

FACULTY COUNCIL MINUTES

December 6, 2021

1:00 PM-3:00 PM

Members in Attendance:

Mira Pak, Chair (SED)
Sandra Chong (EED)
Jordan Eickman (DHH)
Wilda Laija-Rodriguez (EPC)
David Moguel (SED)
Shari Tarver Behring, Dean (STB)
Ivor Weiner (SPED)
Virginia Kennedy (SPED)
Jack Bagwell (ELPS)

Note Taker: Jack Bagwell

1. Review Prior Meeting Agenda/Minutes

- a. November minutes to be sent out to FC members for approval.
- b. FC agreed to cancel the December 20 meeting but can reinstate if needed.

2. Discussion: Faculty Searches in 2022-2023

- a. Department chairs writing justifications for tenure track position requests and sharing information with Shari. Shari is first-in-line to discuss requests with the Provost.
- b. Tenure density is a factor/formula in determining which departments get new faculty lines. Includes FT/PT faculty and lecturers. Department chair have their tenure density forms.
- c. Four of the six departments are not at tenure density in the coming years, but they have smaller programs at the graduate level. These programs may not be able to continue in the future without additional faculty.
- d. College is 20% over in enrollment projections, but under 20% in faculty numbers. Enrollment continued to trend upward over the past two years. Last spring, the College took in more students than the past three to five spring semesters.
- e. College is getting five new faculty, but there is looming attrition. Five years out, only two departments (ELPS/SPED) will be above 50% tenure density. One of the faculty searchers is for deaf studies.
- f. Shari to provide tenure density document to FC after Fred removes all personnel information.
- g. Per Ivor, letter sent to Provost two years ago about the contraction/expansion of the economy and its impact on enrollment in higher education as people seek professions with stability.
 - i. If needed, this letter can be revisited and discussed with the Provost along with the tenure density chart, although Provost seems to understand the faculty density challenges of the College.
- h. Discussion about comparisons across CSU teacher education programs in terms of tenure density and enrollment numbers.

- i. Shari does not have access to other CSU faculty data, but with accreditation feedback, our College is more resourced than some of the other CSU campuses.
- ii. Most CSUs do not have the amount of grants/external funding and Chancellor's initiatives as CSUN.

3. Department Discussion of CPC

- a. Main issues:
 - i. There are people elected to the CPC every time and serve multiple terms. Some departments are small and there are people who can serve on the DPC, but then voted to be on the CPC, which at times leaves no one who can serve on the DPC.
- b. Timeline of College-wide and department elections for CPC and DPC needs to be re-examined.
- c. Deaf studies severely impacted with no tenured faculty on DPC if someone must serve on the CPC.
- d. According to Diane Guido, the CPC elections are supposed to happen before the DPC elections. Ensure that everyone can be on the CPC from the College as a whole.
 - i. Our college can choose to conduct elections for the DPC and the CPC in a different order by drafting our own College personnel policies within the guidelines of Section 600.
 - ii. The College does not have its own college personnel policies, so one would need to be written and institutionalized.
 - iii. Due to small number of faculty in the College today, there is a need to develop a policy.
- e. Section 609 provides a clear explanation that departments can determine their own election process, codify this through election guidelines from FC.
 - i. Bypasses need to change the institutional process for the University.
 - ii. College may be allowed to establish election procedures where the department holds department-level elections before the CPC elections, so faculty are able to serve on their DPCs.
 - iii. Focus on Section 609.2 and key phrase "or earlier" to look at changing the election process for the College or leave room for flexibility to back to what was done previously if needed.
- f. We are one of few Colleges without a personnel policy. If a policy is needed, will it be at the college or department levels? Possibility that this issue might be addressed through FC.
- g. Priority should be the DPC elections due to the role they play in the RTP process and knowing the work of faculty members in their departments. Faculty governance is institutionalization of policy and guidelines for best interest of how we operate.
- h. Possibility of creating a flexible set of operational procedures aligned to Section 609.2 that can be a working document for the College.
- i. Dean's Office must have a clear way to vet the CPC election ballot so elections can remain in place moving forward. Eliza needs list of names.
- j. In Section 608, three groups responsible for the personnel calendar: PP&R, Provost and VP of Academic Affairs, and Faculty Senate Executive Committee.

