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Faculty Senate Meeting, 56th Senate Minutes (9/28/21)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE MEETING, 56th SENATE
[Faculty Senate Remote/Zoom Meeting Practices](#)
<https://csusb.zoom.us/j/526138095>

MINUTES

SESSION 1 - September 28, 2021 – 2-4 PM ([Recording Link](#))

Members Present: Beth Steffel, Helena Addae, Dionisio Amodeo, Wendy Brower Romero, Haakon Brown, Rong Chen, Thomas Corrigan, Nicole Dabbs, Claudia Davis, Sherri Franklin-Guy, Stacey Fraser, Donna Garcia, Janelle Gilbert, Tom Girshin, Mark Groen, Christine Hassija, Angela Horner, Jacqueline Hughes, Young Suk Hwang, Madeleine Jetter, Ann Johnson, Ryan Keating, Karen Kolehmainen, Angela Louque, Shari McMahan, Tomás Morales, Kathie Pelletier, Haiyan Qian, Daisy Ramos Gomez, Karen Robinson, Brent Singleton, Mary Texeria

Members Not Present: Mariam Betlemidze, Ho Sung So

Alternate Members Present: John Reitzel

Alternate Members Not Present: Sharon Pierce, Terry Rizzo, Shannon Sparks

Guest Presenter: Gerard Au, Jenny Sorenson, Lynniece Warren

Guests Present: Josephine Mendoza, Brad Owen, Cheryl Brandt, Julie Lappin, Terese Burch, Miranda McIntyre, Amanda Wilcox-Herzog, Kimberlyn Williams, Laurie Smith, Sam Sudhakar, Jonathan Anderson, Joyce Ahlgren, Mike Chao, Khalil Dajani, Anissa Rogers, AJ Hernandez, Paz Olivérez, Rachel Beech, Shanthi Srinivas, Twillea Evans-Carthen, Jake Zhu, Karen Rowan, Lori Caruthers Collins, Sandy Bennett, Lesley Davidson-Boyd, Rueyling Chuang, Sastry Pantula, Tiffany Bookman, Ian Banuelos, Judy Sylva, Lorena Segovia, Rakif Mohamed, Robert Nava, Seval Yildirim, George Georgiou, Tim Usher, Tatiana Karmanova

1. APPROVAL OF THE MINUTES
 - 1.1. [Faculty Senate Organizational Meeting #1 Minutes, May 25, 2021](#)
 - 1.1.1. The Faculty Senate Minutes for the Organizational Meeting #1 for May 25, 2021, were approved unanimously as presented.
 - 1.2. [Faculty Senate Organizational Meeting #2 Minutes, May 25, 2021](#)
 - 1.2.1. The Faculty Senate Minutes for the Organizational Meeting #2 for May 25, 2021, were approved unanimously as presented.
2. COMMUNICATIONS/INFORMATION ITEMS
 - 2.1. [FS Executive Committee Meeting Minutes, May 04, 2021](#)

- 2.2. [FS Executive Committee Meeting Minutes, September 07, 2021](#)
- 2.3. [FS Executive Committee Meeting Minutes, September 14, 2021](#)
- 2.4. [Memo Re: Faculty Senate Constitution and Bylaws](#)
- 2.5. [Response Letter to Memo Re: Faculty Senate Constitution and Bylaws](#)
- 2.6. Curriculum
 - 2.6.1. [Course Inventory Management Changes](#) 09/28/2021
 - 2.6.2. [Program Management Changes](#) 09/28/2021

2:10PM Time Certain (If preceding items have not been completed)

