THE MINUTES OF THE EXECUTIVE COMMITTEE

OF THE ACADEMIC SENATE

CALIFORNIA STATE UNIVERSITY, FRESNO

Fresno, California 93740-8014 Fax: 278-5745

Telephone: 278-2743 (EC-1)

August 28, 2023

Members present: Raymond Hall (Chair), Amber Crowell (Vice Chair), Jennifer Miele (At-Large), Rebecca Raya-Fernandez (At-Large), Susan Schlievert (Statewide), Karen Carillo (ASI rep), Xuanning Fu (Provost), Aaron Stillmaker (University-wide), Saúl Jiménez-Sandoval (President)

Members excused: Lisa Bryant (At-Large), Jim Schmidtke (AVP of Faculty Affairs)

Guests: Venita Baker (Academic Senate), Bernadette Muscat (Dean of Undergraduate Studies), Nicole Walsh (Chair of Academic Policy and Planning Committee), Nancy Nisbett (Chair of Student Affairs Committee), Alejandra De Alba (Office of the Dean of Undergraduate Studies), Kelly Russell (AVP of Student Financial Resources)

The meeting was called to order by Chair Hall at 3:03 pm.

1. Approval of the Agenda.

*MSC*

1. Approval of the Minutes of 5.1.23.

*MSC*

1. Communications and Announcements.

Communication from President: We are working strongly on system and national level to build the brand of Fresno State with CSU Water and CSU Biotechnology. WASC and farm bill on national level. Hired Brady Crook as VP of Advancement. Partnership between Fresno State and Valley Children’s is fruitful – named stadium, now collaborating on health for K-12 population; series of commercials broadcast in Fresno and Bakersfield on program called “Healthy Kids, Healthy Futures” in English and Spanish, features logo of Fresno State and Valley Children’s. Preparing to undertake WASC accreditation, confident in getting 10 years. Thank Dr. Muscat on Title IX implementation team, ahead of the curve and feeling strongly about it; All Title IX task force suggestions in process of being implemented. Bulldog Bound is huge success, we have 21 districts signed up for Bulldog Bound; it will be a total gamechanger. Strategic plan was released and in final draft form, will be fine-tuned and implemented towards end of Fall 2023 semester; crucial component is experiential learning outside of classroom like internships or learning from industry partners, volunteer work, but hopefully paid internships first in line; other important component is recognition and necessity that we have to do research. This year we broke all the records in grant writing, kudos to research division and Dr. Goto and Gil. First day of classes was exciting, gave out 400 pens to students, took selfies. Feria de Educación scheduled to bring in 8000 individuals on campus; families and students learn about what it takes to come to Fresno State, resources and services; it is the largest program in CSU.

**Chair Hall**: On that last point, is that mostly targeted at future students?

**President Jiménez-Sandoval**: Yes, future students.

**R. Raya-Fernandez**: What has been instrumental in getting districts engaged in Bulldog Bound?

**President Jiménez-Sandoval**: It’s a program that works, not superficial. Most MOUs don’t have any structure or infrastructure. Bulldog Bound has structure for students to follow, and in the summers they come to campus to explore and choose discipline and focus in on that discipline; gradually specializes the student. Afterwards they get hands-on experience with FS faculty and students. Seniors get an admission letter. They used to get letters in January and financial aid in March, but had to accept in February. Now they will get acceptance letter with financial aid alongside it. Parent institute at the same time will lead parents through financial aid and services and how to maintain communication with their students, so that they both feel invested and empowered in the process. Also in Spanish and Hmong.

Communication from Provost: One update – University is gearing up for WASC accreditation. We are doing TPR, thematic pathway. Different from comprehensive review, pathway option is only available for high performing institutions which did well in the previous accreditation process. This fall we are setting up two committees – WASC executive committee with 7-8 people, Dr. Hall is invited to serve along with vice provost, dean of undergrad studies, AVP of student success, head of OIE, leader of executive committee is faculty (secured Dr. Fraleigh). We want this committee to be small to meet and make decisions quickly. Also have large advisory committee that includes all corners of university, cabinet, academic and student affairs, athletics, diversity office. Advisory committee will provide advice, review, documentation. Will not participate in regular meetings. In late September, we welcome WASC liaison to campus visit, date is set for September 26. Draft of themes will need to be ready for her to review and provide feedback. Two proposals: Flagship of Central Valley (subthemes: research and innovation, community impact); Equitable student success (subthemes: curriculum and pedagogy, student support). Exec committee will meet soon to propose and pass themes, president will appoint advisory committee, and then target constituent groups on campus to review themes. Might hold one public forum, but not a lot of open meetings. Constituency groups include faculty, students, and external/internal communities. I will provide comprehensive list to Dr. Hall. Need everybody to give it all we have to make best report possible; site visit is in 1.5 years. Hope to have themes finalized and approved by WASC by Spring 2024. Subcommittees will be in charge of each theme. Administration has heavy responsibility to provide financial side of themes for WASC. Very confident we will pass with flying colors.

