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Faculty Senate Executive Committee Minutes (9/12/2023)

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CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE EXECUTIVE COMMITTEE

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

MINUTES

Tuesday, September 12, 2023 – 2-4 PM

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

Not present: Ann Johnson, Tomás Morales, Beth Steffel,

1. Call to Order (2 PM)
2. Review of the Executive Committee Meeting Minutes 9-5-2023
 - 2.1. Chair Davis mentioned the minutes are still being tweaked and will be forthcoming.
3. Appointments
 - 3.1. Honorary Degree Committee - 1 position (2023-2024)
 - 3.1.1. [Nancy Acevedo-Gil](#) (WCOE)
 - 3.1.1.1. Nancy Acevedo-Gil was appointed to the committee. The Faculty Senate Office will notify the appointee.
 - 3.2. Exceptional Services to Students - 1 position (2023-2024)
 - 3.2.1. [Joyce Pham](#) (CNS)
 - 3.2.1.1. Joyce Pham was appointed to the committee. The Faculty Senate Office will notify the appointee.
 - 3.3. Student Grade Appeal Panel - 1 position (tenured 2023-2024)
 - 3.3.1. [Codi Lazar](#) (CNS)
 - 3.3.1.1. Codi Lazar was appointed to the committee. The Faculty Senate Office will notify the appointee.
 - 3.4. Academic Program Review/Self-Study - 1 position (senior rank, 2023-2024)
 - 3.4.1. [Tom Long](#) (CSBS)
 - 3.4.1.1. Tom Long was appointed to the committee. The Faculty Senate Office will notify the appointee.
 - 3.5. Police Advisory Committee - 1 position At-Large (2023-2024)
 - 3.5.1. [Robert Stokes](#) (JHBC)

- 3.5.1.1. Robert Stokes was appointed to the committee. The Faculty Senate Office will notify the appointee.
 - 3.6. Student Research Competition - Undergraduate -1 position (2023-2025)
 - 3.6.1. [Robert Stokes](#) (JHBC)
 - 3.6.2. [Jing Zhang](#) (JHBC)
 - 3.6.2.1. Robert Stokes was appointed to the committee. The Faculty Senate Office will notify the appointee.
 - 3.7. Student Research Competition - Graduate - 1 position (2023-2025)
 - 3.7.1. [Robert Stokes](#) (JHBC)
 - 3.7.2. [Jing Zhang](#) (JHBC)
 - 3.7.2.1. Jing Zhang was appointed to the committee. The Faculty Senate Office will notify the appointee.
- 4. President's Report – None
 - 4.1. Chair Davis mentioned that President Morales is at the Chancellor's Office for the Board of Trustees Meeting.
- 5. Provost's Report
 - 5.1. All CSU presidents were required to attend this meeting due to the urgency of the proposed tuition increase. President Morales sends his regrets for not being at today's meeting.
 - 5.2. Provost Mohamed mentioned the tuition increase is a proposed direct response to the state of the CSU budget. The State of California is predicting a deficit of \$35 billion for the current year. Contrasted with last year's nearly \$100 billion operating surplus, the swing from positive to negative is projected to be over \$120 billion. The good news is that the governor is honoring the CSU's multi-year compact. Under this compact, \$8 million will be allocated to CSUSB. However, these funds will be depleted by mandatory costs, such as health insurance premium increases and other costs, so we are facing a significant internal budget deficit at CSUSB. At a minimum, we are anticipating it to be around \$8 million. Provost Mohamed wants to ensure that faculty are fully aware of the situation and encourage everyone to attend the upcoming Budget Open Forum during which President Morales and VP Sudhakar will share the current state of our budget. Provost Mohamed also mentioned that currently, he is not aware of any conversations around furloughs. According to Provost Mohamed, the intention is to do what was done during COVID, which is to retain all staff positions that we currently have, but it does have other implications that we are currently bracing for.
 - 5.3. From an Academic Affairs standpoint, Provost Mohamed mentioned faculty recruitments have been trimmed. More specifically, the originally planned 34 faculty positions for next year have been cut in half since we do not have the resources to fund them. The operating and expense (O/E) budget, which is currently being examined, will be paltry compared to past year and the tight

budget situation will have a ripple effect. Deans and AVPs have been encouraged to use an all-funds approach to cover all basic operational needs this year and these challenges are expected to persist beyond this year.

