

**SENATE EXECUTIVE COMMITTEE MINUTES** – Approved 2/27/2020  
**February 6, 2020**  
**Off Campus**

**Members Present:** Dermendjian, Heinen (via conference call), Henige, Luna, Neubauer, Spector, Schutte, Stein (Chair), Sussman, Wiegley, Walker, Wilson (Recording Secretary)

**Guests:** E. Adams (via zoom), M. Cahn, J. Mackin (via zoom), C. Mayberry (via zoom), Judy-Schmidt Levy (via zoom)

Faculty President Stein called the meeting to order at 1:00 p.m.

**1. Approval of SEC Minutes**

**MSP** to approve the SEC Minutes [November 7, 2019](#) and [December 19, 2019](#)\* as distributed and [November 21, 2019](#)\* as revised (\*special meeting).

**2. Announcements**

- a. Senator Spector shared that the 2020-2021 CSUN Freshman Common Read is *Educated: A Memoir* by Tara Westover. Free copies are available upon request.
- b. Nicole Wilson announced that the Faculty Governance Orientation will be held on May 20, 2020 at 12:00 p.m. in EU 101. A “save the date” email will be shared with SEC.
- c. Senator Sussman announced that the CSUNposium will be held on March 27, 2020 at 8:00 a.m. in the USU Northridge Center.

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

Judy Schmidt-Levy, Chair of PP&R and Jim Mackin, Interim AVP of Faculty Affairs

First Reading – [Section 612.3 \(Service on Personnel Planning and Review Committee\)](#)

SEC requested to remove the second sentence from Section 612.3a (Obligation to Serve), replace “stand for” with “accept” and add a sentence stating that “in the absence of self-nominations, all eligible faculty will be on the ballot”. SEC discussed volunteering, the nomination process, college elections, faculty automatically being placed on the ballot, self-nominations, PP&R service, and the Senate bylaws. A Senator requested to add a fourth condition for declining a nomination to PP&R (completing a 3-year term) under section 612.3.a.i. The Senator will share the language with Judy Schmidt-Levy via email. A Senator inquired about the annual appointment to PP&R and the formula for college elections. President Stein said this will be discussed at PP&R.

**MSP** to forward this policy back to the Personnel, Planning and Review Committee.

First Reading – [Addition to Section 632.3d \(Service Learning\)](#)

A Senator requested to update the syntax on page 2 of 4 (paragraph 2 of 632.3d.3). A request was made to move “service-learning and community-based learning” after the semicolon in line 4. Another suggestion was made to add a semicolon after the word “learning”.

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

First Reading – [Section 634.1 \(Consultation Policy\)](#)

Judy Schmidt-Levy explained that this policy removes the option for Department Personnel Committee’s to consult with tenured members from their departments in the RTP process. The new language requests that consultation from faculty and students will follow Section 613, Oral or Written Comments About Faculty. There were no suggested changes to this policy item.

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

4. **Policy Item** – Educational Policies Committee  
Christina Mayberry, Chair of EPC and Elizabeth Adams, AVP of Undergraduate Studies

First Reading – [Community-Based Learning Policy](#)

Christina Mayberry gave SEC a brief overview of the policy history. Mayberry shared that CSUN recently received a Carnegie Classification for Community Engagement. This policy will include service-learning and community-based learning as examples of instructional contributions. President Stein shared that this policy was passed by EPC and SEC in the early 2000s but never made it to Senate. This policy will be added to the CSUN catalog. SEC discussed course classifications, how courses are approved, the catalog and EPC. SEC recommended using C-BL or CS consistently, spelling out C-BL in roman numeral two, adding semicolons and the word “and” to section 1d of the policy.

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

5. **Subcommittees Reports**

*Election Subcommittee - Neubauer, Heinen, Henige, Wilson*

President Stein shared that the Senate will be using Qualtrics again for their elections. A draft ballot will be shared with SEC for review. SEC also briefly discussed campus listservs and the issue with all faculty receiving emails. An SEC member recommended using the payroll list for faculty awards and elections.

