THE MINUTES OF THE EXECUTIVE COMMITTEE

OF THE ACADEMIC SENATE

CALIFORNIA STATE UNIVERSITY, FRESNO

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December 4, 2023

Members present: Raymond Hall (Chair), Amber Crowell (Vice Chair), Jennifer Miele (At-Large), Xuanning Fu (Provost), Aaron Stillmaker (University-wide), Lisa Bryant (At-Large), Susan Schlievert (Statewide), Jim Schmidtke (AVP of Faculty Affairs), Karen Carrillo (ASI rep)

Members excused: Saúl Jiménez-Sandoval (President), Rebecca Raya-Fernandez (At-Large)

Guests: Venita Baker (Academic Senate), Bernadette Muscat (Dean of Undergraduate Studies), Annabella España-Nájera (Chicano and Latin American Studies), Laura Yager (University Registrar), Nichole Walsh (Chair of AP&P)

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 11.27.23.

*MSC*

1. Communications and Announcements.

Communications from Provost Fu: Congratulations and thanks for diligence and hard work Senate work has been heavy. Currently have two searches for AVPs, one for OIE and one for FA. Thanks to Dr. Bryant for serving as chair of AVP of OIE search twice. L. Bryant is preparing final report on AVP of OIE search. Anticipate decision over next week or ten days. Search committee for AVP of FA deliberates tomorrow, I will attend and make decision before end of semester. Happy Holidays if we don’t see each other again this year.

Communications from Chair Hall: Request EC input on concerns about weekly meetings. Don’t see a way around meeting weekly and meeting weekly has encouraged senators to get through policy more efficiently.

**Vice Chair Crowell**: Is it at the chair’s discretion to not let Senate meetings extend to 5:30?

**Chair Hall**: That is by a vote.

**L. Bryant**: It helped for people to come back in future meetings to work on APM 218.

**Chair Hall**: The second issue is the use of Zoom and microphones in Senate. Does EC agree that Zoom is only a backup option? Make it clear that Zoom is for those reasons. Do try to restate motions and votes into the microphone.

**J. Miele**: Yes, and it is tricky to handle acoustics in the room.

**Chair Hall**: Ensure that we received an invitation for the party in Ellipse for next Monday. Other issue is policy for credit on prior learning. Policy needs to be renamed because there is already APM 218 that wasn’t posted on the site. It is now APM 219. Venita, are there other policies like that?

**AVP Schmidtke**: Carrie is responsible for posting APM on website. We don’t know where others would be found. But we can go through FA Google Drive.

**Chair Hall:** We also have Articles of Governance for COSS. Personnel will check policy against APM, then EC will vote to approve and send to Provost. Welcome to A. Espana-Najera who will dscuss COSS revisions.

**A. Espana-Najera**: Changes were made to make Associate Dean search procedures clear and streamlined. Discussion for new process led to other issues that needed to be revised for clearer language. Became a revision of the whole document. Went through feedback from college committees and faculty. Provost provide feedback in Spring, and that feedback has now been addressed.

**Chair Hall**: We will have approval to the Provost by the middle of Spring semester.

Communications from ASI President Carrillo: Preparing to give a presentation on an initiative that involves the ASI. Other campuses have university hour, which is an hour on campus when students can use campus resources, join activities, and take a break. Gathering data from OIE to understand who would benefit from a gap hour. Most recent action taken was to present the resolution to ASI Senate. Have also been working with N. Walsh and getting resources and information to provide to Executive Committee. Probably won’t be completed this year, but feel passionate about this. Gave presentations to ASI Senate and spoke to Student Involvement about setting up an MOU so that programs are offered during that time.

**Chair Hall**: What do we call this?

**ASI President Carrillo**: It’s called U Hour, as in University Hour. CSUSB calls it Coyote Hour, CSUDH calls it Toro Hour.

**L. Bryant**: Is it one hour per week, per day, per month?

**ASI President Carrillo**: It would be on MWF, or TTh every week.

**L. Bryant**: Cutting a whole class period out of TTh would be unpopular with faculty, it would be unpopular with students.

**AVP Schmidtke**: Check with D. Donner in Scheduling because we struggle to schedule enough courses in our classrooms.

**Dean Muscat**: ASI President Carrillo and I are planning on meeting. Will also suggest that ASI President Carrillo to talk to AVP Schmidtke to understand how this affects faculty entitlements.

**L. Bryant**: The majority of students commute and like to stack classes. That will be difficult for them.

**Chair Hall**: More classrooms are open on Friday afternoons.

**Vice Chair Crowell**: That’s also when we have department meetings because many faculty don’t teach on Friday afternoons.

**Action Items**

1. Memo dated December 1, 2023, from Nichole Walsh, Chair of the Academic Policy and Planning Committee to Dr. Raymond Hall, Chair of the Academic Senate re: APM 203 BA/BS in Interdisciplinary Studies (formerly Special Majors), Updates & Revisions. Memo has been received.

Suggestion: Add to agenda.

1. Memo dated December 1, 2023, from Nichole Walsh, Chair of the Academic Policy and Planning Committee to Dr. Raymond Hall, Chair of the Academic Senate re: APM 505 – Conflict of Interest (Substantive Revisions). Memo has been received.

Suggestion: Add to agenda.

1. Faculty call for service on the search committee for AVP of Development and Comprehensive Campaigns. No nominations received.

**L. Bryant**: When is the search supposed to start?

**Provost Fu**: It is a replacement.

**Chair Hall**: VP Crook wanted to start it in the Spring and finish it by the Spring.

Suggestion: Notify VP Crook that we could not fulfill the requirement and would try in the Spring.

1. New Business

**AVP Schmidtke:** Want to clarify the data storage email. Raw data from IDEA forms is being stored on CD. It would be okay to keep this data longer if we can remove faculty data and just keep course data. It will be a problem to keep it if retains faculty data. In the process of digitizing RTP data. Retention policy is 10 years, but sometimes older things come up. Do we want to amend policy to at least keep CV on file? Physical space is an issue, but if it’s electronic and it’s just the CV, that wouldn’t be onerous.

**Chair Hall**: Questions about where the data is housed and how to get data off of the CDs. how does FA protect data?

**AVP Schmidtke**: On a restricted server

**Chair Hall**: Does Academic Senate need a restricted server?

**L. Bryant**: After a certain time, could the data be transferred to OIE?

**AVP Schmidtke**: That would be the only reason to keep it, is for analysis. So OIE makes sense.

**L. Bryant**: Data governance could say that after a certain time, the data gets sent to OIE.

**Chair Hall**: Policy right now says student ratings stay in Academic Senate. We have to change the policy if we want OIE to manage the data for us.

**AVP Schmidtke**: There will always be a summary report in the PAF, but it’s the raw data on the CDs that we have no need for. We do need the raw data to look at historical trends for a course.

**Vice Chair Crowell**: It does sound like it should be in the purview of OIE.

1. Priority Registration – Information item. Laura Yager.

L. Yager presented slides on priority registration and new APM proposal.

**Chair Hall**: Propose pulling APM 406 back to EC.

*Approved*

Adjourned: 3:50 PM