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Faculty Senate Executive Committee Minutes (2/27/2024)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

<https://csusb.zoom.us/j/81024271347>

MINUTES

Tuesday, February 27, 2024, 2-4 PM

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

Members Not Present: Tomás Morales, Beth Steffel

1. Call to Order
 - 1.1. The meeting is called to order.
2. [Approval of Executive Committee Meeting Minutes 1-30-2024](#)
 - 2.1. Senator Jones suggested a minor typographical edit to section 13.1.10, changing 'accused' to 'recused.' Senator Johnson seconded the motion.
 - 2.2. The FS Executive Committee unanimously approved the FS Executive Committee Minutes for January 30, 2024.
3. [Review of Faculty Senate Meeting Minutes 02-06-2024](#)
 - 3.1. No changes at this time.
4. [Review of Faculty Senate Meeting Minutes 11-21-2023](#)
 - 4.1. No changes at this time.
5. Appointments
 - 5.1. Academic Council on International Programs (2024-2027)
 - 5.1.1. [Nerea Marteache Solans \(At-Large\)](#)
 - 5.1.1.1. Nerea Marteache Solans was appointed to the Student Grade Appeal Committee. The Faculty Senate office will

notify the appointee.

5.2. Intellectual Life and Visiting Scholar Committee (2023-2025)

5.2.1. [Taofeeg Adebayo](#) (CAL)

5.2.1.1. Taofeeg Adebayo was appointed to the committee. The Faculty Senate Office will notify the appointee.

5.3. Honors Committee (2023-2025)

5.3.1. [Taofeeg Adebayo](#) (CAL)

5.3.1.1. Taofeeg Adebayo was appointed to the committee. The Faculty Senate Office will notify the appointee.

5.4. Honorary degree committee (2023-2025)

5.4.1. [Nicolas Brunet](#) (CSBS)

5.4.1.1. Nicolas Brunet was appointed to the committee. The Faculty Senate Office will notify the appointee.

5.5. Newly Vacated Committee Appointments

5.5.1. Director of a Center or Institute: Committee for Centers and Institutes – 1 Position (2023-2025)

5.5.1.1. Chair Davis mentioned that Monideepa Becerra stepped down from the committee.

5.5.2. At Large: ASI Board of Directors – 1 Position (2023-2025)

5.5.2.1. Chair Davis stated that Mariam Betlemidze stepped away from the ASI due to a conflict in meeting times.

6. President's Report - No report.

7. Provost's Report

7.1. Provost Mohamed announced that Edward Sayid, a distinguished UCLA scholar, hosted a talk about the meaning of Gaza and its geopolitical space. Upcoming is the annual Ravicon lecture about the modern Jewish

experience, World-renowned speakers will be present and faculty is encouraged to attend.

- 7.2. Provost Mohamed stated that Rachel Beech has accepted a position as the Vice President of Enrollment Management At the University of Miami in Ohio. David Maynard has agreed to step in until the position is filled. He is currently a Dean's fellow at CBS and has the experience and capacity to serve in the Enrollment Management position.
- 7.3. Provost Mohamed stated that a public administration accreditation visit at JHBC yielded positive feedback. Provost Mohamed acknowledged JHBC for the sustaining momentum developed in the past to ensure the college continues to improve.
- 7.4. Provost Mohamed stated that another group visited, and our music programs are under review. The visiting group was impressed by CSUSB's music programs and will be offering feedback on the development of music technology in CAL.
- 7.5. Provost Mohamed asked Senator Jones if she is an Elections Officer. Provost Mohamed mentioned that the Elections Committee is not currently following the FAM for the Associate Provost Search Committee. The person who was elected for the position has stepped aside to let someone else take their place. The FAM requires a member to be *elected*.
- 7.6. Senator Jones stated that the position was previously held by Senator Girshin, who gave the position to Haakon Brown. Normally there is a call for nominees, but in this case, the process was unknown.
- 7.7. Provost Mohamed stated that this was an informal exchange.
- 7.8. Senator Jones asked Provost Mohamed to check with Senator Girshin and Hakkon Brown.

7.9. Senator Mohamed mentioned that they were possibly unaware, and the search process is already in action and cannot be delayed.

8. Chair's Report – No report

9. [FAC Report](#)

9.1. [FAM XXX.X Recruitment on non-MPP Administrators](#)

9.1.1. Senator Kolehmainen stated that a new policy is being developed. It covers the recruitment and review of non-MPP positions. The policy creates a more streamlined, less onerous process.

9.1.2. Senator Kolehmainen stated that the FAM currently has no markups or edits because it is new.

9.1.3. Senator Kolehmainen explains that the policy includes new positions and financial compensation. The policy covers only university-level positions. The decision was to avoid creating new committees because it was already difficult to find faculty to serve on them; so colleges may now develop their own guidelines for fairness and transparency and avoid unnecessary workload.

9.1.4. Senator Kolehmainen stated that part one of the policy covers recruitment and selection, stating there should be a notification of the upcoming vacancies, and the notification should include position details, start and end dates, and other relevant details.