- 5.4. Provost Mohamed also noted that enrollment is down, and the exact figure can be accessed through the dashboard. CSUSB enrollment is 7% below the Chancellor's target and 2% below our campus' proposed target. This is significant since our budget is funded by two sources, the state allocation and student enrollment. The leadership team is focusing on what can be done to encourage students to come to our campus, to retain students, and raise their mean unit loads, which have increased but are still not at target.
- 5.5. Provost Mohamed thanked Sandy Bennett, Salisa Perez, Janette Garica and Aj Hernandez for assisting the Faculty Senate while the staff support position was being filled. He noted that this is not an ideal situation and thanked Chair Davis and Executive Committee members for their patience. The candidates have been released and search committee members are working on logistics.
- 5.6. Provost Mohamed mentioned he attended a productive meeting yesterday about CalNAGPRA (California Native American Graves Protection and Repatriation Act) which requires California and CSU campuses to inventory, communicate this inventory, and repatriate any Native Americans' human remains and cultural artifacts. Provost Mohamed noted that CSUSB does not have any human remains and has not accepted any cultural artifacts since the early 2000s. Matthew Des Lauriers and Molly Springer are working with Government Relations to ensure the campus follows the commission's request and to respect and honor Native Americans.
- 5.7. Provost Mohamed shared new data from the Chancellor's Office. From 2017 to 2022, CSUSB was ranked 8th within the CSU system for Sponsored Programs. Government grants and contracts are almost entirely faculty-driven and a cause for celebration.
 - 5.7.1. Chair Davis mentioned that reaching the 8th rank among other CSUs is quite celebratory indeed and asked Provost Mohamed how much of those indirects will be put into professional development opportunities for faculty e.g., attending teaching conferences, research. Chair Davis asked if Provost Mohamed can provide an account on the indirects and noted the importance of professional development opportunities for faculty. Additionally Chair Davis requested an account of the funds generated from CERF funds (self-support) as these two can be used for professional development for faculty.
 - 5.7.2. Provost Mohamed responded that about half of the indirect funds are used for overhead. The vast majority of funds allocated to Academic Affairs are used by the colleges to invest in research. Ninety-two percent of the division's budget goes to non-discretionary costs; eight percent is for discretionary use. He will get and provide specific allocations, but they are low. Money generated from the self-support side varies from

department to department and each college manages these funds differently. This year, we are encouraging colleges to use these funds to cover professional development. Provost Mohamed agreed to provide an account of the indirects and CERF funds.

- 5.8. Chair Davis asked if there were any questions for Provost Mohamed.
- 5.8.1. Senator Garcia asked if Provost Mohamed could elaborate more on the reduction of faculty searches.
- 5.8.2. Provost Mohamed mentioned there were different proposals, one of which was to suspend all searches for this year. The deans recommended, and the Provost agreed to cut their respective colleges' allocation in half. The deans and their leadership teams will determine how these reduced positions will be allocated; it will be done on a college-to-college basis.
- 5.8.3. Senator Jones asked about an update regarding the administrative searches.
- 5.8.4. Provost Mohamed mentioned the CEGE search is currently underway. There are seven or eight candidates who have experience in both international education and self-support programs. Search committee members are finishing up the short-list Zoom interviews today and will forward a list of recommendations by the end of the week. On-campus interviews are expected to take place sometime between Sept. 25 and Oct. 6, 2023.
- 5.8.5. Provost Mohamed mentioned that the Vice Provost position is scheduled to be posted tomorrow and that search committees need to be reconstituted because there are people on sabbatical and other similar circumstances, so the committee compositions may not be the same. Provost Mohamed mentioned that Janette Garcia will be reaching out to Chair Davis to discuss new elections for members to serve on these committees.
- 5.8.6. Chair Davis mentioned that individuals who are duly elected to serve on search committees should do so.
- 5.8.7. Provost Mohamed mentioned the Associate Provost for Faculty Affairs and Development should be posted in another week or two and the goal is to post the position for five or six weeks and hopefully have the searches concluded before the end of the calendar year. Provost Mohamed mentioned that he made the decision that it was a new search committee, as it had a different job description. However, if the search committee(s) need to carry over their work, that will be fine.
- 5.8.8. Senator Jones asked if an external company was being used for the administrative searches.
- 5.8.9. Provost Mohamed mentioned two search companies are being utilized: Academic Search for the Vice Provost and Associate Provost positions and Isaacson & Miller for the CEGE search.

