

SENATE EXECUTIVE COMMITTEE MINUTES – Approved 10/10/19
September 11, 2019
University Hall, Room 277

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

Guests: I. Carvajal, M. Meeks, J. Schmidt-Levy

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

1. Approval of SEC Minutes

MSP to approve the SEC Minutes for [May 2, 2019](#), [May 20, 2019*](#), [May 24, 2019*](#), [June 17, 2019*](#), [July 10, 2019*](#), [July 23, 2019*](#), [August 15, 2019*](#) (*special meetings) as revised.

2. Announcements

- a. Senator Spector distributed Matador Momentum wallet cards to SEC members. If SEC members would like more wallet cards they can contact Senator Spector. Senator Dermendjian said that he will share the wallet cards at the next Council of Chairs meeting.
- b. President Stein announced that 81 people have registered for the Faculty Senate Training event. Two thirds of the expected attendees are Senators. SEC members requested for the session facilitator to share tangible takeaways on effective communication with the Senate.

3. Vacant Positions:

- a. SEC declared that one Senate Executive Committee position (term ending spring 2020) formerly occupied by Holli Tonyan is now vacant. Nominations and an election will be held at the September 26th Senate meeting to fill this vacancy.
- b. SEC declared that the college Senator position (term ending spring 2021) formerly occupied by Timothy Black is now vacant. The College of Humanities will have a special election to fill the vacancy. Results will be shared by the end of September.

4. [Approval of Spring 2020 Election Calendar](#)

President Stein said that the Senate will use Qualtrics again for the elections this year. SEC members decided that the announcement of the election results will be on or before Friday March 13, 2020. An additional election results email will be sent out after spring break on March 23, 2020. College election results will be due to the Faculty Senate office on Friday April 17, 2020.

MSP to approve the Senate election calendar

5. Standing Committee Liaisons/Reviewers from SEC

Faculty President Stein explained SEC member responsibilities as a liaison and the process for reviewing minutes for policy. The SEC members were assigned to standing committees via email over the summer. SEC members have arranged to attend a meeting of their assigned Senate Standing Committee this fall. At the meeting, SEC members will briefly read the committee's charge and provide general information about service and expectations. A few SEC liaisons that already visited their respective standing committee meeting and provided a brief report about their visits.

SEC Reviewers/Liaisons	FS Standing Committee
Jerald Schutte	Academic Technology
Jeffrey Wiegley	Educational Equity
Nazaret Dermendjian	Extended Learning
Kim Henige	Educational Policies
Cheryl Spector	Educational Resources
Elizabeth Sussman	Graduate Studies
TBD @ 9/26/19 Faculty Senate Meeting	Library
Michael Neubauer	Personnel, Planning and Review
Kenneth Luna	Research and Grants

6. EPC Discussion

SEC briefly discussed EPC and how EPC can function post administrative-implementation of EO's. Questions about curriculum review, GE Plan R/E, the degree progress report, the different interpretations of the vote of the Senate, student advisement, shared governance and how the Senate can move forward were introduced. Senator Schutte explained that the issues that the Senate is facing will become more complicated with AB1460. CSU campuses will have to figure out how to define ethnic studies, how many units are required and where it fits in the curriculum. The Senate may be at a standstill on many issues including an ethnic studies requirement or other requirements that come forward if they are in any way are connected to GE since Senate and all Standing Committees of Senate are bound by the vote to not participate in the implementation of the Executive Orders. Several SEC members expressed the need for a new resolution.

7. Meeting for Discovery Session

Jeff Noblitt, AVP of Marketing and Communications, UH105

SEC took a brief break and attended the meeting for the discovery session in University Hall 105 from 2:00pm to 2:45pm.

8. Senate Executive Committee Subcommittees

Election Subcommittee - Neubauer, Henige, Wilson

Senator Neubauer volunteered to be on the election subcommittee. President Stein will add more members by the spring semester. The Senate will use Qualtrics again for elections. An election invite will come from President Stein through Qualtrics and the reminders will be automatically set up through Qualtrics. President Stein suggested that the election ballot be sent out by the election subcommittee.

Bylaws Subcommittee- Luna, Spector, Wiegley

Senator Luna, Senator Spector and Senator Wiegley volunteered to be on the bylaws

subcommittee. Wilson will send the compiled list of the proposed bylaw changes to the bylaw subcommittee members.

An SEC member suggested a bylaw change to roles of standing committees. An SEC member requested for the Executive Secretary position of the Educational Equity Committee to be reviewed by the Provost. It was suggested that the Chief Diversity Officer or the Director of Equity and Diversity be the new Executive Secretary for the Educational Equity Committee. Provost Walker will review the management of the Educational Equity Committee and report back to the Senate Executive Committee.

