

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

September 27, 2016

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel, N. Tórréz, J. Ullman

Guests Present: K. Costino

1. **Approval of EC Minutes, 06/14/16:**

The Executive Committee approved the EC minutes from June 14, 2016 as written.

2. **Chair's Report:**

Chair Kolehmainen asked to appoint a designee to the Graduate Council on her behalf. The EC appointed M. Boland and J. Ullman to serve as rotating designees based on their schedules. In the interim, K. Grisham will attend the first Graduate Council meeting.

Chair Kolehmainen announced that ASCSU Chair Miller will be visiting CSUSB on October 11, 2016 and will meet with the Campus Climate Survey Committee, Q2S Director Costino, Chairs' Council, Faculty Senate and Faculty Senate EC.

Chair Kolehmainen will be moving forward with the Constitution and Bylaws Revision committee this year, however, representatives from CAL and SBS will need to be elected at the first Senate meeting as the previous members had to step down.

Chair Kolehmainen asked the EC if the Campus Climate Survey Committee should conduct another survey. The EC agreed that the Committee should do a survey in the Spring at the earliest. The EC also agreed that some sort of compensation should be found for the Committee members.

Last week, Chair Kolehmainen attended the Graduation Initiative 2025 Symposium with other CSUSB administrators and staff. Many of the presentations were regarding best practices and were very helpful. The Graduation Initiative will be a big deal over the next few years; Chair Kolehemainen suggested that a faculty committee should be established to work on how to improve graduation rates. Provost McMahan agreed that

faculty need to be involved in finding ways to streamline the process and coming up with ways to support faculty in order to improve graduation rates.

At the Administrative Council meeting on September 23, 2016, a special speaker, Jennifer Glad, regarding Free Speech and how designated free speech zones on campus are illegal but the campus can define time, place, and manner. The campus' policy will be revised.

Senator Ullman asked when CSUSB Graduation Initiative Plan will be shared with the campus community. Provost McMahan stated that Chair Kolehmainen may share the plan with the campus. The Provost also noted that since the legislature setup a timeline that did not allow for much input, the administration would like input from the campus community moving forward and faculty involvement.

3. **EPRC Report:**

EPRC Chair Boland stated that the Committee will begin meeting next Tuesday, October 4, 2016 at 4:00pm and may have additional Friday meetings as needed.

4. **FAC Report:**

FAC Chair Bodman stated that the Committee will be meeting Mondays from 1:30-3:00pm beginning October 3, 2016. FAC Chair Bodman also added that he is beginning to review all the FAM documents and annotate them for updates due to semester conversion.

5. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman stated that the first plenary and retreat were recently held. Senator Ullman has been elected Chair of the ASCSU Academic Affairs Committee which in turn places her on the ASCSU Executive Committee, and CO's GE Advisory. Senator Ullman has also been selected to serve as an ASCSU representative on the CSU Graduation Initiative Committee. While at Graduation initiative meetings this summer, the faculty have been impressed at the level of consultation and value of their input. Senator Ullman pointed out that Statewide Academic Senator Steffel is continuing her work on the Fiscal and Governmental Affairs Committee.

Senator Ullman reported that the Quantitative Reasoning Taskforce report was presented at the plenary as well as the Ethnic Studies report. The ASCSU is going to work on implementing various recommendations. Senator Ullman noted that currently there is a great deal of interest from the legislature and BOT regarding GE. A resolution seeking the establishment of a GE Taskforce to survey campuses, review best practices, and educate the legislature and GE has been accepted for a first reading. A resolution regarding grading in the "golden four" (oral communication, quantitative

reasoning, written communication, and critical thinking) has also been accepted as a first reading. General Counsel at the CO wants to allow a C- in the “golden four.” The ASCSU’s resolution includes a compromise that would allow whatever the sending institution considers passing. The ASCSU is also concerned about the inequity this could cause between students. Senator Bodman stated that could be problematic moving forward if the sending institution considers a lower grade as passing. Senator Ullman encouraged the EC to read the resolutions and send input prior to the second readings.

In the interest of time, Senator Steffel deferred her report.

6. **Administrative Update:**

Provost McMahan reiterated the importance of the Graduation Rate Initiative and the need for faculty voice. The goal is to streamline processes as much as possible to allow students to move toward graduation more efficiently. Provost McMahan recognized that there needs to be a great deal of faculty support in order to accomplish these goals in order to support our students.

