

Senate Executive Committee Meeting – Approved
September 28, 2023
Via Zoom

Members Present: Garrow, Glocke, Komarraju, Limas, Mimura, Neubauer (Chair), Pelayo (Recording Secretary), Spratt, Sussman-Dabach, Swenson, Weingarten, White

Guests: E. Say, S. Hadvina, S. Macauley, D. Guido

1. Call to Order

Faculty President Neubauer called the meeting to order at 1:01 pm.

2. Approval of the [Minutes of August 31, 2023](#)

MSP to approve the meeting minutes of August 31, 2023.

3. Announcements

Senator Glocke attended the Academic Calendar Committee meeting on behalf of Faculty President Neubauer and provided some updates. The addition of the Juneteenth holiday decreased the number of summer days from 60 to 59. The committee voted to take one day away from the spring semester by ending the spring semester on Thursday and beginning the summer semester on Friday.

Faculty Vice President White shared she and Faculty Senate Office Manager Pelayo are working on a short survey for new senators to gauge their interest in attending a “New Senator Orientation”.

Faculty President Neubauer shared New Student Convocation will take place on October 4th and encouraged senators to attend. Provost Komarraju shared Dr. Amanda Quintero will be the keynote speaker for the event.

4. President’s Report – Michael Neubauer

Faculty President Neubauer shared he and Senator Swenson will be attending the Graduation Initiative 2025 Symposium in San Diego on October 23rd and

24th.

5. **Provost's Report** – Meera Komarraju

Provost Komarraju shared:

- a. completed three RTP Roadshows so far for the College of Engineering & Computer Science, the Michael D. Eisner College of Education, and the Mike Curb College of Arts, Media, & Communication. These RTP Roadshows are for reviewers and more will be hosted for candidates.
- b. attended the first Associated Students Senate meeting. Associated Student senators encouraged each other to show up for the first year U100 students to share information about Associated Students.
- c. the first advertisement was posted for the Director of College Advisement for the College of Engineering & Computer Science. Advertisements for the other colleges will be posted in the near future.
- d. new advisors have been hired in areas where there has been a jump in enrollment to assist existing advisors.
- e. the kick off meeting for the Black Student Success Initiative will be held on October 5th.
- f. the system level Graduation Initiative 2025 Symposium will take place on October 23rd and 24th. New Chancellor, Dr. Mildred García, will be in attendance and will provide remarks.
- g. as of this week, resident enrollment is at 28,932 FTEs which is 0.4% above the Chancellor's Office target.
- h. new transfer students will be admitted for Spring 2024.
- i. on October 28th CSUN will host an open house for prospective students.

Senators inquired and discussed ways to make newly admitted spring students feel welcomed at CSUN.

Faculty Vice President White shared information about the Black Student Success Council which is composed of 38 members from across campus, including Housing, Admissions, the Matador Involvement Center, and

Advisement. The Black Student Success Council has been in existence since 2018 and is co-chaired by Debra Hammond and Theresa White. The Black Student Success Initiative is a result of the work of the Black Student Success Council.

Senators shared their hopes for a diverse hiring pool for the new advisors and inquired about associate degree offerings at the CSU and transfer student transcript evaluation.

6. Alumni Association – Elizabeth Say, Alumni Association Board Director; Shellie Hadvina, Associate Vice President, Development and Alumni Relations

The Alumni Association Board of Directors is actively working through strategic road mapping changes to identify ways alumni can support CSUN to achieve its mission and vision. The Alumni road map focuses on elevating CSUN's distinction and reputation, strengthening engagement and growing resources in philanthropy, and developing and leveraging relationships on behalf of the university. To achieve these goals the Alumni Association would like to better leverage relationships with faculty members. A task force on faculty engagement was created, and Elizabeth Say has been elected to chair the task force.

Elizabeth Say shared some of the ways the Alumni Association can support faculty members including connecting current students to alumni through the "Ask a Matador" platform, offering free swag and parking accommodations for alumni classroom guests, taking students on field trips to local industries through the "Corporate Connect" program, and helping secure alumni speakers.

Shellie Hadvina encouraged senators to share their ideas to identify new ways to support faculty.

7. Statewide Academic Senate Report – Elizabeth Sussman-Dabach

The Statewide Academic Senate has not met recently. Senator Sussman-Dabach invited Senator Swenson to share any updates from the Statewide Academic Senate Executive committee.

Senator Swenson shared Title 5 items on the agenda for the November Board of Trustees meeting will be informational and not a first reading of a policy change. The earliest any changes will be made will be in March 2024.

8. Policy Item – Educational Policies Committee, Dan Weingarten, Chair

First Reading:

a. [Undergraduate Institutional Learning Outcomes Policy](#)

Chair Weingarten gave a brief overview of the proposed changes.

Senators discussed the role of institutional learning outcomes, their relation to accreditation, and assessment.

MSP to move forward to the Faculty Senate as a first reading.

Second Reading:

a. [Majors and Minors Policies \(revised\)](#)

Senators discussed units required for a variety of minors.

MSP to move to the Faculty Senate as a second reading.

9. Policy Item – Personnel Planning and Review Committee, Sylvia Macauley, Chair; Diane Guido, Associate Vice President, Faculty Affairs

First Reading:

a. [672.4 Sabbatical Leave Report](#)

Chair Macauley gave a brief overview of the proposed policy.

Senators inquired about access to the PAF and process of submitting sabbatical leave reports.

MSP to move to Faculty Senate as a first reading.

10. Discussion Item – Senate Representative Leaves and Vacancies

Faculty Senate Office Manager Pelayo gave an overview of the leaves and vacancies for the Senate Executive Committee to consider.

Senators discussed the bylaws and the role of the Senate Executive Committee in granting leaves and identifying vacancies. Senators agreed to draft a resolution for the Faculty Senate to review at the next meeting. Faculty Senate

Office Manager Pelayo will confirm leave requests.

11. Standing Committee Minutes Review

Standing Committee	SEC Liaison	Dates to Review
Academic Technology	D. Weingarten	4/14 , 5/5
Educational Equity	A. Glocke	
Educational Policies	B. Limas	9/6
Educational Resources	T. White	5/9
Extended Learning	E. Sussman-Dabach	
Graduate Studies	Y. Mimura	4/11
Library	A. Swenson	4/5
Personnel Planning and Review	W. Garrow	8/30
Research and Grants	D. Spratt	5/12

Educational Resources: The committee's charge has recently changed and was approved by President Beck.

Personnel Planning & Review: Relevant policy items were presented at today's meeting.

Research and Grants: Senator Spratt shared there were 88 applicants for RISCA in spring. The committee is considering reworking the scoring rubric for RISCA applications.

12. Set Agenda for October Faculty Senate Meeting

13. New Business

Faculty Senate Office Manager Pelayo shared results from the Faculty Senate Meeting Modality Survey. The survey received 53 responses. 40 of the respondents preferred to keep the October Faculty Senate Meeting virtual.

Meeting adjourned at 3:08 p.m.

Submitted by: Yoko Mimura, Secretary of Faculty, and Gabriela Pelayo, Recording Secretary