

**Academic Senate Minutes**

Grand Salon

Tuesday, February 26, 2019; 2:30-4:30pm

1. Approval of the Agenda

Jared Barton and Debra Hoffmann moved and seconded. Motion carried.

2. Approval of the Minutes from December 4, 2018 \*

Brittnee Veldman - on December minutes at end of provost's report, 2nd question - can details for searches timelines for academic year be posted and made available on senate website?

Matt Cook, Billy Wagner - moved and seconded. Motion carried.

3. Report from the Provost

Provost Say: Open forums for AVP for Faculty Affairs, next week, candidates for Dean of the library position and want feedback and input on candidates. Please participate as much as possible. There was a climate survey done last year, results will be released on Friday, and ample opportunity for discussion and feedback.

4. Report from Statewide Senators

John Yudelson - until May there will be a call for the Faculty Innovation and Leadership awards.

GE task force for statewide academic senate has put out a report which will be discussed mid-March at statewide senate.

5. Report from CFA President

John Griffin - schedule for lecturers that includes various workshops. Other events- May 1- all union lunch. May 2nd - retirement workshop (John Carp from SJSU as expert). Great time for labor movement as faculty around the country stand up for students and making sure the future is secure for them in a changing environment. Negotiations in Oakland. Also: CFA elections coming up this term, Sean Kelly and Ivona Gregorcik plus Griffin is committee for elections. Meetings in March with specific groups of people (ex., just Psychology to find out what is important to them in upcoming contract; groups of parents; other focus groups designed to inform us about what might be the important issues.

6. Report from the Senate Chair



## ACADEMIC SENATE

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

Last time we met we didn't meet quorum so just gave reports. Senate exec considered this and came up with some changes. Continuing business requiring vote or new business will be at exactly 3:00pm for the rest of term.

56 quorum went to 48 with folks who dropped out.

Thank you to Jim Meriwether who has agreed to step in for Simone at march statewide Senate. Election to replace Simone's seat after that.

Yesterday announcement came out - nominations are out for Senate officer seats (Chair, Vice Chair, Secretary). Virgil and Matt will not be running.

Please submit standing committee reports in writing ahead of time to save time for business on the floor.

### 7. New Business

- a. Resolution on Student Research and Retention, Tenure, and Promotion (RTP)
- b. Resolution on Digital Scholarship and Retention, Tenure, and Promotion (RTP)
- c. Resolution on Expectations for University Service for the Purpose of Retention, Tenure, and Promotion (RTP)

Sean Kelly - there are 3 resolutions here, he's going to talk about them together because they seek to do variations on same thing. Resolution is not a policy, direction or order, it expresses the sentiment of the body. Sometimes ask for action but does not require action. These ask programs to look at PPS to try to take into account 3 things junior faculty talk about a lot.

Where does student research fit in your program, how is it going to be recognized as part of your RPT process, or not? Second one deals with digital scholarship, which is something we will see more and more of as newer faculty are trained in digital scholarship. Humanities, need to make it clear how we're going to evaluate that material if at all. Final one is service, people upset they can't get enough service, or a culture that says we're asking for an unreasonable amount of service. People need to feel more confident that they can be doing what they need to move career forward and get tenure.

These are nonbinding, does ask you to take a look at this.

Discussion Resolution on Expectations for University Service for the Purpose of Retention, Tenure, and Promotion (RTP) . Is this a binding resolution? Jeanne Grier - 3 units of workload devoted to service that we are often silent about, how is this related? Sean Anderson - doesn't know how useful it is to ask us just to look at things, be the change we want to see - want to see a clearer definition of all of these things. When we don't define service, some departments do comparatively little or more, so it would be helpful to have more specific



## ACADEMIC SENATE

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

categories or guidelines for what is expected (for all these categories). We've let everyone define their own path and that might not be the best way forward. Might be able to fold language in to create consistency in expectations. Mary Adler - appreciates resolution - in purpose line it says to clarify expectations for university service, but what about expectations for senate/community/program/professional service? Ivona Grzegorzcyk - make an option for people to resign from a committee when elected because some people are elected to too many committees. Virgil Adams: no way to replace people on committees officially in by-laws now. Catherine Burriss: program service is often significant and variable across programs. Sean Kelly: could remove word "university" and just say service. Jules Balen - URTPC considering holding brown-bags because these issues are coming up, and this will encourage us to move forward on that.

