



**ACADEMIC  
SENATE**

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

## **Meeting Agenda Academic Senate**

Martin V. Smith Decision Center  
Tuesday, 26 September 2023; 2:30-4:30pm

This meeting offers a virtual option for members and visitors through Zoom meeting software:  
<https://csuci.zoom.us/j/83715994872>

1. Opening the Meeting
2. Approval of the Agenda
3. Approval of the Minutes from Tuesday, 12 September 2023
4. Report from the Chair
5. New Business
  - a. First Reading: *Resolution on Second Readings* (Wyles)
6. Returning Business
  - a. Second Reading: MS in School Counseling and PPS credential (Weis)
  - b. Senate meeting day and time for Spring 2023 (Miller)
7. Intent to Raise Questions
8. Report from President Yao
9. Report from Provost Avila
10. Reports from Standing Committee Chairs
  - a. Faculty Affairs (Dixon)
  - b. Appointments, Elections, and Bylaws (Smith)
  - c. Academic Policies and Procedures (Correia)
  - d. Equity and Anti-Racism (Francois)
  - e. Budget (White)
11. CFA Report
12. Announcements
13. Adjourn

# Chair's report, 26 September 2023

It's been a busy two weeks since we last met. I have much to share.

## Provost meeting with Officer

The officers met with the provost on 15 September. Here are some take-aways from that meeting:

- Officers asked the provost to insure that the University [never advertises a new academic program](#) before that program has received Senate approval (e.g., the very recently approved Ed.D. in Leadership). The provost said he would make sure it never happens again. (We heard that before with Mechatronics.)
- The provost confirmed that there are 13 faculty searches approved for this year: 8 in Arts & Sciences, 3 in the School of Education, and 2 in the MVS School of Business and Economics.
- Officers asked about institutional guidance on the proportion of face-to-face versus hybrid/virtual classes to schedule for Spring. While the blanket approval to offer as many hybrid/virtual courses as COVID conditions required has expired, there's still some question about what the new normal will be. The provost said guidance on that would be coming from WASC. Meanwhile, word went out that there is no longer and WASC restriction on modality. It seems no further administrative guidance will be forthcoming; is this a time for Senate guidance?
- In addition to agreeing to raise tuition, the Board of Trustees revived a policy that may add a layer of complexity to the approval of new programs. Where this complexity will rear its head is unclear. Stay tuned.
- With three new graduate degrees being approved, the officers asked how the Division of Academic Affairs will manage advertising and recruitment for state-side graduate degrees. The provost reported that the Ed.D. is taking on responsibility for their own program, but beyond that there's no good answer. He added that he is working with people to come up with criteria for offering a program through Extended University (EU), and that criteria might include a mechanism for moving a program from EU to state-side support.

We also talked about Senate's role in approving new academic programs. All Senators should already know that this is an issue everyone has been wrestling with as we've been asked to approve programs. Our conversation ranged widely and included the creation of written processes that could be folded into revised policies in consultation with the Senate's Academic Policy and Planning Committee and the Senate Budget Committee.

The provost shared that the four criteria that he and the president use to order the roll-out of new programs are:

1. contributions to the distinctive mission and vision of the University,
2. impact on enrollment,
3. start-up costs, fiscal sustainability, and opportunity costs; and

4. faculty capacity.

In light of conversations on the Senate floor, it's clear that Senate's review can take these into account or be based on these entirely.

## President meeting with Chair

The Chair met with President Yao on 22 September. We talked about several things including:

- the potential impact of salary negotiations on the University budget,
- the role of the Site Authority in the University budget, and
- the Wang Family Excellence Awards.

We don't know the last time we nominated someone for this award, but the last person from CSU Channel Islands to get the award was Greg Sawyer, our former VP of Student Affairs. President Yao received information about the nomination and award process on 22 September, and he wants us to participate this year and is asking faculty to nominate colleagues right away.

