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Faculty Senate Executive Committee Minutes (2/14/2023)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE EXECUTIVE COMMITTEE

<https://csusb.zoom.us/j/84761794289>

M I N U T E S

Tuesday, February 14, 2023 – 2-4 PM

Members Present: Claudia Davis, Sherri Franklin-Guy, Jordan Fullam, Thomas Girshin, Mark Groen, Ann Johnson, Tiffany Jones, Karen Kolehmainen, Rafik Mohamed, Beth Steffel

Members Not Present: Tomás Morales

1. Call to Order (2:00 PM)
2. Approval of [FS Executive Committee Meeting Minutes January 31st, 2023](#)
 - 2.1. The FS Executive Committee unanimously approved the FS Executive Committee Minutes for January 31, 2023.
3. Appointments (none at this time)
4. President's Report- None
5. Provost's Report
 - 5.1. TRC Director Position
 - 5.1.1. Provost Mohamed shared that a couple weeks ago the Cabinet, Extended Cabinet, deans, and others presented on the research activity on campus. It was the beginning of a brainstorming session on how to support research and creative activities on campus and retain R2 status.
 - 5.1.2. Provost Mohamed shared that the PDC AVP position is over in HR and will be posted soon. The Provost's Office will be contacting Chair Davis to ensure there is committee representation. The PDC faculty and staff want to ensure they have strong representation on that committee. Provost Mohamed mentioned that he intends to appoint additional faculty and staff that are specific to the PDC campus, so they have an opportunity to provide input.
 - 5.1.3. Provost Mohamed is working on the SBS dean recruitment announcement and it will be sent to HR shortly.

- 5.1.4. Provost Mohamed stated that he is working on filling the Vice Provost and Associate Provost for Faculty Affairs and Development positions.
- 5.1.5. Provost Mohamed provided an update on the CEGE dean search. The candidate that was endorsed turned down the offer. It has been difficult to fill this position because the portfolio requires experience in self-support and international. Provost Mohamed informed that going forward, a search firm will likely be used.
- 5.1.6. Provost Mohamed invited the EC to a trivia night on March 3rd, which is being hosted by Academic Affairs.
- 5.1.7. Provost Mohamed shared that he went to PDC to talk to faculty and staff about several things, including recruitment for AVP. They requested to have a faculty member who is primarily based in PDC on the FS to address their needs.
- 5.1.8. Provost Mohamed suggested inviting Rachel Beech and Tanner Carollo to the EC to discuss enrollment. CSUs are down 25-30,000 students and the campus has felt the impact. Provost Mohamed wants the faculty to understand what is contributing to the decline in enrollment, the impacts it has, and what can be done to intervene.
- 5.1.9. Provost Mohamed stated that it would be useful to have the deans sit in a closed session with the EC or another subset of the senate to share what they have been experiencing with online education.
- 5.1.10. Provost Mohamed shared that a candidate has been selected to serve as the next TRC director and will slowly transition into the role.
- 5.1.11. Vice Chair Jones asked if there is a timeline on the CEGE dean position since it may require a new committee.
- 5.1.12. Provost Mohamed stated that in terms of timeline, he hopes to launch before the end of semester, possibly in the next six weeks, and believes a new committee will be necessary.
- 5.1.13. Vice Chair Jones informed that the committee for the SBS dean recruitment should be finalized by the end of this week. The committees for the other positions Provost Mohamed mentioned should be completed by February 24.
- 5.1.14. Senator Kolehmainen commented on the request to have a PDC representative on the senate. It would require a revision of the constitution. The issue was discussed previously. The decision was not to have a PDC representative because representatives are elected by colleges and PDC falls under those colleges. Therefore, PDC faculty can be elected as one of their college representatives. The EC would have to

set up a constitution and bylaws revision committee to allow for a designated PDC representative.

- 5.1.15. Provost Mohamed mentioned that one thing he heard consistently from PDC faculty was that they feel disconnected from their departments and the San Bernardino campus.
- 5.1.16. Senator Kolehmainen stated that there has been discussion about this and what would need to be done.
- 5.1.17. Provost Mohamed shared that an ASC will be hired who will be dedicated solely to faculty at PDC. The position will be based in PDC.
- 5.1.18. Senator Girshin echoed what Senator Kolehmainen stated about recognizing PDC representation. Senator Girshin asked if the committee for the PDC AVP position had insufficient people who nominated themselves or why would there be additional appointments to that committee?
- 5.1.19. Provost Mohamed mentioned that he wants to ensure PDC individuals make up the majority of the committee and have diverse representation since he wants to ensure stakeholders have a voice.
- 5.1.20. Chair Davis asked if there will be PDC faculty on the committee.
- 5.1.21. Provost Mohamed answered yes, faculty will be the majority of the committee.