- 5.8.10. Provost Mohamed stated the same individuals could serve on these committees, but they would need to reapply. Applicants must also reapply. The reason is that it is not the same search and was deemed unsuccessful or failed. These searches were not completed due to a very compressed search cycle before faculty went off contract. They were not stopped for a lack of qualified candidates. We are now using a search firm and the postings have been rewritten. Provost Mohamed indicated there was also an objection to the process, so we want to avoid any sense of impropriety and ensure every step in the FAM is followed.
- 5.8.11. Chair Davis reiterated that duly elected faculty who serve on search committees representing their colleges should continue to serve and asked if Vice Chair Girshin can review the policies regarding this matter.
- 5.8.12. Senators discussed ad hoc committees and special committees as noted in the committee book. Senator Jones acknowledged the previous variances. Vice Chair Girshin agreed to take a closer look at the committee book. All senators agreed that search committees are an ad hoc committee with a specific task.
- 5.8.13. Vice Chair Girshin noted in the Faculty Senate Bylaws (Article I, Section 3A.) Regulations Governing Special Committees and Ad Hoc Committees, it states *each ad hoc committee shall serve until its specified task or tasks have been completed and/or the committee has been discharged by the senate.*
- 5.8.14. Chair Davis made a motion to bring this issue before the Faculty Senate as prescribed in the bylaws.
- 5.8.15. Senator Jones seconded the motion, and senators were in favor of this motion.

6. [Chair's Report](#)

- 6.1. Chair Davis noted the challenges of interfacing with four different support staff rather than one direct person for office support within the senate office. She also asked that everyone be mindful that the new person will also need training. She also noted the chair and committee members should be compensated for work done over the summer.

1. [FAC Report](#)

Chair Davis noted the FAC report will be presented by Senator Franklin-Guy.

- 1.1. FAM 652.1 "Evaluation of Tenure-Line Faculty"
- 1.2. [With Markup](#)
- 1.3. [Without Markup](#)

- 7.3.1. Senator Franklin-Guy shared Senator Kolehmainen's FAC report with the Executive Committee. Senator Franklin-Guy stated that there

are very minor edits to the FAM 652.1 (the RPT Policy), which was approved by the Faculty Senate last year. The minor edits were relative to changes in the language to reflect gender neutrality. Senator Franklin-Guy indicated that, given that the edits were minor, Senator Kolehmainen was requesting the Executive Committee's approval for an expedited review at the Faculty Senate meeting on September 26, 2023. Senator Franklin-Guy reported that the Faculty Senate approved revisions to the FAM 652.1 policy that are specific to more flexibility in the composition of the DEC are now inconsistent with FAM 652.6, Election of Department Evaluation Committees. Senator Franklin-Guy indicated that Senator Kolehmainen and the FAC plan to make amendments to this policy to ensure that it is consistent with the approved revisions to the RPT policy. Senator Franklin-Guy reiterated Senator Kolehmainen's request for an expedited review.

- 7.3.2. Senator Jones motioned this request and Senator Garcia seconded this motion. The motion was approved by the Executive Committee.
- 7.3.3. Senator Kolehmainen joined the meeting and asked if the president had agreed to expedite this policy.
- 7.3.4. Chair Davis mentioned she emailed President Morales and awaits his response.