- 3. APPROVAL OF THE AGENDA
 - 3.1. The Faculty Senate Agenda for September 28, 2021 was approved unanimously as presented.
- 4. OLD BUSINESS
- 5. NEW BUSINESS
 - 5.1. RETIREMENT RESOLUTIONS (One Reading)
 - 5.1.1. FSD 20:12 Laurie Smith - [Resolution](#) (Mary Texiera)
 - 5.1.2. FSD 20:01 Mary Fong - [Resolution](#) (Not Present)
 - 5.1.3. FSD 20:02 Jonathan Anderson - [Resolution](#) (Ann Johnson)
 - 5.1.4. FSD 20:03 Joyce Ahlgren - [Resolution](#) (Madeleine Jetter)
 - 5.1.5. FSD 20:04 Cheryl Brandt - [Resolution](#) (Terri Burch)
 - 5.1.6. FSD 20:06 Terry Rizzo - [Resolution](#) (Not Present)
 - 5.1.7. FSD 20:07 John Skillman - [Resolution](#) (Not Present)
 - 5.1.8. FSD 20:08 Timothy Usher - [Resolution](#) (Karen Kolehmainen)
 - 5.1.9. FSD 20:09 Kimberlyn Williams - [Resolution](#) (Mike Chao)
 - 5.1.10. FSD 20:11 Eric Nilsson - [Resolution](#) (Not Present)
 - 5.2. [RPT - Department of Child Development](#) [FAC] (First Reading)
 - 5.2.1. Guest Dr. Wilcox-Herzog confirmed that the new Department of Child Development wanted to adopt the same guidelines as those previously adopted for Psychology (the department with which they were previously a member).
 - 5.2.2. Senator Chen asked if the committee would amend the subtitle and change the verbiage from Probationary and Tenure Track Faculty to Probationary and Tenure-line Faculty to be consistent with other documents that the Senate has approved in the past two years.
 - 5.3. FAM 852.6 “Policy on Office Hours” [EPRC] (First Reading)
 - 5.3.1.1. [With Markup](#)
 - 5.3.1.2. [Without Markup](#)
 - 5.3.1.2.1. Senator Jetter's question is under the section of Purpose and Scope where it says, “The provisions

of this policy apply to classes that are designated as “lecture” or “seminar.” They do not apply to other types of classes, etc.” My department has quite a few discussion classes and in our department we would expect office hours to apply just like lectures and seminars.

- 5.3.1.2.2. Senator Hughes, So are you making the recommendation that we should consider adding that category here as a suggestion or a recommendation?
- 5.3.1.2.3. Senator Jetter, Could I take a look actually and maybe get back to you on how that works in my department? I know some that certainly do expect office hours, and some might be like a special component that maybe not. Okay, thank you.
- 5.3.1.2.4. Senator Hwang, Question in regards to section 5.5.1. Office Hours with Respect to Modes of Instruction. For classes taught in synchronous, asynchronous, and/or hybrid modes of instruction faculty should typically hold at least one hour of their office hours physically in person on campus. Is this a new paragraph?
- 5.3.1.2.5. Senator Hughes, No, it is not a new paragraph. So if you take a look down at 5.3 we reformatted this section here because the team thought 5.1 5.2 and 5.3 seem to have redundant language, and so we condense the different modes of instruction reflected in those three sections into that first paragraph and see there at the very top of that section and relined that language for clarity.. So that integration you see is reflected in the strike out section of 5.3 below.
- 5.3.1.2.6. Senator Hwang, Okay, so for a recording of ourselves physically on campus do you think we should also be allowed to zoom because zoom is actually not really physical but you really communicate with a person, especially during a pandemic. So do you think we can extend what it means by physical? Do you think we can include a zoom meeting with a student so faculty can provide a zoom link to the office, so your student can actually communicate with our faculty through zoom and also students who cannot come to

campus do you think they can contact faculty through zoom? So my question is, can we extend the definition of physically on campus to using zoom? Is that possible?

5.3.1.2.7. Senator Hughes, The types of office hours are reflected in the section listed here, type of office hours, so you have that option, there you know zoom virtually however video conferencing phone calls and so forth, that you can conduct your office hours that way. This is in addition to that, so we're saying that at least one hour. So we're taking the old line from the policy that was there and it says, at least one hour at a minimum but more than that can be done for office hours. So it's in addition to other other things, and this isn't the only thing that you're doing you're doing this another thing, but if there are accommodations that need to be made. Well, actually I'm not even talking about accommodations so there's flexibility, there is face to face at minimum one hour of your total office hours, and then there's opportunities for you to do so virtually.

5.3.1.2.8. Chair Steffel advised Senator Hwang to be prepared at the second reading to make an amendment if the recommended language doesn't appear in the second reading policy.

5.3.1.2.9. Senator Hughes. I want to make sure that I'm clear about what I'm understanding. You're asking for some flexibility in the language there on section five that that one hour can be done through zoom? That one hour physical face to face can be done through zoom?

