



## ACADEMIC SENATE

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

### Meeting Minutes Academic Senate

Martin V. Smith Decision Center  
Tuesday, March 12, 2024; 2:30-4:30pm

Present: Abbasi, Anderson, Andrzejewski, Avila, Avila, Berkowski, Caravello, Castillo, Chavarria, Chen, Clobes, Collazo, Deans, DeGraffenreid, Delgado Hellesester, Denton, Dixon, Estrada, Fitzpatrick, Folk-Farber, Forest, Francois, Grove, Grzegorzczuk, Guzman, Harris, Jenkins, Jiménez, Kee-Rose, Lavariega Monforti, LeRoy, Luna, McClellan, Miller, Neto, Perchuk, Pereira, Profant, Rivas, Scholl, Sherman, Slocum, Smith, Swan-Wood, White, Wyels, Yalcin, Yao

Absent: Correia, County, DeHart, Ford Turnbow, Guerrero, Hampton, Harris, Hasendonckx, Itkonen, Leafstedt, Matera, McColpin, McGrath, Navarrete, Nichols, Reilly, Rex, Weis, Wood,

Guests: Dobson, Ernesto, Garcia, Gonzalez, Hayakawa, Hernandez, Jenkins, Lamb, Lefevre, Li, McHugh, Paolillo, Perez-Gonzalez, Quiroz, Zivot

#### CONSENT AGENDA

1. SP 23-15 Minor in Education

#### AGENDA

##### 1. Opening the Meeting

The Chair called the Meeting to order at 2:36pm.

##### 2. Approval of the Agenda

Swan-Wood moved to approve the agenda. The motion was seconded by Wyels.

Because the president must leave early, his report will be moved up to agenda item 5.

Chavarria raised a concern about the effect of GE policy on new academic programs, specifically the way we limit new upper division general education designations. Amended agenda by adding this topic as (9c).

The agenda was approved by unanimous consent.

With the approval of the agenda, SP 23-15 was passed.

### **3. Approval of the Minutes from February 27, 2024**

Swan-Wood moved to approve the minutes. Clobes seconded. The minutes were approved by unanimous consent.

### **4. Report from the Chair**

Most of the report was summarized verbally. Written report is attached to minutes.

### **5. Report from the President.**

### **6. New Business - None**

### **7. Returning Business - None**

### **8. Intent to Raise Questions (linked to Google Slides):**

[https://docs.google.com/presentation/d/1RktrZWj6xsH-\\_d4UFVNu3Tny9\\_leM6GagxJnGMN9KI/edit?usp=sharing](https://docs.google.com/presentation/d/1RktrZWj6xsH-_d4UFVNu3Tny9_leM6GagxJnGMN9KI/edit?usp=sharing)

### **9. Informational**

#### **a. Update on Reorganization (Provost Avila)**

Provost has had guided conversations with Chairs. Because we have a standing contract with Hanover Consultants, the provost asked them to take a look at existing academic structures. Learned that no structure was chosen for strategic reasons.

Reorganization does not threaten any programs or faculty positions.

#### **b. Update on Commencement (Paolillo)**

Two commencement ceremonies this year. Karen Gundelfinger will be sending out a survey about commencement. Please nominate a lead Marshall.

Nancy Deans asked Catherina to help part-time faculty participate in commencement.

#### **c. GE and new programs (Chavarria)**

Our GE policy appears to stipulate that there be no new upper division general education courses. Would like new programs to be given an exemption from this practice (e.g., Black Studies, Native American Studies).

Marie: SP 16-12 section 2 says 'recommend' not 'require'.

Chavarria made a motion to send this issue to the GE committee for review. Periera seconded. The motion passed by unanimous consent.

### **10. Report from Statewide Senators**

No report.

### **11. Report from CFA President**

John Caravello reported. Equity Conference starts tomorrow. Pay increased will be reflected in our contracts in June or July. Eyes open for an email about a CFA petition.

### **12. Report from Provost Avila**

Keep eyes open for Trustees vote on Title V. Will likely lead to changes in our GE. A Task Force will be formed to start the process for addressing this over the summer. Faculty membership will be paid.

Jackie Connell has modified the proforma model for new programs in a helpful way. The Senate will find the change an improvement.

### **13. Report from Senate Committees**

#### **a. Appointments, Elections, and Bylaws (AEBC)**

Still accepting self-nominations for Senate committees. Christina Smith will be the Senate Chair for 2024-2026.

#### **b. Academic Policy and Planning (APPC)**

No report. Miller remarked that Correia brought a draft revision for the policy that defines the APPC structure.

#### **c. Senate Budget (SBC)**

Ready to apply the resource review framework process to the next program long form.

Swan-Wood remarked that it would be very helpful to give this information early in the workflow. Jimenez expressed frustration from people who have been working on proposals because the process isn't clear and it feels like they encounter roadblocks along the way. This is delaying implementation days.

#### **d. Equity and Anti-racism (CEAR)**

GPS has gone to FAC. Work with FAC and NTTFC to finish draft of revisions of the bylaws policy. Working on an equity review form.