- a. Possibility of asking one of these groups to change the University calendar to now favor department elections over college elections, or revised language to encourage departments to have elections prior to college elections
- b. Senator Will Garrow can be looped in on this discussion

4. **Faculty Senate: Michael Neubauer and Lindsay Hansen Brown**

- a. Issues generating questions:
 - i. As departments get smaller, some faculty eligible to serve on their DPC or CPC are pulled to serve on the CPC, leaving few faculty if any to serve on their DP
 - ii. Can FC institutionalize or codify voting procedures and timelines for election of DPC and CPC members
- b. Per Diane Guido, procedures for elections are codified in the personnel calendar. CPC elected first before DPC.
 - i. Per Michael Neubauer, Not in Section 600 language that the CPC must be elected first before the DPC election, so there is leeway
- c. Per Lindsay Hansen Brown, no need to change policy or procedures, but slot the DPC first, but as long as the CPS is set by the University calendar. Lindsay to confirm with Diane Guido
- d. Michael Neubauer explained how elections conducted in Math/Science College. DPC and CPC election held simultaneously with all eligible faculty on both ballots. Use approval voting to vote, and the person with the most votes on CPC is elected to CPC, then do the same for DPC, although the person that was elected to CPC will no longer serve on DPC.
- e. 609.2.1- Not detailed but may be able to set reasonable timelines for elections that do not conflict with University policy/procedures. Lindsay will check with Diane Guido, then circle back to Mira and Shari.
- f. Discussion about option of the College establishing policy through FC about the timeline or membership on CPC, with one representative on CPC because the College does not have its own college personnel policies.
- g. Michael Neubauer suggested all departments should elect their DPC first, then proceed to CPC elections. Possible to use approval voting. Discussion ensued about the possibility of conducting DPC elections, those not on DPC are placed on a different ballot for CPC, then use approval voting.
- h. Discussion of possible run-off elections, the need for DPC election to be held first, then the remaining eligible people are placed on the CPC ballot. Keep both elections separate.
- i. Eliza and Chris should be brought in on the ballot development process.
- j. Discussion that the College does not have a policy that every department needs one representative, and at times faculty were borrowed from other departments to serve on the DPC. This is a problem for smaller departments, so perhaps this could be addressed through FC.
- k. Suggestion to convene a sub-committee to draft language regarding DPC and CPC elections after information from Diane Guido.

5. **ESAC Update**

- a. Vanessa Goodwin thanked FC for their scholarship review work
- b. ESAC accomplishments to date:

- i. Submitted and received third CFQ grant
- ii. Risers for events procured for interpreters
- iii. Held a scholarship writing workshop- a collaborative effort with the University Writing Center
- iv. Hosted the second College welcome back virtual event
 - 1. Possible rebranding of this event
 - 2. Future discussions about the timing of the event needed due to burdens on presenters to present
- v. Scholarship luncheon planned for spring 2022
- vi. Continued challenges with finding student representatives-meeting times an issue. Ask department chairs to send out information to drum up interest. Email Vanessa and/or Brian Foley with student names
- vii. ESAC presented on the COVID-19 quality-of-life survey at the All-College meeting. ESAC assessing whether to have a quality-of-life survey in fall 2022. A comprehensive report from this year's quality-of-life survey forthcoming for faculty

6. President's Report

- a. Assist department chairs with bulleted information about requests for tenure-track positions. Early discussions with the Provost about position requests is important.
- b. Ivor sent Mira copy of the letter to Provost about economic indicators of employment in higher education institutions

7. Dean's Report

- a. Shari sent out a fact sheet with information on campus re-entry guidelines and suggestions for faculty/student emotional support.
- b. Schedule for spring return includes a 3 days a week rotation for offices to be covered. Transition to full-time support toward the end of the semester in advance of graduation. Telecommute forms to be filled out in January.
- c. New development with Advancement. Grants will have matching funds starting January. 1, 2022. Up to 250K external foundational funding will be matched by Advancement. Details forthcoming.
- 8. All-College holiday party on December 15 at noon.
- 9. Fred purchasing new Mac and PC computers for the computer labs with funding from Extended Learning.

10. Reminders

- a. Next FC meeting scheduled for February 7, 1-3:00 p.m.

11. Adjournment

- a. FC meeting adjourned at 2:57 p.m.