THE MINUTES OF THE EXECUTIVE COMMITTEE

OF THE ACADEMIC SENATE

CALIFORNIA STATE UNIVERSITY, FRESNO

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February 28, 2022

Members present: Raymond Hall (Chair), Tinneke Van Camp (Vice Chair), Rich DeJordy (At-Large), Kathleen Dyer (Universitywide), Xuanning Fu (Interim Provost), D’Aungillique Jackson (ASI Executive President), Saúl Jiménez-Sandoval (President), Jennifer Miele (At-Large), Rebecca Raya-Fernandez (At-Large), Susan Schlievert (Statewide)

Members excused:

Guests: Venita Baker (Academic Senate), James Mullooly (Chair AP&P), Bernadette Muscat (Dean of Undergraduate Studies), Jim Schmidtke (Interim AVP Academic Affairs), Laura Yager (Registrar’s Office)

The meeting was called to order by Chair Hall at 3:00 pm on Zoom.

1. Approval of the Agenda.

MSC

1. Approval of the Minutes 02.07.22.

MSC

1. Communications and Announcements.

Communications from the President:

President Jiménez-Sandoval is finalizing the composition of the Title IX task force. He has been communicating about this with the Chancellor’s Office. The task force will work independently with a consulting firm. The task force will be charged with looking at a system of checks and balances that addresses Title IX and HR and at ways to deal with micro- and macro-aggressions.

There will be a communication to the campus about issues with Clery Act reporting.

The Library task force will present their findings to the Executive Committee and the Academic Senate, as well as to the Jewish community, including recommendations about renaming the library.

Cal-OSHA has dropped the mask mandate. The university is consulting with the county on where to go from here. Some sister campuses are maintaining the mask mandate, others are dropping it.

*Questions for the President:*

**ASI President Jackson** asked for clarification regarding the violation of the Clery Act reporting.

**President Jiménez-Sandoval** explained that the Clery Act requires that crime at the university is reported to the campus community and quantified. It appeared that two cases had not been properly recorded for various reasons.

Communications from the Provost:

The university needs to start planning for the fall semester. Provost Fu also explained that the default template for course scheduling and course classification is based on the situation prior to COVID, which does not necessarily account for the developments in online, hybrid and HyFlex courses during the pandemic. The Provost will look at the needs of faculty and students as well as at accreditation requirements when scheduling for the fall.

*Questions for the Provost:*

**Senator DeJordy** wanted to know whether by default scheduling leans towards face-to-face courses, unless courses were previously approved for online or hybrid course modality.

**Provost Fu** responded that he is working with the Chancellor’s Office and WASC, that we need to keep our degrees as in-person degrees, which requires 50 per cent in-person instruction, and that the technical details remain to be worked out.

**ASI President Jackson** inquired whether we are considering expanding HyFlex as a remedy for those impacted by COVID for the next academic year.

**Provost Fu** explained that there is a significant professional development cost and cost for equipping rooms for HyFlex instruction. He is looking at a comprehensive plan to expand this modality.

Statewide senator Schlievert: AB 928 (Student Transfer Achievement Reform Act) passed

The Student Transfer Achievement Reform Act will apply to the CSU, UC and community colleges. The CSU and UC will need to adopt one unified transfer pathway from community colleges. Information was sent to the members of the Executive Committee earlier today by Schlievert.

**Dean Muscat** added that her office has been looking into this, and the committees that will be impacted have been made aware to expect this to be added to their workload.

**Senator Dyer** wanted to know whether this would imply that we need to get rid of some of our GE courses, since the UC requires less GE courses.

**Senator Schlievert** confirmed that that seems to be the case.

**Dean Muscat** mentioned that we will need to do something comparable to what was needed to add area F. This is mandated at State level and we need to be in compliance. She added that GE patterns are different across the CSUs too, and that it is not clear at this point which direction we will be going in. We will have to consider impact and will want to minimize the impact on departments. For instance, courses already in GE could be moved elsewhere. Everything will be on the table and we will use OIE data to inform the ensuing curriculum overhaul with minimal impact.

**Chair Hall** added that the issue is on the agenda of the meeting of senate chairs. He will plan an informational session on this at the Executive Committee.

**Dean Muscat** informed the committee that the website of the Chancellor’s Office offers updated information and that Cal Poly Humboldt has already started a petition to not have this impact the communications area in GE.

**Action Items**

1. Memo dated February 10, 2022, from David Low, Chair of the Personnel to Raymond Hall, Chair of the Academic Senate, re: APM 360 – Policy on Sabbatical and Difference-in-Pay (DIP) Leaves. Memo has been received.

Suggestion: on Executive Committee agenda

1. Memo dated February 8, 2022, from Dr. Maritere Lopez, Chair of the Graduate Committee to the Executive Committee, Academic Senate re: Graduate Program Review Policy Update Proposal. Memo has been received.