9.1.5. Senator Kolehmainen mentioned that if new positions are to be added, they are encouraged to contact FAD to ensure time and financial compensation is commensurate with the duties of the position.

9.1.6. Senator Kolehmainen stated that the notification must be distributed four weeks prior to the deadline for applications.

- 9.1.7. Senator Kolehmainen stated that the Provost or designee will consult with the appropriate committee to decide on the criteria for the position.
- 9.1.8. Senator Kolehmainen noted that three finalists are to be selected, and the committee may rank the finalists as “preferred,” “acceptable,” or “not acceptable.” The recommendations are submitted to the Provost or designee.
- 9.1.9. Senator Kolehmainen noted that the candidate is selected by the Provost or designee and all faculty will be notified.
- 9.1.10. Senator Kolehmainen noted that interim appointments occur when a search is conducted within a twelve-month period, and should not extend beyond twelve months but may be renewed for up to an additional twelve months depending on circumstances. All interim appointment opportunities should be announced, and if an interim appointee applies for the permanent position, they shall receive equal and fair consideration compared to other candidates.
- 9.1.11. Senator Kolehmainen stated that the FAM has no number yet because it is new.
- 9.1.12. Senator Jones mentioned that there are faculty fellows who are not tenure-line and recommended that full-time lecturers be included in the policy.
- 9.1.13. Senator Kolehmainen stated that the recommendation would be passed on to FAC.
- 9.1.14. Senator Kolehmainen asked if the recommendation was to accommodate part-time lecturers as well.
- 9.1.15. Chair Davis asked why the TRC policy was included in this policy

since it was previously a separate policy and considered a Senate institutional policy.

- 9.1.16. Senator Kolehmainen explained that, rather than including the entire description of the election process, it should be included in the policy. FAC has yet to have a chance to discuss it, but the TRC policy would be changed to delete the description of the selection and refer to this policy instead.
- 9.1.17. Senator Kolehmainen stated that if this was acceptable to the EC, it could be approved in time for the next Faculty Senate meeting.
- 9.1.18. Senator Kolehmainen motioned to add this to the Faculty Senate agenda with changes. Senator Johnson Seconded the motion.
seconds.

10. [EPRC Report](#)

10.1. FAM 827.3 Distance Education Policy

10.1.1. [With Markup](#)

10.1.2. [Without Markup](#)

- 10.1.2.1. Senator Fullam stated that section 19A was formerly 19c and a new section was added under 19B. The previous statement had been condensed and a new link to the law was included.
- 10.1.2.2. Chair Davis mentioned that she received communique to survey feedback about the DE policy.
- 10.1.2.3. Senator Fullam stated that a lot of feedback is already being received. The policy is under a lot of scrutiny and ultimately the Faculty Senate is responsible for discussing and revising the policy.

- 10.1.2.4. Senator Jones notes that a person trying to provide feedback could contact their college senator and the senator can propose changes during the Faculty Senate meeting.
- 10.1.2.5. Senator Fullam states that, as chair of EPRC, it is not appropriate for him to be the person to reiterate changes.
- 10.1.2.6. Senator Fullam motions to approve the changes for a first read. Senator Garcia seconds the motion.

11. Statewide ASCSU Report - No report

12. Old Business

13. New Business

13.1. [Dean's Council](#)

- 13.1.1. Chair Davis mentioned that she is listed on the committee book as a member of the Dean's Council, however, that is not the case. Chair Davis reiterated that CSU Statewide Chairs obtain information from their Dean's council.
- 13.1.2. Provost Mohamed clarified that the list in the committee book referred to PLT. Provost Mohamed stated that CSUSB's Dean Council is different from other CSU's. The CSUSB Dean's Council is only for academic deans and the provost.
- 13.1.3. Senator Kolehmainen mentioned that when she was Faculty Senate Chair she was a member of the Admin Council which is the past equivalent of the Dean's Council. Senator Kolehmainen notes there could be some value for a Chair to be present during the Deans meeting since the senate is part of Academic Affairs.
- 13.1.4. Provost Mohamed mentioned that with respect to this group, it is composed of strictly Academic Deans.

13.2. Follett Access

- 13.2.1. Chair Davis stated that Brad Owen is on vacation, and will come to the meeting on March 12, 2024.

13.3. HERI Survey + 30 questions

- 13.3.1. Chair Davis stated that 30 additional questions were being added to the HERI survey. Kelly Campbell couldn't make it to the meeting and will instead be present for the meeting on March 12, 2024.