5.3.1.2.10. Senator Hwang, Yes.

5.3.1.2.11. Senator Corrigan, I just wanted to note with respect to that same section that there might be an opportunity for more clarification in terms of the different modes of instruction. So you've got synchronous, asynchronous, and hybrid mode with synchronous are you talking specifically about synchronous online because, obviously, we also teach synchronous face to face courses? And so, if that section is specifically talking about online modes of instruction maybe just adding

synchronous online or an asynchronous online, just to clarify that that's what's being specified there if that makes sense. Yes, the follow up question I would have to that, is this also an expectation for face to face courses, so you know if you teach a face to face course you could schedule your office hours virtually right. So I'm wondering if the expectation is that faculty are holding one hour of face to face office hours regardless of whether that's good or bad. I'm wondering if that also needs to be specified for face to face courses too if that makes sense.

5.3.1.2.12. Senator Hughes, Thank you Senator Corrigan I appreciate you raising that question. We struggled with discussing that, but it appears from your question that we may need to go back and rehash to make sure that it is even clearer than we originally thought it was when we dealt with it, so thank you for that.

5.3.1.2.13. Senator Chen, I'd like to go back to section 5.1 and section 5.3. I was involved in the draft team of this policy a few years ago. 5.1 and 5.3 are meant to be different as I recall. 5.3 is saying that if you are teaching all classes online, then you are required to hold one office hour on campus. That idea was that some students of all classes may prefer in person communication. 5.1 now once you delete 5.3 then 5.1 seems to be saying that even if you are not teaching entirely online, but two or three out of four classes online that somehow it seems to mean that you should hold one office for each class is somehow I feel that is a different text. I am not saying that we should not change. I am saying that at least 5.1 and 5.3 were meant to be different and I encourage the committee to do some more analysis and I don't want to influence Senator Corrigan's because this policy was drafted five or six years ago and now the pandemic and I think the zoom is impressive online. I feel that maybe it makes sense for the committee to really take a hard look at the policy to see whether the zoom can be somehow incorporated again.

5.3.1.2.14. Senator Hughes, When we think about you know virtual, it was an all encompassing term it was actually a part of that particular meaning. 5.1 and 5.3 I do see your point here Senator Chen. I think that they're both saying the same thing that physical or face to face, a physical online virtually you still need to do a minimum of this one hour, except for the last section of point 5.3 so that's why we were thinking they seem to be saying the same thing so we'll combine them. But I will take your suggestions back and committee and we will take another look at those 5.1 and 5.3 to see if we need to rehash that section and probably separate them out, such as Senator Corrigan had mentioned before. So we'll definitely take us back to the committee and come back with new recommendations, based on your feedback.

6. [CHAIR'S REPORT](#)

6.1. Senator Chen wanted to know if the FAMs that were pending approval, not approved, or returned if either of the committees were provided a reason why they were returned.

6.1.1. Chair Steffel: Yes, generally, we get a memo that comes back with reasons and that information gets sent along to typically whichever standing committee was the originator for that for consideration and revision and if I misremembered anything or the standing committee chairs would like to add to that, please feel free to weigh in.

6.1.2. Provost McMahan: Thank you, I thought I'd elaborate a little bit on that as Senator Chen. So yes, we do provide feedback, I think, part of it lies in the communication of the FAM so sometimes the Senate will bring forward a FAM and only want to change, maybe one section of it because there might be a problem related to that section. For instance, going from quarter to semester so we have to change timelines or whatever it might be. However; there are other opportunities to revise, reshape and make the FAM much better, so we take advantage of that time to look at it. So, essentially we're not operating on the same wavelength, and so what I had recommended in a way to resolve this is if we can put the FAMs on a timeline like every five years to update them. So that way when we go to update them we're looking at the entire FAM and maybe we can agree to make a couple of changes but know that it's on a rotation and that we will address that in a

timely manner and so that's one recommendation I brought forward that we are discussing, thank you.

