

**SENATE EXECUTIVE COMMITTEE MINUTES** – Approved 2/28/19  
**February 7, 2019**  
**University Hall, Room 277**

**Members Present:** Dermendjian, DeVeaux, Heinen, Henige, Michaud, Neubauer, Spector, Stein, Sussman, Swenson, Theodoulou, Wilson (Recording Secretary)

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

**1. Approval of SEC Minutes**

MSP to approve the SEC Minutes for [November 15, 2018](#), [January 3, 2019](#) and [January 11, 2019](#) as revised.

**2. Announcements**

- a. Faculty President Stein shared that the Faculty Governance Orientation will be held on Tuesday May 21, 2019 at 11:00 a.m. in Extended University Commons Room 101.
- b. Senator Spector and Senator Henige shared copies of the freshman common reading with SEC members. The book is *The Far Away Brothers: Two Young Migrants and the Making of an American Life* by Lauren Markham.

**3. Setting Senate Agenda for February 14, 2019 Senate Meeting**

SEC members briefly discussed the February 14, 2019 Senate meeting. An SEC member asked for clarification on why the agenda is being set at the beginning of the meeting rather than the end of the meeting. Faculty President Stein mentioned that it is helpful to start with setting the agenda to give SEC members an opportunity to discuss the logistics of the meeting. President Stein also mentioned that SEC members still have the opportunity to revisit the agenda at any time during the SEC meeting.

SEC members decided to keep the Senate meetings in the Ferman Presentation Room, continue using the randomized lottery for guest seating to ensure safety (fire marshal), and not live stream the meeting due to financial considerations.

***Senate Agenda for February 14, 2019 Senate Meeting***

- President's Report
- Faculty Elections: Nominations for Faculty Officers, Statewide Academic Senators, Senators-at-Large and Standing Committee Representatives
- Motion of No Confidence in Chancellor White
- Educational Equity Committee Discussion Re: Bias in Student Evaluation of Teaching Faculty
- Senate Reports

**4. Selection of Replacement for Educational Equity Committee (EEC)**

- a. **MSP:** SEC declared that one EEC position (term ending spring 2021) formerly occupied by Debi Prasad Choudhary is now vacant. SEC members appointed Professor Jinah Kim from the Department of Communication Studies to fill this vacancy.

## 5. Senate Executive Committee Subcommittee Reports

### *Election Subcommittee (Stein, Heinen, Henige, Wilson)*

Faculty President Stein gave a brief update on the status of online elections. President Stein mentioned that the Senate will be using Qualtrics for the elections. Qualtrics allows for write-ins, randomized names on the ballot (every person will get a different ballot reducing order bias), and “truly” anonymous voting with everyone having their own distinct link (that will only work once). Qualtrics is already being used on campus and the CSU is currently examining whether it should be used system-wide as a survey tool. President Stein mentioned that there is no cost to the Senate since the campus already has a few licenses for Qualtrics. Senator Swenson said that he would work on writing a script to quickly analyze the votes for each category for write-in answers, which President Stein said might have a cost.

### *Bylaws Subcommittee (Heinen, Neubauer, Stein, Swenson)*

Faculty President Stein requested that the bylaws subcommittee meet to update the bylaws before the end of the year. It was suggested that the subcommittee should start with clarifying what constitutes an open meeting.

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

Spring 2019 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. Provost’s Report – Interim Provost Stella Theodoulou

Interim Provost Stella Theodoulou reported on the following:

- a. Interim Provost Theodoulou shared that the unit load for students has continued to rise. The average unit load for all undergraduates is 12.77 units for fall 2018. The average unit load for first time freshman is 14.03 units for fall 2018. The six-year graduation rate for first time freshmen is increasing. It was at 53.8%, in the fall 2012, first time freshman cohort. It has increased by 2 ½% since the fall 2011 cohort.
- b. Interim Provost Theodoulou shared that a preliminary analysis shows that the passage rates for 196QR and 196S were equivalent to the passage rates for the pre-baccalaureate classes that they replaced (Math 092, 093, 097). There was a 60% pass rate and a 40% DFU rate, which is slightly higher than the passage and DFU rates for Math 092, Math 093 and Math 097. All students who pass 196QR and 196S have 5 units of credit applicable towards graduation as compared to when Math 092, 093 and 097 were used.
- c. In Fall 2018 there was a pilot section of Math 131 for students in AMC and HUM who would have been placed in 196QR. Students were required to take a supplemental instruction course as a corequisite. The passage rate in the pilot group matched the passage rate of students enrolled in Math 131 who were GE ready. It had an **82%** passage rate. As a result, students that are in non-statistics or non-algebra pathways (who did not pass 196QR in the fall of 2018) have been offered the opportunity to take Math 131 this semester with supplemental instruction. If the results match the fall 2018 results, they will allow students in the non-statistics or non-algebra pathways to enroll directly in Math 131.