#### **e. Faculty Affairs (FAC)**

Received revision of GPS. Hope to get it to URTPC this week. Hope to get to Senate the revised Policy on Office Hours. Working on revisions to syllabus policy. There are seats open on FAC.

#### **f. Student Academic Policies and Procedures (SAPP)**

Brown bag for policy on credit for prior learning. Adjustment to Withdrawl Policy that makes the trial permanent; have data on trial's positive effects.

#### **g. Others**

- Professional Leaves Committee will give presentations on DIPL and sabbatical.

#### **14. Announcements**

- International Affairs affinity group at Institutions on 14 March, 5-7pm
- Happy Women's History Month, 3/15 3-5pm in Grand Salon
- ASI elections are open for applications; close at 5pm on Friday
- Day of Young Child on 20 April
- Minor in Global Studies, presentation in library, 4/8 at 6pm

#### **15. Adjourn**

Collazo made a motion to adjourn which was seconded by Clobes and passed unanimous consent. The Chair adjourned the meeting at 4:15pm.

# Chair's Report, 12 March 2024

This is a short report on the work of the Officers since our last meeting.

## Reorganization

As you know, the Division of Academic Affairs has started a process of reorganization. The Senate officers are keen to stay apprised of this process and facilitate faculty consultation at important points in this process. To this end, we have actively encouraged the provost to be transparent in his messaging and to be clear that no programs or positions (faculty or staff) are at risk of elimination in this process. I believe he sent out a message to this effect this week.

To support the process leading to reorganization, and to help increase its transparency to all faculty in Academic Affairs, the officers are going to reboot the Senate's Canvas page, adding all faculty as members. In that page, we will curate discussion board threads on reorganization. All faculty are encouraged to use the discussion threads to review information shared with campus, ask questions, and share comments.

Stay tuned to the launching of this portal into the process.

## Searches Need Faculty

The AVP for Research and Sponsored Programs is still seeking a couple more faculty for the search committee. Email [senate@csuci.edu](mailto:senate@csuci.edu) if you are interested in volunteering.

## Meeting with the Provost

The officers met with the Provost on February 29th. Our agenda includes talking about reorganization of Academic Affairs, revision to our GE requirements, plans for library leadership, the Senate Budget Committee's framework for reviewing new academic program proposals on the basis of resource needs, and to request an update on how new programs would be staged for launch.

Provost Avila shared with us the conversations he has started on reorganization and what the timeline looks like going forward. (Narrator: the ambitious timeline is now shifting back a bit.). Stay tuned.

With the departure of Kirk England for more humid climes, the provost has asked Jackie Connell to step in to manage the resource 'proformas' for new academic program proposals. We understand that she has agreed to this.

# Honors Convocation: the Reawakening

Conversations about Honors Convocation have happened, and I expect the organization group will sit down with the provost to get some final commitments. If your program WOULD NOT participate in an honors convocation ceremony, I would welcome knowing. Please email me.

## Enrollment Management

On March 5th, President Yao sent an email to campus detailing changes he will be making to strengthen student recruitment. These changes involve moving units from Academic Affairs to the Office of the President. They also involve personnel changes.

The day before, the president held a meeting with the officers to preview this message. None of the officers had any advance information about the content of the meeting. The short meeting was 'information dense' (see President Yao's email for content). It was only later, on reflection, that the officers realized that the plan included an MPP reassignment that violates Senate policy ([SP 21-02](#)). At the time, this escaped us. We have since joined other voices expressing concern about this aspect of the plan.

Recognizing that our enrollment crisis presents campus with an existential emergency, and knowing that the president is responsible for steering us through this crisis, I can give

## Exec Emergency Action

For the University to receive funds from the U.S. Department of Health and Human Services (DHHS), it must have official policies on research misconduct that meet certain DHHS standards. A review of our Policy on Misconduct in HHS-Supported Research (SP 20-04) turned up a number of issues. In January, DHHS notified the University that the policy needed revisions by March 9th. This news reached the Senate Office on March 1 via the president's Chief of Staff. The president waived the need for PPC's approval of the policy and the Office of the President asked that Senate expedite its approval. After reviewing the DHHS audit of SP 20-04, the provided example policy language from the DHHS, and the revisions suggested by AVP DeGraffenried to bring the policy into compliance with the DHHS's expectation, I brought the revised policy to the Executive Committee of the Academic Senate for an emergency approval. Exec approved the revised policy unanimously and the University submitted it by the March 9th deadline.

I will ask next year's Research and Grants Committee to review the revised policy and consider if any additional revisions should be made.

# Senate Meeting Time and Location for Fall 2024

At the last Senate meeting, I reported that the time and day of Senate meetings will not change for Fall 2024. After the meeting, I learned that a request has been submitted for Senate to use this space, again. So please thank Dean Andrzejewski for working with us to try to make that request a reality.

## Closing

That's it for now. Please enjoy Leap Day on Thursday.

– Jason