Discussion on Resolution on Digital Scholarship and Retention, Tenure, and Promotion (RTP) - Ivona Grzegorzcyk – doesn't see any difference between digital and traditional scholarship. Should be mentioned that digital work is also accepted but same criteria should apply. Sean Kelly - part of the problem is that there is quite a heated debate around the country about digital scholarship because it's easy to place information online, but in POLS, the element of peer-review puts a stamp of legitimacy on the work. This is something that if we don't think about it now, we're going to have some upset faculty when they get to the tenure process. Sean Anderson - agrees with Ivona more, can we have examples of where this has caused contention? Sean Kelly - no, but we should tackle it now for the folks coming in doing less traditional scholarship (digital exhibits). See end links for how others have dealt with it. Teresa Avila - can see this in the art program - how exhibitions and catalogs are equated with publications and research; she was involved in grant development, producing text, innovation, went even beyond what we would consider , it behooves us to acknowledge this and what it might mean, and how it might not be the same but equally valuable. It behooves us to have criteria we can look to and understand clearly s digital humanities is becoming a larger part of the world.

Discussion on Resolution on Student Research and Retention, Tenure, and Promotion (RTP) - Cindy Sherman - what is the process for this? We're reading this for the first time? Who does this go to when we vote on it? It's nonbinding, but then what? Sean Kelly - the most important part of the process is that we're talking about it; the idea is that for those programs that choose to consider changes, that by the date in the resolution they would forward those changes as they would have to anyway to Faculty Affairs. The PPS is the place where changes would actually be made. Chuck Weis – follow-up on process - is it necessary to have the resolution ask for Faculty Affairs to look in on it? Sean

Kelly: actual action would take place at program PPS committee and not Faculty Affairs. Chuck Weis: but text says “encourage the Faculty Affairs committee to”, is that necessary? Sean Kelly: No.

d. SP 18-0X: Add Policy

Luis Sanchez - revising add policy to move the deadline to add a course from end of week 4 to end of week 3. Gives CI more chance to finalize enrollment numbers. Removes need for dean to sign off in hopes of removing bureaucratic hurdles.

Jesse Elliott - advantages for staff, but what effect on students? Luis - making sure students aren't going beyond that three weeks without access to quizzes or other things required for success in that course. Jeanne Grier: Do we know, when is the drop deadline and is it before or after the add policy, because it creates confusion with there no longer being wait lists? Answer: it lines up now. Not trying to prevent students from adding the course. Teresa Avila - in relation to adds, has had students dropped for financial issues, are we then having to do the form, would it count as an extenuating circumstance? Colleen Forest from registrar's office - we take into consideration chair and instructor recommendations including timing of disbursement or drops for nonpayment due to university error usually approved, but not if the student is just not taking care of business.

On March 12th all of these will come up as second reading items where they will pass or not pass.

8. Report from By-laws Revision Committee

John Yudelton: By-laws are an interesting group of rules - committee has made several revisions, have taken input and by-laws into 3 categories: things we believe we can change this term, things we need to work on, and aspirational as not all will be done this term. There will be revisions coming to all faculty this week, Matt Cook has done a great job herding cats and should you have input or questions about the document, contact anyone on the by-laws committee. Hope to present at March 12th meeting for first reading. On floor will vote for each one, requires a  $\frac{2}{3}$  vote.

Big change in curriculum by-laws. Jeanne Grier - changes to curriculum has to do with fixing problems - backlogs, putting everything on hold during executive order commands. Proposing 4 new committees: Arts, Humanities, Social sciences; Business; Education; Math and sciences. Proposing academic planning committee. Local committee would have 5 people, chair is tenured faculty member specifically elected to that committee, and chair has ear on larger

academic planning committee that spans the university. Moving from one big curriculum committee to local level committees - course proposals, modification to existing courses and programs. Larger academic planning committee will discuss what's getting on master plan with short form, and once have an implementation date for new program to begin at CI will have input. Policy to amend/update senate 05-04 which was last academic planning policy. Huge change: front end and back end processes will have staff available at front and back end to understand implications of adding prerequisites, etc. These documents will come out along with Curriculum by-laws changes.

Virgil Adams: as Jeanne notes, there will be brown-bags.

9. Report from Strategic Initiatives Implementation Committee

Genevieve Evans-Taylor - working on finalizing website, capturing what are funded initiatives and what are nonfunded, how they're being assessed. Email out shortly to ask divisions what work is being done, wider reaching collaborative initiatives.

10. Report from the Achieving Faculty Diversity Group

Catherine Burriss - working in subgroups on various deliverables and goals set over the past several months. Goal is to complete everything by end of semester. No product for the hiring happening right now, so everything like the toolkit and handbook is in beta.

11. Reports from Senate Committees (*As Needed*)

- Committee on Centers and Institutes

Rachel Soper - met to discuss newly available faculty director for Center of Community Engagement - Dennis Downey recommended for one year interim. CA Institute of Social Business disbanded. Sean Anderson - can we get a postmortem on the the CA Institute of Social Business? Rachel - just have a short letter from Andrea Grove. Provost Say - short answer is that funding ran out; students currently enrolled will be allowed to finish, some of the initiatives will be rolled into Institute for Entrepreneurship. Only 11 students over 10 years have enrolled in the program.