Provost McMahan reported that she has been working to identify priorities within Academic Affairs. Items include (but are not limited to) the Graduation Rate Initiative, tenure-track density, the implementation of the Strategic Plan. Provost McMahan encourages faculty participation and input.

Provost McMahan invited the EC to attend Faculty Night on October 18, 2016 and to watch the Women’s Volleyball team play. The first 100 faculty signed up will be able to enter for free. Provost McMahan also noted that the Voter Registration and Engagement Committee is looking for a faculty representative.

7. **Items Forwarded to 2016-17 EC for Possible Continued Referral from 2015-2016 EC (attachment):**

The EC referred the outstanding items to the respective committees. The Committees will decide whether and how to proceed on each item. For the ROTC proposal, the EC referred the matter to the FAC based on EPRC’s recommendation for consideration of the definition of “academic department.”

8. **Masters of Arts in Psychological Science Name Change (attachment):**

The EC decided to add this to the October 11, 2016 Faculty Senate agenda as a curriculum consent item.

9. **Electronic FARs (attachment):**

This item was forwarded to FAC for consideration.

10. **FAM 854.34, FPDCC Committee Composition (attachment):**

The EC decided to add this as a first reading item on the October 11, 2016 Faculty Senate agenda.

2:30pm Time Certain (If preceding items have not been completed).

11. **Semester Conversion Discussion with K. Costino:**

Director Costino noted that on the horizon, items coming forward will include GE, course fees, course numbering, major/minor structure, and the calendar. The EC discussed the possibility of really rethinking the calendar and what would work best for faculty and students.

Senator Bodman asked about the status of the workload decision. Director Costino stated that the Q2S Steering Committee after review and research is recommending the 3/3 load set forth by the Senate's Workload Committee. Director Costino will be presenting their recommendation to the VPC on October 10, 2016.

11.1 **Curriculum Conversion versus Transformation (attachment):**

11.1.1 **Definitions:**

Director Costino explained that moving forward programs have two options when changing their curriculum for semester conversion, conversion or transformation. Conversion takes the current curriculum and realigns it with a semester system while still moving through the regular curricular process. Transformation in addition to converting, involves a process to rethink all of the curriculum in a program.

11.1.2 **Approval Process:**

Director Costino presented the approval process for either step and stated every program will have to apply. Senator Brown noted that not all the information in the application will be fully known. Director Costino recognized that the application will be a rough idea in some areas and will need to evolve as the program moves forward. Provost McMahan asked that a list of program examples be attached for clarification.

11.1.3 **Funding Options:**

Director Costino stated a final budget has not been decided but it is important to fund faculty adequately based on which process they choose.

11.2 **Curriculum Freeze and Two-Year Bulletin (attachment):**

The EC decided to add this as an information item on the October 11, 2016 Faculty Senate agenda.

11.3 **Normative Number of Units for GE (attachment):**

Director Costino stated that the GE Committee will be hosting two Campus Conversations regarding the GE Proposals on October 12th and 13th. Senator Bodman stated that the GE Committee should consider separating the lower and upper division GE requirements. Senator Ullman agreed and also added that arguments for the importance of each need to be developed as well.

The EC decided to add this as an information item on the October 11, 2016 Faculty Senate agenda.

12. **Other Business:**

Senator Ullman asked Chair Kolehmainen if she could follow up with President Morales on the status of the items he communicated he was going to work on regarding the campus climate survey.

Senator Grisham stated that he received an email regarding and living learning community on sustainability and input from the department was not sought. Senator Grisham thinks maybe the language needs to be reconsidered as from what he can tell it appears to be more of an affinity community. Traditionally, learning living communities involve curriculum which is the purview of the faculty, although there do not seem to be any ties to curriculum currently. The EC asked Chair Kolehmainen to contact VP Haynes for more information and clarification.

Senator Tórréz asked if Chair Kolehmainen can find out more information from VP Haynes regarding the new Faculty In Residence program and if more information regarding the program can be shared with the campus community.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

October 4, 2016
2:00 pm – 3:50 pm
AD-145

Members Present: A. Bodman, M. Boland, K. Grisham, K. Kolehmainen, A. Muhtaseb, B. Steffel, N. Tórréz, J. Ullman

Guests Present:

1. **Approval of EC Minutes, 09/27/16:**

The Executive Committee approved the EC minutes from September 27, 2016 as written.

