

**FACULTY SENATE MEETING** – Approved 4/13/2017  
**Minutes of Meeting of March 9, 2017**  
Jack and Florence Ferman Presentation Room

Faculty President Swenson called the meeting to order at 2:03 p.m.

The Secretary called the roll. Senators not present were: Andrew Ainsworth, Michael Bennett (excused), Chris Bolsmann (excused), Jeff Campbell, Hsin-Hui Chiu (excused), Francesco Chiappelli, Barbara Gross (excused), Sarah “Vicky” Jaque (excused), Virginia Kennedy (excused), Young Sun Lee (excused), Debbie Ma, Nora Moran (excused), Jill Razani (excused), Jeanne Robertson (excused), Freya Rojo, Kourosh Sedghisigarchi (excused), Jon Stahl (excused), Steven Stepanek (excused), Christian Tedeschi (excused), Paula Thomson (excused), Theresa White (excused)

The Faculty [Senate Minutes February 16, 2017](#) were approved as distributed.

1. **Announcements**

- a. Swenson encouraged faculty to vote in the Faculty and Senate elections. Elections will end on March 22<sup>nd</sup>.
- b. Swenson said that he recently sent an email to all faculty asking them to urge their students to complete the Sexual Violence Prevention Survey. The response rate is low.

2. [Institutional Support of and Protection for Undocumented Students at CSUN Resolution Special Order](#) – *see Feb 16<sup>th</sup> minutes, Item #5, for summary of discussion and revisions.*

Swenson reminded Senators that we had to stop discussion of this resolution at the last Senate meeting because we lost a quorum. He gave an overview on Senate procedure and offered some suggestions on how to proceed with the discussion. Senators considered two options: 1) Continuing the discussion from the last meeting, or 2) Referring the resolution back to SEC and the Educational Equity Committee for more work. After discussion and thoughtful input from a number of Senators and students, it was decided that we should continue discussion, but in a different and more expedient way.

The following actions were taken:

**MSP** to insert the underlined text to line 82-85: **RESOLVED:** That the CSUN Faculty recommend that the University guarantee student privacy by refusing to release information regarding the immigration status of our students and community members, and by purging and securely deleting all information about student citizenship or immigration status not necessary for immediate University functions, including all citizenship and immigration information on students who have applied but not matriculated, withdrawn from the University, or graduated. Refuse to comply with immigration authorities regarding deportations or raids; and be it further

**MSP** to delete lines 79-80: RESOLVED: That the CSUN Faculty recommend that the University ensure that mental health services are equipped with mental health professionals who have cultural competency in working with politically marginalized communities, ~~and trauma-related issues of familial separation and the chronic threat of deportation;~~ and be it further

The Senate passed the resolution.

3. **Policy Item** – Educational Policies Committee  
Larry Becker, Chair of EPC

**First Reading** – [Standardized Breaks in Classes](#)

Becker said that based on feedback from SEC and the Senate, EPC changed the title of the policy from “Standardized Breaks in Classes” to “Recommended Breaks in Classes.”

**MSP** to approve the policy revision.

4. **Policy Items** – Personnel Planning and Review Committee  
Sheila Grant, Chair of PP&R

**First Reading** – [Section 606 \(Personnel File\)](#)

Grant said it is currently a practice at CSUN that a log must be included in the Personnel Action File (PAF), and it must be signed by anyone accessing the file. Changes to Section 606 are recommended to bring this section consistent with the Collective Bargaining Agreement (CBA). This revision adds language about the PAF including a log sheet recording all instances of access to the PAF (except for routing maintenance). It also states that faculty may request an appointment to inspect their PAF, under reasonable conditions, during normal business hours.

In response to a question, Grant said that they are also working to revise language related to the Professional Information File (PIF).

