

**SENATE EXECUTIVE COMMITTEE MINUTES** – Approved 3/25/2021  
**February 25, 2021**  
**Via Zoom**

**Members Present:** Dermendjian, Montano, Mimura, Neubauer (Chair), Ricks, Sussman, Swenson, Walker, White, Wiegley, Wilson (Recording Secretary)

**Members Absent:** Stein (excused)

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

**1. Approval of SEC Minutes**

**MSP** to approve the SEC Minutes [February 4, 2021](#) as distributed.

**2. Announcements**

- a. Faculty President Neubauer shared that SEC will have a special meeting on March 4, 2021 at 2:00pm to review two recent EPC policy changes related to AB 1460.

**3. President's Report – Michael Neubauer**

Faculty President Neubauer shared that the new planning group, Tactical Repopulation Team (TRT) met on Monday and are planning for the fall semester.

**4. Approval of the Spring 2021 Election Slate**

SEC briefly reviewed the 2021 Senate and Faculty election ballot. Faculty President Neubauer shared that one petition was received to add a faculty member to the Educational Resources Committee ballot. Elections will be held via Qualtrics and will begin on March 1, 2021.

**MSP:** to approve the 2021 Senate and Faculty election ballots as presented

**5. Provost's Report –Provost Mary Beth Walker**

Provost Walker briefly reported on the following:

- a. There is still a lack of clarity with the budget. The budget is still pending. CSUN has received preliminary budget information (\$144 million for the CSU system). CSUN has a \$33 million deficit for the 2020-21 academic year.
- b. The Provost said that there will be small group sessions to help faculty with face-to-face teaching and virtual teaching.
- c. Dr. Fred Woods will be replacing Dr. Loren Blanchard as the Interim Executive Vice Chancellor for Academic and Student Affairs.
- d. CSUN is working on having a designated vaccinations day and accommodations for the CSUN community. Once available, more information will be shared via email.

- e. A proposal was put forward for highly-flexible learning technology at CSUN. The proposal is to install highly-flexible learning technology in 18 classes in the fall. Training will be offered over the summer. Other CSU campuses have the technology in their classrooms.
- f. Provost Walker has had conversations with EEC and other faculty members regarding student evaluations of faculty. There is campus interest in forming a taskforce.

Provost Walker offered to do a budget session with SEC and will follow-up with Faculty President Neubauer and Senator Swenson. SEC briefly discussed student evaluation of faculty, survey instruments and possibly obtaining outside survey expertise.

6. **Policy Item** - Educational Policies Committee/Graduate Studies Committee

Dan Weingarten, Chair of EPC  
 Elizabeth Adams, AVP of Undergraduate Studies  
 Danielle Spratt, Chair of GSC  
 Amy Levin, AVP of Graduate Studies

**First Reading** - [Credit Hour Policy](#)

Dan Weingarten, chair of EPC, explained that CSU campuses were notified by the Chancellor's Office on December 21, 2020 that the US Department of Education had updated its definition of the credit hour and that the change shifts responsibility for compliance to the state or accrediting agency. This policy recommendation would establish a credit hour policy at CSUN. SEC briefly discussed how credit hour is defined and Senator Wiegley said he would share his suggestions with EPC and GSC.

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

7. **Policy Item** – Graduate Studies Committee

Danielle Spratt, Chair of GSC (estimate time, 1:30pm)  
 Amy Levin, AVP of Graduate Studies

**Action Item** – [Policy on Certificates](#)

Danielle Spratt, chair of GSC, said that this policy change will update the current language and add a new certificate type to the existing policy.

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

8. **Policy Items** - Educational Policies Committee

Dan Weingarten, Chair of EPC  
 Elizabeth Adams, AVP of Undergraduate Studies

**First Reading** – [Graduation Writing Assessment Requirement and Upper Division Writing Proficiency Examination Policy](#)

Dan Weingarten, chair of EPC, explained that this policy change is based on the Blanchard memo and systemwide GVAR requirement. SEC briefly discussed the GVAR requirement.

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

9. **Policy Items** - Personnel, Planning and Review Committee  
**Action Item** – [Section 612.5.2 \(Peer Class Visits and Access to Course Materials\)](#)  
**Action Item** – [Section 706.3 \(Peer Class Visits and Access to Course Materials\)](#)

SEC briefly discussed these policy items and recommended adding “calendar days” to both policies. Faculty President Neubauer will bring the feedback received to PP&R.

**MSP** to forward these policies to the Faculty Senate as action items.

10. **Informational Item: Sierra Annex Classroom Building**  
 Ken Rosenthal, AVP Facilities, Development and Operations  
 Diane Stephens, AVP Academic Resources and Planning

After a brief break, SEC reconvened. AVP Ken Rosenthal and AVP Diane Stephens gave a brief PowerPoint presentation on the Sierra Annex Classroom Building. SEC recommended that the presentation is shortened for the Senate.

11. **Vacant Position: One Educational Equity Committee Member (replacement for Marcy De Veaux)**

Faculty President Neubauer shared that the Educational Equity Committee has a spring semester vacancy. SEC voted to fill the vacancy.

**MSP:** to have Professor Marquita Gammage fill the current vacancy on EEC. Professor Gammage will finish Professor Macy De Veaux’s term on EEC.

12. **Faculty Senate Survey – Theresa White**

Vice President White said that she updated the survey based on the feedback received. Vice President White shared the survey with SEC and SEC provided feedback. SEC discussed having an orientation for Senators. Vice President White will update the survey and will share it with SEC again. Vice President White said that the Senators will be given the survey during the April Senate meeting.

13. **Academic Senate CSU Update - Elizabeth Sussman**

Senator Sussman shared that Senator Swenson forwarded the memo regarding Temporary Suspension of One Section of Executive Order 1037. The Academic Senate of the CSU requested another semester of suspension on the limit to student withdrawals. Effective immediately, student course withdrawals earned during the fall 2020 semester or quarter shall not count against the maxima described in EO 1037 (A.6.a). All other sections of EO 1037 are not suspended past the spring 2020 semester or quarter.

14. **CSUN Statement in Solidarity with Black Lives Matter – Theresa Montano**

Senator Montano had to leave early and this item was tabled until the next meeting.

15. **Subcommittees Reports**

*Election Subcommittee (Neubauer, Swenson, Wiegley)*

Senator Swenson shared that he is working on a voting app.

*Bylaws Subcommittee (Neubauer, Ricks, Swenson)*

There was no update on this item.

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

Academic Technology Committee (report tabled)

Extended Learning Committee (10/14 – no policy)

Educational Policies Committee (report tabled)

Educational Resources Committee (12/8-revised charge)

Graduate Studies Committee (12/8-certificate policy update)

Personnel, Planning and Review Committee (report tabled)

Research and Grants Committee (12/11 – no policy, IP policy on hold)

## 17. **Set Agenda for March 11, 2021 Senate Meeting**

SEC gave a few suggestions and set the agenda for the March 11, 2021 Faculty Senate meeting.

- Policy Items (EPC, GSC, PP&R)
- Reports (President, ASCSU, CFA)
- Information Item (Sierra Annex Classroom Building)

## 18. **Honored Faculty Reception Discussion**

SEC briefly discussed the Honored Faculty Reception and decided to postpone the reception until the fall with the intention of having an in-person event. The Senate will install the new faculty officers at the end of the spring semester.

**MSP:** to postpone the Honored Faculty Reception to the fall

## 19. **New Business**

There was no new business.

Meeting adjourned at 4:22 p.m.

Submitted by: Yoko Mimura, Secretary of the Faculty and Nicole Wilson, Recording Secretary