

**FACULTY SENATE MEETING** – Approved 9/24/2020**Minutes of Meeting of April 30, 2020**

Via Zoom

Faculty President Stein called the meeting to order at 2:00 p.m.

The Secretary called the roll. Senators not present were: Soheil Boroushaki (excused), Virginia Kennedy, Drake Langford, Susan Love, Nkulu-N-Sengha, Caleb Owens, Carmen Saunders-Russell, Gina Umeck, Diana Vicente, John Whitener

The Faculty Senate Minutes for [April 9, 2020](#) were approved with minor editorial changes.

**1. Announcements**

President Stein said that the names of the faculty award winners will be announced soon and the Honored Faculty Reception will be postponed until next year. The tentative plan is to honor this year and next year's awardees at the same reception. President Stein announced that the new Senators for the 2020-21 academic year were in attendance.

**2. President's Report- President Dianne Harrison**

President Harrison reported on the following:

<https://www.csun.edu/sites/default/files/presreport043020.pdf>

Following her report, President Harrison responded to questions. A few Senators inquired about fall instruction being online, when the decision would be made and how soon it would be announced. It was mentioned that faculty including lecturers were concerned. President Harrison said that a decision has not been made yet, and the campus presidents are meeting daily with the Chancellor to discuss the logistics. Every campus is different. Safety is a priority. We should hear something by May 15 or shortly thereafter. Another Senator inquired about Cares money for DACA students. President Harrison said that DACA students can apply for funding from the MataCare Emergency Grant. The MataCare Grant is separate from the Cares Act. A Senator inquired about the status of the hiring search for the new president and chancellor. The search for the president will resume in the fall. The search for the new chancellor will resume in the summer or fall. A Senator inquired about best practices for online teaching. President Harrison shared that there have been many campus trainings that many faculty have participated in and she encouraged faculty to have conversations within their colleges. President Harrison encouraged faculty to attend trainings and to review the WCET website: <https://wcet.wiche.edu>. Another Senator inquired about how students were receiving information about applying for the CARES Grant. President Harrison said that an email will go out to students on Friday. A Senator also inquired about impaction and student enrollment and President Harrison referred the question to Dr. William Watkins, since she had to leave to another meeting. Dr. Watkins shared with the Senate the methods Student Affairs uses to review enrollment and impaction.

### **3. Policy Item**

Christina Mayberry, Chair of Educational Policies Committee  
Elizabeth Adams, AVP of Undergraduate Studies

#### **Action Item – Full-Time Enrollment Policy\***

Christina Mayberry said that as requested, EPC has clarified in the policy which undergraduate students the policy change would apply to, added bullet points and italicized Semester at CSUN.

**MSP:** To approve the policy with no changes.

### **4. Policy Item**

Judy Schmidt-Levy, Chair of Personnel, Planning and Review Committee  
Diane Guido, AVP of Faculty Affairs  
Illiana Carvajal, Faculty Affairs

#### **Action Item- Section 635.2.2 (Receipt of Evaluation Letters)**

Schmidt-Levy said that there has not been any changes since the last time this policy came to the Senate. This policy change will clarify the start of the 10-day clock for the receipt of evaluation letters. Schmidt-Levy shared the the 10-day time period is contractually agreed upon and is a part of the Collective Bargaining Agreement. Extensions have been granted in emergency circumstances.

There was no feedback on this policy item.

Unfortunately, the meeting was Zoom bombed. Faculty President ended the Zoom meeting. A new meeting link was shared with Senators and the meeting restarted.

**MSP:** To approve the policy with no changes.

#### **First Reading- Section 612.3 (Service on Personnel, Planning and Review Committee)**

Faculty President Stein explained that this policy should be a first reading. SEC sent the policy back to the Personnel, Planning and Review (PP&R) Committee with a request for minor modifications. Schmidt-Levy said that PP&R has simplified the policy. This policy is a change to service on the Personnel, Planning and Review Committee. With this policy change, after serving on PP&R for two consecutive terms, a faculty member will have the option of declining service on PP&R.

A Senator inquired if a faculty member declining service applies to their remaining time at CSUN. Schmidt-Levy said that it is a good question and it can be clarified if it gets raised in the future. Faculty President Stein shared that it applies to consecutive terms. The Senate discussed nominations, declining nominations, the obligation to stand for nomination in section 600 and personnel committees. A Senator inquired about adding language to the policy recommendation stating that a department should seek out permission from their faculty before making the nomination. Schmidt-Levy said that it

would helpful if colleges and departments had clearer language in their policies. A Senate member said that an option to decline should be given for all personnel committees and that there should be a policy within a college that an election cannot be held if the faculty member is not present.

