



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
DECEMBER 2, 2025**

**11:30 AM - 12:50 PM**

**MH-141**

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

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

- It has come to my attention that we need to assemble our candidate package for an honorary degree. Due to unforeseen circumstances, this was overlooked. The deadline to submit our materials to the Chancellor's Office is Friday, December 5th. Two names have been put forward, and I reminded the team we have a UPS with guidelines we must follow for honorary degree nominations. So, we will need to create a committee and get this done quickly.

Q: Do we have to award one every year?

A: Every campus can do up to two. It's a great way to honor someone who has made great contributions and a great way to connect with major donors.

Suggestions:

- Sean Walker
- Matt Jarvis
- Kristi Kanel
- Exec agreed to forward these names to the VP of Student Affairs.

- The Executive Committee went into Executive Session.

Q: Do we have an update on the accessibility requirements and whether that includes Canvas courses that are not public?

A: Chair Jarvis will follow up on this.

Q: Someone asked me to find out if they have a DSS student in class who needs a recording of the lecturers of the class, do you have to ask the other students if they agree to be recorded?

A: No.

- My colleague said that he discusses sensitive topics in his class, and he is concerned that the students would not participate, or at least they should know.
  - I would recommend the faculty member go back to DSS and speak with the Director of DSS. Because if the accommodation letter from the student says they can record everything, you have to let them record everything. So, instead of having a discussion with them of if you can modify the letter, just say only record lecturers and not the sensitive discussions.
  - The UPS on recording says it cannot be shared, even if it's DSS, it cannot be shared.

Q: I had an inquiry about enrollments in winter sessions, they are plummeting. Is this across the board?

A: Yes, it's the 4-week intercession, students don't want to do it. Various folks have been made aware of we need to make intercession longer. This is a big fight we have had for years; they have received feedback.

## **III. ANNOUNCEMENTS**

- No announcements.

#### **IV. APPROVAL OF MINUTES**

4.1 EC Minutes 11-18-25 (draft) - *forthcoming*

#### **V. CHAIR'S REPORT**

➤ No report.

#### **VI. PROVOST REPORT - 12:30 PM**

➤ The Executive Committee went into Executive Session.

#### **VII. STAFF REPORT**

➤ We received 20 applications for the Assigned Time for Exceptional Levels of Service to Students Award.

➤ The call for nominations for the Outstanding Professor Award will go out today. Deadline for nominations is February 9, 2026.

#### **VIII. COMMITTEE LIAISON REPORTS**

8.1 ASI Board [Jarvis], T-11-18-25, 1:15 - 3:45 PM, TSU Legislative Chambers

- No written report submitted.

8.2 Curriculum Committee [Kleinjans], F, 11-21-25, 12:00 - 2:00 PM, Zoom

- Met with quorum.
- Minutes approved.
- Stacy Mallicoat discussed a new topic proposal for honors 302T "Philosophy and literature thought board games". This was awkwardly discussed and voted on with Stacy Mallicoat present. Discussion afterwards. The UCC voted unanimously on in the future not voting on a proposal while the proposer is present.
- The UCC passed proposed changes to UPS 411.102, aligning policy with the current process on cross-listing and eliminating the need to notify the other department one semester prior.
- Brief discussion about the guidelines the UCC is working on how honor's proposals should be developed. General confusion; the chair will figure out how to proceed upon prodding from me.

8.3 Academic Standards Committee [Swarat], F, 11-21-25, 12:30 - 2:00 PM, Zoom

- Some members discussed the challenges associated with their study abroad programs.
- Most of the meeting focused on the withdraw policy; It appears 300.016 should be ready to be sent to exec.
- Grade appeals policy was discussed, with some clarification questions identified; Emily Bonney will be contacted to provide answers on these questions.

8.4 Graduate Education Committee [Wood], F, 11-21-25, 2:00 - 4:00 PM, MH-141

- Approved minutes from October 24, 2025.
- Discussion and final edits on UPS 411.400 (Educator Preparation).
- Discussion of the WSCUC Interim Report draft.
- Follow up on UPS 410.106 for discussion next year.
- Next meeting: Feb 27th, 2026.

8.5 Student Life Committee [Jarvis for Valdez], T, 12-2-25, 9:00 - 10:00 AM, Zoom

- Online, quorum met.
- Reviewed UPS 370.000. Will finish edits and vote virtually. Exec (Matt) needs to run this past counsel before sending it to floor.
- Reviewed 300.000. Made some edits. Discussed doxxing, and whether that belonged in this document or elsewhere. Discussed whether syllabi should be required to refer to this document. (Exec might consider referring that question to UCC). Discussed whether AI belonged in this policy or elsewhere. Not completed.

## IX. UNFINISHED BUSINESS

9.1 Revisions to UPS 100.015 Review and Revision of University Policy Statements

## X. NEW BUSINESS

10.1 GE New Course Proposals - Fall 2025

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

10.2 Program Reactivation

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

10.3 Search Committee: Associate Vice President of Academic Technology (IT)

Suggestions:

- Anthony Alvarez
- Loretta Donovan
- Shelly Wynants
- Pradeep Nair
- Megan Graewingholt
- Greg Childers

Additional search committee:

- Dean of the College of Education

Suggestions:

- Alison Dover
- Rosalinda Larios
- Amanda Diaz
- Carolina Valdez
- Maritza Lozano

10.4 Revisions to UPS 411.201 - General Education: Objectives and Course Development

- (Swarat) Line 27: add the wording “detailed in UPS 411.203”.
- Exec reviewed this document; it will be added to the next AS agenda as a consent calendar item.

10.5 Revisions to UPS 210.070 - Evaluation of Lecturers

10.6 Revisions to UPS 411.102 - Curriculum Guidelines and Procedures Academic Jurisdiction

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

10.7 Revisions to UPS 260.102 - Sabbatical Leaves

10.8 UPS 211.000 - Responsibilities of Academic Units and their Chairs and Directors

10.9 Senate Forum - WordPress - (Discussion Item)

10.10 UPS 300.021 - Academic Dishonesty - (Discussion Item)

10.11 Chancellor's Office Internship policy change - (Discussion Item)

## **XI. ADJOURNMENT**

➤ Meeting adjourned at 12:55 pm.