**Chair Hall**: Where did these themes come from?

**Provost Fu**: Themes are only proposed at this point, came from thorough study of four CSU campuses who have gone through this process. Two themes are very representative and accurate of what we want to do.

Communication from Chair Hall: Welcome to A. Stillmaker. Welcome to ASI president Karen Carillo. Welcome to AP&P chair Dr. Walsh.

**Action Items**

1. Email dated May 6, 2023 from Angelica Pizaña, Administrative Support Coordinator, Office of the Dean of Undergraduate Studies to Raymond Hall, Chair of the Academic Senate re: Academic Calendar Proposal 2024-25 and 2025-26. Email has been received.

Suggestion: Move to agenda

1. Memo dated May 11, 2023 from Dr. Nancy Nisbett, Chair of the Student Affairs Committee to Raymond Hall, Chair of the Academic Senate re: Federal Compliance Issue – Commenced Attendance. Memo has been received.

Suggestion: Move to agenda

1. Memo dated May 3, 2023 from Dr. Vadim Keyser, Chair of the Online/Blended Education Subcommittee to Raymond Hall, Chair of the Academic Senate re: APM 206. Memo has been received.

Suggestion: Read into the record; OBE told to bring amendments to the Senate floor through a conduit

**N. Walsh**: We did consult with them, that was put into the memo; there were also concerns from the graduate committee.

1. Memo dated May 12, 2023 from Dr. Nichole Walsh, Chair of the Academic Policy and Planning Committee to Raymond Hall, Chair of the Academic Senate re: APM 233 Accuracy Updates, 5.12.23 (Consent Agenda Edit Request). Memo has been received.

Suggestion: Move to agenda

1. Memo dated May 13, 2023 from Dr. Nichole Walsh, Chair of the Academic Policy and Planning Committee to Raymond Hall, Chair of the Academic Senate re: APM 510 – Research Misconduct [honor code] (Updates & Revisions). Memo has been received.

Suggestion: Move to agenda

1. Memo dated May 12, 2023 from Dr. Nichole Walsh, Chair of the Academic Policy and Planning Committee to Raymond Hall, Chair of the Academic Senate re: APM 232 & 400s, 500s, 600s – Cosmetic Edits (Consent Agenda Edit Request). Memo has been received.

Suggestion: Review and put on consent calendar; Move to agenda

1. Email dated May 24, 2023 from Diana Ralls, Chief of Staff to Raymond Hall, Chair of the Academic Senate re: Title IX Task Force Implementation Team. Memo has been received.

Suggestion: Move as high-priority agenda item, go into exec session

**R. Raya-Fernandez**: Allowing service to roll over sounds nice

**A. Stillmaker**: could we put out a call and let members apply?

**R. Raya-Fernandez**: Is there a time constraint?

**Dean Muscat**: First meeting is on 9/14

**J. Miele**: Do we choose from the two remaining task force members?

**Dean Muscat**: Select one and keep the other as alternate. Other preference would be to have somebody from the task force. There was so much training and work put into task force work.

1. Email dated June 12, 2023 from Chris Fiorentino, Director of the Jan & Bud Richter Center for Community Engagement and Service-Learning to Raymond Hall, Chair of the Academic Senate re: Richter Center Advisory Request. Email has been received.

Suggestion: Call for service will go out

1. Memo dated May 31, 2023 from Beth A. Steffel, Chair of the Senate CSU to Members, of the Academic Senate CSU re: Chancellor’s Packet ASCSU May 2023 Resolutions. Memo has been received.