- d. Interim Provost Theodoulou shared a brief enrollment update. EDUC, HHD, HUM, S&M are all under-enrolled. S&BS will also soon be under-enrolled. This is due to the new financial aid verification process. Cal State LA is also dealing with a decrease in enrollment. Potentially, changes in advisement practices may help students in enrollment and in dealing with the new financial aid verification process.
- e. Interim Provost Theodoulou said that there is a structural deficit across campus with the budget. Half of the deficit is being met with university reserves. The \$179 million received is already absorbed in various costs. Across the board there is going to be about a 2.5% cut. The university is currently working on the budget. The Interim Provost has requested that the deans manage their budgets and choose their priorities.
- f. For the Provost search, the goal is to have candidates come to campus at the end of February.
- g. For accreditation, the campus will be holding open forums on February 19, February 21 and February 27 to talk about the theme for WASC re-accreditation. An email will be sent to the campus soon.
- h. The new AVP of Student Success, Claire Oliveros will be starting March 4, 2019. They are currently interviewing for the Interim AVP of Faculty Affairs and Interim Dean of Humanities. A decision will be made soon for both positions. Also, Interim Provost Theodoulou met with the search committee today for the Dean of Engineering. The Interim Provost will appoint a search committee for a permanent Dean in the College of Education at The end of the semester and interviews will be held in the fall.

SEC members briefly discussed passage and failure rates for 196QR, the new financial aid verification process, right sizing, enrollment and college budgets. An SEC member suggested examining the enrollment in community colleges and comparing it to the enrollment in the CSU. SEC also asked the Interim Provost Theodoulou if the university has a plan for future threats to campus. Interim Provost Theodoulou said that there are plans in place and she has asked the deans to start working on creating an alternate plan for exams and develop best practices for their colleges as part of their business continuity plans.

#### **8. Resolution from Educational Equity Committee**

Marcy DeVeaux, Educational Equity Committee Chair

Michael Neubauer, Educational Equity Committee

Faculty President Stein said that a draft version of the EEC resolution was shared with SEC members via email. It was mentioned that the purpose of the resolution is to address the bias in student evaluations of faculty. Senator Neubauer said that research shows that teaching evaluations show bias towards female faculty, faculty of color and gender nonconforming faculty. Senator Neubauer mentioned that student evaluations are used in the RTP process and the CFA, Board of Trustees and CSUN college personnel should look into the issue of bias in evaluations. Senator Neubauer referenced an article by Kristina Mitchell, *Gender Bias in Student Evaluations*.

SEC members discussed the resolution, the RTP process, section 600, the collective bargaining agreement, bias in teaching evaluations and the purpose of teaching evaluations. An SEC member said that not doing evaluations would be problematic because they are used to improve teaching. It was suggested that references should be added to the resolution (similar to the GRE policy

change) to help people understand the issue. An SEC member referred to the last resolve of the resolution and asked, how it is possible to urge reviewing agencies (department personnel committees, chairs, deans, PP&R etc...) to take into account bias in evaluations? It was said that this would be problematic. SEC requested to add that reviewing agencies can look at patterns of behavior and add more specifics about what type of system-wide study needs to be done. A request was made to use “be aware of inherent bias” instead of “take into account inherent bias”. An SEC member also requested that lecturers be included.

An SEC member suggested that an adhoc task force (EEC, PPR, ERC and other committees) should be created to help determine the value of teaching evaluations and what evaluations measure. An SEC member said that the Senate should decide on the purpose of student evaluations before attempting to design an instrument with minimal bias. Senator Swenson said that he can bring up the issue of bias in student evaluations of faculty with the Statewide Senate.

SEC members said that the resolution needs more work before sending it to the Senate as a first reading. SEC agreed that bias in student evaluation of faculty is an issue and recommended that it should be a discussion item at the next Faculty Senate meeting. Senator De Veaux said that she will share the feedback from SEC with the Educational Equity Committee on Monday and let SEC know if it needs to be taken off of the agenda.

#### 9. **Statewide Academic Senate CSU Report-** Adam Swenson

Senator Swenson reported on the following:

- a. Senator Swenson mentioned that the Statewide Academic Senate passed a resolution accepting the tenets document. Senator Sussman mentioned that the resolution supports shared governance but not curriculum changes.

SEC briefly discussed the tenets document and the Chancellor’s response to the tenets document.

Link to written report: [https://www.csun.edu/sites/default/files/ASCSU%20Report\\_Jan.pdf](https://www.csun.edu/sites/default/files/ASCSU%20Report_Jan.pdf)

#### 10. **President’s Report (update on WASC; shared governance)**

##### *WASC*

Faculty President Stein shared that she is co-chairing the WASC Steering Committee with Dean Dan Hosken from the College of Arts, Media and Communication. The WASC Steering Committee is a large committee and Professor Linda Bowen will write the final report. The first task is to decide what theme(s) the University will use and whether they want one or several themes.

##### *Shared Governance*

Faculty President Stein said that she asked the Association of Retired Faculty (ARF) to look for a parliamentarian for the Faculty Senate. ARF asked their governing board and are now reaching out to their members. Faculty President Stein is waiting to hear back from them. Faculty President Stein said that in the absence of having a parliamentarian, many knowledgeable Senators on Senate can help with Robert’s Rules of Order.

#### 11. **Review of Standing Committee Minutes**

Academic Technology (11/2, 12/7--no policy)

Educational Equity (10/8, 11/26, 12/10--resolution from EEC on Bias in Student Evaluation of

Teaching Faculty)

Extended Learning (10/24--no policy)

Educational Policies (11/14--no policy)

Educational Resources (10/16, 11/13--no policy)

Library Committee (11/7--no policy)

Personnel, Planning and Review (10/31, 11/14, 11/28--will give report at next SEC meeting)

Research and Grants (10/12, 11/9--will give report at next SEC meeting)

## 12. **Other Business**

There was no new business.

Meeting adjourned at 3:51 p.m.

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