2. **Approval of 51st FS Minutes, 5/31/16:**

The Executive Committee approved the 51st Faculty Senate minutes from May 31, 2016 as written.

3. **Approval of 50th FS Minutes, 5/31/16:**

The Executive Committee approved the 50th Faculty Senate minutes from May 31, 2016 as written.

4. **Approval of FS Minutes, 6/7/16:**

The Executive Committee approved the Faculty Senate minutes from June 7, 2016 as written.

5. **Chair's Report:**

Chair Kolehmainen deferred her report to the Administrative Update.

6. **EPRC Report:**

EPRC Chair Boland stated that the Committee will be meeting today. The Committee has received numerous requests to find out more information regarding CEL and summer session funds as well as the 75 percent CEL receives and 25 percent the department receives monies from open enrollment. Further, the monies distributed to the department are distributed as CERF funds which has encumbrances. EPRC would like to see if the split can be negotiated and if there are ways to make the monies to the department more flexible. The EC referred this item to EPRC for review.

7. **FAC Report:**

FAC Chair Bodman reported that the Committee met yesterday and discussed the revised RPT guidelines for the Communications Department. The Committee has some questions it will follow up on regarding consistency with previously approved guidelines.

In considering the Aerospace and Military Sciences Studies Department proposal, the FAC has determined that while there is not currently a definition of an academic department within Senate policy, a special exception would need to be made if it was decided to move forward on granting department status to the program since there are no tenure-track faculty, lack of ability to recruit a chair under Senate policy, lack of academic freedom, etc. The EC referred defining an academic department to EPRC and the FAC Chair will meet with the new commanding officer for further clarification of what the program hopes to accomplish by becoming a department.

The FAC will begin working on revising FAM 642.73, Hiring of Temporary Full-time Faculty, and has requested Academic Personnel to develop an outline of the current process. The FAC also discussed reviewing all the FAMs for the Q2S conversion.

FAC Chair Bodman stated that he will be calling a meeting of the SOTE Instrument Review Ad-Hoc Committee to develop a sub-committee to draft a new instrument based on the committee's work last year.

8. **Statewide Academic Senate Report:**

Statewide Academic Senator encouraged EC members to review the ASCSU first reading items and provide input (found at <http://senate.csusb.edu/reports.htm>). Senator Ullman noted that she was happy she received a lot of feedback regarding items for the Commission on Extended Learning after she sent the call to the Senate.

9. **Administrative Update:**

Provost McMahan sent her regards that she could not attend the meeting. The Provost also asked that Chair Kolehmainen share with the EC that she would like two faculty members to serve on the Civility Committee, one of whom will represent the CFA Executive Board. Provost McMahan hopes the Senate will be able to appoint a faculty member to the Voter Registration and Engagement Committee at its next meeting. Provost McMahan also is recommending a Senate Graduation Initiative Committee.

The EC discussed the composition of the Civility Committee and asked that Chair Kolehmianen suggest that if there are N administrators on the

committee, there would be N+1 for each constituent group: faculty, students, and staff. Chair Kolehmainen will also ask for clarification regarding the union/non-union members as well as ask for a charge for the committee and its expected outcomes.

10. **2016-2017 Academic Calendar (attachment):**

The Executive Committee decided to add this as a one reading item on the October 11, 2016 Faculty Senate agenda.

11. **Graduation Initiative Taskforce:**

The EC agreed that a Senate committee regarding the Graduation Initiative needs to be formed. The EC discussed the composition of committee should be two faculty per college except Education who would have one representative since the initiative mostly focuses on undergraduate students. The Senate Chair or designee as well as the Q2S Director or designee would both sit as ex-officio members. Chair Kolehmainen will contact Provost McMahan to see what other committee members would be needed.

12. **CEAT Award Discussion (attachment):**

As it stands, there are 25 assigned awards remaining that need to be used by the end of this AY. The EC discussed ways to encourage more faculty to apply. Chair Kolehmainen was tasked with sending an note to faculty and department chairs encouraging faculty to apply.