2. [ERPC Report](#)

The first item relates to the Distance Education policy and the second item relates to Academic Dishonesty policy. Members of the EPRC have expressed an interest in revising this policy given the new challenges faced by faculty regarding students' use of artificial intelligence, such as ChatGPT.

2.1. FAM 827.3 "Distance Education Policy"

- 2.1.1. [With Markup](#)
- 2.1.2. [Without Markup](#)
- 2.1.3. Senator Fullam first addressed the concerns raised by Provost Mohamed and Executive Committee members. The Course Modality table (Table 1) now includes two hybrid sections, and a column was added on how they apply to the federal definitions. The course titles were also revised per Senator Jones' recommendation.
- 2.1.4. Senator Fullam reviewed the two new sections that were added, one that addresses international students and one that addresses SSD students. Senator Fullam noted that he consulted with the SSD Office and included their recommendations.
- 2.1.5. Senator Fullam addressed the provost's request to ensure the course modality is published in the course schedule. This has been addressed in Section 21.
- 2.1.6. Senator Fullam indicated that concerns around shared governance were also addressed. Language was added to Section 3 to include the

Collective Bargaining Agreement. A revision was also made to Section 5b to include in consultation with deans and chairs.

- 2.1.7. Section E addresses concerns raised about faculty development and is aligned with the CBA.
- 2.1.8. Senator Fullam also reviewed non-substance revisions. This includes the addition of links, better organization of the policy, placement in more appropriate sections, renumbering of sections, an alphabetical listing of definitions, wordsmithing, etc.
- 2.1.9. Provost Mohamed thanked Senator Fullam for the overview and for responding to the feedback.
- 2.1.10. Senator Jones asked if Senator Fullam had a chance to review the CLSS terminology and its definitions, which do not match, and noted it would be good if all systems (e.g., PeopleSoft) coincided with each other and mentioned contacting VP Sudhakar regarding this.
- 2.1.11. Senator Fullam agrees that we want this information in the system and also that it be student-facing to support registration for classes. This is a CSU reporting system so the codes cannot be changed.
- 2.1.12. Chair Davis referenced the SSD section, specifically about another individual being in the classroom (e.g., an SSD representative).
- 2.1.13. Provost Mohamed noted that Federal law supersedes institutional policy. The key piece is that faculty do have prerogatives.
- 2.1.14. Senator Jones mentioned that this is equivalent to having an ASL translator in the class. Faculty are protected under the freedom of speech, and it is also covered under academic freedom. Senator Jones mentioned that the biggest issue might come from recording.
- 2.1.15. Senator Franklin-Guy noted accommodations stem from legislation requiring equal access to educational opportunity for all students and that we have a legal obligation to provide reasonable accommodations.
- 2.1.16. Chair Davis asked about ensuring faculty's purview over curriculum.
- 2.1.17. Senator Fullam referenced and reviewed Section 3 of the policy. He also noted that it aligns with the CBA and that faculty made it clear they wanted this language carried over the previous policy.
- 2.1.18. Chair Davis noted that this policy will be discussed next week to give Executive Committee members adequate time to review prior to the September 26, 2023 Faculty Senate meeting.
- 2.1.19. Senator Fullam would like it to be a first read or an expedited review. This policy is a priority for the EPRC committee.

- 3. Statewide/ASCSU (Academic Senate of the CSU) Senators' Report – No Report
- 4. Old Business - None
- 5. New Business

5.1. [Blended Programs](#)

5.2. [Blended Form](#)

- 5.2.1. Chair Davis mentioned this policy allows undergraduate students to take graduate courses whilst completing their bachelor's degree and obtain their graduate degree simultaneously. Form B describes the step-by-step process.
- 5.2.2. Vice Chair Girshin mentioned this has been discussed in English and benefits students who are particularly well qualified and would spend less time (five years vs. six years) to earn their degrees and also save money.
- 5.2.3. Chair Davis referred the Blended Program Policy and Form B to ERPC Chair Fullam.

6. Adjournment

Chair Davis adjourned the meeting at 4:02 PM.