## **5. Information Item – 2020-21 AY Calendar of Personnel Procedures**

[Section 600 Calendar](#) and [Section 700 Calendar](#)

Judy Schmidt-Levy said that PP&R consulted across campus when creating these calendars. If Senators have feedback they can email Schmidt-Levy.

## **6. Provost's Report- Provost Mary Beth Walker**

Provost Mary Beth Walker reported on the following:

1. 70 faculty hires were approved at the beginning of the year. Only 56 job ads were posted. Offers were accepted for 36 of the positions and 20 positions were placed on hold due to the hiring freeze. Currently, faculty searches are placed on hold along with several MPP positions (i.e. Vice Provost, Associate Dean positions etc...) until there is more information about the budget.
2. 3,900 students choose to make a change in their grades. The deadline is tomorrow. Most change requests were to move from graded to A-C/no credit. Students were also allowed to drop classes later than usual. There were 660 requests for a late withdraw. 94 of the 660 were for complete withdraws.
3. The deadline for the Intent to Register is May 1, 2020. Transfer numbers are consistent and there is concern with freshmen enrollment.
4. Senator Michael Neubauer has agreed to chair the enrollment taskforce that will look into all the fall scheduling issues. They taskforce has recently met.

There were no questions. Provost Walker encouraged Senators to reach out to her with questions and encouraged faculty to attend the next “Coffee with the Provost”.

## **7. Convening of 2020-21 Faculty Senate**

*Introduction of new Officers and new Senators*

The 2020-21 Faculty Senate was convened for the purpose of electing the 2020-21 Senate Executive Committee (SEC). Michael Neubauer, the Faculty President introduced the new faculty officers. The faculty officers are Michael Neubauer (Faculty President), Samira Moughrabi (Vice President) and Yoko Mimura (Secretary).

The Secretary called the roll. Senators not present were: Mario Giraldo, John Whitener  
Faculty President Neubauer briefly introduced the new Senators.

## *Election of 2020-21 Senate Executive Committee*

Faculty President Neubauer gave a brief overview of the responsibilities of the Senate Executive Committee and opened the floor for nominations. Thirteen Senators were nominated to serve on SEC. Six will be elected. The ex-officio members are: Michael Nebauer (Faculty President), Yoko Mimura (Faculty Secretary), Samira Moughrabi (Faculty Vice President) and Elizabeth Sussman (CSU Statewide Academic Senator), and Mary Beth Walker (Provost and Vice President for Academic Affairs, non-voting).

There was a motion to suspend the rule of order that appears in the bylaws and hold the SEC election via Qualtrics online for the next few days. The motion was seconded.

**MSP:** to hold the SEC election via Qualtrics

There was a motion to suspend the rule of order that allows only Senators present at the meeting to vote in the SEC election. The motion was seconded. A Senator expressed concern about the precedent this change sets in the future. Another Senator explained that these type of motions require a 2/3 vote, there are many Senators missing due to the pandemic and there is a need for flexibility to give Senators the option to participate. The Senate briefly discussed absentee voting, proxy voting, voting participation, online versus in-person voting numbers, meeting attendance and Zoom bombing.

**MSP:** to suspend the rule of order and allow all Senators elected to the 2020-21 to vote in the Senate Executive Committee election on Qualtrics

The invitation to vote will be sent to the 2020-21 Senate Executive Committee in the next few days.

## **8. Senate Reports**

### **a. Statewide Academic Senate CSU Update— Jerry Schutte**

Senator Schutte said that there has not been an ASCSU meeting, since the last Senate meeting and gave a brief update on AB1460. The next ASCSU meeting will be held next week virtually and they will be discussing pending bills. All bills in Sacramento are on hold right now. Schutte thanked the Senate for allowing him to represent CSUN for the last 6 years. Senator Adam Swenson will be replacing Senator Schutte on the statewide senate. President Stein thanked Senator Schutte for his years of service on the Faculty Senate.

### **b. CFA Report – CFA President Nate Thomas**

Nate Thomas shared that CFA is having upcoming webinars for faculty. There will be a retirement webinar on May 4, 2020 and an unemployment benefits workshop for lecturers on June 2, 2020. Thomas encouraged faculty to visit [calfac.org](http://calfac.org) to sign-up for the webinars. Thomas also shared that the bargaining team will be meeting tonight to discuss Faculty contract options and that CFA has filed a chapter workload issue grievance for the whole campus that is currently under review.

A written report was sent to the Senators.

**Link to written report:**

<https://www.csun.edu/sites/default/files/cfareport.pdf>

**9. New Business**

Senators thanked Faculty President Mary-Pat Stein for her service as Faculty President.

The meeting was adjourned at 4:50pm.

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