



## ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES

OCTOBER 7, 2025

11:30 AM - 12:50 PM

MH-141

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

### I. CALL TO ORDER

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

### II. URGENT BUSINESS

- My concern with the EATC Call for Nominations rubric is cultural taxation, not that it's bad, but I believe it's illegal.
  - But it's in the UPS.
  - I also think there are some things that could be improved about the rubric, but my main concern with moving forward with it is cultural taxation.

Q: Can we send it back to the committee with our feedback and suggestions?

A: The committee meets as needed and they don't have anything scheduled. I reached out to the chair and asked what the committee was thinking on it. And the thought was basically, they don't want to re-engage it now. The chair said her read of the room was that the committee would prefer to go with this rubric and then fix it in the spring after they have a cycle with it.

Q: They don't have a liaison, right?

A: No, because they're not a Senate committee. We form them, but they're not making policy.

- I think they could make the minor changes we wanted, like changing exceeds to meets.
- Or even do one, two, three. If they don't label it as meet, I would have less concern. That seems like a minor change that maybe they could just agree to via e-mail without having to meet.

#### Suggestion:

Chair Jarvis to reach out the committee chair and inform her of Exec's suggestions to go with numbers rather than the named categories.

- We need to follow up on the traffic master plan. We laid out the campus when they got rid of that first entrance at a time before they were Uber, before there were parents dropping students off and students not driving themselves here. I'm thinking we need to be like those areas near stadiums where they can actually start stopping and slowing down the traffic on State College, between State College, Yorba Linda and Nutwood, just there's different things they need to be doing. And we need to address bicycles, scooters, and skateboard safety. I think those folks need permits. Last night I was leaving at 7:00 pm and there were literally 12 people on scooters going at a very elevated speed.

- Believe it or not, we don't have full control. The orange sidewalk is in fact partially funded by Orange County to do a bike lane that goes through campus, that's actually local county funding that's why there's two sidewalks there.

Q: But I never understand why it's not enforced as a bicycle lane. Why not have the scooters and bicycles on the bicycle lane?

A: From what I remember being on the parking committee and being on the CFB committee, UPD generally does not want to do law enforcement.

- It seems problematic that parking was willing to put a sign there when their own map also says that that's where the Uber and Lyft drop off spot.

- So even if it is an Uber drop-off spot. There are things happening that are not okay. Yesterday, I once again was attempting to enter the lot and there was a car coming the other way that would not go and as I'm driving by, I realized they were waiting for somebody to come out of that building and just in the middle of the lane. I'm not even talking about in the loop, like outside of the loop. And they were refusing to go because they basically didn't want to have to drive around and come back in.

That is an incredible safety issue, and we need somebody physically there right next to the signs monitoring telling people they can't impede traffic.

Q: Could it be something instead of parking and transportation that like a CSO could help with? That's not threatening like a police officer, but something that is safety oriented. That's what they're there to help with, right? It's a physical presence of someone there.

Suggestion:

Chair Jarvis will reach out to Chief Frisbee with the suggestion of a CSO or Officer to help with this issue.

- Following up on concerns about Fall in Love with Fullerton Day, I think that if Student Affairs launched an opportunity for faculty to give feedback on the event after it happened and make positive suggestions for future events, it would help. It would go a long way.

### III. ANNOUNCEMENTS

- (Graewingholt) It's Banned Book Week at the library. On the first floor, north, there is a photo opportunity for people to take pictures with their favorite banned books. We have a give-away for students who do it.
- (Graewingholt) Open Access Week Live Webinar: "What's the Deal with Article Processing Charges" on Thursday, October 23, 2025. This is coming from the Chancellor's office, and it should be informative.

### IV. APPROVAL OF MINUTES

- 4.1 EC Minutes 9-9-25 (draft) - *forthcoming*
- 4.2 EC Minutes 9-23-25 (draft) - *forthcoming*
- 4.3 EC Minutes 9-30-25 (draft) - *forthcoming*

### V. CHAIR'S REPORT

- I met with Daily Titan and Strategic Communications to sort of clarify things. We cannot stop Daily Titan from recording, so we will not stop them from recording.

Q: Now that we've sort of resolved all these questions, do we want to resume live streaming our meetings?

