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Faculty Senate Executive Committee Minutes (4/14/2020)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE EXECUTIVE COMMITTEE

MINUTES

Tuesday, April 14, 2020 – 2-3:50PM (<https://csusb.zoom.us/j/389256734>)

Members Present: Beth Steffel, Rong Chen, Jodie Ullman, Kathie Pelletier, Davida Fischman, Dorothy Chen-Maynard, Lasisi Ajayi, Janine Kremling, Tomás Morales, Shari McMahan

Visitors: Clare Weber, Rachel Beech, Amy Bracerros

1. Approval of April 2, 2020, [FS Executive Committee Meeting Minutes](#)
 - 1.1. The Executive Committee approved the FSEC Minutes of April 2, 2020 as presented
2. Approval of April 7, 2020, [Faculty Senate Meeting Minutes](#)
 - 2.1. The Executive Committee approved the Faculty Senate Minutes of April 7, 2020 as presented
3. Approval of the Agenda
 - 3.1. The Executive Committee approved the agenda as presented.
4. Grading Options for Spring Quarter 2020 [Guest: C. Weber, Deputy Provost and Associate Provost for Academic Programs; R. Beech, AVP Enrollment Management; A. Bracerros, Interim Director for University Registrar]
 - 4.1. [Draft Recommendation for CSUSB Spring 2020 Quarter](#)
 - 4.1.1. All F's become no credit
 - 4.1.2. Unspecified deadline should be as late as possible
 - 4.1.3. Deadline a few days before grade rosters are posted would be best
 - 4.1.4. Should have a process for grade changes after grades are posted
 - 4.1.5. The Veterans "grade implications" have changed regarding credit/no-credit
 - 4.1.6. The grade will always be retained in the record
 - 4.1.7. Letter grades give them something to look forward to; a lot of the CBPA faculty do not want the credit, no credit option
 - 4.1.8. The student will work with the records office to make changes
 - 4.1.9. We will put this on the FS Agenda as an information item and/or have a vote
 - 4.1.10. ASI has drafted a resolution and voted on it
 - 4.1.11. Executive will work with ASI to ensure all ideas are included.meshed
 - 4.1.12. We should develop a process for opting out, deadline should be as late as possible

- 4.1.13. We will check with the other campuses to see how they are handling the opt out process
 - 4.1.14. Deadlines were decided and the document was updated
 - 4.1.15. The students who want to make changes will have about two weeks after grades have been posted; will be flexible with exceptions on a case by case basis; consideration for compassionate deadlines will be made.
 - 4.1.16. Waive unit restrictions for this quarter
- 4.2. Other CSU Campus' Grading Options for Spring 2020
- 4.2.1. [CSU Long Beach CR/NC](#)
 - 4.2.2. [CSU Los Angeles](#)
 - 4.2.3. [CSU Stanislaus](#)
 - 4.2.4. [San Francisco State](#)
 - 4.2.5. [Cal Poly Pomona](#)
 - 4.2.6. [CSU East Bay](#)
 - 4.2.7. [Sonoma State](#)
 - 4.2.8. [San Marcos](#)
 - 4.2.9. [San Jose State](#)
 - 4.2.10. [CSU Dominguez Hills](#)
 - 4.2.11. [Fresno State](#)
 - 4.2.12. CSU Fullerton ["In Support of Student Withdrawals and Waiving EO 1037"](#) and ["Extending the Deadline to Change to CR/NC Grading"](#)
 - 4.2.13. [CSU Northridge](#)
 - 4.2.14. [Sacramento State](#) and [Message to Students](#)
- 4.3. Background Information
- 4.3.1. [CSU Grading Policy Considerations](#)
 - 4.3.2. [COVID-19 Interim Impacts on CSU Undergraduate Admissions Policies and Practices](#)
 - 4.3.3. [Faculty Survey Results Aggregate](#)
 - 4.3.3.1. [CAL](#)
 - 4.3.3.2. [CNS](#)
 - 4.3.3.3. [COE](#)
 - 4.3.3.4. [JHBC](#)
 - 4.3.3.5. [SBS](#)
5. [COVID-19 and FAM 852.6 "Policy on Office Hours"](#)
- 5.1. [Faculty Concern about Office Hours](#)
 - 5.1.1. Apply same compassion to faculty when it comes to office hours
 - 5.1.2. Student need our help and we can make this time less stressful for them
 - 5.1.3. We deal with a lot of emails and this should be taken into consideration
 - 5.1.4. Deans will be reminded of the current policy
 - 5.2. [Office hours email to "academic", 4/10/20 \(from EPRC\)](#)

