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-08)

January 24, 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), David Low (Chair Personnel Committee), Natalie Munoz, Bernadette Muscat (Dean of Undergraduate Studies), Jim Schmidtke (Interim AVP Academic Affairs)

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

1. Approval of the Agenda.

MSC

1. Approval of the Minutes 11.29.21.

Correction offered by senator Dyer: it is Henry Madden, not Henri, which has to be corrected throughout the minutes.

Approval of the minutes as amended: MSC

1. Communications and Announcements.

Communications from the Provost:

Provost Fu announced that Dr. Matt Zivot, interim director of OIE, has submitted his resignation. He acknowledged that this is a tremendous loss for our campus. A new interim director will have to be appointed, with approval of the Executive Committee of the Academic Senate, and a search for a permanent director will be launched. Provost Fu suggested to appoint Dr. Yoshiko Takahashi, interim Associate Dean at the COSS, as interim director. She has experience in data analytics and has done several student success surveys with OIE. She would do double duty as interim Associate Dean and director of OIE.

Support expressed by **vice chair** **Van Camp**.

*Supported by the committee.*

*Questions for the Provost about permanent director of OIE:*

**Chair Hall** asked about the procedure for searching a permanent director for OIE, would this be someone in-house, and would they serve as AVP?

**Provost Fu** explained that a discussion will be held with the cabinet regarding hiring for the permanent position as an AVP rather than as director, which is more temporary. Dr. Takahashi would be appointed as interim director, not AVP. He will keep the Executive Committee of the Academic Senate informed.

**Chair Hall** echoed that Dr. Zivot did a tremendous job as interim director of OIE, especially during the pandemic.

**Provost Fu** further announced that cases of Omicron are high, which has created concerns among faculty about the spring semester. There have been several requests from individual faculty from several colleges to change the course modality of their sections, and more may follow. The Provost emphasized the importance of equity and of sticking with scheduled in-person classes for student success. A balance will need to be struck between accommodation for faculty and in-person pedagogy. He will send around guidelines about the mechanism to change course modality and accommodations, the draft of which will be shared with Chair Hall.

*Questions for the Provost about forthcoming guidelines for course modality change:*

**Senator Miele** asked how these guidelines might differ from last semester.

**Provost Fu** responded that they will not be different but he will provide a channel and procedure, and this for equity purposes, rather than leaving decisions to individual units. There will be campus wide guidance, which will be distributed as soon as possible. He also referred to APM 206 that already allows faculty in in-person courses to space out in-person instruction.

Finally, **Provost Fu** explained that the cabinet and the campus preparedness committee (which includes Chair Hall) have discussed delaying in-person instruction with one more week to February 7, based on advice from local health experts and the county department of public health given the risk of continued infection and high pressure on hospitals. Our campus was praised for efforts taken in the fall, including testing and vaccination opportunities, but these are not failsafe. By delaying the return to in-person instruction with one more week, we could keep the campus community safe. This is a better option than having to cancel class later due to an outbreak. A final decision has not been taken yet and the President is seeking input from the Executive Committee of the Academic Senate. If in-person instruction is postponed to February 7, an announcement will go out, including an encouragement for faculty to engage with their students while teaching remotely.

Communications from the President:

The President added that he met with the major health care CEOs of the region and shared that they suggested that delaying in-person instruction with one more week is the best solution moving forward. Classes are being cancelled in schools as well. The President also emphasized that professors need to engage with their students while we stay virtual before pivoting back to in-person instruction.

*Questions for the President about postponing the return to in-person instruction:*

**Senator Schlievert** supports postponing the return to in-person instruction to February 7 and mentioned that other CSU campuses want to stay online for now as well.

**Senator DeJordy** wanted to know how certain it is that in-person instruction will return on February 7, given that this is a dynamic situation.

**President Jiménez-Sandoval** responded that it is expected that numbers will start to go down and that COVID medication is available in March. For now, we want to mitigate major infections on campus by postponing the return to in-person instruction to February 7 when we are expected to be on the downslope rather than at the peak of positive cases. He remarked that mask wearing will continue to be required, and that cloth masks will no longer be sufficient and that surgical or KN95 or N95 masks will be required. Funds are being invested to allow campus community members access to these types of masks.

**ASI President Jackson** shared that students have suggested to increase funding for HyFlex course modality and training for faculty to teach HyFlex courses.

**President Jiménez-Sandoval** responded that great strides have already been made for HyFlex teaching in collaboration with IDEAS.

**Provost Fu** added that a new cohort of faculty are being trained this semester to teach HyFlex courses with HEERF and student success funding. Our challenge is equipping classrooms. We are currently also evaluating learning outcomes of HyFlex instruction and looking at how to designate HyFlex courses in the schedule.

