

ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
SEPTEMBER 2, 2025

11:30 AM - 1:00 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

- No announcements

III. ANNOUNCEMENTS

- No announcements.

IV. APPROVAL OF MINUTES

- M/S/P (Valdez/Kleinjans) Motion to approve the August 12th minutes. Motion passed.

4.1 EC Minutes 8-12-25 (draft)

4.2 EC Minutes 8-26-25 (draft) - *forthcoming*

V. CHAIR'S REPORT

- The Executive Committee went into Executive Session.

VI. PROVOST REPORT – 12:30 PM

- (Jarvis) We received a report last fall from the Graduate Education Committee which has a number of items they want dealt with and they wanted to hear from Exec on what the plan was to make sure the memo got attention.

So, we will send you the memo with a request that you and Aimee update the Graduate Education this semester on where we are on the things they have listed in the memo.

- (Provost) We will get back to them as soon as possible.
- (Valdez) Since we are speaking of old reports, I remember we had the COACHE Survey. My first year on Exec I was meeting occasionally with Steve Stambough because one of the major requests from that report analysis was some form for faculty and staff to be able to give feedback on administrators. We were told it was going to happen, it was going to be institutionalized somewhere, but that hasn't happened. Folks were asking me about it at our college retreat.
- (Provost) I will follow up on this.

- (Provost) I will be sending an email to you, looking at the vacant positions. One would be the AVP of Undergraduate Studies and General Education and the other one is Executive Director of Graduate Studies. The request will be for Exec to staff faculty on the search committees.

Q: (Bono) Is there any assurance that when we have a new Provost those positions won't go away and there are new positions?

A: (Provost) No but since these are key positions that are needed at a university it is unlikely.

- (Bono) Who wants to take a permanent position knowing that in six months it could be gone?
- (Provost) All MPP positions are that way.

Q: (Kleinjans) Can you tell us something about the VP for Strategic Enrollment Management? On Thursday, VP Doss was saying she renamed her office Student Affairs and Strategic Enrollment Management. So, does that mean that search is gone?

A: (Provost) The President said for now we are assigning that role to VP Doss, so she will do both. So, in a year he will evaluate it and see where he wants to go.

- (Provost) I will also send an email to you about Dean searches; we have two open Dean positions in Communications and Engineering and Computer Science.

- (Provost) We had to withdraw 280 students for non-payment. We will end up with 45,000 students.

Q: (Wood) I got an email from a student stating the waitlist is broken. Did students get notifications that the process was going to change this year?

A: (Provost) I don't know if they received an email. I would have to check with the Registrar to see if they sent an email out.

- (Provost) There are journals that are going away from being both chargeable and open access. More are going open access only. So, as a University, what do we do? It costs about \$4,000 for faculty members to publish in just open access. So, who's going to pay the \$4,000? We publish about 600 journals a year on this campus, which would cost \$2.4 million.

This will also affect the Library, because if 100 percent open access is the future, all the journals will be free.

- (Graewingholt) It will end up, even if many go open access, the publisher will just raise the prices on the ones they consider more rigorous or the ones they know are in our DPS that we have to publish.

Q: (Graewingholt) Do we have the pilots for Smart Access Plus?

A: (Provost) No.

Q: (Wood) Is there any update on the NIH Grants that were rescinded and restored?

A: (Provost) No.

VII. STAFF REPORT

- Eric Setten (CBE) who was the Senator on the Academic Technology & Library Committee stepped down. The other CBE Senators are not able to serve on the committee. Since we have staffed the committee, there are no vacancies to ask a Senator from another constituency. Jeniffer Chandler (CBE) has expressed high interest in serving on the committee. Would Exec be ok with this committee not having a Senator?

Suggestion:

- (Kleinjans) See if one of the student Senators can serve on the committee.
- Exec agreed if we cannot get one of the ASI Senators, to staff the committee without a Senator.
- Exec also continued working on filling AS Standing Committees vacancies. An email will be sent out to faculty asking them to serve. Once we receive acceptance, the faculty member's name will be added to the consent calendar for the next Academic Senate meeting.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board [Jarvis], T, 8-26-25, 1:15 – 3:45 PM, TSU Legislative Chambers
- Presentations: free speech, VP Doss, ICE protocols Information shared was largely information that Exec was already aware of.
- 8.2 Faculty Affairs Committee [Jarvis], F, 8-29-25, 10:00 AM - 12:00 PM, MH-141
- FAC met (hybrid), quorum reached.
 - Spent our time on UPS 210.001, incorporating edits from D&I.
- 8.3 Curriculum Committee [Kleinjans], F, 8-29-25, 12:00 - 2:00 PM, Zoom
- Decided to conduct all meetings on Zoom. High attendance. No ARTS member yet. Carlos Yebra Lopez elected as chair with Jessica Jaynes serving as co-chair in charge of Curriculog and new course and course change proposals. Finalized edit to UPS 300.004 (Syllabus) to require AI statement on syllabus. Discussed proposed changes to UPS 410.103, proposed rescission of 410.104, periodic review of 410.105, and requests to clarify 411.104 (Online Instruction). Will likely complete some of those changes at the next meeting, which will also include a discussion of syllabus review guidelines (for honors courses). I recommended cancelling the meeting scheduled on 10/31, the day of the Senate retreat.
- 8.4 Planning, Resource & Budget Committee [Jarvis], F, 8-29-25, 1:00 - 2:30 PM, PLS-299
- PRBC met in person. Will have hybrid meetings for rest of year. High attendance.
 - Introductions. Description of committee.
 - Bulk of meeting was spent looking at data produced by one member showing general funds budget per FTES by college.
- 8.5 Graduate Education Committee [Wood], F, 8-29-25, 2:00 - 4:00 PM, MH-141
- Approve minutes from April 11, 2025.
 - Announcements
 - Ameer Nelson led a discussion of WAGS ProQuest Award nominations.
 - Ameer Nelson needs to replace a couple of writing consultants (PT faculty or emeriti) who do up to 5-6 hours a week of appointments with students. Send recommendations and be aware there may be delays getting appointments.
 - Aimee Nelson: CSUF will be hosting the CSU Grad Slam 5/1/26. Our own campus event will take place a few weeks before the CSU event.
 - Aimee Nelson: We were out of compliance with our thesis submission deadlines (they were set to the day grades are due). The deadline will be moved two weeks earlier to be in compliance, April 10, 2026 (Spring), June 26, 2026 (Summer), November 6, 2026 (Fall). These changes would go into effect for Spring 2026. Discussion suggested a slower rollout. There was a proposal to move the deadline back 1 week (not 2), and that would be April 17, for Spring. Even one week earlier was considered burdensome. Concerns focused on 1) faculty having to revamp their grad programs to meet the earlier deadline, and 2) asking students to pay for summer but making their thesis due on June 26. Aimee Nelson will discuss a slower rollout with her team to see if this is possible to ease the transition.
 - New Business
 - Committee was asked to review UPS 411.400 Teacher Preparation in preparation for review. Noted that the committee can invite the Dean of Education to attend to discuss, if desired.
 - Aimee suggested looking at grad program initiatives cross-walked by the strategic plan and graduate student survey. Departments and colleges may benefit from seeing what other departments and colleges did in response to the survey.
 - Continuing Business
 - Committee would like to know Senate Exec's response to their report.
- 8.6 Student Life Committee [Valdez for Milligan], T, 9-2-25, 9:00 - 10:00 AM, Zoom
- No report submitted.

IX. UNFINISHED BUSINESS

9.1 UPS Documents for Review AY 2025-26

- Exec continued reviewing the UPS documents to identify which committee to assign them to.

X. NEW BUSINESS

10.1 AA/AS Retreat Plan

10.2 Department Restructuring

1. UPS 100.600 - Establishment of University Departments
2. UPS 100.605 - Policy on Administrative Restructuring of Academic Programs

10.3 Annual Reports for Review from AY 2024-25

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

- (Jarvis) The Graduate Education committee wants us to comment on this document and their annual report.
- The Executive Committee went into Executive Session.

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

10.6 Revision/rewrite of UPS 450.000 - Policy for Non-Academic Credit/CEU Certificate Programs Implementation and Awarding of the Continuing Education Unit

1. UPS 450.500 - Policy for Implementation and Awarding of the Continuing Education Unit
- Exec discussed and this document will be forwarded to the International Education & Experiential Learning Committee.

10.7 UPS 100.001 - Academic Senate Bylaws

- (Jarvis) In the Bylaws we put Shelly Wynants on the Academic Technology & Library Committee as an ex officio, but there is no longer a department of Online Education & Training. We are not going to open the Bylaws for an ex officio title change; we will correct her title when the Bylaws are on the Senate floor.

10.8 UPS 108.000 - Visiting Scholars and Other Formal Delegations of Visitors: Procedures and Expectations - (Discussion item)

- (Jarvis) I will work on this document, it came to us with formatting issues, and the committee is no longer in existence.

10.9 Revisions to UPS 300.004 - Policy on Syllabi

- Exec discussed and this document will be added to the next AS agenda as a Consent Calendar item for Senate approval.

XI. ADJOURNMENT

- Meeting adjourned at 12:50 pm.