Suggestion: Committee will review the packet

1. Memo dated May 31, 2023 from Saúl Jiménez-Sandoval, Ph.D, President, to Raymond Hall, Chair of the Academic Senate re: Faculty Representation-California State University, Fresno Athletic Corporation Board of Directors. Memo has been received.

Suggestion: Call for service will go out

1. Email dated July 10, 2023 from Dr. Jim Schmidtke, Interim Associate Vice President of Faculty Affairs, to Raymond Hall, Chair of the Academic Senate re: APM Corrections. Email has been received.

Suggestion: Move to agenda

1. Email dated August 11, 2023 from Luisa Malin Melo, Administrative Assistant for International Programs/CSU Office of the Chancellor, to Raymond Hall, Chair of the Academic Senate re: ACIP – Requesting Faculty. Email has been received.

Suggestion: Call for service will go out

1. Email dated August 18, 2023 from Deborah Adishian-Astone, Vice President for Administration and Chief Financial Officer, to Raymond Hall, Chair of the Academic Senate re: AVP for Compliance - APM 320 Designated Position Name Change and Request for Faculty Representatives. Email has been received.

Suggestion: Call for service will go out; Move to agenda

1. Email dated August 25, 2023 from Dr. Xuanning Fu, Provost and Vice President for Academic Affairs to Raymond Hall, Chair of the Academic Senate re: Faculty Representation on the AVP for International Affairs Search Committee. Email has been received.

Suggestion: Search will be managed by appropriate dean.

1. New Business.

*None.*

1. APM 402 – New Policy Priority and Early Registration. Second reading.

**N. Walsh**: Brought to AP&P’s attention to bring a more systematic and equitable system for priority and early registration.

**Chair Hall**: Does this set up a committee to oversee it?

**N. Walsh**: Yes, there has already been an ad hoc committee, but this formalizes it.

**A. Stillmaker**: Clarification on process and what this is changing.

**N. Walsh**: This is to formalize a process that is already in place.

**A. Stillmaker**: It has changed to be like proposed policy already, there is now an application process.

**J. Miele**: Did there used to be a 9/1 deadline to get priority registration?

**A. Stillmaker**: Deadline might have been the same, but now instead of sending a list of names there is an application process.

**Chair Hall**: We had asked which groups are being served, but we did not receive any information on that.

**Dean Muscat**: There is a committee comprised of individuals from student and academic affairs, has been meeting for last couple of years. Number of requests for priority registration has increased tremendously, along with increase in legislated groups to get priority registration (parents, veterans, foster youth). Includes honors groups, SI, groups who are part of research project; committee is given two choices, priority registration at the beginning of total registration period (before seniors), or priority before usual registration period; Unsure of the impact of student parent legislation.

**K. Russell**: <ost requests come from faculty, not individual students.

**Chair Hall**: Who can we contact to get a formal statement about which groups are served?

**Dean Muscat**: Laura Yager.

**J. Miele**: Questions might come up about added hyperlinks; get it cleaned up before it goes to Senate agenda.

**Chair Hall**: We can’t send this to Senate in its final form.

**N. Walsh**: It is final form, but did not want to add links until it’s approved.

**J. Miele**: Can we remove the hyperlink placeholders?

**N. Walsh**: Want to make sure the placeholders remain to ensure the right things are put in.

**Chair Hall**: Suggest redlining comment that link will be added.

**N. Walsh**: Sounds like a great way to do it.

**A. Stillmaker**: Can we approve it like this, double-check with Laura to post these websites.

**Chair Hall**: Will reach out to Laura to get the links that are needed.

**J. Miele**: Typically when the policy includes a committee, is the charge usually outside the policy? The policy does not include the charge.

**A. Stillmaker**: We had this discussion with Laura, the committee is not a faculty committee and did not need to be solidified in a faculty document.

**N. Walsh**: Agree, this has to do with enrollment management, not faculty. The issue lies with ensuring that there is a more systematized process.

**Chair Hall**: This is also a Chancellor’s Office initiative?

**N. Walsh**: Correct, we are out of compliance.

**Chair Hall**: I am comfortable with not including charge because it’s not a faculty charge. We can address it on the Senate floor and ask AP&P to look into it if needed. We are ready to send this to senate with APM number and redlined in correct format. Will ask for hyperlinks.