- 6.1.3. Senator Chen: Two or three years ago we decided, the Senate decided that we were going to update FAMs for Q2S. For a couple of years the Senate stuck to the principle that the FAMs coming up to the Senate during those years were only for formatting purposes and some changes had to be debated and highlighted by the committee. The committee did a great job of doing that. My question really is this, in other words, if we have the time to do some revisions simply, it makes sense to do some changes as we go on and take advantage of the time. However: I do not know, I really don't know, maybe the two chairs can answer me whether we are on schedule to update FAMs for Q2S? I know, at least for a couple when I was looking at it, the word quarter is still up in those FAMs. That kind of caused me to think, maybe there's something for us to stick to old principles. And also want to say to the Provost I remember, two years ago, you were the person to stick to that principle. I really appreciate it, I remember a few times you said, ``Hey, let's not go there, because we have a Q2S ahead of us." So, to summarize and if the two objectives do not conflict, I have no problem, but if you do I think we should probably take another look.
- 6.1.4. Senator Kolehmainen: One example of a FAM that I think is particularly problematic referred to by Senator Chen is the SOTE policy. The changes that we recommend to the SOTE policy we're really just Q2S changes. And if that remains unsigned then the old policy is still in effect. The old policy calls for student evaluations to be administered between weeks 8 and 10 of the quarter. That was appropriate for the quarter system obviously, but not for the semester system, and if that policy is not signed in time for SOTEs this semester we're going to be stuck with a schedule that really doesn't make sense for the Semester system.
- 6.1.5. President Morales: If the Senate is committed to continuous improvement, if the Senate is committed to assessment, the Senate would be open, once they open up a FAM for that process to be revisited and FAMs not only be updated in terms of format, but be updated in terms of improving the policy. To ensure that policies are anti racist, that policies are committed to students and student centered, and policies support our faculty in general. So I think it's important as the Provost mentioned that the Senate be committed to looking at its policies every five years as the administrative council has been doing since my arrival as President

- 6.1.6. Senator Chen: I'm surprised to hear that some of the policies are racist. I wonder if President Morales can give us an example, thank you, President.
- 6.1.7. President Morales: I will review and send it to you in writing and copy the faculty.

- 7. [PRESIDENT'S REPORT](#)
 - 7.1. No questions

- 8. [PROVOST'S REPORT](#)
 - 8.1. Time did not permit discussion

- 9. COMMITTEE REPORTS
 - 9.1. [FAC](#)
 - 9.1.1. Time did not permit discussion
 - 9.2. [EPRC](#)
 - 9.2.1. Time did not permit discussion

- 10. [STATEWIDE/ASCSU \(ACADEMIC SENATE OF THE CSU\) SENATORS' REPORT](#)
 - 10.1. [Resolutions Summary](#)
 - 10.2. Time did not permit discussion

- 11. SENATORS' REPORTS (INCLUDING ASI PRESIDENT'S REPORT)
 - 11.1. [ASI President's Report](#) [Senator Ramos]
 - 11.2. Time did not permit discussion

- 12. DIVISION AND OTHER REPORTS
 - 12.1. Time did not permit discussion
 - 12.2. [Vice President for Information Technology Services](#)
 - 12.3. [Vice President for University Advancement](#)
 - 12.4. [Vice President for Student Affairs](#)
 - 12.5. [Vice President for Administration and Finance](#)
 - 12.5.1. [CSUSB Campus Police Advisory Council](#)
 - 12.6. Academic Affairs/Deans' Reports
 - 12.7. [Staff Council Report](#)

3:00PM Time Certain (If preceding items have not been completed)

- 13. PRESENTATION ITEMS
 - 13.1. [Fall 2021 Campus Repopulation](#) [Presenter: Gerard Au, Jenny Sorenson, Lynniece Warren]
 - 13.1.1. [Fall 2021 Campus Repopulation Discussion](#)

14. DISCUSSION ITEMS

14.1. Fall 2021 Campus Repopulation Discussion

14.1.1. Time did not permit discussion

14.1.2. [Aggregate Survey Results Overall](#)

14.1.3. [Aggregate Survey Results from Faculty](#)

14.1.4. [Request for Continued Accommodations and Flexibility in the Time of COVID-19 \(Academic Senate of the CSU Resolution\)](#)

14.1.5. [Response to Escalating Pandemic Conditions in Stanislaus and the Surrounding Counties \(Sense of the Stanislaus Senate Executive Committee\)](#)

14.1.6. [Commitment to Flexibility for Faculty Returning to Face-to-Face Teaching and Faculty and Staff Providing Face-to-Face Services in Response to the Aggravated Pandemic Conditions in Los Angeles and Surrounding Counties \(Sense of the Dominguez Hills Academic Senate\)](#)

14.1.7. [COVID-19 Infection Prevention Requirements \(AB 685\)](#)

14.1.8. ["Fresno State considers ending all in-person classes. Some students want it to happen now"](#)

15. OTHER BUSINESS

16. ADJOURNMENT @4:00 PM