6. FAC Report
 - 6.1. FAM 626.35 “Faculty Leave of Absence Without Pay”
 - 6.1.1. [With Markup](#)
 - 6.1.2. [Without Markup](#)
 - 6.1.3. We added a definitions section
 - 6.1.4. Full-time Faculty Unit Employee is a Unit 3 Employee
 - 6.1.5. Will go to senate for first reading on April 21, 2020
 - 6.2. FAM 642.56 “Joint Faculty Appointments”
 - 6.2.1. [With Markup](#)
 - 6.2.2. [Without Markup](#)
 - 6.2.3. No major changes
 - 6.2.4. Will go to senate for first reading on April 21, 2020
 - 6.3. FAM 854.34 “Faculty Professional Development Coordinating Committee”
 - 6.3.1. [With Markup](#)
 - 6.3.2. [Without Markup](#)
 - 6.3.3. No major changes
 - 6.3.4. Will go to senate for first reading on April 21, 2020
 - 6.4. FAM 871.75 “Teaching Academy”
 - 6.4.1. [With Markup](#)
 - 6.4.2. [Without Markup](#)
 - 6.4.3. All editorial and formatting changes
 - 6.4.4. The terminology should be consistent–use “semester” when updating FAMs going forward
 - 6.4.5. Will go to senate for first reading on April 21, 2020
7. EPRC Report
 - 7.1. Consider Rescinding [FAM 817.2 "The Academic Year"](#)
 - 7.1.1. Not sure why this FAM exists–can we rescind it/archive
 - 7.1.2. There are about 7 FAMs that can be archived–will produce a list for EC to be done at one time
 - 7.1.3. Send to senate as information item on FS Agenda for April 21, 2020
8. [Professional Development Fund Deadlines \(draft\)](#)
 - 8.1. Extending deadlines on one document for Faculty
 - 8.2. If you were the author of a presentation it would be essential
 - 8.3. Consider campus financial situation
 - 8.4. The travel document that went out will evolve
 - 8.5. \$12M losses due to COVID-19 so far; we will receive from the CARE Act \$26.250M and \$13M+ is earmarked for students. So the remainder is already spoken for. We are hoping for additional stimulus dollars
 - 8.6. Two years ago it was communicated that professional development funds must be used within a 2-year time period. In June 2020 when those funds expire, we

will extend to December. The money goes back to the college and you can petition those funds.

- 8.7. We need more specifics on the guidelines
 - 8.8. The Provost is open to a discussion of more reassigned time rather than smaller amounts of money piecemeal
9. [Statewide/ASCSU \(Academic Senate of the CSU\) Senators' Report Without Markup](#)
- 9.1. All campuses have involved faculty on the grade issue
 - 9.2. Nothing new on Ethnic Studies requirement
10. President's Report
11. Provost's Report
12. Chair's Report
13. Information Items
- 13.1. [Recruitment, Selection, and Appointment of Management Employees](#) (New proposal, out for campus comment)
 - 13.1.1. Potential conflict with FAM [640.5 "Recruiting and Appointing of Academic Central Administrators"](#), [FAM 640.6 "Recruiting and Appointment of the Provost/Vice President for Academic Affairs"](#), and [FAM 641.3 "Recruiting and Appointment of College Deans"](#)
 - 13.2. Possible Revisions to [FAM 845.72 Policy Concerning Research Involving Human Subjects](#)
 - 13.2.1. [Narrative](#)
 - 13.2.2. [Revisions](#)
 - 13.3. Motion from 01/14/2020 Faculty Senate Meeting: "charge the Faculty Senate Executive Committee and the Administration to jointly determine the process to investigate and address FAM violations and draft a proposal to the Senate within four weeks"
 - 13.3.1. [Draft FAM Implementation FAM](#)
 - 13.3.2. [HSU Policy on Policies](#) and [Perceived Violation Practice](#)
 - 13.3.3. [Fresno State Policy and Perceived Violation Practice](#)
 - 13.3.4. CSU San Marcos follows a similar process as Fresno State
 - 13.3.5. San Jose State University follows a similar process as Fresno State
 - 13.3.6. SF State identifies in policies who is responsible for implementation and enforcement
 - 13.3.7. CSU East Bay brings up publicly in senate meetings any time a policy hasn't been followed
 - 13.3.8. CSULA makes adjustments to policy and/or writes new policy as made aware of violations or lack of clarity

- 13.3.9. CSU Fullerton has a constant problem of violations and follow an informal process of taking issues to the Senate Chair
- 13.3.10. CSU Dominguez Hills doesn't write policy

14. Approval of [Faculty Senate Agenda April 21, 2020](#)

- 14.1. The EC approved the Faculty Senate Agenda for April 21, 2020 as amended

15. [Appointments](#)

- 15.1. Ad Hoc Committee on Course Continuity
 - 15.1.1. Nerea Marteache

16. New Business

- 16.1. Course Continuity - Some faculty have unreliable connectivity, so at what point can faculty return and handle classes from their office.
- 16.2. We have not yet postponed commencement--need to make a decision soon
- 16.3. We have given out some hot spots

17. Adjournment (Time Certain 3:50PM)