- General Education

Geoff Buehl co-Chair - John Yudelson alluded to this - there is a GE task force that has created a new proposal for GE in the CSU. One of the things the GE committee will do is look over that and provide campus based feedback which will go to statewide senate, but he encourages all colleagues to look at it because it is a fairly sizable change. It reduces GE package from 48 to 42, and includes the

American Institutions inside that. It is worth every faculty member's time to review so we can have a comprehensive campus response.

- Committee on Committees

Matt Cook - thanks to Cindy Wyels, Robin Mitchell, and Jaime Matera. Sent out call for Senate officers. Then general election for academic senate standing committee openings.

- Minigrant Review Committee

- Curriculum Committee

Blake Gillespie, co-Chair - almost through with reviewing proposals that need to be completed to be included in next year's catalog.

- Professional Leave Committee

- Faculty Affairs Committee

Stephen Clark, chair - will be submitting proposed revisions to policy on lecturer evaluation. Tentative date for brown-bag will be announced.

- Student Academic Policies and Procedures

- Fiscal Policies Committees

- Advisory, Ad Hoc, Special Committees and Other Elected positions

Stacey Anderson - Library advisory Committee - Celebration of faculty scholarly and creative activities on April 23rd, which is also world book day. Please submit your accomplishments, Steve Stratton will put out a call. You'll also be receiving invitations for Dean of the Library search. We haven't had an increase in library staff compared to students so we're operating at 2008 level. \$600k short this year in digital collections.

Sean Anderson - See Academic Affairs budgeting process, email came out previously. Place for providing input and everyone across division can see what is going on - one of the mechanisms for transparency is a 'course' in canvas, and within that course there are forums for different budget proposals. See site and join one or more of the groups.

Annie White and Jasmine Delgado - administrative efficiency committee - interdivisional, report divisional and departmental continuous improvement projects. Example - last month facilities looked at the way they organize and replenish supplies in handwritten and tedious process - looking into DocuSign.

Now bringing to committee inefficiency with international travel. If faculty have inefficiencies, please report through the committee.

12. Intent to Raise Questions (ItRQ)

Frank Barajas – In the spirit of shared governance and respect, can the Provost create a taskforce of appropriate faculty or a forum of dialogue to address the question of Department oriented tenure-track searches versus the university's long tradition of Interdisciplinary Recruitment that advances interdisciplinary student learning and faculty collaborations?

Jim Meriwether – Over the past 6-8 months there have been significant personnel changes in the Provost's Office/Academic Affairs. A number of administrators have left their positions, others have been promoted, and a number of new people have been hired -- whether permanently or as interims. For smooth and efficient operations, it would be helpful to have a widely shared and clearly defined understanding of which duties and responsibilities reside with which administrators and staff in Academic Affairs. In light of all the changes, could the Provost's Office share that current organizational understanding with the Academic Senate?

Matt Cook – Is Provost Say intending to continue the use of search firms for the hiring of administrative positions? If so, can you express why you think they are important component to a successful search? Further, can you let us know how much the university spend on search firms in AY 17-18 and AY 18-19?

Sean Anderson – I am hoping to see any evidence we have about post-graduation attainment/success of our graduates (Household income, job attainment, graduate school, etc.) and possibly get a presentation about it in an upcoming Senate meeting.

Debi Hoffman – Three questions related to faculty hiring:

- Will candidates still meet with Administration (eg: President, Provost) during their on-campus interviews?
- Who will make the final decisions on hiring- the Dean? The Provost? The President?
- Re: this final decision on hires, what weight will Provost and President give to the DSC 's recommendations?

Julia Ornelas Higdon – In speaking to our staff colleagues in maintenance, it seems that many of them are not aware about our campus's Active Shooter Training. Is the CSUCI Police Department's Active Shooter Training available to





## ACADEMIC SENATE

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

maintenance and custodian staff? If so, are they able to attend during their work hours? Is the training available to maintenance and custodial employees including those who work evenings and late night shifts?

Yes, our Surviving an Active Shooter Event training is available to maintenance and custodial staff, the same as it is available to all other employees and students. In addition to at least one offering per semester for students, we offer this course at least once per semester for employees, and we coordinate that training through the University's Professional Development program. Employees' participation in these courses is voluntary at this time.

Whether or not employees are able to participate in this training during their work hours must be determined by each employee's supervisor, but I believe the intent of the Professional Development program is to make training opportunities available to employees during their normal working hours.