A: I don't understand what has changed since we made the decision on live stream.

- The Executive Committee went into Executive Session.
- Exec agreed to continue the pause on livestreaming for the foreseeable future.

### VI. STAFF REPORT

Q: Is there a preference for breakfast at the AA/AS Retreat? Do you all want full breakfast or continental breakfast?

A: Exec agreed on having a full breakfast.

### VII. COMMITTEE LIAISON REPORTS

- 8.1 International Education & Experiential Learning Committee [Gradilla], W, 10-1-25, 9:00 - 10:00 AM, Zoom
  - Introductions & Voting Membership
    - Confirmed voting membership (faculty reps + students).
  - Committee Election
    - Quorum confirmed.
    - Joe Albert elected as new committee chair.

- Policy Reviews
  - UPS 108 (Visiting Scholars/Delegations): Needs committee review and approval before resubmission to Senate Exec.
  - UPS 450 (Non-Academic Credit/CEUs): Requires line-item updates and stakeholder input.
- CEU Approval Process
  - Need to simplify approval in alignment with CSU Executive Orders.
  - Specific edits to be requested from prior drafters (Walker, McKinley, Luker).
- Document Revision Strategy
  - Prioritize UPS 108 first, then tackle UPS 450 with outside feedback.
  - Revisions to be completed offline between meetings.
  - Historical overview of prior committees' work to be compiled.
- Internships & Experiential Learning
  - Member interest in promoting internships, service learning, and study abroad.
  - Plan to compile a list of experiential learning opportunities for better coordination.

#### 8.2 Faculty Affairs Committee [Jarvis], F, 10-3-25, 10:00 AM - 12:00 PM, MH-141

- FAC met. Chair Scher had to leave early, so I chaired the last portion of the meeting (so please excuse report being sparse.)
- Discussed and passed UPS 210.070. Added earlier reviews in period for WPAF for all reviews (including range elevations). Changed requirement that "class taught list" had to include "FTEF generated." Clarified what a "needs improvement" score means.
- Began discussion of UPS 291.000. Matt will survey Deans as to whether this policy is being used or ignored.

#### 8.3 Planning, Resource & Budget Committee [Jarvis], F, 10-3-25, 1:00 - 2:30 PM, PLS

- PRBC met today (hybrid, quorum).
- Irena Praitis elected vice-chair.
- Discussed timeline for division presentations. Some members expressed frustration at not having enough information to ask informed questions of divisions.

#### 8.4 General Education Committee [Swarat for Childers], F, 10-3-25, 2:00 - 4:00 PM, Zoom

- Minutes from first meeting approved
- Geography 372: Approved; Chair will contact the lead faculty about minor edits needed.
- Geography 373: Approved with the caveat that additional details (clarify timeframe for instructor feedback) are needed; Chair will review the revision.
- HIST 230/231: Why 200 level - is it appropriate? The course appears to be 300 level? Titles do not match - need to clarify; Links not working - need to update; Specificity missing on "reading response feedback"; Request revision and bring back to the committee. [\*Question for Greg - What is the process for changing course number?]
- SOCI 401: Grading scale not adding up to 100% (duplication included); Approved.
- SOCI's Challenge to HUSR 201: Wants Greg to be present to inform the process before the committee takes a decision - Chair will ask him next week; Plan to discuss on 10/17, inviting both parties to make their arguments to the committee; Explore to seek informal mediation/meeting before 10/17 to resolve.
- UPS 411.201: Will circulate language from writing committee for review.

