

**SENATE EXECUTIVE COMMITTEE MEETING MINUTES****Thursday, February 24, 2022****Via Zoom**

**Members Present:** Bendavid, Dermendjian, Garrow, Mimura, Neubauer (Chair), Ricks, Spratt, Walker, White, Williams

**Guests:** L. Brown, M. Dozier, D. Guido

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

**1. Approval of SEC minutes**

**MSP:** to approve the SEC Minutes February 3, 2022.

**2. Announcements****3. Provost's Report -Provost Mary-Beth Walker**

Provost Walker reported on the following:

- a. **Masking requirement:** The indoor masking requirement will stay in place for all students, faculty, and staff, regardless of vaccination status throughout the spring semester.
- b. The Fall Schedule: Targeting 80% in-person instruction.
- c. University Planning and Budget Group (UPBG) and Provost Walker are focusing on the recommendations for expenditures.
- d. A Point-of-Contact (POC) to take lead on speaking with the students in Residential Housing to get their perspective on in-person learning after being quarantined.
- e. Social media application "Discord" was brought to the attention of CSUN Department of Police Services on 02/23/22 when an unidentified individual wrote on a restroom wall in Bayramian Hall about a mass shooting on campus. The Police Services have not been able to locate this individual as of the date of this meeting.
- f. The search committee for the Dean of HHD is being assembled.
- g. The Administrator Reviews have begun for Elizabeth Adams, Adam Levin, and Mark Stover.

**4. Policy Items – Personnel, Planning, and Review Committee**

Lindsay Hansen Brown, Chair of PP&R; Diane Guido & Megan Dozier, Faculty Affairs.

**First Readings:**

**a. *Section 622.6.5 – Acting Chair Appointments***

**MSP:** to return this policy to PP&R to make revisions.

**b. *645.4 – Periodic Review of Tenured Faculty***

**MSP:** to return this policy back to PP&R to make revisions.

**Action Items:**

**c. *606.1.1b.1. Authorized Personnel File***

**MSP:** to forward this policy item to the Faculty Senate as an action item.

**d. *620 – Recruitment, Selection, Appointment, and Evaluation***

**MSP:** to forward this policy to the Faculty Senate as an action item.

**e. *621.4.2.b – Consultation Lecturers Revised***

**MSP:** to return this item back to PP&R for edits.

**f. *622 ff – Evaluation of Vice Presidents, Academic-Administrative Employees, Deans, and Associate Deans***

**MSP:** to send this policy item to the Faculty Senate as an action item.

**g. *703.2.3 – Personnel File Procedures – Access to the Files***

**MSP:** to send this policy item to the Faculty Senate as an action item.

**5. Election calendar and ballots**

Senator Swenson will have the voting program ready for review next week. Next week, Senators Spratt and Swenson and the Faculty Senate Office will meet to discuss the optional voting platform, Qualtrics.

**6. Faculty Awards**

Chairpersons were assigned for reviewing the submissions for the 2022 Faculty Awards: Outstanding Faculty Award – Yoko Mimura (Chair), Distinguished Teaching, Counseling, or Librarianship Award – Delphia Williams (Chair), Preeminent Scholarly Publications Award – Michael Neubauer (Chair), Exceptional Creative Accomplishment Award – Theresa White (Chair), Extraordinary Service Award – Nazaret Dermendjian (Chair), Visionary Community Based Service Learning Award – Danielle Spratt (Chair), Highly Influential and Sustained Innovation Award – Adam Swenson (Chair), High-Impact Innovation Award - Unassigned

## **8. Honored Faculty Reception**

Unanimous vote to have the reception in an outdoor space, inviting past award winners, milestone recognition, and Faculty Officer installation. Projected to take place after the last commencement in May 2022.

## **9. Discussion item – Formalizing first and second read practices**

**MSP:** to forward this document as written to Faculty Senate. The document quantifies and clarifies readings in one academic year and the second reading in the following academic year.

## **10. Review of Standing Committee minutes**

**Academic Technology Committee** –Senator Bendavid shared the Computer Science Department requirement for students to have their own devices. It is in the works to provide financial aid for students who need devices.

Meeting adjourned at 4:20 pm

Submitted by: Yoko Mimura, Secretary of Faculty, and Deborah Kusin, Recording Secretary