

**SENATE EXECUTIVE COMMITTEE MINUTES** – Approved 3/1/18  
**February 1, 2018**  
**University Hall, Room 277**

**Members Present:** Chong, Heinen, Henige, Li, Lisagor, Neubauer, Schmidt-Levy, Spector, Stahl, Stein, Swenson, Wilson (Recording Secretary)

**Guests:** S. Murray, I. Carvajal, S. Thomas, J. Wiegley

Faculty President Swenson called the meeting to order at 1:02 p.m.

**1. Approval of SEC Minutes**

MSP to approve the [SEC minutes for November 9, 2017](#) as distributed.

**2. Announcements**

- a. Swenson announced that the Faculty Governance Orientation will be held on May 22, 2018 at the Extended University Commons Room 101 at 12:00pm. An invite will be sent out at the end of the semester.
- b. Stahl announced that the Department of Cinema, Television and Arts will be hosting a panel on Women in Film and Television with Trustee Jean Picker Firstenberg. The panel will also include two CSUN Alumni. The event will be held on Wednesday February 7, 2018 at 7:30pm in the CSUN Mike Curb College of Arts, Media and Communication Armer Screening Room.
- c. Stein announced that the Biology Department is hosting a colloquium with Aaron Panofsky from UCLA on Wednesday February 16, 2018 at 2:00pm in Chaparral Hall 5125. Aaron will be sharing information on *When Genetics Challenge a Racist's Identity*.

**3. Policy Item – Personnel, Planning and Review Committee**  
Sean Murray, Chair of PP&R

**First Reading** – [Bylaw modification for composition of PP&R](#)

Swenson said that this policy will not be on the senate agenda as a first reading. This policy will be treated as a first reading between Senate Executive Committee and PP&R.

Murray said that the rationale for this bylaw modification is to have the number of members on PP&R reflect the current Full-Time Equivalent Faculty (FTEF). PP&R is requesting an election procedure similar to Senators-at-Large. Wiegley explained that currently the two largest colleges represent one-third of the input into PP&R.

Several SEC members expressed uncertainty about the rationale for the proposed change and expressed several concerns about its potential implications. It was mentioned that if this bylaw

change was made, Student Affairs could possibly have three representatives on the committee. SEC members expressed that they felt it was okay for a college to have less representation for a limited period of time and felt that the goal is for representation to be relatively close to proportional. Swenson reminded members that under the Bylaws, members on standing committees represent the university as a whole.

Swenson suggested to the PP&R representatives that more conversation may be needed for this item before it comes forward as an official action item.

**First Reading** – [Section 604 Professional Responsibilities](#)

Murray explained that this purpose of this policy recommendation is to add language to ensure that faculty are not engaging in exclusionary activity or retaliation.

SEC members requested clarification on the definition of the word ‘exclusionary’. It was suggested that the PP&R should use a legally fixed definition or not use the word ‘exclusionary’. There was also a discussion about the usage of the word ‘exploitative’ in the policy.

**MSP** to forward this policy to the Senate for a first reading.

**First Reading** – [Section 612 Responsibilities of Faculty Committees](#)

Murray explained that the purpose of this policy recommendation is to make it explicit that tenure track faculty of departments need to vote to approve revised personnel procedures and need to revote if any substantial changes are made during the college or university level review processes.

SEC members had no recommendations for this item.

**MSP** to forward this policy to the Senate for a first reading.

**First Reading** – [Section 622.3 Appointment and Evaluation of Designated Academic-Administrative and Administrative Employees](#)

Wiegley explained that the purpose of the proposed policy change is to ensure that a tenure-track member of University Counseling Services will be able to serve on search and screen committees for the Director position in Counseling Services.

SEC members suggested using more specific language in Section 622.3.2 when referring to an administrator (e.g., the vice president of Student Affairs).

**MSP** to forward this policy to the Senate for a first reading.

**First Reading** – [Section 632.4.2 Contributions to the Field of Study](#)

Wiegley explained that the purpose of this proposed policy is to change the definition of the peer reviewed work, to explicitly state that outside reviewers of scholarly and creative achievements in RTP need to be outside of CSUN. Wiegley mentioned that this change will help maintain the integrity of the peer review process and eliminate any conflict of interest.

An SEC member requested changing any usage of word “shall” to “will”. SEC members recommended using “CSUN faculty, staff or administrators” in Section 632.4.2.a.2 to describe individuals who are not allowed to conduct peer reviews.

**MSP** to forward this policy to the Senate for a first reading.

#### 4. **Subcommittee Reports**

Stein gave a brief update on the status of online elections. Stein mentioned that Canvas would be used for the elections. Stein discussed some of the challenges associated with using Canvas for the elections. SEC members offered various solutions to assist with the elections. SEC members suggested adding language to the online ballot that would state that if you vote for more than the requested number of candidates, your vote for that office will be disqualified. Swenson said that he would look for programmatic ways to help tabulate election totals.