Each campus president can nominate up to four faculty, one each in the categories of

1. Outstanding Faculty Teaching,
2. Outstanding Faculty Scholarship,
3. Outstanding Faculty Service, or
4. Outstanding Faculty Inovator in Student Success.

Criteria for each category can be found in a PDF distributed with these remarks. A nomination of a faculty colleague should include a short narrative that addresses the criteria for the nomination category.

The University must submit its list of nominees to the Chancellor's Office on November 3rd. To give us time for internal review of candidates and preparation of competitive packets for each, nominations should be submitted to the Office of the President by October 3rd. Those who nominate a colleague will be expected to serve on the nominee's package development team.

Email nomination statements to Kaia Tollefson, Chief of Staff, by 2pm on 3 October, 2023, so the nominees can be reported to Senate Exec at their meeting at 2:30pm.

## Executive Committee's Decisions on Chat and Meeting Minutes

At its 19 September meeting, the Executive Committee of the Academic Senate made two decisions that have immediate impact on the Senate and its committees.

First, the Executive Committee agreed that **meeting minutes** shall be limited to a record of Senate business (motions and voting records) along with itemized terse topic lists of reports and discussions on the floor. Detailed committee and individual reports may be attached to the minutes as an appendix.

Second, the Executive Committee agreed that the Senate needs clear guidance on how the **‘chat’ function in Zoom** shall be used during meetings of the Senate and its committees. They passed a motion to form a subcommittee to draft guidelines. The subcommittee consists of Marie Francois, Daisy Navarette, and Greg Wood. In the meantime, the Executive Committee agreed to these interim guidelines:

- a Senator attending via Zoom shall use the ‘raise hand’ tool to be request to be recognized to speak to the body
- unless recognized to speak, Senators shall refrain from using chat to communicate opinions on business or otherwise discuss business of the Senate
- any use of chat must be limited to information that is germane to the Senate

At our meeting, a Senator observed that during the months that Senate could not meet face-to-face, everyone used Zoom in the meeting. We adopted certain meeting standards that worked well for virtual meeting. Now, we are back to face-to-face meetings. But some people are still using Zoom in the ways of the all-virtual Senate, and this is creating problems that clear use guidelines will help solve.

It’s worth noting that meetings of ASI Student Government completely prohibit the use of chat because they must operate under strict open meeting laws (cf. [Gloria Romero Open Meeting Act, Education Code Section 89305 – 89307.4.](#)). The Academic Senate and its committees work hard to be open and transparent, so we would do well to adopt practices that are designed for openness and equity.

## Closing

Those are the highlights of my last two weeks as Chair. There are other issues getting attention (e.g., the need for a faculty hiring handbook), and I expect to report on those in the future. In the meantime, stay well and thank you for your service to faculty shared governance.

– Jason

*Nathan S. Evans, Ed.D.*

*Deputy Vice Chancellor, Academic and Student Affairs  
Chief Academic Officer*

*Dilcie D. Perez, Ed.D.*

*Deputy Vice Chancellor, Academic and Student Affairs  
Chief Student Affairs Officer*

September 21, 2023

**MEMORANDUM**

**Nominations Due by:**  
Friday, November 3, 2023

**TO:** CSU Presidents

**FROM:** Nathan S. Evans, Ed.D.   
Deputy Vice Chancellor, Academic and Student Affairs  
Chief Academic Officer

Dilcie D. Perez, Ed.D.   
Deputy Vice Chancellor, Academic and Student Affairs  
Chief Student Affairs Officer

**SUBJECT:** Wang Family Excellence Awards – Call for Nominations

This communication serves as the official call for nominations for the 2024 Wang Family Excellence Awards. The purpose of this award is to recognize and celebrate California State University (CSU) faculty members who, through extraordinary commitment and dedication, have distinguished themselves by exemplary contributions and achievements in their academic disciplines, while having a discernable impact on students. Similarly, a staff member will also be recognized for extraordinary accomplishments in appropriate areas within the university.

