project and Thesis). Passed with small changes (updated language).

7.5 General Education Committee [Childers], F, 1-31-25, 2:00 - 4:00 PM, Zoom

- Minutes of previous meeting approved
- Brief overview of GE course proposals for the semester. 21 course proposals to review.
- Discussion concerning scheduling an upcoming open forum on GE-focused minors, plus a presentation at the Council of Chairs in March.
- Discussion on AI and effect on GE writing. Consider requiring a syllabus policy on AI. Invite Janna Kim and Leslie Bruce to discuss GE writing requirement.
- Rescheduling Feb 21 GE meeting to Feb 28 due to conflict with upcoming AI conference.

7.6 Honors Board [Mallicoat], F, 1-31-25, 2:00 - 3:00 PM, Zoom

- Quorum met.
- The committee met to review proposed changes to the bylaws for the University Honors program.
 - Summary of changes:
 - Developed a process for grade appeals under UPS 300.030. Identified who would serve as a “qualified faculty member” for any grade appeals in an Honors course. Given that Honors does not have any permanent tenure-line faculty, this ad-hoc committee shall be created from at least two members of the Honors Advisory Council.
 - Made changes to the retention criteria. Includes recommendations for enrollment and states criteria by which students can be withdrawn by the director from the program. Any exceptions must be approved by the UHP Director.
 - Recommendations
 - Students in the Four-Year (Core) pathway should enroll in two honors seminar courses in their first year.
 - Students in the Upper Division pathway should enroll in one honors seminar course in their first semester.
 - Benchmarks for withdrawal
 - Students in the Four-Year (Core) pathway must complete two honors seminar courses by the end of their second year.
 - Students in the Upper Division pathway must complete at least one upper division seminar course by the end of their first year.
 - Developed an appeals process for students who are denied admission to the University Honors Program.

7.7 Library Committee [Milligan], M, 2-3-25, 11:00 AM - 12:00 PM, PLS-299

- No report.

7.8 Extension and International Programs Committee [Gradilla], M, 2-3-25, 3:00 - 4:00 PM, CP-950-925

- The two main tasks done yesterday in our very short meeting was to propose:
- Rescinding of UPS 450.100 Policy on Extended Education (Sean, JR, Karen)
- There is a CSU CO EO that takes precedence over our UPS.
- The second action was to open up and provide access to our self-support programs by no longer requiring a degree to take some of these classes and earn certificates.
- Revision of UPS 450.500 Policy for Non-Academic Credit/CEU Certificate Programs Implementation and Awarding of the Continuing Education Unit.

7.9 Student Academic Life Committee [Milligan], T, 2-4-25, 9:00 - 10:00 AM, Zoom

- No report.

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

8.3 VP Search Committee

- Executive reviewed the names of those who completed the committee interest form for the search committees.

Suggestions for Enrollment Management Search Committee:

- Yu Bai (ECS)
- Sarah Hill (HSS)
- Alisson Fry-Petit (NSM)
- Kristin Kleinjans (CBE) - AS Chair designee

Suggestions for Information Technology Search Committee:

- Pawel Kalczynski (CBE)
- Shelly Wynants (HHD)
- Jessie Peissig (HSS)
- Greg Childers (NSM) - AS Chair designee

- Names will be added to the next AS agenda for Senate approval.

8.4 Revisions to UPS 100.000 - Academic Senate Constitution

8.5 Revisions to UPS 320.102 - International Education Policy - *forthcoming*

IX. NEW BUSINESS

9.1 Revisions to UPS 103.005 - World Wide Web Policy

- (Kleinjans) Line 25: add hyperlink to the legal code.
- (Childers) Lines 34-35: delete sentence.
- This document will be added to the next AS agenda as a consent calendar item.

9.2 Revisions to UPS 300.021 - Academic Dishonesty

- (Kleinjans) Line 102: reword to read "...suspended for a period of one year or more..."
- (Gradilla) Lines 30-37: reword to read "When sources are used in a paper, acknowledgment of the original author or source must be made through appropriate citation/attribution and, if directly quoted, quotation marks or indentations must be used. Plagiarism is defined as the act of taking the work (words, ideas, concepts, data, graphs, artistic creation) of other sources, whether that work is paraphrased or copied in verbatim or near verbatim form and offering it as one's own without giving credit to that source".
- (Swarat) Lines 36-37: delete sentence.
- This document will be added to the next AS agenda as a new business item.

9.3 New UPS 210.006 - Search Committees for Administrative Personnel - (Discussion item)

9.4 Revisions to UPS 100.600 - Establishment of University Departments

9.5 Revisions to UPS 100.605 - Policy on Administrative Restructuring of Academic Programs

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

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

9.8 CSU Generative AI Committee Report - (Discussion item)

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

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

9.11 Process for electing ASCSU Lecturer Electorate - (Discussion item)

9.12 UPS 420.105 - Right of Non-Compliance, Risk Activities - (Discussion item)

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

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

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

X. MEMBER ITEMS

XI. ADJOURNMENT

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