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## Faculty Senate Executive Committee Minutes (1/22/2019)

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**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**  
**FACULTY SENATE EXECUTIVE COMMITTEE**

**MINUTES**

Tuesday, January 22, 2019  
2:00-3:50PM  
AD-145

**Members Present:** Karen Kolehmainen, Rong Chen, Davida Fischman, Haakon Brown, Jodie Ullman, Jill Vasillakos-Long

**Visitors:** Diane Podolske, Seval Yildirim

**1. 20 Year Anniversary – CSU Center for Community Engagement – Diane Podolske**

- The ASCSU passed a resolution recognizing 20 years of Community Engagement Excellence for all CSU's and this is our 20<sup>th</sup> anniversary. They are asking that we hold an event that highlights and showcases 20 years of student success efforts in service learning and community engagement.
- The actual anniversary is in May—looking for a date around then.
- Include ASI, Staff Council on planning committee.

**Event Suggestions:**

- Nominate students to recognize.
- Bring former faculty members and honor their contributions to the community.
- Invite faculty who have received funding.
- Highlight achievements—programs that launched out of this center. Supports ongoing work.
- Have a poster session and circulate through the room and can later put the posters some place on campus.
- Have an engaging speaker and food.
- Could be an open house/reception combination.
- Community partners should be invited.
- Recognize those who supported faculty in their own professional growth.

**General Comments:**

- High quality faculty work has resulted from this endeavor.
- Diane will email updates to Chair Kolehmainen and Sylvia.

**Action Item:**

- The Faculty Senate could pass a resolution—Chair Kolehmainen will draft a resolution.

**2. Approval of EC Minutes – 1/8/19, ECM-18-07**

The EC approved the Executive Committee minutes of January 18, 2019 as amended.

**3. Approval of FS Minutes – 1/15/19, FSM 18-05**

The EC approved the Faculty Senate Minutes of January 15, 2019 as amended.

- Chair Kolehmainen will contact Craig Seal regarding using the term Designated Note Takers vs. just Note Takers going forward.

#### 4. Appointments

The EC made the following appointments:

- Student Grade Appeal Panel (CNS) – Chris Gentry, (2018-2020)
- SOTE Instrument Review Ad-Hoc Committee – Jo Anna Grant
- Search Committee for VP and Dean of Students – Christina Hassija, CSBS
- Search Committee for Director of Financial Aid – Kim Wobick, Library

#### 5. FAM Changes: FAMs 650.5, 650.7, 651.3 – Seval Yildirim

Associate Provost Yildirim brought a recommendation to the EC to replace the three above FAM's with the proposed document (attached) which addresses the Periodic Reviews of the Provost, Central Administrators and College Deans.

##### **Rationale for Changes:**

- Streamline review process and eliminates committee work.
- The reviews would be housed in Qualtrics.
- Everyone can go online and submit their comments.

##### **EC Responses to proposed changes:**

- Would like to see a table of: current policy, suggested change(s), reason for change.
- What problem are we attempting to solve?
- EC would like to find out where FAM 650.7 currently stands—was sent to President to be signed.
- FAM 650.5 and 651.3 have been signed.

##### **Hot Buttons are as follows:**

- Committee would be eliminated, leaving no one to summarize and/or analyze
- The process needs to include a report (from someone/somebody)
- 360 review process would need to be thoroughly explained
- Need to avoid naming specific products because they change over time
- Anonymity would be an issue.
- The system would collate the comments and submit a report.
- Analysis would be up to Provost and/or President
- Committee could/would develop survey and questions.
- Individuals need to know what they are being evaluated on.
- There are a different set of questions for each individual/group.

##### **Action Taken:**

- EC referred this and Associate Provost to work with FAC.

Associate Provost Yildirim also wanted input regarding creating a Spousal Hiring Policy.

##### **Rationale:**

- We currently have 3-4 spousal hire demands which we think will result in lost hires.
- Staff, adjunct faculty hires might be easier to do something for.

##### **EC Responses/Suggestions:**

- We may need to add an extra line since over time these lines are absorbed into the regular department lines – Provost McMahan is willing to do so. However, adding extra lines could eventually present a problem.
- Partner with other local institutions that may have openings.

**Action Taken:**

- FAC would be willing to take on this project and work with AP Yildirim
- AP Yildirim will do some research with other CSU campus and work with the FAC.

**6. Electronic Voting – Haakon Brown**

- This will be an item on the next Faculty Senate Meeting agenda.

**7. President's Report – No report.****8. Provost's Report – No report****9. Chair's Report – No report****10. FAC Report**

- IDS RPT Guidelines
- Would like to renumber: 652.1 – Evaluation of Tenure-Line Faculty, etc.
- If we have a separate policy for lecturers and tenure-line faculty, will need to change in two documents.
- FAC plans to reduce the number of FAMs to under 100.

**Consensus:**

- The EC approved the FAC request to re-number the Faculty Evaluation FAMs.

**Action Taken:**

- IDS RPT Guidelines will be placed on the next Faculty Senate Agenda.

**11. EPRC Report**

- It was requested that an item be added to include a diversity and inclusion statement in the syllabus.
- EPRC would send out options to Senate by email prior to next FS Meeting.
- Include a link to several sample statements.
- Statement would be added to Item 2 and make it a requirement.

Meeting adjourned.