Past selection committees have expressed the importance of considering the following when selecting nominees:

- A Wang Award nominee should be regarded as a “superstar” on the campus, with a demonstrated record of unusually meritorious achievements.
- Nominees should be making multi-faceted contributions to the campus and learning community, such as involving students in research and community service, arranging and supervising student internships, recruiting students, publishing and enhancing overall student success, for example.

**CSU Campuses**  
Bakersfield  
Channel Islands  
Chico  
Dominguez Hills  
East Bay

Fresno  
Fullerton  
Humboldt  
Long Beach  
Los Angeles  
Maritime Academy

Monterey Bay  
Northridge  
Pomona  
Sacramento  
San Bernardino  
San Diego

San Francisco  
San José  
San Luis Obispo  
San Marcos  
Sonoma  
Stanislaus

Through the continued generosity of Trustee Emeritus Stanley T. Wang and his family, four faculty members and one staff member will be awarded \$20,000 each. This gift will continue to be administered through the CSU Foundation. Information about the award, may be found at the following website: <https://www2.calstate.edu/csu-system/faculty-staff/wang-award/Pages/default.aspx>.

### **Selection Committee**

The Wang Family Excellence Award Selection Committee is appointed by the Chancellor in consultation with Trustee Emeritus Wang. Members of the committee include: (1) two members of the CSU Board of Trustees, (2) the Deputy Vice Chancellor for Academic and Student Affairs and Chief Academic Officer, (3) the Vice Chancellor, Human Resources, (4) the Chair of the CSU Systemwide Academic Senate, and (5) a CSU tenured faculty member previously recognized by the Board of Trustees for outstanding accomplishments. Trustee Emeritus Wang may serve as an advisor to the committee.

### **Faculty Nomination Process**

Annually, each campus president may nominate up to four faculty for consideration by the Wang Award Selection Committee, including one probationary or tenured faculty member for each of the following categories as delineated in Attachment A for the following faculty awards:

- (a) Outstanding Faculty Teaching
- (b) Outstanding Faculty Scholarship
- (c) Outstanding Faculty Service
- (d) Outstanding Faculty Innovator in Student Success

Faculty members nominated for the award must have participated successfully in a campus peer-academic administrative review process, such as reappointment, tenure, and/or promotion or faculty merit award in teaching, research, or scholarship, for example. These reviews must have occurred no earlier than the 2018-19 academic year. Although a CSU president may elect not to nominate four faculty members, no more than one faculty member from each of the categories cited above may be nominated. Attachment A lists the criteria under each category.

### **Staff Nomination Process**

The CSU president may also nominate one staff member who currently serves in the management personnel plan as an Administrator III or IV on a campus. Nomination criteria are delineated in Attachment A regarding the award for staff:

- (a) Outstanding Staff Performance

To be eligible, the staff member's record of outstanding performance, activities and accomplishments cited must have occurred after January 1, 2018. Campus presidents may nominate a faculty or staff member who has been nominated previously yet not selected as an awardee of the Wang Family Excellence Award.

It is expected that each nomination will be uploaded as one file to the following internal CSYOU website: <https://csyou.calstate.edu/Employee-Resources/wangawards/Pages/default.aspx> and include a cover letter from the university president that is closely tied to the criteria; the president's letter should not exceed two pages. No hard copy submissions will be accepted. A current resume or abbreviated curriculum vitae must accompany each nomination. Additional documentation is limited to five single-spaced, single-sided pages, on which nominees may display examples of their individuality and excellence. Submissions for each faculty nominee should include feedback or evidence of impact on students in the designated award area. To this end, brief testimonials from students would be appropriate.

### **Criteria**

- Awards will be made to those who have made truly remarkable contributions to the advancement of their respective universities and/or the CSU system.
- Nominees should have a demonstrated record of unusually meritorious achievements documented by evidence of superior accomplishments and contributions to the discipline or achievements in an assignment in the respective award area.
- The activities must advance the mission of the university, bring benefit and credit to the CSU, and contribute to the enhancement of the CSU's excellence in teaching, learning, research, scholarly pursuits, student support and community contributions.
- More specific criteria for each award can be found under Attachment A.