## 8.5 Academic Technology & Library Committee [Graewingholt], M, 10-6-25, 11:00 AM - 12:00 PM, PLS-299

- AT&L Call to order at 11:01 quorum met. Committee was sent the minutes from the final meetings of both Library and IT Committees. No edits needed, approved via acclamation.
- Introductions for new people. Chair underscored the importance of taking information/materials back to their colleges and sharing information about academic technology with colleagues and students.
- Mike DeMars, AD of Public Services, presented updates from the library. This week is Banned Book Week, there's a first floor north exhibit and photo opportunity. The library has been VERY busy. Mike shared data from Occuspace that shows library foot traffic on each floor. More people are coming to the library and staying longer durations year over year. The study spaces page is the most visited page on the library website, it allows study room reservations and shows occupancy of each library floor. The e-textbook page is also popular, it shows a list of all textbooks available through the library. Loretta mentioned that the link to this page is helpful for faculty to share on syllabi, Sean Walker mentioned it might be a useful Canvas widget. Library website hits are up, study room reservations are up, and library instruction sessions are up. Mike showed data on library instruction sessions across the colleges. New Leganto update allows faculty to upload their syllabus and it will automatically link the readings through the library. It was underscored that Academic Affairs has been supporting Leganto and communicating its great features is one way to help ensure it stays available. New library student survey is in the works this year. The library's first Annual Report is out Wednesday, Mike will bring some to the next AT&L meeting. Recent Supercomputer Symposium was in the library, the poster session was on the first floor south. This space is particularly great for poster sessions. Great through traffic, lighting, and space for walking around. It's a free space available to the campus community, please keep it in mind for those looking for campus spaces to showcase research projects. Quick reminder that it's crowdfunding month and this fall's focus is in support of the Library's Comm Squad, the team of students that promote library events and services.
- Willie Peng, AVP of IT, presented updates from IT. Academic Technology Newsletter is available. October is password change month. Willie sent out a message to faculty and staff that have devices still running Windows 10 to get them swapped out. If you go through the 'wizard' set up, you won't have to manually change your wifi password. Please encourage faculty to get this device swap accomplished, they will not release any more security updates which will make faculty vulnerable if it's not corrected. Loretta and Erica recommend to resend the latest IT newsletter. For example, there are only 160 licenses currently used of our Kahoot! subscription and many faculty wanted access to this tool. Erica Bowers also shared TestFlex is a product they are trialing to replace Scantron. It works with the department copy machine, sends grades directly from the Xerox machine, and integrates into Canvas. Fourteen faculty are currently trialing TestFlex. It's cheaper than Scantron (\$20k vs \$5k) and seemingly more reliable. If it works out, the goal is a launch and faculty training in spring 2026. Willie mentioned that Zoom recently changed their settings and now it automatically activates AI transcriptions. We can't turn it off as a campus anymore, but if you need help please reach out to Willie Peng for help. A PDF remediation tool now available through IT (via Titan Accessible) to allow easier remediation of learning materials. Five documents can be uploaded at a time, limited to fifty pages / 50MB size (for larger files, still email Titan Accessible for help). Right now, it will not remediate color contrast, logical reading order, alt image tags, and it has trouble with math formulas, forms, and tables. Expected launch on our campus and if it's successful, it will be launched to support other CSU's as well. Please play around with it before the next meeting to give feedback to Willie. Chris Manriquez sends his regards, he was unable to attend due to a cabinet meeting conflict.
- Unfinished Business: UPS 103.004 – Computing Resources Use Policy. It was proposed to have a subcommittee take a look at it more in detail. Cotton Coslett noted that he ran both policies through AI in order to see the differences. The CO policy covers everything in our policy with the exception of UPS 103.004 mentioning oversight power. Cotton noted that the AI tool actually mentioned CSUF's policy needs updating. Willie mentioned that there are circumstances where departments on campus may go outside campus IT infrastructure to learn, for example, creating a sandbox for computer science students to learn hacking techniques. Sean Walker mentioned that the CO policy needs to be reviewed carefully to ensure these exceptions have a mechanism for exceptions. Subcommittee will report back.
- John Brushke requested a meeting with the committee to discuss AI concerns. He visited last year and wanted to speak about his research into AI and its impact. Loretta will respond to John and invite him to speak, emphasizing that his concerns should be within the scope/charge of the AT&L Committee and should not infringe upon the academic freedom of other faculty members.

