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Faculty Senate Executive Committee Minutes (11/29/2022)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE EXECUTIVE COMMITTEE

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

MINUTES

Tuesday, November 29, 2022 – 2-4 PM

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

Members Not Present: Thomas Girshin, Tomás Morales

Presenter: Chris Bradney

1. Approval of [FS Executive Committee Minutes, November 15, 2022](#)
 - 1.1. The FS Executive Committee unanimously approved the FS Executive Committee Minutes for November 15, 2022.
2. Appointments
 - 2.1. [High Impact Practices \(HIPS\) Committee](#) – 2 Positions COE and CNS (2022-2024)
 - 2.1.1. Monideepa (Moni) Becerra, **(CNS)**
 - 2.1.2. Hosung So, **(CNS)**
 - 2.1.3. Yunfei Hou, **(CNS)**
 - 2.1.4. Jeffrey Meyer, **(CNS)**
 - 2.1.5. Fadi Muheidat, **(CNS)**
 - 2.1.6. Neal Malik, **(CNS)**
 - 2.1.7. Khalil Dajani, **(CNS)**
 - 2.1.8. Yan Zhang, **(CNS)**
 - 2.1.9. Becky Sumbera, **(COE)**
 - 2.1.9.1. Jeffrey Meyer and Becky Sumbera were appointed to the committee for the 2022-2025 terms. The Faculty Senate Office will notify the appointees.
3. President's Report - Unable to attend.
4. Provost's Report

- 4.1. Provost Mohamed stated that the President is traveling back from Asia where he joined our Model UN team in Japan. He also visited with potential international partners in Vietnam and Korea as well as visited with students who are in Korea for a year studying abroad. President Morales used this trip as an opportunity to connect with our students and alumni there, and to also develop international partnerships in Asia.
- 4.2. Provost Mohamed mentioned that the Chancellor's Office is allocating another \$15,000,000 across the system to support our ongoing GI 2025 efforts, particularly those focused on ensuring equity and closing equity gaps. There are 6 categories, and two meetings were held regarding this yesterday. Our campus will be applying for the one-time money to support our re-enrollment campaign to help students who stopped out come back to complete their degree as well as other strategic initiatives. The application dates are from December 16 through December 20, 2022. Teams from Student Affairs, Academic Affairs, and ITS are all working together to apply for funding where it is relevant to support our student success initiatives.
- 4.3. Provost Mohamed also mentioned mental health services for faculty. We are going to become more proactive in ensuring that our faculty and our faculty leadership, such as department chairs, are aware of the services that are available for the faculty. We will be working with the Interim Associate Provost for Faculty Affairs and Development, Kevin Grisham. Kevin Grisham is going to meet with the chairs, and we will work with the deans as well to ensure that the portfolio of multiple resources will be known to the faculty consistently.
- 4.4. Provost Mohamed checked with Interim Associate Provost for Faculty Affairs and Development Kevin Grisham yesterday about where we are with the 42 faculty recruitments. To Provost Mohamed's knowledge, there haven't been any unsuccessful recruitments, and several have been closed already. There has been an incredible candidate pool that consisted of quality applicants as well as diversity in all forms of this year's recruitment.
- 4.5. Provost Mohamed mentioned there is a candidate coming to campus on Friday for the CECE Dean position. There may be additional candidates, but for now, this is the only one.
- 4.6. Provost Mohamed's last topic was regarding the annual campus picnic which normally occurred in September. A decision was made to move the campus picnic to the Spring sometime right before Spring break. The date is TBD.
 - 4.6.1. Vice Chair Jones shared that CSUSB won top prizes again at the Model UN.

- 4.6.2. Chair Davis inquired whether there were three candidates or one candidate for the CEGE Dean position.
- 4.6.3. Provost Mohamed said it has been a tough search and this is still the same search, it has just been extended. The last time three candidates came to campus none of them worked out for a variety of reasons. The CEGE position is challenging because we need someone who has skills at a basic level in managing both international and self-support. The problem we have found is candidates might be great in international experience but have very limited experience in self-support or vice versa.

5. [Chair's Report](#)

- 5.1. No questions were asked.

6. [FAC Report](#)

- 6.1. FAM XXX.X "Interruptive Circumstances"
 - 6.1.1. [Without Markup](#)
 - 6.1.2. FAC Chair Kolehmainen and the FAC members are requesting this new policy go to the full senate at the next meeting.
 - 6.1.3. Vice Chair Jones suggested changing the word "may" to "should" in the first bullet point under Procedures and Process "Supporting documentation, when available, should be included". FAC Chair Kolehmainen agreed.
 - 6.1.4. Chair Davis asked if there was any consideration for faculty with the loss of a loved one or child.
 - 6.1.4.1. FAC Chair Kolehmainen pointed out that the last sentence under definitions discusses that topic. "Circumstances that are limited to an individual faculty member, such as parental leave and bereavement, are not covered by this policy, but may be addressed elsewhere" such as in the CBA.
 - 6.1.5. This will be placed on the February 07, 2023, FS agenda as a first read. FAC Chair Kolehmainen will make the suggested change made by Vice Chair Jones.