### **Timeline**

Nominations with supporting documentation should be uploaded to the following website: <https://csyou.calstate.edu/Employee-Resources/wangawards/Pages/Wang-Award-Form.aspx> no later than Friday, November 3, 2023. Notification of the 2024 awardees will take place in December, with presentation of the annual awards expected at the January 30-31, 2024 Board of Trustees meeting.

Questions regarding this award program, particularly the nomination process, should be addressed to the Office of Academic and Student Affairs at [EVCASA-assists@calstate.edu](mailto:EVCASA-assists@calstate.edu).

Thank you for your cooperation and support. We look forward to receiving your nominations.

NSE and DDP/vs

Attachment

c: Jolene Koester, Interim Chancellor  
Lori Redfearn, Administrator-in-Charge, University Relations and Advancement  
CSU Academic Senate Chairs  
Provosts/Vice Presidents for Academic Affairs  
Vice Presidents for Student Affairs

## 2024 WANG AWARDS CATEGORIES

### **Outstanding Faculty Teaching Award**

The Outstanding Faculty Teaching Award recognizes a faculty member who models excellence in teaching.

*Criteria:*

1. Utilizes exemplary pedagogy, including creativity and innovation in curriculum development and teaching methods.
2. Serves as a teacher leader both on campus and off campus, with a demonstrable impact on students and colleagues.
3. Pursues the scholarship of teaching, translating teaching-and-learning research into practice, and submitting teaching to professional scrutiny.

### **Outstanding Faculty Scholarship Award**

The Outstanding Faculty Scholar Award recognizes a faculty member who demonstrates excellence in research, scholarship, and/or creative activities in his or her field.

*Criteria:*

1. Significant contributions to scholarly knowledge in research, creative works, and other products of scholarly activity. Examples include publications in journals and books (including those works with undergraduates), creative writing, visual arts, composition, artistic performance, awarded external grants/fellowships and presentations at symposia and conferences.
2. Earned the esteem of distinguished colleagues within his or her field of study.
3. Research, scholarship or creative work has a critical impact on the community or on a local, state, national or international problem.

### **Outstanding Faculty Service Award**

The Outstanding Faculty Service Award recognizes a faculty member who excels in service to the university and the larger community.

*Criteria:*

1. Demonstrates superior service to the university through committee work, governance bodies and related activities, and administrative support.
2. Engages in impactful service to external stakeholders including federal, state and local governments; business and industry; and professional, public and private not-for-profit organizations. These activities may utilize the faculty member's professional expertise or the faculty member may be participating as a university representative.
3. Contributes to the university's efforts to enhance equal opportunity, cultural diversity and closing the student equity gaps.

## Attachment A

### **Outstanding Faculty Innovator in Student Success Award**

The Outstanding Faculty Innovator in Student Success Award recognizes a faculty member whose outstanding contributions are significantly improving student success.

#### Criteria:

1. Remarkable commitment to student success beyond his or her own classroom and discipline based on evidence-based results.
2. Develops, implements, and shares techniques, practices, and/or technologies that transform the student experience and improve outcomes for student success.
3. Utilizes creative and exemplary teaching practices and supports positive faculty-student relationships that inspire excellence and student success.

### **Outstanding Staff Performance Award**

The Outstanding Staff Performance Award recognizes a staff member who excels in all aspects of his or her position, with an extraordinary work ethic and impact; serving as a role model and connecting with students, staff, faculty or administrators both within and outside his or her department to promote the University's vision and goals.

#### Criteria:

1. Excels in every aspect of work performance, beyond professional peers.
2. Demonstrates efforts toward self-improvement while developing and recognizing the strengths and talents of others.
3. Demonstrated initiative and creativity that results in improved efficiency of the department and/or CSU.
4. Promotes positive morale and enhances the image of the department and/or CSU.
5. Has led a significant campus effort that has brought recognition to the mission and/or goals of the University.