We have provided a version of this course specifically for Facilities Services staff in the past. If Facilities Services is interested in having us provide this training during the evening or overnight hours, we will be happy to do so

Chief Michael Morris

Billy Wagner – At CSU Monterey Bay, they have a smartphone app called "Otter Eats". This App alerts students to events on campus that are ending where there is leftover food/snacks, allowing them the opportunity to come and enjoy the food so that it does not go to waste. Is it possible to develop such an App here at CSUCI, perhaps "Dolphin Eats" or "Echo Eats"?

We are excited to share that we are actively working on this feature and ...we will be utilizing the "GoCI" App to provide notifications to students. There will be a Basic Needs standalone icon embedded in the app that will have information about the Basic Needs Program that includes and is not limited to, hot meals, CalFresh sign-up assistance, Dolphin Pantry, emergency housing and the emergency grant. The App has a feature (like many other apps) that will allow students to "opt-in" to receive push notifications on their phones that will inform them of the location of available leftover food from catered events.

We recognize that not all of our students have access to a smart phone so we are working through some options (e.g. email, separate text notification from our office etc.) on how we may notify students who may not have access to that type of technology.





## ACADEMIC SENATE

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

We're currently working on the logistics of the rollout of the app and content and hope to have the app ready and launched by Fall 2019 (if not sooner).

Chelsee Benté, M.A.

Basic Needs, CARE & Student Conduct Administrator

Luis Sanchez – The CI Boating Center is an incredible facility. It has potential to further our connection to Oxnard, and I encourage my colleagues to continue to think of innovative ways to utilize the space. Although we are able to reserve the classroom space at no cost, we are required to pay a \$42 locksmith fee to unlock and lock the door. I'm concerned this fee might create an obstacle for certain groups or anyone who might be interested in utilizing the space. Is there a way to work with facilities or CI boating center staff to have that locksmith fee waived? Thank you for the consideration.

Matt Cook - ask Matt to send so we can cut and paste them in here

Brittnee Veldman – In the last five years CAPS has faced several challenges that included: increased demand for services, reduced staffing, the training program being placed on hold, changes in leadership, and several campus and statewide related tragedies. Given these challenges, are counselor tenure positions going to be re-considered in order to provide greater stability and retention for faculty and for students?

Brittnee Veldman – I currently have students who have DACA and undocumented status looking to apply for graduate school. In the past, due to the Ally training, students felt relatively safe divulging their status at either the Career Center the Graduate Studies Center (GSC).

- a. With Martha Zavala from the Multicultural Dream Center and Aracely Flores from the GSC no longer on campus, what is CI doing to ensure our Dreamer students can plan for graduate school with a strong measure of ensured safety?
- b. Can The Academic Senate please invite Martha's replacement to speak about their role on campus?
- c. Since all programs send students to graduate school, is there a plan to institutionalize the GSC so that Education does not have to bear the burden of the cost?

John Yudelso – How is service credit for previous academic work determined? Is there a process for posting open searches before going outside and hiring new TT faculty? Lecturers would have applied if they had known there were openings.

Teresa Avila – (will type up and send to matt) in re: Title IX, when there is a complaint made against a potential offender, what is the process for documenting those reports? Should a statement be put in the personnel file or folder of the person it's been launched against? When we have someone on this campus who provides service, and they are repeatedly reported as troubling and or a sex offender, is the university noting these multiple reports and tackling the issue of that individual possibly being less than a positive element and threatening our students?

Jim Meriwether – Request based on provost report - to extent possible if there could be save the dates sent out WELL in advance of searches, this has been requested before. Provost Say: understands the frustration with this. Meriwether's question: when he return in January there were many changes on campus; given the number of folks who have left and those who came in, and as they don't always take on the same duties, and also folks have been promoted with additional responsibilities, it would be helpful if the provost's office could generate a roadmap/guideline of duties and responsibilities of different administrative areas on campus.

13. Announcements (no more than 2 min. each)

AV for faculty affairs forum at 4pm in Sage 2030 today.

Cindy Sherman - Financial literacy workshops, first one march 5th from 6-8 in one of the salons.

Kuan-fen Liu - Two ethnomusicologists performing this Thursday Feb 28th at 12, 130, and 3pm with lectures in Malibu 100.

Staff development group - has been asked to do stress management workshop march 12 from 9am in Solano.

Janet Pinkley - exhibit from NLM - Exhibit called Native Voices - opening reception March 5th at 4:30pm at Broome.

Sean Anderson - new effort on campus to pull together from Chumash colleagues and culture. Group is still forming, Pilar Pacheco is queen of scheduling - email to her or Sean Anderson. Idea is to have an initial launch in early fall.

Jules Balen - Our Stories Matter - use of New Zealand's learning stories.

14. Adjourn

Moved by Greg Wood, seconded by Catherine Burriss, adjourned at 4:01pm