**Senator Dyer** expressed support of postponing a return to in-person instruction to February 7, especially because it is time-limited. She informed this committee that students on Facebook are commenting on how postponing in-person instruction is simply about the university making more money. She hoped that University Communications could send a message that this is about public health, not about making money.

**Provost Fu** added that remote instruction requires more investment, in hotspots, support, etc., and does not make the university more money.

**ASI President Jackson** wanted to know whether we are following a tiered approach to return to in-person instruction, starting with labs and then lectures, for instance. Will lab courses begin in the week of January 31 and lectures in the week of February 7?

**Provost Fu** responded that there will not be a tiered approach. He explained that a small number of classes, less than 1 per cent, mostly in Health and Human Services and in Arts and Humanities and off campus, have already started face-to-face instruction on January 20, however. This concerns very small classes, and classes that require face-to-face instruction for accreditation purposes. Provost Fu will work with department chairs and deans to see if additional particular courses require in-person instruction prior to Feb 7 for accreditation and lab requirements.

**Senator DeJordy** asked whether the library is still open for students.

**President Jiménez-Sandoval** responded that that is the case. Only face-to-face instruction has gone virtual. Other resources are still fully accessible.

**President Jiménez-Sandoval** continued with other updates:

The new VP for Information Technology and Chief Information Officer, Bao Johri, will start on February 1.

We also welcomed a new AVP of University Communications, Lauren Nickerson.

The position for Chief Diversity Officer and for the director for the Cross-Cultural and Gender Center will be kept as two separate positions, rather than merged into one position. The director for the Cross-Cultural and Gender Center will focus on anything to do with students and events, and the Chief Diversity Officer will deal with a campus wide approach to promote diversity, equity and inclusion. The campus community will be consulted on what they would like the Chief Diversity Officer to focus on.

The new Dean of COSS, Dr. Elizabeth Lowham, will come on board on June 1.

Dr. Muscat has been named permanent Dean for Undergraduate Studies.

The search for a new Dean of JCAST is underway. This is a competitive position.

Governor Newsom is proposing to appropriate 50 million dollars for maintenance for university farms on four CSU campuses, including our campus. We are working on how to maximize this money and possibly ask for more, in collaboration with the other three campuses.

The work on the Strategic Planning 2022-2027 process is underway. We are looking to get a consultant to begin the process. The President is now holding forums with industry groups, faculty and staff. Once the process begins, everyone will be actively involved in shaping this plan.

 **Action Items**

1. Memo dated November 17, 2021, from Kathy Adams, Interim Chair of the Art and Design Department to Dr. Xuanning Fu, Interim Provost and Vice President for Academic Affairs, re: Art and Design: Department Name Change. Memo has been received.

*Suggestion: on senate consent calendar*

1. Memo dated January 19, 2022, from Xuanning Fu, Interim Provost and Vice President for Academic Affairs to Raymond Hall, Chair of the Academic Senate, re: Provost Awards Committee 2021-2022. Memo has been received.

*Suggestion: appoint members to this committee in an executive session at our next meeting*

1. Email dated January 12, 2022, from Jim Schmidtke, Interim Associate Vice President of Faculty Affairs to Raymond Hall, Chair of the Academic Senate, re: Change to APM 360. Email has been received.

*Suggestion: add to agenda*

1. Nominations (Executive Session):
* Provost and VP Academic Affairs Search Committee
* VP for Student Affairs and Enrollment Management Search Committee

**Senator Schlievert** mentioned that she received a question at the faculty assembly at Kremen to bring to the Executive Committee about travel reimbursement.

*She will send an email about this to Chair Hall.*

**Senator Schlievert** informed the committee about the January meeting of the ASCSU and the various resolutions that were approved:

* Academic Freedom and Faculty Oversight of Curricula and Pedagogy During Times of Emergencies
* Role of Shared Governance in Decisions on Instructional Modality
* Recognition and Support of Faculty Participation in Shared Governance
* Updated Legislative Advocacy Guidelines for the Academic Senate of the California State University (ASCSU)
* Establishing Core Competencies for CSU General Education (GE) Areas A1, A2, A3, and B4, Commonly Referred to as the “Golden Four”
* Studying Online Education and the Impact of Campus Initiatives
* Support of Faculty Supervision of Student Research, Scholarly, and Creative Activities in the CSU
1. New Business.

None

1. APM 301 Policy and Procedures on the Appointment of Tenure-Track Faculty including the Award of Service Credit. Second reading.

David Low (Chair Personnel Committee) explained that he took the comments made at the Executive Committee of the Academic Senate meeting on Nov 29, 2021, about amendments made to APM 301 back to the Personnel Committee, and then learned that the changes discussed on Nov 29 were made on an old version of the APM. He added the same corrections to the most recent version. He reminded the committee that changes concerned the definition of insufficiency and consultation with deans if seeking someone from outside a department to serve.

