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Faculty Senate Executive Committee Minutes (11/15/22)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE EXECUTIVE COMMITTEE

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

MINUTES

Tuesday, November 15, 2022 – 2-4 PM

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

Members Not Present: Tomás Morales, Beth Steffel

1. Call to Order
2. Approval of [FS Executive Committee Minutes, November 08, 2022](#).
 - 2.1. The FS Executive Committee unanimously approved the FS Executive Committee Minutes for November 08, 2022, with one amendment to item 12.1.1.
3. Approval of the [November 22, 2022, Faculty Senate Agenda](#).
 - 3.1. The FS Executive Committee unanimously approved November 22, 2022, Faculty Senate Agenda with minor modifications.
4. Review of [Faculty Senate Meeting Minutes, October 25, 2022](#).
 - 4.1. The FS Executive Committee reviewed the Faculty Senate Minutes for October 25, 2022 and had no amendments.
5. Appointments
 - 5.1. [High Impact Practices \(HIPS\) Committee](#) – 2 Positions COE and CNS (2022-2024)
 - 5.1.1. Monideepa (Moni) Becerra, **(CNS)**
 - 5.1.2. Hosung So, **(CNS)**
 - 5.1.3. Yunfei Hou, **(CNS)**
 - 5.1.4. Jeffrey Meyer, **(CNS)**
 - 5.1.5. Fadi Muheidat, **(CNS)**
 - 5.1.6. Neal Malik, **(CNS)**
 - 5.1.7. Khalil Dajani, **(CNS)**
 - 5.1.8. Yan Zhang, **(CNS)**

- 5.1.8.1. No one was appointed to the committee until a further understanding of the composition of the committee is worked out. This will be deferred until the FSEC meeting on November 29, 2022.
 - 5.1.8.2. Vice Chair Jones will reach out to the chair of the committee Kelly Campbell to get clarification on the composition of the committee.
- 5.2. [Teaching Academy](#) –1 Position (2021-2024) and 2 Positions (2022-2025) At-Large
 - 5.2.1. Monideepa (Moni) Becerra (2022-2025)
 - 5.2.2. Jeffrey Meyer
 - 5.2.2.1. Monideepa (Moni) Becerra and Jeffrey Meyer were appointed to the committee for the 2022-2025 terms. The Faculty Senate Office will notify the appointees.
- 6. President’s Report - President Morales was not in attendance.
- 7. Provost’s Report - Provost Mohamed had nothing to report at this time.
 - 7.1. Provost Mohamed wished everyone a happy Thanksgiving holiday.
- 8. Chair’s Report
 - 8.1. Chair Davis thanked everyone on the Executive Committee for their participation in the Provost interviews and appreciated their feedback.
 - 8.2. Chair Davis met with Cesar Caballero (former Dean of the library) to discuss the chair of the library committee. Chair Davis reached out to the members of the library committee and asked them to consider being the chair of the committee. Zhaojing Chen volunteered to serve as Chair of the Library Committee with the support of the committee members.
- 9. [FAC Report](#)
 - 9.1. FAM 035.4 “Guideline for Distribution of Assigned Time for an Exceptional Level of Service to Students Awards” [First Reading]
 - 9.1.1. [With Markup](#)
 - 9.1.2. [Without Markup](#)
 - 9.1.2.1. FAC Chair Kolehmainen discussed the timeline for an Exceptional Level of Service to Students awards (ESSA) and staggering the elections for this committee.

- 9.1.2.2. Elections Committee Chair Jones offered to assist with the composition of this committee and staggered elections.
- 9.1.2.3. Vice Chair Jones asked about modifying the timeline.
- 9.1.2.4. Provost Mohamed indicated that he appreciates the FAC working on FAM 035.4 to ensure that deserving faculty have access to this recognition and this is a great improvement. Provost Mohamed asked if there is a distinction among different types of lecturers, specifically do only full-time lecturers qualify for the ESSA, or can they be part-time lecturers as well?
 - 9.1.2.4.1. FAC Chair Kolehmainen mentioned FAC is trying to follow the CBA and doesn't believe it makes a distinction on the types of lecturers based on their time base.
- 9.1.2.5. Senator Girshin asked about the application deadline and the decision deadline and wanted to know if the evaluation time frame of applications by the committee needed to be codified.
 - 9.1.2.5.1. FAC Chair Kolehmainen said that was a good question and will revise that as a friendly amendment.
- 9.1.2.6. Chair Davis asked how do we ensure an equitable process for these awards?
 - 9.1.2.6.1. FAC Chair Kolehmainen said the recipients need to submit reports to the award committee through the faculty senate office by the end of the semester following the year in which they used their time. Therefore, the committee has those reports and if the recipient doesn't turn in their final report then they will not be eligible for future awards.
 - 9.1.2.6.2. Provost Mohamed said that Chair Davis' idea was good and mentioned that there are faculty that are deeply invested in service and if everything is equal, faculty who haven't received the award should be prioritized.
 - 9.1.2.6.3. Vice Chair Jones suggested adding a line (to the application form) that asks if the applicant has received this award previously.
 - 9.1.2.6.4. Chair Davis asked if the time frame for convening the committee was mentioned in the policy.
 - 9.1.2.6.5. FAC Chair Kolehmainen did think it was mentioned and indicated that the committee will add it.