13. **CISP and CEL (attachment):**

Over the summer, the administrative portion of the Center for International Students and Programs (CISP) was moved under CEL while those relating to the academic side remained under AP Chen. The EC discussed that there are three issues with the move, one, there was no faculty consultation and not even consultation with the International Student Services Advisory Committee which has not met; two, there has been a decline in international student enrollment and there needs to be a plan to mitigate the loss and how to rebuild the pool of international students and what budget implications this all may have; and three, what impact does this have on the students. The EC decided to refer this item to EPRC to discuss with R. Chen and report back to the EC with their findings.

14. **Other Business:**

Time did not permit discussion of other business.

3:40pm Time Certain (If preceding items have not been completed).

15. **Approval of FS Agenda, 10/11/16:**

The Executive Committee approved the Faculty Senate agenda for October 11, 2016 as amended.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

October 18, 2016

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, N. Tórréz, J. Ullman

Guests Present: R. Chen, D. Fischman, J. Hughes, T. Karmanova

1. **Approval of EC Minutes, 10/04/16:**

The Executive Committee approved the EC minutes from October 4, 2016 as written.

2. **Appointments:**

2.1 **Q2S College Coordinators (attachment):**

The Executive Committee appointed the following representatives and will seek volunteers for the remaining positions:

J. Luck A&L
H. Brown BPA
T. Jennings COE
D. Smith CNS
VACANT SBS

2.2 **Q2S Sub-Committees (attachment):**

The Executive Committee appointed the following representatives and will seek volunteers for the remaining positions:

Curriculum Development Subcommittee:
C. De Los Reyes Lecturer Representative

Advising Subcommittee:
VACANT A&L
VACANT BPA
VACANT COE
J. Dodsworth CNS
VACANT SBS

2.3 **General Appointments (attachment):**

The EC appointed E. Melchiorre to the Search Committee for the veterans Success Center Director.

The EC appointed J. Vassilakos-Long to serve on the Voter Registration and Engagement Committee.

3. **Faculty Center For Excellence Taskforce (attachment):**

TRC Director Fischman explained that last year in order to select task force members, applications from faculty across campus were reviewed by the IQC and then AP for research, J. Thompson and herself. The EC decided that in the spirit of shared governance, Director Fischman after checking with each faculty member's availability to continue to serve on the task force through the Winter quarter will forward the names to the EC to affirm the appointments and put out a call for any vacancies that may occur and appoint faculty as needed. The task force will then build on the work performed during the Spring 16 quarter of determining the aspects a proposal may include from faculty input to develop a proposal.

4. **Chair's Report:**

This item is deferred to the next EC meeting because time did not allow.

5. **EPRC Report:**

This item is deferred to the next EC meeting because time did not allow.

6. **FAC Report:**

This item is deferred to the next EC meeting because time did not allow.

7. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman stated that interim committee meetings will be held October 21, 2016. The Academic Affairs Committee will be continuing their work on the GE task force. The Committee will also continue its work in response to EO 1011 in which 50% of courses within a sub-program or minor need to be from the core. Statewide Senator Ullman stated that this will be important to keep in mind while CSUSB works to convert/transform its curriculum for semester conversion. While English and Math both have excellent CSU-wide discipline councils, they are the only two presently and a goal of Academic Affairs is to have the system develop other discipline councils. Statewide Senator Ullman noted that she sent information to the Senate regarding a tuition proposal.

8. **Administrative Update:**

This item is deferred to the next EC meeting because time did not allow.

2:45pm Time Certain (If preceding items have not been completed).**9. Online FAR Demonstration (J. Hughes):**

AP Hughes explained that during the last AY, a committee explored what vendors could potentially offer a product suitable for CSUSB and meeting all security needs in order for faculty to put their FARs online. The vendors have been narrowed down to Interfolio and Faculty 180. Both are used at others CSUs. Each will be on campus for one day on November 2nd and 3rd respectively and will have individual meetings with the EC and FAC in addition to more general faculty meetings. AP Hughes noted that it may be decided that neither vendor is suitable for CSUSB and the campus may then choose to develop its own platform. The Senate office will work to narrow down the best times for each committee.