*Decided that APM 301 is ready to go to the Senate.*

1. Calendar Committee. Second Reading.

**Dr. Natalie Munoz** (Arts and Humanities) explained that she and Dr. Gilewicz have been attending the calendar committee, after having found differences between our calendar and calendars on other CSU campuses. For instance, no other campus starts their semester in the middle of the week, we are the only campus that has spring break around a religious holiday, we are the only campus that has two consultation days, we do not have reading days as opposed to other campuses, we start earlier and finish later, our fall semester is five days longer than our spring semester, and holidays in spring fall disproportionately on Mondays. Suggestions were made in this regard to the calendar committee, e.g., start a semester on a Monday, allow more work days before instruction starts, aim for even distribution of instruction days in both semesters, eliminate consultation days and move these days to the start of the semester, have spring break in the middle of the semester, observe certain holidays on a different day, and have five exam days instead of four.

Neither Dr. Gilewicz nor Dr. Muniz have been appointed to this committee.

**Chair Hall** reminded the committee that we will not be having a discussion today on the content of the calendar, but we need to decide whether the calendar committee is the right venue for faculty to be consulted on this or whether there is another existing standing faculty committee that should be in charge of this.

**Dean Muscat** explained that the calendar committee falls under Undergraduate Studies. She suggested that someone from AP&P or the Curriculum Committee could also be invited to sit on this committee.

**Dean Muscat** added that there are limitations on what can be changed in the calendar due to, for instance, pay roll, planning in the Save Mart Center, guidelines from the Chancellor’s office, and alignment of breaks with local school districts to accommodate our student parents. She added that surveys have been conducted among faculty with questions regarding the calendar. Not all the issues can easily be resolved or changed, but the committee is open to faculty perspectives. Dean Muscat suggested that faculty are appointed to the calendar committee (that already includes various entities) instead of giving this to another committee. The academic calendar committee now includes 20 people and is chaired by Dean Muscat.

**Chair Hall** asked Dean Muscat to request the Senate to appoint a faculty member, which will be a new opportunity for university service and to have a permanent faculty representative on this committee.

**Dean Muscat** agreed.

**ASI President Jackson** requested that ASI would also be included in the calendar committee to consider the student perspective.

Dean Muscat responded that ASI is welcome to join. There is currently no student representative on the committee. Dean Muscat will reach out to ASI to request a student representative.

**ASI President Jackson** also suggested to have the calendar committee speak to the entire ASI senate, in addition to allowing a student representative on the calendar committee.

**Dean Muscat** will ask to be invited to an ASI senate meeting once a faculty representative has been appointed.

**Senator DeJordy** suggested that, in the call for faculty service for the calendar committee, it is specified that the faculty representative on the calendar committee will be expected to report to other bodies.

***Chair Hall*** *will draft a proposal, that includes this specific charge.*

**Dr. Munoz** added that planning is always two years out, so immediate changes are not possible. She asked whether, once an academic calendar is approved, it is set.

**Dean Muscat** answered that that is the case, following various level approvals.

**Dr. Munoz** repeated that the committee can then set long-term goals. She suggested that the calendar committee compares our calendar with calendars on other CSU campuses (*e.g.*, because we have five more teaching days compared to other campuses).

***Chair Hall*** *will consult with Dr. Munoz when he drafts the call for service for faculty representation on the calendar committee, which will include details of responsibilities.*

1. APM 320 – Policy on the Composition of Search Committees for Designated Administrative Positions. Second Reading.

**Chair Hall** reminded the committee that there have been challenges in searches due to composition requirements of search committees. These are explained in the memo from the Provost about APM 320. High stakes searches were at risk of being derailed by certain requirements in APM 320 and this needs to be addressed urgently for future searches.

*Chair Hall suggested to send the memo and comments from the Executive Committee of the Academic Senate meeting on Nov 29, 2021 to the Personnel Committee.*

*The committee agreed.*

1. Executive Session

The pool of nominations for the search committee for Provost and VP for Academic Affairs and for the search committee for VP for Student Affairs and Enrollment Management were insufficient to meet the number of appointments required.

*The committee agreed to resend the call with an extended deadline (January 30) for both calls for service.*

The Executive Committee will meet for an executive session prior to the Academic Senate meeting on January 31.

-------------------------

The Senate Executive Committee adjourned at 5:01 pm.

The next meeting of the Executive Committee will be held on January 31 via Zoom.

Submitted by: Approved by:

Tinneke Van Camp Raymond Hall

Vice Chair Chair

Academic Senate Academic Senate