



ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES

DECEMBER 9, 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

- There were continued concerns from my colleagues about SmartAccess+, because for many of us it's just articles and it doesn't work. I saw that they reduced the prices, which is good, but we're still not sure that it's cheaper than what we offer now.

RACE is upset about this as well. There is a collective in RACE that is writing a document, and they are organizing around it. There are issues of transparency.

- The Executive Committee went into Executive Session.

- I would like the Academic Standards Committee to look at UPS 300.000 - Student Rights and Responsibilities, Section 7. I would like them to address the issue of attendance in in-person classes. Students need to know that it's not optional, and what in-person means. Seeing how attendance is in in-person classes, I think we need to be explicit about it, because people are like I'll just check Canvas. They think classes are hybrid and I think we have to be clear about the modality of in-person.

- That document is already with the Academic Standards Committee.
- I would like them to consider good faith, what an assignment is, and the parameters of the assignment.
- We will pass this on to the liaison to convey to the Student Life Committee to look into.

Q: Would the student handbook be a better place for this? Also, shouldn't this be mentioned in the syllabus?

A: The syllabus UPS says you have to have your attendance policy in the class syllabus.

Q: Have we received an update on the Canvas accessibility requirements?

A: We haven't heard anything back.

III. ANNOUNCEMENTS

- No announcements.

IV. APPROVAL OF MINUTES

- M/S/P (Valdez/Wood) Motion to approve the November 18th minutes. Motion passed.

4.1 EC Minutes 11-18-25 (draft)

- M/S/P (Valdez/Kanel) Motion to approve the December 2nd minutes. Motion passed.

4.2 EC Minutes 12-2-25 (draft)

V. CHAIR'S REPORT

- We need to have a faculty member on the Medical Review Team. I will send an email to Vincent Vigil to find out if they need a medical faculty or mental health person.

VI. STAFF REPORT

- No report.

VII. COMMITTEE LIAISON REPORTS

7.1 ASI Board [Jarvis], T-12-2-25, 1:15 - 3:45 PM, TSU Legislative Chambers

- No written report submitted.

7.2 Diversity, Equity and Inclusion Committee [Kanel], T, 12-2-25, 1:00 - 2:00 PM, PLS-256

- Met hybrid, with quorum.
- No formal UPS to review but did spend time discussing the idea of online harassment and doxing (esp. as related to people of color). Much of this is covered under title IX, and through HR, and the Dean of Students office. I suggested they take a look at the UPS on Community to see if they want to revise it to include these ideas. They will explore this in Spring

7.3 Faculty Affairs Committee [Jarvis], F, 12-5-25, 10:00 AM - 12:00 PM, MH-141

- Quorum reached.
- UPS 210.001: Should the whole department get to review files, and at which stage? What to call statements that address equity? How to write up section on deans/departments on giving priority?

7.4 Planning, Resource & Budget Committee [Jarvis], F, 12-5-25, 1:00 - 2:30 PM, PLS-299

- No written report submitted.

7.5 General Education Committee [Childers], F, 12-5-25, 2:00 - 4:00 PM, Zoom

- Meeting cancelled.