3:00pm Time Certain (If preceding items have not been completed).**10. CISP and CEL Discussion (R. Chen & T. Karmanova):**

Chair Kolehaminen asked AP Chen and Dean Karmanova to why the move of the administrative functions of CISP was moved under CEL, how it is working currently, and should it be reconsidered. It was also noted that there should have been some faculty consultation prior to the move. Dean Karmanova stated that CEL and CISP were performing many of the same functions and that it was decided after much consultation with staff to move all the administrative functions under CEL to help streamline processes for students, combine resources, and work to increasing international student enrollment. Dean Karmanova noted that since the move, the admission timeline has gone from thirty-five days to five days. Dean Karmanova stated that none of the academic operations have moved and that students still matriculate the same way. The EC discussed that some processes might not be strictly administrative or academic. The EC asked to be provided a breakdown of the enrollment decline and a financial impact statement due to the decline, as well as the overall enrollment, admissions, and retention data. Dean Karmonova added that much of the enrollment decline was out of the control of CSUSB like the decrease of scholarship monies being provided in Saudi Arabia to their students. The EC also asked if this move affected the budget of CEL. Dean Karmanova replied that there has been no increase to CEL's budget by overseeing these new responsibilities. AP Chen and Dean Karmanova added that the offices and many of the processes are the same but just may now report to CEL. AP Chen stated that some issues have been solved by the move and more might be created. Provost McMahan suggested that the EC follow up on the progress of CISP and CEL working together. The EC decided that AP Chen and Dean Karmanova should convene the International Student Services Advisory Committee to look at which services/process of CISP are administrative and which are academic for further recommendation.

11. **Other Business:**

Time did not permit the discussion of other business.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

October 25, 2016

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel, N. Tórréz, J. Ullman

Guests Present:

1. **Approval of EC Minutes, 10/18/16:**

The Executive Committee approved the EC minutes from October 18, 2016 as written.

2. **Approval of FS Minutes, 10/11/16:**

The Executive Committee approved the Faculty Senate minutes from October 11, 2016 as written.

3. **Appointments (attachment):**

The EC made appointments to various committees and will continue to seek volunteers to fill remaining vacancies in the Fall (please see attached).

4. **Proposition 55 Resolution (attachment):**

The Executive Committee decided to add this as a one reading item under new business on the November 1, 2016 Faculty Senate agenda.

5. **Endorsement of Q2S Workload Reports (attachment):**

The Executive Committee decided to add both resolutions as a one reading items under new business on the November 1, 2016 Faculty Senate agenda.

6. **Department of Communication Studies RPT Guidelines (attachment):**

The Executive Committee decided to add this as a first reading item under new business on the November 1, 2016 Faculty Senate agenda.

7. **Faculty Center For Excellence Task Force (attachment):**

The Executive Committee affirmed the membership of the Task Force and agreed the Q2S Director should be added.

8. **Proposal for Department of Aerospace and Military Science Studies (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

9. **Chair's Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

10. **EPRC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

11. **FAC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

12. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

13. **Administrative Update:**

This item is deferred to the next Executive Committee meeting because of time constraints.

14. **Department Chair Review Committee (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

15. **College Evaluation Visits (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

16. **FAM 642.4, Faculty Hiring Policy (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

17. **Other Business:**

Time did not permit discussion of other business.

3:40pm Time Certain (If preceding items have not been completed).

18. **Approval of FS Agenda, 11/1/16:**

The Executive Committee approved the Faculty Senate agenda for November 1, 2016 as amended.

College of Arts and Letters Committees

Graduation Initiative Taskforce – 2 positions (tenure-track)

Honorary Degree Committee – 1 position (2016-2017, tenure-track)

-Annie Buckey - **appointed**

Q2S Advising Sub-Committee

Constituent Unit (from Library or A&L) Committees

Athletic Advisory Committee – 1 position (2014-2017 term, tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

College of Business and Public Administration Committees

Academic Program Review Committee – 1 position (2016-2017, senior faculty not from Public Administration)

Scholarship Committee – 1 position (2016-2018, tenure-track)

Q2S Advising Sub-Committee

College of Education Committees

Graduation Initiative Taskforce – 1 position (tenure-track)

-Sherri Franklin-Guy- **appointed**

Honors Committee – 1 position (2015-2017, tenure-track)