## **Resolution In Support of First and Second Readings**

### **Resolution #:**

**Sponsors:** The faculty of the Mathematics Department, the History Department, the Chemistry and Physics Department, the Art and Art History Department and the Broome Library

### **Approval Date:**

**Purpose: To encourage meaningful faculty participation in shared governance at CSUCI**

### **Resolution:**

WHEREAS a representative Academic Senate began operations at CSUCI in Fall 2022 after many years during which all tenure-line faculty were automatically senators and some lecturer faculty represented all lecturers;

WHEREAS the Academic Senate is intended to be a forum for careful, evidence-informed deliberations;

WHEREAS decision-making is strengthened when a variety of perspectives are engaged in making decisions;

WHEREAS faculty participation in shared governance improves ideas and the implementation of those ideas;

WHEREAS first readings of new business at Academic Senate provide the opportunity to raise questions and request evidence from proposers;

WHEREAS senators need time between first and second readings to consult with those whom they are representing, to present Senate business and solicit input and feedback;

WHEREAS Senate bylaws allow for proxies for senators who are unable to attend, and waiving first readings does not give the opportunity for a senator to inform their proxy of their desired vote(s);

WHEREAS the campus has formalized its plans to increase the number of both undergraduate and graduate programs at the university, so Senate can expect to see many requests for approval of such programs to appear before it in the next few years;

WHEREAS maintaining the flexibility to waive a first reading may be appropriate in rare or laudatory circumstances;

BE IT THEREFORE RESOLVED that the senate will consider waiving the first reading only in extraordinary circumstances, well justified on the senate floor, and

BE IT THEREFORE RESOLVED that a culture of representation requires an announcement of an intent to move to waive a first reading be included in the the distribution of senate material with appropriate

time for consultation with all faculty, and

BE IT THEREFORE RESOLVED that the Senate supports first and second readings separated by at least one Senate meeting in almost all circumstances.

# Classroom Utilization Reports

## For Academic Senate, Fall 2023

The Division of Academic Affairs tracks the utilization of academic space each semester. They have a [concurrent classes dashboard](#) that shows how many classes are running at what time during each day of the week. Graphs of concurrent classes are shown below.

These reports may be helpful as we consider a more equitable meeting time for Academic Senate.

## Spring Semesters

Below are plots for the current classes during the Spring semesters of 2021, 2022, and 2023.