7. [EPRC Report](#)

- 7.1. No questions were asked.

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

- 8.1. [AS- 3577-22/JEDI/FA \(REV\) SUPPORT FOR EVALUATING THE CSU COURSE EQUITY PORTAL \(PDF\)](#)
- 8.2. Chair Davis asked if there was a discussion or a resolution recently about the community colleges offering bachelor's degrees. ASCSU had a resolution about community colleges not offering any bachelor's program.
 - 8.2.1. ASCSU Senator Groen said he would check and see if the resolution passed on that. He knew it had been proposed at the state level. Senator Groen believed a few community colleges already offer BA degrees.
- 8.3. Chair Davis asked Provost Mohamed if he had heard anything regarding this.
 - 8.3.1. Provost Mohamed mentioned CSUs are offering doctorate degrees because of the real restrictions on the type of doctorates we can offer. There are six different degrees that we're allowed to offer that UCs don't offer or there is not enough bandwidth, and they are professionally aligned. Provost Mohamed mentioned there is significant lobbying on the part of the CSU with regards to community colleges. The short answer is this has come up in the cabinet and Associate Vice President for Government & Community Relations Marisa Yeager has talked about this.

9. Old Business

- 9.1. Update COE Elections Vice President Tiffany Jones and Senator Jordan Fullam/COE College Election Officer
 - 9.1.1. Senator Jordan Fullam reported the deadline for nominations for the COE Dean's review committee was November 15. He received 5 nominees for 5 positions by that date. The composition of the committee using those 5 names wasn't in line with what the FAM states. The FAM states that there can be 2 members from each of the largest departments and no more than that. The committee should have representation from all departments. At the time when the deadline passed 5 names were received, but there was no representative from the ELT department. Senator Fullam forwarded those names to Provost Mohamed and announce to the college that those 5 faculty members were automatically elected. The day after the 5 names were forwarded to Provost Mohamed, an additional nomination from someone in ELT was received. This was brought up to the elections committee who then decided the late nomination should be accepted and an election for 2 open positions from 3 nominees from the department that had 3 should

be held. Senator Fullam notified the nominees from that department that they would not automatically be elected and that there would be a ballot. The ballot went out this morning. The deadline for that ballot is the end of next week.

2:45 PM Time Certain (if preceding times have not been completed)

10. Presentation

- 10.1. FAM Tracking Process in Preparation for Go live by Chris Bradney/Director of Strategic Technology Initiatives
- 10.2. [Workflow Diagram](#)
- 10.3. Vice Chair Jones wanted to know if once it has been approved and the website has been updated, is there a mechanism to inform department chairs or is that up to the dean's council or the faculty senate?
 - 10.3.1. Guest Bradney said that is not currently built into the process, but it certainly could be added to it if there was an email that needed to go out to the department chairs to notify them that here is the updated FAM that has been approved by the President.
 - 10.3.2. Vice Chair Jones feels that would be very helpful to inform the department chairs of new policies and name changes.
 - 10.3.3. Chair Davis mentioned if this information is communicated not only to department, but also faculty, and others.
- 10.4. Guest Bradney will be sending out the scripts tomorrow to start a trial run to ensure any problems can be resolved before going live with the new FAM tracking process. This process will initiate 7 tests for each of the 7 scenarios for a dry run through everything. Guest Bradney asked if anyone experiences any problems let him know so the problem can be fixed before go-live.
 - 10.4.1. Senator Fullam said when his committee works on a FAM they get the PDF, convert it to a Word document and set up the Google document so they can work on updating that FAM. Senator Fullam would like to clarify that this will be a workflow system that when it is implemented he won't need to do that prep himself. The FAM document will be working with will come to him through this system.
 - 10.4.2. Guest Bradney said to initiate the system we need a Google Doc version of the FAM, and it needs to be placed into the process. Once the document is placed in the process it will shuttle itself back and forth to EPRC for review. Then it goes to the EC for review and then on to the Provost's office at the appropriate moment.

- 10.4.3. Chair Davis asked about the dry run and 'go-live' date and the test run date.
- 10.4.4. Guest Bradney said it is dependent on the EC saying yes we approve, and we are ready to launch even if it needs some minor tweaks we can fix over time, but we are good with this process to begin with. When he is told that and given the date to start, he will make it happen.
- 10.4.5. Senator Kolehmainen had a comment on the flow chart. If the policy is not approved by the senate or it is approved by the senate but is then not signed by the President, in practice that is not always the end. Often what will happen in that situation is it will go back to the committee and the committee will work to make some additional revisions that address the concerns that either the senate or the President had. Is there a way of incorporating that into the workflow or will we just need to start from scratch?
- 10.4.6. Guest Bradney said the workflow software that we are utilizing to power this is called Zenphi and is a very linear system. It has to have a defined start and a defined end. Once it determines it has reached the defined end the workflow process will stop. The document and all the comments won't go away and then we can place that back into the process to initiate a second round. That can be fast-tracked to wherever this body sees where it needs to be fast-tracked to.
- 10.4.7. Chair Davis mentioned that December 2nd was the test run date.

11. New Business

- 11.1. No new business.

12. Adjournment 3:11PM