14. 3:00-3:29 PM (Closed Meeting)

15. 3:30 Time Certain

- 15.1. [SPT Referendum](#) - Samuel Sudhakar, Bruce Hagan, Brandon Sierra, Gerard Au

- 15.1.1. Guest Au stated that there was a quick email discussion about changing the instrument of SPT Testing
- 15.1.2. Senator Garcia mentioned that a request would be taken to faculty at the next Faculty Senate meeting. Still, input from the Executive Committee was needed first so that the referendum could be added to the Agenda for approval. Senator Garcia asked for a timeline, and whether it was possible to launch the referendum within the next few weeks.
- 15.1.3. Guest Au asked for the EC to provide more context.
- 15.1.4. Chair Davis clarified that the purpose of this review was implementation; what does the SOTE Team need so that there are no problems moving forward?
- 15.1.5. Senator Garcia mentioned that the referendum is simply a replacement for the SOTE– the instrument and pilot testing – and

asked if they support changing to this instrument.

- 15.1.6. Guest Au asked if the referendum is a different module in Qualtrics that needs to be procured.
- 15.1.7. Senator Garcia stated that somebody from Qualtrics company gave a presentation to the senate regarding a new module. Rich McGee, the Qualtrics expert on campus, could provide an answer.
- 15.1.8. Guest AU asked if the cost of the module had been brought forth to the Senate yet.
- 15.1.9. Guest Sudhakar stated that CSUSB is currently paying \$13000 for Class Climate. It is important to be mindful of the cost, as Qualtrics has increased in cost by almost 40% since it was purchased by Salesforce. Guest Sudhakar cautioned the senate to look at the initial price and escalation, and to be mindful of where the funding will be coming from. Furthermore, since Salesforce purchased Qualtrics, they have gotten rid of the academic license and CSUSB would have to purchase a full license, totaling to \$62000 per year, as opposed to the current price of \$45766 per year.
- 15.1.10. Guest Sudhakar stated that Class Climate will also update to a cloud version of their software. The price is \$16000 for the first two years and \$19000 afterward.
- 15.1.11. Senator Jones stated that the assumption was that Qualtrics is more expensive and more complex. And asked if it is an instrument faculty can utilize to its fullest potential. Senator Jones stated that It doesn't matter what platform is being purchased as long as it is accessible and can be utilized for the new student evaluation.
- 15.1.12. Guest Au asked where the referendum questions came from.

- 15.1.13. Senator Garcia stated that the SPT Pilot Test Committee developed the questions extensively to reduce biases.
- 15.1.14. Guest Sudhakar stated that the content of the survey is accessible with Class Climate, however, the limitations are that individual faculty members do not have control of the survey and cannot open and close it individually. While the cloud version of Class Climate is enhanced and content is totally under our control the software simply cannot give individual control to faculty members.
- 15.1.15. Senator Kolehmainen mentioned that the Qualtrics presenter claimed their software would grant individual access and therefore would relieve a lot of individual workload on IT.
- 15.1.16. Guest Hagan stated that SOTE builds one survey and generates all of the surveys at once. That is the limitation of our current system and it is unable to be modified. The only solution would be to create one survey per faculty member, but it would be beneficial to not administer 5000 surveys.
- 15.1.17. Senator Garcia noted that the survey does not necessarily have to be conducted through the same service. Senator Garcia asks if it is possible to administer the surveys through Canvas and if it is possible for individual faculty members could control surveys so that only students can see them.
- 15.1.18. Guest Sierra stated that that is how the current system works; however, all instructors are accessible to the public view.
- 15.1.19. Senator Jones asked, regarding the survey and a revision of the questions, if fall 2025 was a reasonable timeline, or if another year is needed to develop.

- 15.1.20. Guest Au stated that integration of new software still needs to be explored. Additionally, the EC needs to evaluate the anonymity of the results. Summative comments are currently available but having a faculty administer their own survey gives them access to who provided each of the feedback and would have a link to the person who gave the feedback.
- 15.1.21. Guest Hagan stated that this timeline is attainable because it is a priority.
- 15.1.22. Guest Hagan estimated that the renewal of Qualtrics would be around \$45,000, and Salesforce would likely try to nickel-and-dime CSUSB.
- 15.1.23. Chair Davis mentioned that a comparative analysis of different software would be helpful.
- 15.1.24. Guest Hagan confirmed that he would provide that.
- 15.2. Chair Davis asked if the referendum was ready to be approved.
- 15.3. Senator Garcia asked if the questions were to be implemented in 2025, or if they were expected to be implemented later. The goal was to launch in 2025 but if the referendum is to be launched later then it will have to be reworded.
- 15.4. Senator Kolehmainen stated that, regarding policy, it is unnecessary to revise the referendum now and then once again in a year. Senator Kolehamainen was impressed with the pilot study and with the earlier committee that wrote the instrument. Senator Kolehmainen noted that getting the referendum administered through Qualtrics would be a big advantage, and FAC has felt this strongly for years.
- 15.5. Senator Garcia mentioned that other competitors could be useful if

Qualtrics is too expensive, as there is a possibility that other competitors are more academic-focused and could allow faculty to have more flexibility.

15.6. Chair Davis stated that faculty should have control over when they release their course evaluations and that Qualtrics provides that opportunity and is the North Star.

15.7. Senator Garcia motions to add the item to the EC agenda. Senator Jones seconds the motion.

16. Adjournment (4:00 PM)