

**Academic Senate Executive Committee
MINUTES**

Tuesday, 21 September 2021

Zoom Meeting Room:

<https://csuci.zoom.us/j/84736873608>

2:30-4:30 p.m.

In attendance:

Virgil Adams, Dana Baker, Raquel Baker, LaSonya Davis, Nancy Deans, Jeanne Grier, James Meriwether, Jason Miller, Mark Patterson, Kaia Tollefson, Annie White, Gregory Wood, Richard Yao (13)

- 1) Call Meeting to Order: 2:34 p.m.
- 2) [Approval of the Agenda](#) *
 - a) GW: Add the childcare item to end of agenda as item 5e. No objections
 - b) GW: Make President Report time certain at 3:30 p.m. No objections
 - c) Approval of Exec Agenda without objection
- 3) [Approval of the Minutes from 24 August 2021](#) *
 - a) E-mailed to attendees for approval at next meeting
- 4) New Business
 - a) **VP and Academic Administrator Searches (Jim Meriwether, Mitch Avila)****
 - JM: The intent is the faculty could elect the majority of members but also allows the Supervising Administrator to select two.
 - GW: Do we want to keep the language about the search not being able to proceed if two seats are unfilled? Let's leave it in unless there are strong feelings to leave it out.
 - MP: Could this serve as a pocket veto to a search?
 - JM: We could modify it to say how to proceed in that case with a conversation between Senate Chair and Supervising Administrator
 - ND: A3a (Membership of search committees for the Provost and Vice President for Academic Affairs, for Academic Deans, for Academic Associate Deans, and for Associate or Assistant Vice Presidents who have significant engagement with oversight of faculty or curriculum).—What was the reasoning for taking out lecturers?

**Material to review prior to the meeting (available via the [Senate webpage](#))*

- JM: Taking out the structured specifications and replacing with guidelines. If lecturers were missing, Supervising Administrator could appoint.
- GW: The language says appointment happens before the election, so appointment can't address gaps in diversity at that point.
- JM: The intention of the language is that the Supervising Administrator will exercise right to appoint 2. Faculty has an election. The Supervising Administrator then makes appointment.
- JM: It could be written in, silent, or parenthetical to be sure there is a Lecturer Representative.
- ND: Perhaps we could put DEI language. Include lecturers.
- GW: Add that the lecturer shall be compensated for this service. Language such as "in order to help ensure DEI on the committee, to ensure representation from a variety of schools".
- MP: Yes. At some point we may need to specify what the compensation is.
- **Parenthetical passes**
- RY: B2 (Diversity, Equity, and Inclusion Guidelines), Add HR as we do not have a Chief Diversity Officer.
- LD: The problem with HR is that they do not have JEDI policies in place. So we are dismissing this issue.
- RY: B4.2 (Retreat Rights): I support removing "Upon a favorable recommendation" language as it may disrupt a successful search.
- JG: We should add language that they need to serve X number of years before being able to retreat.
- JM: We need to make sure programs are consulted. Provost and President need to make a case to program that retreat rights would not hurt program.
- RY: I agree that consultation process is important before an offer is made but "upon a favorable recommendation" is beyond consultation.

b) Draft Policy on Student Recordings of Class Sessions (Student Academic Policies and Procedures, SAPP) *

- JM: Item 1 is unclear. I thought 2 years ago DASS went to audio recording. How does a faculty member navigate providing audio or written notes?
- RY: Get input from DASS and use DASS recording and misuse of recording forms.

c) Draft Policy on Notice and Disqualification* (SAPP)**

- JM: Why is there language on p. 6 about behavior? Does it need to be there?
- JG: Yes because there is no policy for graduate students. You could add behavior to undergraduate policy. We need to mention due process also.