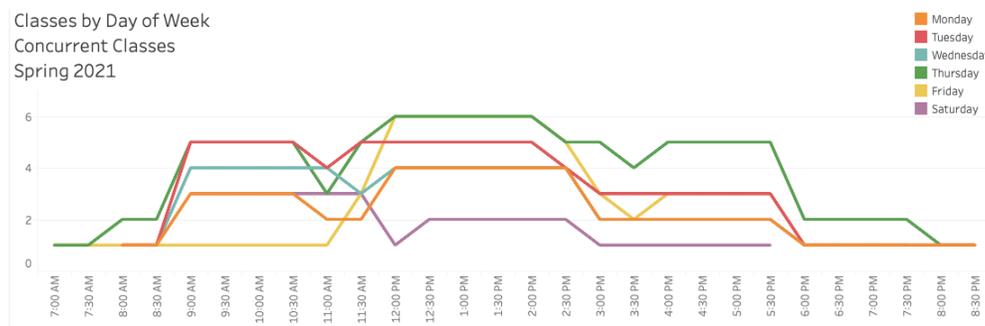


Figure 1: Concurrent classes during Spring 2021

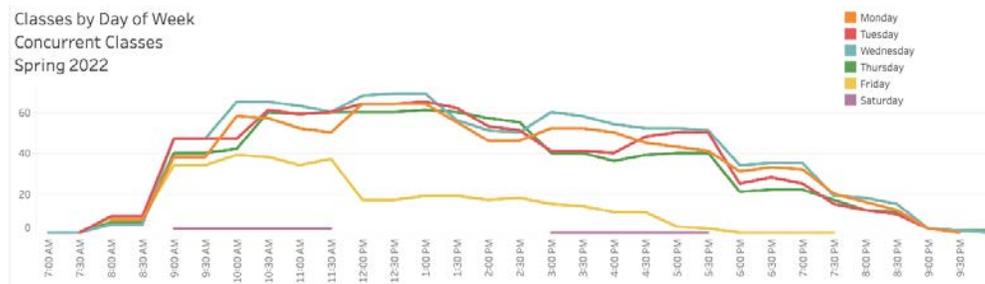


Figure 2: Concurrent classes during Spring 2022

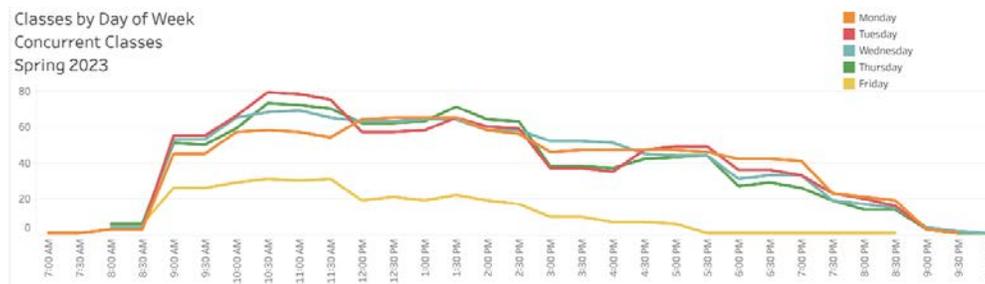


Figure 3: Concurrent classes during Spring 2023

# Fall Semesters

Below are plots for the current classes during the Fall semesters of 2021, 2022, and 2023.

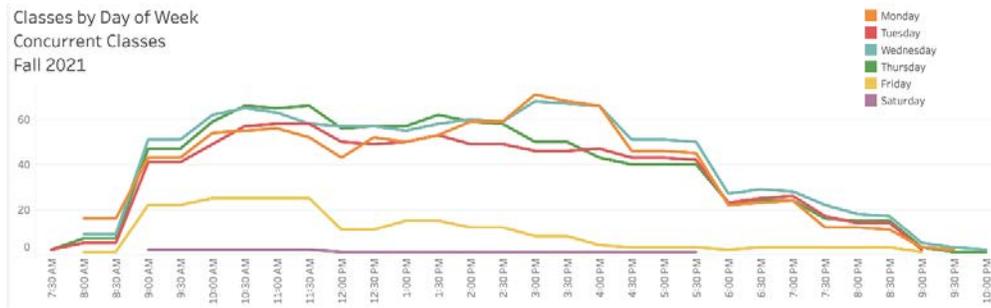


Figure 4: Concurrent classes during Fall 2021

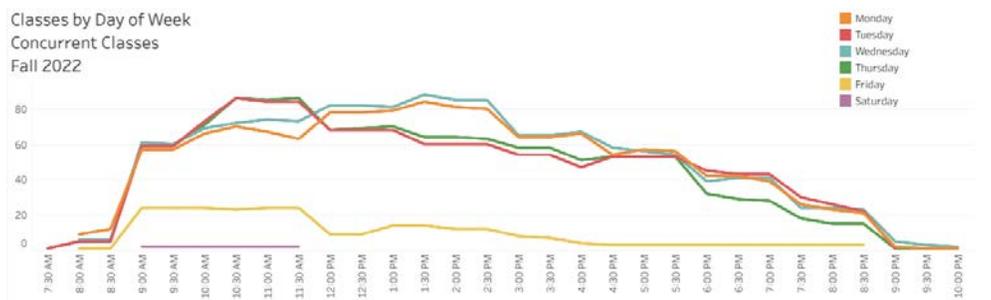


Figure 5: Concurrent classes during Fall 2022



Figure 6: Concurrent classes during Fall 2023