- 9.1.2.7. This will be placed on the November 22, 2022, FS agenda as the first read with some amendments.
- 9.1.2.8. The Executive Committee unanimously approved FAM 035.4 Guidelines for Distribution of Assigned Time for an Exceptional Level of Service to Students Awards” for First Reading at the November 22nd Faculty Senate meeting.
- 9.2. FAM 651.3 “Periodic Review of Academic Deans”[Second Reading]
 - 9.2.1. [With Markup](#)
 - 9.2.2. [Without Markup](#)
 - 9.2.2.1. FAC Chair Kolehmainen discussed the changes to the policy e.g., DEI criteria, student representatives from ASI, reference to CSU Conflict of Interest (COI) policy, and pointed out that the committee should be chosen the year before the review happens.
 - 9.2.2.2. Provost Mohamed is fine with the Chancellor’s Office conflict of interest policy which deals with financial conflict of interest and not with what has been the issue on this campus. Provost Mohamed anticipates a sticking point if the same criteria is not applied to the faculty RPT processes in terms of excluding members from committees or establishing bias.
 - 9.2.2.3. Chair Davis appreciated Provost Mohamed’s input and mentioned that the entire Dean’s committee provides feedback. However, it is the Dean who singularly evaluates a faculty member, and it is not the same. Chair Davis discussed that FAC examined 23 other CSU’s and San Francisco State had one minor COI. No other campus had a conflict of interest policy. Chair Davis reported that FAC has done their work to examine this issue.
 - 9.2.2.4. Chair Davis reiterated that it is the responsibility of faculty to give feedback to the Dean’s Review Committee.
 - 9.2.2.5. Provost Mohamed replied that he respects and appreciates Chair Davis’s comments, but the RPT process involves 3 different committees and faculty members have requested that people be removed from the department committee and the college committee because of presumed bias. If the other campuses don’t have a COI policy, then we don’t need one either, but that same principle should apply to faculty as it does to administrators.
 - 9.2.2.6. Senator Franklin-Guy thanked Provost Mohamed for his comments and Chair Davis regarding the inherent difference

between the review process for administration and faculty. Senator Franklin-Guy mentioned that the review process for a Dean and other administrators concludes with a report that is comprised of feedback and the stakes are more significant during the review of a faculty member, specifically recommendations for retention, tenure, and promotions. The point is that during the review of faculty and administrators there are various entities that are involved. It is important to look at the outcome and impact.

9.2.2.7. Provost Mohamed mentioned that he respectfully disagreed and stated that the policy about how one is removed from a committee (doing an evaluation), whether it be faculty or MPP, should be consistent. Provost Mohamed reiterated that the policy needs to be applied evenly in evaluation processes.

9.2.2.8. Vice Chair Jones mentioned that there are two different things; one is conflict of interest and the other is bias. Bias is hard to define because there is implicit bias. There are power dynamics, and the faculty are reviewed consistently, but administrators not so much. How does any policy ever get signed if the perception from the President is that there is a conflict of interest? A policy will never get passed if the viewpoint that a conflict of interest equals bias because those two things are very different. Or if it states that anyone on a review committee can get pulled off at any time. If the President isn't going to sign the policy then we need to sit down with him and have better communication.

9.2.2.9. Chair Davis mentioned the importance of and faculty's right to give feedback (positive or negative) during the periodic review of Deans.

9.2.2.10. The Executive Committee unanimously approved FAM 653.1 "Periodic Review of Academic Deans" to be placed on the November 22, 2022, FS agenda as a second read with some amendments from the comments.

10. [EPRC Report](#)

10.1. FAM 105.4 "Policy Guidelines for the Formation and Review of Centers and Institutes"

10.1.1. [With Markup](#)

10.1.2. [Without Markup](#)

- 10.1.2.1. This will be placed on the November 22, 2022, FS agenda as a first read.
 - 10.2. Faculty Senate Committee Book 2022-2023
 - 10.2.1. [With Markup](#)
 - 10.2.1.1. This will be placed on the November 22, 2022, FS agenda as a first read.
 - 10.3. [Proposed Committee for Centers and Institutes](#)
 - 10.3.1. This will be placed on the November 22, 2022, FS agenda as a first read.
- 11. Statewide/ASCSU (Academic Senate of the CSU) Senators' Report
 - 11.1. [ASCSU Chair's Report](#)
 - 11.2. [Executive Summary Of Resolutions Academic Senate CSU Plenary November 3-4, 2022.](#)
- 12. Old Business

3:00PM Time Certain (if preceding times have not been completed)

- 13. Presentation
 - 13.1. Follett ACCESS Presentation at 3PM (Ashlie Singleton, Executive Director/ACCESS Solution Follett Higher Education). Also present were Brad Owen, Emily Porter, and Cary Barber.
 - 13.1.1. A PowerPoint presentation was used to explain the Follett ACCESS to the FSEC members.
- 14. New Business
 - 14.1. CSU Learn-Senator Kolehmainen mentioned that faculty are required to do the training which increases faculty workload and there seems to be more training.
 - 14.2. Several Senators echoed Senator Kolehmainen's statement.
 - 14.3. Provost Mohamed mentioned that the training was either required by CSU, mandated by faculty's classification, or by Human Resources.
 - 14.3.1. Provost Mohamed and ASCSU Senator Mark Groen will look into this.
 - 14.4. Unsigned FAMs & Communication
 - 14.5. Chair Davis mentioned the Senator Chen recently asked why are we doing all this work (on the FAM/policies) and they don't get signed. The FSEC supports Chair Davis's effort to meet with Chief of Staff Bryan Haddock to develop a plan

to work collaboratively to facilitate the potential signing of unsigned FAMs (from our website).

14.5.1. Provost Mohamed indicated support for this meeting to promote communication.

15. Adjournment of the meeting at 4pm. Vice Chair Jones motioned and seconded by Mark Groen.