*Bylaws Subcommittee- Luna, Spector, Wiegley*

Senator Spector shared that the bylaws subcommittee had a meeting and created a draft bylaws report that is in progress.

6. **Faculty Elections: Nominations for Faculty Officers, Statewide Academic Senators, Senators-at-Large and Standing Committee Representatives**

Spring 2020 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.

**7. SLOs for an Ethnic Studies requirement at CSUN will consult the CSUN Ethnic Studies Council.**

SEC discussed EPC, the Ethnic Studies Council, the wording of the motion, the consultation process, ad hoc committees, student learning outcomes, the AS 3403 resolution, the ambiguity of the CSUN Ethnic Studies motion and mentioned that the motion is putting the “cart before the horse”, since the campus does not know what will happen with AB1460. Senator Schutte shared that by August 15, 2020 we will have a state law (AB 1460) or a resolution (AS 3403) passed by the Board of Trustees. A Senator recommended sharing the AS 3403 resolution with the Faculty Senate. President Stein shared that the Ethnic Studies motion was tabled at the last Senate meeting and will be discussed at the upcoming Senate meeting

**8. Provost’s Report –Provost Mary Beth Walker**

Provost Walker briefly reported on the following:

1. In the fall of 2019, there were 4,757 FTF. In the fall of 2019 almost 60% of the FTF took 15 units or more (Fall 2018 40% FTF took 15 units or more). In the fall of 2019, for FTF PELL recipients, 52.4% took more than 15 units (Fall 2018 34% 15+ units). Students with 15+ units achieved higher first term GPAs (2.89 vs 2.6 for FTF students taking under 15 units). Based on current spring enrollment, the Provost estimates that 40% of the freshman cohort will complete 30 or more units by the end of spring (2/3 increase compared to last year).
2. There was one percentage point increase on the number of students on probation at CSUN. It varies by college for the students on probation. For example, in the College of Science and Math, the number of students on probation increased from 11% to 16%. HHD had a decrease in the number of students on probation.
3. For retention, FTF enrolled in 15+ units are more likely to persist into spring (95.5% compared to 92.4% in 2018). Provost Walker is working on creating an infographic report with all of the current data and will share it at the next Faculty Senate meeting.
4. For the AVP for Student Success search, an offer is pending. For the AVP of Faculty Affairs, the finalists have been chosen. Provost Walker encouraged SEC to attend the open forums. For the AVP of Research and Sponsored Programs, there are five final candidates. For the Provost search, the committee has recently met. The ad went out recently for the Dean for the College of Humanities.

SEC discussed EPC, the average unit load, the CSUN financial model, enrollment, drop dates, completion rates, student success and nomination of candidates for the campus president.

**9. Set Agenda for February 20 Senate Meeting**

- Faculty Elections
- Consultation Policy
- Service Learning Policy
- Community-Based Learning Policy
- Tabled Motion for CSUN Ethnic Studies Council to be consulted on SLOs for an Ethnic Studies Requirement (20 min)
- Reports

**10. Faculty Awards – revisions**

President Stein thanked SEC for their work on revising the faculty awards.

**11. ASCSU Report- Jerry Schutte**

Senator Schutte reported on the following:

- a. The draft January ASCSU report was sent to SEC members via email for review.
- b. The 2020-2021 proposed budget calls for a \$199 million increase. The Board of Trustees requested \$648 million. The proposed budget will only cover mandated costs and a 3% raise. It does not cover enrollment, GI 2025, deferred maintenance and other costs. The CSU will have to continue to lobby for additional funding.

**12. Review of Standing Committee Minutes**

In the interest of time, President Stein postponed this agenda item until the next SEC meeting.

**13. New Business**

President Stein briefly discussed the proposed Ethnic Studies Requirement and the need for faculty feedback. Provost Walker shared that administration and students will also be creating a report with their feedback. President Stein will add the Chancellor's Office survey to Qualtrics and send it to SEC for feedback, before sharing it with CSUN faculty.

Meeting adjourned at 4:42 p.m.

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