5) Approval of the Senate Agenda for 28 September 2021*

- GW: I will fix date.
- VA: What are we doing about child care situation in the email?
- GW: We shared the concerns with President Yao but do not have a specific plan. I think we should discuss but I am not sure where.
- VA: I think as a campus we should recognize that COVID affects everyone on campus.
 - JG: 70% face-to-face talk has me concerned. Administrative oversight is not how faculty should choose their modality. Only 18% of our students want all or mostly in person. If we are getting information from students, we need to listen to what students want for spring semester. Now that we have asked, students will expect we accommodate them. We can't meet 70% in my program.
- GW: Hybrid counts in 70%.
- JG: I have heard it both ways.
- JM: Add to agenda COVID-related concerns, discuss in Community Time, or Campus Forum
 - DB: I think we need an ongoing Working Group. The specific issue of childcare going forward will be so pervasive I think it makes sense to get in front of it and think about it more broadly than the pandemic
- KT: I am happy to share this conversation with the President and Provost.
- JG: (via chat) Senate-sponsored forum post-Senate meeting.
- JG: Change 2nd reading item author to RSP
- Agenda approved, no objections

6) Discussion Items

a) Students who wish to drop in order to avoid vaccination currently need to seek instructor signature – can we simplify this? (Jason Miller, Gregory Wood)

- DB: They accept emails and signed PDFs. We don't need this policy.
- VA: They could use Adobe Sign and not come to campus. I am OK if students are withdrawing from University.
- GW: I will tell them to please accept emails. If there is a further problem we could address.
- VA: Tell them to use CI address.

b) Update on Sanctions for Students Not Complying with COVID/Vaccine Policy (Rich Yao, Mitch Avila)

- GW: Up in the air for a moment
- JM: Have we heard what the sanctions might be?
- GW: Enrollment hold
- JM: Added to Not on Campus list. We are now changing from a public health approach to a student conduct approach with due process.
- KT: Chancellor's Office messaging is that 9/30 is a flexible date.

c) URTPC Recommendations Update (Greg Wood)

- GW: I want to push these issues forward as this group said this is an untenable amount of work. Faculty Affairs is reworking policy and Brown Bag is on 12/7. I was hoping to get advice on how to move this process forward.
- VA: Perhaps having a primary reader and a secondary reader unless there is an issue with the file.

d) Pay Increases Update (Jim Meriwether, Mitch Avila, Rich Yao)

- JM: Moving forward as a management issue rather than taking a senate policy approach, processed in October.
- DB: The only wrinkle from CFA is the equity issue.
- JM: Two-headed process: one for those promoted this summer and a larger study and hopefully action on the broader equity issue.

e) Representative Senate Task Force (Jeanne Grier)

- JG: We are making changes based on feedback from the first Brown Bag, and we have more coming up. We are accepting feedback.



ACADEMIC SENATE

C H A N N E L
I S L A N D S

7) Report from the President

a) enrollment

- 6135 FTES target
- We landed down 7% at 6437 total head count, down from 6943
- Fall FTES is a 10% decrease from last fall
- Spring is typically lower enrollment: 5123 projected FTES
- 5358 FTES annualized, equates to about \$4.5M in tuition revenue loss.
- First-time full-time cohort for this year is at 546.
- New Transfers: 13.4% decrease in head count, 1035 unique students, FTES 15% down
- 2109 cohort: 71.6% 2-year retention rate. 2020 cohort: 81.8% 1-year Retention
- [Strategic Resource Planning Committee](#) report for review.
- JM: Student Research, Living Learning Community, Mission Centers, these should be funded first from the permanent recurring funding acquired.
- RY: Priorities: Y1-2 retention, reducing DFW rates, increasing credit completion, improving Customer Service, increase new student enrollment, increasing financial support to students/scholarships (p28). I would like discussions happening at the division level to vet what proposals are submitted to SRPC to meet these goals. It is a concurrent division-specific and SRPC process.
- AW: Is it possible to find out impact of COVID vaccine mandates on enrollment?
- RY: While we don't have exact numbers on that, at this point in time, for students who are choosing to not get vaccinated or to not go down the exemption route, I want to give them some time, but I am willing to take the hit if they do not want to get vaccinated. We are retaining our not on campus policy and adding a registration hold for spring and running it through conduct code. I acknowledge enrollment hit we might take.

8) Meeting adjourned at 4:41 p.m.

(Note: Senate executive business cannot continue past scheduled end time without motion)