*Approved*

1. CSB Articles of Governance.

**J. Miele**: The primary change is to personnel committees, to allow associate professors to review cases that they are eligible to review. Subcommittees of full professors to review packets for full.

**A. Stillmaker**: APM 113 requires that executive committee send Articles to Personnel Committee first.

**Chair Hall**: Will send to Personnel.

1. Academic Calendar Proposal 2024-25 and 2025-26

**Chair Hall**: How is a working day is defined?

**N. Nisbett**: It’s a day that we must be on campus, on contract.

**Chair Hall**: Why is it a problem that we started on a Thursday?

**Dean Muscat**: There is a lot of contention on the issue; ultimately what people want are equal instructional days, so that is what these changes are focused on. The other consideration is to bring better balance to MWF schedules in Spring. The other challenge is that we can’t start a semester outside of a pay period, which is set by the Chancellor’s Office. The other issue is Spring Break scheduling, which is aligned with the school districts and is scheduled with Easter.

R. Raya-Fernandez: How long has Fresno State been governed by differences in workday, and how does that relate to what is equitable to staff and faculty? If you add an extra week?

**Dean Muscat**: An extra week is not really being added because pay is based on 52 weeks.

**R. Raya-Fernandez**: Students may need two versus one consultation days.

**A. De Alba**: Most CSUs only have one consultation day; the extra consultation day can go towards finals preparation

**N. Walsh**: We have seen a decline in consultation day usage.

**Chair Hall**: Has getting whole week off for Thanksgiving been discussed?

**N. Walsh**: This has been discussed, as school districts have moved to week-long Thanksgiving breaks which impacts student parents.

**Chair Hall**: Whose authority changes the calendar?

**Dean Muscat**: The authority with setting the calendar lies with the Chancellor’s Office.

**Chair Hall**: What is the motivation to move first day of fall working days to Monday?

**Dean Muscat**: There is need for more working days to hold meetings, orientations, assemblies, etc.

**Chair Hall**: Is there documentation of this expression of need that can be shared with the committee?

**N. Nisbett**: In our college, departments are holding student orientations off contract.

**Chair Hall**: Are there faculty involved in these decisions?

**Dean Muscat**: There was a taskforce that included many offices which disbanded (25-30 people); We are on a two-year cycle for calendar planning and this one was created during COVID; 26-27 calendar will be planned in January 2024; we can bring people back to discuss it.

**R. Raya-Fernandez**: What departments did you hear back from about equitable workdays?

**Dean Muscat**: Overwhelming response for wanting equal instructional days

**R. Raya-Fernandez**: Were they aware of what would need to happen to get equal instructional days?

**Dean Muscat**: Yes, but survey had low response rate. We can look at what other schools are doing.

**Chair Hall**: We could also do a survey about Monday and Tuesday of Thanksgiving week.

**Dean Muscat**: This might cause lower attendance on the Thursday and Friday before Thanksgiving week.

**N. Walsh**: Thanksgiving week attendance is related to our school districts.

**J. Miele**: I’ve seen other campuses that use Thanksgiving break for a full week for mental health days.

**R. Raya-Fernandez**: I’ve seen students use consultation days for other reasons.

**J. Miele**: Can we be consulted sooner for the next calendar planning?

**Dean Muscat**: These calendars are set. This is just to be aware of the changes to the calendars.

**R. Raya-Fernandez**: If we have concerns about reducing the consultation days, does that effect this process?

**Dean Muscat**: Yes. We can discuss it moving forward. It is such a complex process, let’s keep these calendars as they are and discuss for next calendar planning.

**Chair Hall**: Some faculty will be concerned about losing a consultation day, and executive committee has not seen this change before.

**Dean Muscat**: It was discussed by the planning committee.

**R. Raya-Fernandez**: This is a concern for our faculty.

**Chair Hal**l: Some members of the Senate might object to this change to consultation days. This feels like one where faculty would like to be involved when a change impacts our students.

**R. Raya-Fernandez**: It is difficult to get that day back, once it’s lost.

**N. Walsh**: Would it be helpful to have AP&P review it and give feedback to prepare for Senate?

**Chair Hall**: Yes, that would be helpful.

*Begin executive session 3:43 PM*

*End executive session 4:57 PM*

1. Nomination of Dr. Dheeshana Jayasundara to Title IX Implementation Team

*Approved*

Adjourned: 5:02 PM