**First Reading** – [Section 635 \(Evaluations and Recommendations on RTP\)](#)

Grant said that this policy revision deals with Article 15 in the CBA. It says that faculty members have 10 days from receipt of the RTP recommendation letter to submit a rebuttal statement, a response in writing, or to request a meeting. To maintain the deadline dates set forth in the Personnel Calendar, recommending agencies will be asked to offer electronic copies of their letters to faculty who may not have immediate access to their campus mailboxes.

A few Senators asked for clarification having to do with the 10-day period and exactly what must take place during the 10 days. In response to a question, Grant said that PP&R checked and it is permissible to send an RTP letter by email.

**First Reading – [Section 637 \(Decision of the President\)](#)**

Grant said that with this change, when faculty go through an RTP appeal, PP&R reviews the file before meeting with the Provost. In the past, PP&R did not receive a copy of the Provost's decision letter. This revision allows for PP&R to receive a copy of the letter, since they are one of the levels of review.

**First Reading – [Section 641.2.4 \(Advanced Award of Tenure\)](#)**

Grant said that this revision expands the definition under which the advanced award of tenure may be considered. Currently Section 641.2.4. says an award of early tenure must be advantageous to the University. This revision adds additional language stating that the early awarding of tenure must be advantageous to the University's mission, programmatic needs, or priorities.

5. [Resolution in Support of Administering Student Evaluations of Faculty Online](#)

Janet Oh and Kristy Michaud, Task Force co-chairs

Michaud explained the rationale for administering student evaluations of faculty online. She said that they plan to begin doing online evaluations in Fall 2017. Michaud said that there will be a huge cost savings in paper and this will reduce the time required by staff to print and deliver forms. The process will be more accessible and allow students a wider window of time in which to complete the evaluation. The Task Force, appointed by the Faculty President, found that if students are given time in classes to complete online evaluations, response rates are better than when no class time is given. An added benefit is that the quality of the open-ended questions are considerably better.

Michaud and Oh answered questions and encouraged faculty to read the Best Practices document. The Senate passed the resolution.

6. **Senate Reports**

a. **Provost's Report – Provost Yi Li**

Provost Li reported on the following items:

1. He and President Harrison met with the College of Humanities to hear about their programs and their Student Success Initiatives.
2. There are four ongoing searches: AMC Dean, Director of EOP, Director of Institutional Research, and the Vice Provost.

3. A few weeks back, Provost Li held a Provosts' Planning and Professional Development Retreat. He reported that the attendance and participation was excellent.
4. He attended a joint Academic Technology Committee (ATC)/Advisory Committee on Academic Technology (ACAT) meeting where they discussed using technology to support student success.
5. There were some very interesting projects and opportunities for our students at the VARJam (Virtual and Augmented Reality Student Competition) kickoff.
6. Provost Li attended Professor Dave Moon's reception introducing Radius 2.0, a program that engages students in art projects currently not covered by VISCOM.
7. Provost Li reported that we are 7.4% over-enrolled. Last Fall, we admitted 8,450 students. In Fall 2017, we will admit 8,700 students (FTF and FTT). He projects that we'll have more continuing students than last year, so there will be some enrollment growth.

b. **Statewide Academic Senate CSU Report** – Senator Jerald Schutte

Link to written report: <http://www.csun.edu/sites/default/files/sasreport021617.pdf>

Schutte briefly reported on the following items:

1. His written report briefly describes the seven resolutions that were passed and the five first-readings.
2. At the January 26-27 ASCSU meeting, there was active conversation about Academic Freedom and how it relates to free speech, Quantitative Reasoning, and the Faculty Trustee nominations.
3. Schutte reported that there are five lingering issues: budget, graduation initiative, tuition increase, tenure density, and 123 legislative bills having to do with the CSU.

c. **CFA Report** – CFA President Nate Thomas

Link to written report: <http://www.csun.edu/sites/default/files/cfareport030917.pdf>

A written report was distributed.

The meeting was adjourned at 3:46 p.m.

Submitted by:

Terri Lisagor, Secretary of the Faculty

Heidi Wolfbauer, Recording Secretary