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

Provost Walker briefly reported on the following:

1. There were 18 first round candidates for the Dean of the College of Education. The Search Committee will do Zoom interviews starting tomorrow. The goal is to have at least 3 finalists the week of October 7, 2019. The AVP for Student Success ad is posted and the charge meeting is set for September 26, 2019. The AVP for Faculty Affairs ad was approved and the charge meeting will be at the end of September. The AVP for Research and Sponsored Programs has been approved but the search committee has not been selected yet. The Provost search and the Dean of Humanities search will start in the spring. Start dates will most likely be on July 1, 2020.
2. There are 66 faculty openings at CSUN (AMC 10, BUS 9, EDU 5, E&CS 21, HHD 3, HUM 9, S&M 3, S&BS 5, LIB 1). Faculty Affairs has received position announcements for 30 of the positions.
3. For FTES there were 32,519 undergraduate students. FTES is 30,052 for resident students and 1,417 for non-resident students. There are about 4,000 graduate students (headcount).
4. There is a 10% DFU rate in the Math 131 courses. Math 196 for non-stem students has a high DFU rate. They are looking at redesigning Math 140 (statistics class).
5. The Advising Hub is having an open house on October 11, 2019. AVP Elizabeth Adams meets with the associate deans regularly. EOP advisors are still in the satellites. EOP students are advised in the satellites. Incoming first-time freshmen are advised in the Hub. The average unit load is at 14.8 for FTF (it was 14.1AUL last year). The Hub has advised 4,158 students between June and August. There were over 5,000 appointments and only 44 no shows.
6. There is a new Matador Academic Challenge where students taking 15-17 units can have later drop dates. They can drop courses in weeks 5-11.

SEC briefly discussed faculty positions that have been rolled over from last year, attrition, growth of departments on campus (i.e. the Department of Criminal Justice), tenure density and early promotion and tenure. Provost Walker asked SEC members to let her know what they would like to see in her Provost's report. SEC members were encouraged to email the Provost their ideas.

10. **Transportation**

Senator Michael Meeks, Associated Students

President Stein requested that all SEC members introduce themselves. A.S. Senator Meeks mentioned that Associated Students (AS) is working on a resolution in support of a rapid transit line along Nordhoff Street. AS has not voted on the resolution yet. AS is requesting the support of the CSUN Faculty Senate as soon as possible. SEC members suggested for AS to add a

PowerPoint, drawings, supporting documents and to review the state audit. President Stein requested that A.S. Senator Meeks send the resolution by Monday so it can be shared with the Senate prior to the meeting. President Stein said that if the resolution cannot be added to the agenda then it will be heard under new business. A.S. Senator Meeks will work with President Stein to prepare for the meeting.

11. Policy Item- Personnel, Planning and Review Committee
Judy Schmidt-Levy, Chair of PP&R

First Reading – [Changes to Section 622.3.1a \(Academic VPs\)](#)

Schmidt-Levy said that this proposed policy makes changes to how this section refers to management positions reporting directly to the Provost and Vice President for Academic Affairs. SEC discussed the titles included in the policy, the Assistant Vice President of Graduate Studies position and the plurality of Vice Provost positions listed in the policy. SEC requested to change “1b” to “1a” under the proposed policy section and to add the Assistant Vice President of Graduate Studies position to the policy. Schmidt-Levy will share the feedback received with PP&R.

12. Statewide Academic Senate CSU Report- Jerry Schutte

Senator Schutte reported on the following:

- a. The ASCSU voted on the General Education Task Force Report on GE. Two resolutions were passed. One vote was to not accept the report and the other vote was to not receive the report. There may be another resolution in the future.
- b. ASCSU voted to pay attention to Ethnic Studies. AB1460 is currently being held in submission. AB1460 has become a 2 year bill. ASCSU is going to vote next week on a resolution that will preempt the bill. The resolution will be sent out to the campuses for feedback. The feedback will be shared with the Chancellor.
- c. The Fiscal and Governmental Affairs Committee might sponsor a bill requesting more transparency, as a result of the CSU budget audit.

An SEC member requested that the ASCSU reports have page numbers. Senator Schutte also shared that CSUN is breaking ground on the conference center in the spring and it’s set to open next fall. CSUN also received the approval from the Board of Trustees to move ahead with the hotel. The goal is for it to be completed by the fall of 2021.

Link to written report: https://www.csun.edu/sites/default/files/ASCSU%20Report_May2019.pdf

13. Set Agenda for September 26, 2019 Senate Meeting

- Senate Executive Committee Vacancy Election
- Introduction of Standing Committee Chairs
- New Business/Informational Item: AS Resolution (presented by Senator Diana Vicente)
- Budget Report
- Senate Reports

President Stein shared that she asked Colin Donahue to report on the budget with respect to the money that was reportedly found in reserves at the CSU level at the next Faculty Senate meeting. SEC also added the PP&R policy (622.3.1a: Listing of Academic-Administrative

Employees) to the Faculty Senate Agenda.

MSP: to be placed on the Faculty Senate Agenda with a do pass recommendation.

14. **President's Report (Update on WASC)**

President Stein mentioned that all SEC members should have been contacted regarding the upcoming WASC meeting.

Meeting adjourned at 4:55 p.m.

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