#### 5. **Faculty Elections: Nominations for Faculty Officers, Statewide Academic Senator, Senators-at-Large and Standing Committee Representative**

Spring 2018 faculty elections will be held in March for faculty officers, a CSU Statewide Academic Senator, and Senators-at-Large. Nominations were taken for these positions and additional nominations will be taken at the next Senate meeting and by petition. Nominations for Senate-elected positions on the Standing Committees were also taken. The Senate Office will contact the nominees to see if they are willing to run for these positions.

#### 6. **Resolution of commendation for Heidi Wolfbauer**

Swenson requested volunteers from the SEC to work on the resolution for Heidi Wolfbauer. Spector, Schmidt-Levy, Stein, Lisagor and Heinen volunteered. The subcommittee will work on a draft and bring it back to the SEC for review. SEC members requested to invite Heidi Wolfbauer to the March 8, 2018 Faculty Senate meeting

#### 7. **Resolution of commendation for Steven Stepanek**

Swenson requested volunteers from the SEC to work on the resolution for Steven Stepanek. Stahl, Neubauer and Chong volunteered. The subcommittee will work on a draft and bring it back to the SEC for review.

#### 8. **EO 1100 (revised) and EO 1110 Discussion**

Swenson discussed EO 1100 (revised) and EO 1110. Swenson said that he will keep the SEC members updated on what is going on with the task force. Swenson mentioned that the campus extension request for the implementation of EO 1100 and EO 1110 are posted on the Faculty President’s blog.

#### 9. **Provost’s Report** – Provost Yi Li

Provost Li reported on the following:

- a. Provost Li shared that they have just completed the search for the Dean of the David Nazarian College of Business and Economics. The new Dean will start on March 1, 2018.

The search for the Dean of the College of Education is still ongoing. The search for the Dean of the College of Engineering and Computer Science will be held in the future.

- b. Provost Li shared information about the new CSU admissions process called Cal State Apply. Link: <https://www2.calstate.edu/apply>
- c. Provost Li mentioned that the CSU is facing budget challenges. CSUN, the CFA and other organizations are making efforts to advocate for more funding in Sacramento.

## 10. Statewide Academic Senate CSU Report- Sandra Chong

Sandra Chong indicated that the written report of the January Plenary is awaiting input from two other statewide senators but will be made available shortly. In the meantime, she highlighted several items from the written report:

- a. Admissions Advisory Council meets three times a year, and at the upcoming meeting, discussions will include the implications of EOs and potential revision of the CSU eligibility index.
- b. AVC of Teacher Preparation & Public School Programs reported on the teacher shortage in California, especially in the areas of STEM, special education, and bilingual education.
- c. Chancellor White noted that the BOT decision on tuition increase is postponed until the May revise.
- d. Chong relayed that 9 CSU campuses were granted extension of EO 1100 implementation (Northridge being one of the 9), but none for EO 1110.

Link to written report: [https://www.csun.edu/sites/default/files/sasreport\\_Jan.pdf](https://www.csun.edu/sites/default/files/sasreport_Jan.pdf)

## 11. Review of Standing Committee Minutes

Academic Technology (10/6, 11/3-no policy)

Educational Equity (5/8, 9/11-no policy)

Extended Learning (10/18-no policy)

Educational Policies (11/1, 11/15-no policy)

Educational Resources (10/10-no policy)

Graduate Studies (10/10-policy-change to catalog language/Schmidt-Levy will follow-up with committee)

Library (10/4-no policy/Library Makerspace Program coming soon)

Personnel, Planning and Review (9/20, 10/4, 10/18, 11/1, 11/15, 11/29, 12/13-policy-personnel procedures, upcoming pilot program, items in section 600)

Research and Grants (5/12, 9/8, 10/13, 11/17-no policy)

## 12. New Business

SEC members had a brief discussion about the GE Task Force. SEC members requested to invite the chairs of the GE Task Force and the President to a future Senate Executive meeting. Swenson said that he would contact the chairs of the GE Task Force and communicate with the President. SEC members also requested to have shared governance and GE Task Force discussions on all future agendas.

### **13. Set Agenda for February 15, 2018 Senate Meeting**

- Withdrawal Unauthorized Policy (EPC)
- Action Item - Section 622.6.2 (Appointment and Evaluation of Department Chairs)
- First Reading - Section 604 (Professional Responsibility)
- First Reading - Section 612 (Responsibilities of Faculty Committees)
- First Reading - Section 622.3 (Appointment and Evaluation of Designated Academic-Administrative and Administrative Employees)
- First Reading - Section 632.4.2 (Contributions to the Field of Study)
- Senate Reports

Meeting adjourned at 4:25 p.m.

Submitted by: Kim Henige, Secretary of the Faculty and Nicole Wilson, Recording Secretary