7.6 Academic Technology & Library Committee [Graewingholt], M, 12-8-25, 11:00 AM - 12:00 PM, PLS-299

- Quorum met.
- Time approximate presentation: Kim Ball from SmartAccess+ Program. It was noted that both IT and the library will likely be 'implicated' if there are questions or concerns about this program as students don't often know the differences between the bookstore, the library, and IT on campus. The grad student rate was announced at \$145 flat rate per semester. They still have the flex option or the ability to opt-out. Where possible, arranging extended rights access for titles after the term is over, they are looking to secure the longest term possible. Opt-out button is much bigger and more prominent now. Opt-out guide is now up on the website. Nightly updates with student business services to push forward opt-outs and opt-ins, or process refunds for program choices. The student present was unaware of the Smartaccess+ program in the meeting. Student Affairs plans to send an email and to continue campus portal pop-ups. Reminder emails to faculty. Likely will be live as of January 5th. Also adding a list of fully OER programs like MSIDT where they can all be wholly opted out automatically. It was noted that OER materials are still needed to be supported, as it keeps the costs for everyone down.
- Discussion / comments / corrections to the meeting minutes - Jennifer motioned to approve minutes, David seconded. Minutes approved.
- Discussion of UPS 103.004 - As our policy cannot supersede the CSU's, we added direct language from their policy to make it clear to readers that it isn't our policy, but a reminder of the existing CSU policy. It was noted by Nathan Carr that this policy states that there is no assumption of privacy on campus computing resources. That is correct.
- Library update: Mike DeMars. 24/7 is upon us. Denied additional trash cans since there aren't enough facilities staff to empty them. Study rooms getting revamped/repainted, establishing a reservable club room, and funding library student workers. Instruction wrapped up for fall, which is back to our instructional numbers post-covid. Pollak library is still leading the library instruction numbers system-wide, average about 800 sessions per academic year. Petitioning to academic affairs for new first floor furniture, recently it was replaced with non-movable furniture and that space is used as a premier space for poster sessions. OC Weekly archive now acquired for Special Collections. Clothing swap in the library next week, clothing drive happening. AI literacy a huge topic at library conferences at the moment.

- IT update: Wille Peng. Task Force feedback has been gathered and roadmap draft will be shared. Aiming for the end of spring. Zoom is making another UI change, moving task bars from the top/bottom to the side and enhancing AI companion/transcription features. It was noted that campus pop-ups should be used carefully since they are primarily for emergencies or critical reminders. There are so many applications evolving quickly, and it's more important than ever that faculty read their email. Huge changes to procurement coming from the CO, CSUBUY. Demo version of the IT procurement process being worked out now, but the "zero dollar" purchases are NOT going through CSUBUY. Still concerns that it is being billed as a 'one stop shop' for procurement as there are security and accessibility compliance issues

7.7 Faculty Research Policy Committee [Kanel], T, 12-9-25, 9:00 - 10:00 AM, MH-141

- The Faculty research policy committee met 12/9/2025 with full quorum in person.
- Approved the draft of a new policy on Intellectual property to align with CSU ICSUAM 1100 and supersedes UPS 100.005 (1979) version.
- The biggest point of discussion had to do with whether a percentage of revenue to go to the faculty should be listed as a way to protect especially JR faculty who might not know how to negotiate their fair share of revenue sharing. Committee approved the inclusion of "no less than 15%).

VIII. UNFINISHED BUSINESS

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

- (Kanel) Lines 65-67: reword to read "Upon receipt, the Academic Senate Chair shall share the memo and associated policy document with the DE&I Committee Chair, who shall respond within three days, either affirming the response to the Guidelines or, if the response to the Guidelines is unclear or incomplete, seeking ten additional days for the DE&I Committee to send comments to the Academic Senate Chair to be included in the review of the UPS by the Senate Executive Committee".
- (Jarvis) What did the committee mean by days? We should make it "business days".
- (Jarvis) Line 68: delete wording "upon receipt".
- Exec also had an extensive discussion on the guideline document submitted by DE&I.
- Discussion on this UPS document and the guidelines document will continue at next week's Executive Committee meeting.

IX. NEW BUSINESS

9.1 Revisions to UPS 210.070 - Evaluation of Lecturers

9.2 Revisions to UPS 260.102 - Sabbatical Leaves

9.3 Revisions to UPS 300.016 - Withdrawal Policy

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

9.5 Senate Forum - WordPress - (Discussion Item)

9.6 UPS 300.021 - Academic Dishonesty - (Discussion Item)

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

- (Jarvis) This was discussed and passed on the Senate floor, so we can remove it from the agenda.

9.8 UPS 210.001 - Recruitment and Appointment of Tenure-Track Faculty - (Discussion Item)

- (Jarvis) FAC is currently working on the document and then it was going to be sent to DE&I. It will come back to us in spring.
- (Gradilla) From your liaison report; should the whole department get to review files, and at which stage? I think it's important to have a clear parameter in terms of what they have access to.

Q: (Bono) Wasn't there concern about who was going to do that work of the redaction?

A: (Jarvis) We framed it as staff may assist.

- Exec had an extensive discussion on this document.
- The Executive Committee went into Executive Session.

X. ADJOURNMENT

➤ Meeting adjourned at 12:55 pm.