## 8.6 Faculty Research Policy Committee [Kanel], T, 10-7-25, 9:00 - 10:00 AM, MH-141

- Quorum met: Introductions
- Unfinished Business: Intellectual property
  - Committee working on creation of a new UPS.
  - The beginning draft has incorporated several other CSU documents
  - Has been reviewed by Risk Management and will go to Legal about December with a first draft.
- Procedures can be amended by Binod's office

The Draft includes the following sections:

  - Purpose/Scope
  - Definitions
  - Ownership of Intellectual Property
  - Copyrights
  - Disclosure and Evaluation
  - Commercialization and Revenue Sharing
  - Administrative Oversight
  - Review and Revisions (every 5 years)
- Issues Discussed in committee:
  - The salary issue will not be included at all. The issue of what is extraordinary support is defined.
  - an effort was made to simplify the UPS to enhance understanding.
  - Open access materials? They have particular copyright issues and different types of licenses (if legal wants this in, will put in)
  - Missing diversity and equity language? A sub -committee will collaborate and offer wording on this based largely on the UPS from CSUDH.
  - Potential Preamble language to be worked on. But the spirit is something like this:
    - A document like this wants to encourage innovation, creativity for commercial, social and public benefit. This policy clarifies who gets credit and ownership. It gives extra protection to faculty products whether for money or credit when issues of the University coopting faculty products exist. It spells out what is in the best interest of the University vs. faculty researchers.
  - Potential AI issues could be stressful, e.g. Materials getting dumped into AI. Homework for committee is to ascertain where this issue might be addressed in the working UPS.
  - This may take until December to get to legal and the hope is to get to senate floor by the end of the AY.
- The workload UPS was briefly mentioned. This appears to be more of a statewide issue and a CBA issue.

## VIII. UNFINISHED BUSINESS

### 8.1 Search Committees

- Dean of Communications

## IX. NEW BUSINESS

### 9.1 Scheduling Trustee Visits - (Discussion item)

- (Jarvis) The Trustees will be coming to campus on November 4<sup>th</sup> and December 12<sup>th</sup>. Depending on where the meeting on November 4<sup>th</sup> will take place, we will start our Exec meeting at 11:45 am.

### 9.2 Cybersecurity Presentation - (Discussion item)

- (Jarvis) We will have this presentation at the October 9<sup>th</sup> AS meeting.

### 9.3 Associate Vice President for Engagement and Student Success Search Committee

- The Executive Committee went into Executive Session.

### 9.4 Accessibility Requirement - (Discussion item)

Q: (Kleinjans) We had a discussion at the department meeting about old Canvas courses. Do old courses have to be accessible?

A: (Jarvis) No.

- (Kleinjans) We have some faculty who don't take their courses off after the semester.
- (Bono) Can they change the automatic setting to make them be indefinite?
- (Swarat) Why don't we ask Willie Peng about this?

### 9.5 Revisions to UPS 210.000 Tenure and Promotion Personnel Procedures

- Exec reviewed this document, and it will be added to the AS agenda as a new business item.

### 9.6 Faculty Accountability on the FRC - (Discussion item)

- (Jarvis) I've talked to Binod, and we can't do a thing. The problem is on the Faculty Research Committee, they evaluate people's grant proposals. They divide up the work because it's so many. The problem is we have faculty on there who don't do their work and then it falls to everyone else.

We can't really do a ton about it because it's not technically a Senate committee. This is one where we come up with the nominations, but it's elected, it's a general committee, it's not a Senate committee.

Q: (Bono) So they're willing to sit on that committee and then they don't review grant proposals.

A: (Jarvis) Yes.

#### Suggestions:

- Have the chair make a public statement to the committee members of the importance and the impact, and how this harms colleges.
- Then a private conversation with the one(s) who are not doing the work to let them know we want to help, and we understand sometimes they accept these positions and then get busy. But let us know we can put somebody in to replace them.

### 9.7 Revisions to UPS 410.103 Curriculum Guidelines and Procedures: Academic Programs

- (Swarat) I have suggestions, I can send my revisions to be displayed at the AS meeting.

### 9.8 Rescission of UPS 410.104 Undergraduate Subprograms: Concentrations

- (Jarvis) This will only be rescinded if UPS 410.103 is passed by the Senate.

### 9.9 Revisions to UPS 411.104 Policy on Online Instruction

- (Jarvis) We will send this back to UCC with comments for the committee to review.

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

9.11 Revisions to UPS 430.000 Campus Process for Projecting a New Degree Proposal to the University's Academic Master Plan

- Exec reviewed this document, and it will be added to the AS agenda as a consent calendar item.

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

- Exec discussed this document and agreed this is a CBA issue. It's a system-wide problem that you cannot fix at the campus level.

**X. ADJOURNMENT**

- Meeting adjourned at 12:50 pm.