6. [Chair's Report](#)

6.1. [College of Social and Behavioral Sciences Online Instruction & Distributed Learning Policy](#)

6.2. [College of Natural Sciences Distributive "Statement"](#)

- 6.2.1. Chair Davis shared the distributive learning policies from CSBS and CNS. Chair Davis stated that a policy from the senate should trump these and other policies. The previous distributive learning policy was not approved. Hopefully this time there will be a policy that represents faculty across campus.
- 6.2.2. Senator Kolehmainen pointed out that there is different terminology in both policies and worries that colleges will establish different vocabulary which can cause confusion. Senator Kolehmainen recommended that the EPRC settle on common terminology throughout different colleges.
- 6.2.3. Senator Fullam stated that there has been a lot of conflict in his college with faculty and administration because of instructor modality due to the lack of clarity. Senator Fullam expressed that his concern with policies set by deans is that they might set the stage for more conflict between

faculty and administration. Senator Fullam asked if the policy the senate passes will supersede college level policies, and if so will college level policies have to be rewritten to align with the senate policy.

- 6.2.4. Provost Mohamed informed that assigned FAMs supersede individual college policies. Provost Mohamed agreed with Senator Kolehmainen about needing consistency on terms. Provost Mohamed also mentioned that if the FAM is not prescriptive enough, it can create more problems than it seeks to address. Provost Mohamed stated that the FAM needs to be equity minded as well. There were instances where tenure line faculty were teaching all online and all in person teaching was delegated to lectures. Those things should be taken into consideration.

7. [FAC Report](#)

- 7.1. FAM 640.5 “Recruitment and Appointment of Academic Affairs Central Administrators”

7.1.1. [With Markup](#)

7.1.2. [Without Markup](#)

- 7.1.2.1. Senator Kolehmainen mentioned that librarians and counselors were not represented on search committees previously. The term “college” was updated to “constituent unit”. The constituent units are defined in the constitution; they group librarians with CAL and counselors with CSBS. This would not guarantee librarians and counselors are represented but would make it a possibility. However, in the case of a search for a librarian or counselor, there would be an additional member of the respective constituent unit.
- 7.1.2.2. Provost Mohamed asked about the rationale behind grouping librarians with CAL and counselors with CSBS as opposed to distributing them to the colleges with smaller representation.
- 7.1.2.3. Senator Kolehmainen stated that the constituent units are defined in the constitution. Librarians have normally been included with CAL. Counselors were previously grouped with COE. In the most recent revision, they were moved to CSBS because of affinity. Their numbers are so small, it would not have much effect on constituent unit size.
- 7.1.2.4. Senator Kolehmainen motioned for a first reading at the next FS meeting. Senator Fullam seconded the motion. The motion for a first read of FAM 640.5 at the next FS meeting was approved.

- 7.1.2.5. Senator Kolehmainen mentioned there have been some revisions to the interruptive circumstances FAM. Senator Kolehmainen requested Provost Mohamed's feedback to ensure his concerns are addressed.

8. [EPRC Report](#)

8.1. [Distance Learning Policy Background and Recommendations](#)

- 8.1.1. Senator Fullam informed us that he researched distance learning policies. The goal is to make initial proposals on definitions and percentage ranges. The CSU system recommends the campuses come up with policies that specify percentage ranges. The EPRC looked at a few different CSU campuses. Many campuses allow face to face courses to have some online presence. Senator Fullam presented two different proposals. Senator Fullam endorsed the first proposal. There should not be a special designation to allow in person classes to go up to twenty-five percent online. Additionally, it is better to have only one hybrid designation. Having a wider range gives faculty more flexibility.
- 8.1.2. Vice Chair Jones thanked Senator Fullam for his presentation. Vice Chair Jones agreed that proposal one makes more sense, since it simplifies the process.
- 8.1.3. Senator Fullam motioned to share at the next FS meeting. Vice Chair Jones seconded the motion. All EC members unanimously agreed.