Suggestion: on Executive Committee agenda

1. Email dated February 17, 2022, from Sue Shaw, CSU Learn Administrator, on behalf of Debbie Adishian-Astone, VP for Administration and Chief Financial Officer, to Raymond Hall, Chair of the Academic Senate re: APM 320 New Designated Position (Chief Diversity Officer). Email has been received.

Suggestion: on Executive Committee agenda

1. Memo dated February 16, 2022, from Saúl Jiménez-Sandoval, President, to Raymond Hall, Chair of the Academic Senate re: Faculty Appointments to Search Committee – Chief Diversity Officer. Memo has been received.

Suggestion: on Executive Committee agenda

1. New Business.

**Interim AVP Schmidtke** informed the Executive Committee of inconsistencies between the CBA and APM. More particularly, APM 331 will need to be updated. This relates to the Personnel Committee. Should he take it directly to the Personnel Committee or have it looked at by the Executive Committee first?

**Chair Hall** suggested to bring it to the Executive Committee first.

**ASI President Jackson** suggested for the Academic Senate to have a listening session, outside of formal senate meetings, with staff at Student Affairs and Enrollment Management in the wake of the news on harassment. The draft of the resolution in response to this situation presented in Senate last week missed the perspective of staff.

**Chair Hall** responded that he has been in communication with Senator Jenkins, who presented the initial resolution, and that the language in this resolution will have to be changed because the draft no longer reflects the reality since Chancellor Castro has now resigned. New resolutions might be presented at the next Senate meeting as well.

**Senator Dyer** suggested to ASI President Jackson to reach out to Senator Jenkins. He is working with a number of senators and non-senators, and he has invited anyone from the senate to participate.

**Senator Miele** appreciated the suggestion to hear from the staff impacted.

**Chair Hall** invited ASI President Jackson to bring the proposal of a listening session to the senate floor as new business.

1. APM 231 Policy on Adding and Dropping Classes.

**Chair Hall** referred to the redlined version of APM 231 submitted by Yager and Muscat. A new automatic process is ready to go in PeopleSoft.

**Yager** (Registrar’s Office) reminded the committee that the current process for drop and withdrawal is through DocuSign. Yager and Muscat propose a new streamlined process in PeopleSoft. This new process will require policy changes. The drop and withdrawal request would be completed online by a student, and they would have to include a reason for dropping as well as documentation. Once submitted by the student, the request would automatically be routed to the department chair, not to the course instructor.

**Chair Hall** added that the current APM requires faculty to sign drop and withdrawal requests. The need for a serious and compelling reason is maintained in the proposed new process, but signatories would be limited (no signature from course instructor requested) and differs from what is required in the APM (*i.e.*, signature from course instructor and department chair). In practice, most faculty sign these forms without asking for documentation from a student and pass it on to the chair. Faculty do not seem to want this responsibility and do not seem to want to have knowledge of the student’s compelling reasons, and they may not need to know. Hence, this streamlined process and proposal to have documentation of serious and compelling reasons seen by less people than those identified in the current APM. We will need to allow the Senate to reflect on this and to consider whether faculty will feel disenfranchised if they are taken out of this process.

**ASI President Jackson** noticed that the amended APM allows less time for dropping courses at the start of the semester: on p.2, 4th paragraph

## ‘Up to Census Date (9 instructional days)’

**Yager** clarified that this was a typo, and that it should be 19, not 9, days.

*Correction made on the floor:*

‘Up to Census Date (19 instructional days)’

**Mullooly** (Chair AP&P) supports the proposed changes. He suggested to have an interim policy, to allow the new process to be piloted. He noted that by simplifying the signature process, students are allowed to drop at the very last moment, which could result in empty seats that waitlisted students could have taken if the seat had become available earlier. There were no comments in AP&P about no longer requiring faculty to sign, since it allows more protection for student privacy.

**Senator Dyer** added that faculty do not tend to look at documentation or ask for documentation for a drop reason. Faculty want to help students by allowing them to drop a course. This new process is not taking anything away from faculty except a burden.

**ASI President Jackson** suggested to add guidance in the form for students to understand what kind of documentation is sought, and what to do in case of serious and compelling reasons that are difficult to document.

**Dean Muscat** responded that she will be the one who sees the forms and will work with students. She added that names can be redacted in the provided documentation and that the Student Health Center can provide brief letters to explain that a student has a verified and compelling reason without detailing the reason.

**Yager** appreciated ASI President Jackson’s suggestion and will reach out to her to check the language for such guidance to be added to the form.

**Senator Raya-Fernandez** confirmed that she writes a lot of letters for students at the Student Health Center to indicate to signatories on the drop form, in very general terms, that the student has a compelling reason to drop.

*Suggestion: ready for Senate agenda.*

The meeting was adjourned to allow Executive Committee members to attend a listening session for the Academic Senate with the Provost search committee at 4pm.

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The Senate Executive Committee adjourned at 3:58 pm.

The next meeting of the Executive Committee will be held on March 14 via Zoom.

Submitted by: Approved by:

Tinneke Van Camp Raymond Hall

Vice Chair Chair

Academic Senate Academic Senate