8.2. [FAM XXXX.X "Credit for Prior Learning Acquired Through Experience"](#)

- 8.2.1. Senator Fullam shared the draft of a new policy that is meant to comply with CSU's EO 1036. The EO asks for a policy for credit for prior life experience, standardized testing, and military service. This policy just pertains to credit for prior learning through experience since the other reasons already have policies in place. The EPRC looked at other CSU campuses that had already drafted this policy. Those examples took what was required from the EO and made it campus specific. Senator Fullam explained that departments will be given flexibility to determine how to evaluate the student's learning. If a student is granted credit, the student's academic record should identify a specific course they are receiving credit for.
- 8.2.2. Provost Mohamed had a question regarding students being matriculated. There are self-support programs in place already that allow for some prior learning. Provost Mohamed asked if those programs will be grandfathered in. These programs are for students who have already

amassed sixty units or more and have been working in the field. They are allowed to bring that experience in for prior learning credit. The policy should recognize these programs.

- 8.2.3. Senator Fullam asked if these students have obtained sixty units from elsewhere.
- 8.2.4. Provost Mohamed mentioned that these students are not matriculated on the state side, but still earn degrees. They are coming in through CEGE. The credit for prior learning is part of their admission. Provost Mohamed recommended contacting JHBC and CSBS as these are the two colleges that have these programs in place.
- 8.2.5. Senator Fullam asked if adding a section that states “the requirement for students to be matriculated and have taken classes through CSUSB does not apply to students who are part of the self-support degree completion programs” would meet the need.
- 8.2.6. Provost Mohamed answered yes. In regard to department faculty evaluations, Provost Mohamed recommended departments have a procedure that is written and approved to avoid conflict in the evaluation process. This would prevent unilateral decisions. Provost Mohamed also suggested that departments that are likely to receive several of these requests be encouraged to create courses to capture that prior learning experience.
- 8.2.7. Senator Fullam informed that he can add language encouraging the departments to create these courses, but not mandating it. Senator Fullam also suggested adding a comment about having departments codify their process and procedures for credit for prior learning.
- 8.2.8. Senator Girshin stated that CSUSB’s academic dishonesty policy prohibits an individual from submitting work from one class to another class. Senator Girshin asked what is to stop a student from submitting undergrad work into a graduate portfolio. Senator Girshin mentioned there should be a reference to the academic dishonesty policy in this policy to prevent this from happening.
- 8.2.9. Senator Fullam mentioned he can add something referencing the academic dishonesty policy.
- 8.2.10. Chair Davis asked how students will know about this policy and obtain information about it.
- 8.2.11. Senator Fullam informed that the policy does not cover how it will be circulated. One option would be to post it on the CSUSB website.

Additionally, an information sheet can be given to departments asking faculty to inform students about the policy.

- 8.2.12. Chair Davis suggested looping in Rachel Beech/AVP of Enrollment Management and Lesley Davidson-Boyd/AVP of Academic Success and Undergraduate Advising. Perhaps the information can be distributed through admissions, enrollment, and/or advising.
- 8.2.13. Senator Fullam stated that a policy can be put in place to ensure students are being informed.
- 8.2.14. Provost Mohamed liked the suggestion to include admissions and advising. The self support marketing department already informs prospective students that they can receive credits for prior learning. Once the FAM is passed, recruiters can disseminate that information. Advisors should also look closely at students and advise them accordingly. Programs where there is likely to be concentrations can include that information as well.
- 8.2.15. Senator Fullam informed he will work on revisions and incorporate the feedback given.

9. Statewide/ASCSU (Academic Senate of the CSU) Senators' Report

9.1. [Statewide/ASCSU Chair's Report](#)

9.1.1. No questions

10. Elections Update (Vice Chair Jones)

- 10.1. Vice Chair Jones shared that most of the committees have been filled. Recruitment for the Committee on Centers and Institutes will begin shortly. There are about fourteen committees that are missing some representation. The call for next year is due by March 17. The recruitment committees were extended because of uncertainty about where counselors and librarians fit in.

11. Old Business- Not discussed at this time.

11.1. Chat GP3

- 11.1.1. [The 6 Biggest Problems with ChatGPT Right Now](#)
- 11.1.2. [You're Not Going to Like How Colleges Respond to ChatGPT](#)

12. New Business- Not discussed at this time.

12.1. [FAM 035.3 University-Level Awards](#)

13. Adjournment - The meeting adjourned at 3:25 PM.

14. Executive Session at 3:25 PM