Intellectual Life and Visiting Scholar Committee – 1 position (2016-2018, tenure-track)

-Sherri Franklin-Guy

-Angela Louque- **appointed**

Scholarship Committee – 1 position (2015-2017, tenure-track)

-Eun-Ok Baek- **appointed**

Student Grade Appeal Panel – 1 position (2016-2018, tenured)

-Lorraine Hedtke- **appointed**

Student Research Competition Graduate – 1 position (2016-2018, tenure-track)

-Andrew Hughes

-Eun-Ok Baek

-Jemma Kim- **appointed**

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

Q2S Advising Sub-Committee

College of Natural Sciences Committees

Academic and Distributed Technologies Committee – 1 position (2016-2018, tenure-track)

-Monideepa Becerra- **appointed**

-Dawn Blue

Graduation Initiative Taskforce – 2 positions (tenure-track)

-Brett Stanley- **appointed**

Student Grade Appeal Panel – 1 position (2016-2018, tenured)

-Larry Mink

-Renwu (John) Zhang- **appointed**

College of Social and Behavioral Sciences Committees

Graduation Initiative Taskforce – 2 positions (tenure-track)

-Jodie Ullman- **appointed**

Intellectual Life and Visiting Scholar Committee – 1 position (2016-2018, tenure-track)

-Joseph Wellman

-Nerea Marteache Solans- **appointed**

-Rajrani Kalra

Q2S Faculty College Coordinator

Q2S Advising Sub-Committee

-Deborah Parsons- **appointed**

At-Large

Civility and Respect Committee – 2 positions (tenure-track)

- Allen Menton- **appointed**

Commercialization/Intellectual Property Committee – 3 positions (1-2015-2018, 1-2014-2017 term, and 1-2016-2019 term, tenure-track)

-King-To Yeung (SBS, 2 or 3 year term) – **appointed to 2016-2019 term**

-David Senteney(BPA) – **appointed to 2015-2018 term**

Facilities Planning Committee – 1 position (2016-2018, tenure-track)

-Michal Kohout- **appointed**

Joint Academic Affairs/Student Affairs Working Party on Enrollment Management (JAWS) – 1 position (tenure-track)

-Alexis Norris- **appointed**

Philanthropic Foundation Board of Directors – 1 position (2016-2018, tenure-track)

-Margaret Perry*

-David Senteney- **appointed**

Teaching Academy – 4 positions (2016-2019, tenure-track)

-Craig Seal - **appointed**

-Annie Buckley – **appointed**

-Jordan Fullam - **appointed**

-Jing Zhang - **appointed**

Santos Manuel Student Union BOD – 1 position (2016-2018, tenure-track)

-Josephine Mendoza- **appointed**

Search Committee for the Associated Dean of Students and Director of Student Conduct and Ethical Development – 1 position (2016-2017, tenure-trackthis appointment will be made prior to the October 24th deadline listed above for the other committees)**

-Shelley Pope- **appointed**

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

November 8, 2016

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, B. Steffel, N. Tórréz, J. Ullman

Guests Present: K. Costino, J. Gilbert

1. **Approval of EC Minutes, 10/25/16:**

The Executive Committee approved the EC minutes from October 25, 2016 as written.

2. **Appointments (attachment):**

The EC made appointments to various committees and will continue to seek volunteers to fill remaining vacancies (please see attached).

3. **Chair's Report:**

Chair Kolehmainen reminded the EC that the General Faculty meeting will take place on November 9, 2016 at 4pm in CH-135.

In the interest of time, Chair Kolehmainen deferred the remainder of her report.

4. **EPRC Report:**

EPRC Chair Boland stated that the Committee is in the process of reviewing the Academic Master Plan as well as discussing way CEL money could be disbursed to departments.

5. **FAC Report:**

FAC Chair Bodman stated that the FAC has forwarded agenda items eleven and twelve for the EC to consider. The Committee continues to work on revising the Coaches RPT policy as well as updating the recruiting of part-time faculty with the aid of Academic Personnel. The Committee also updated the RPT Reviewer templates to match the FAM and will forward them to the EC for consideration.

6. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman stated that the ASCSU passed a resolution establishing a GE Task Force. The ASCSU also passed a resolution regarding course to course transfers in the “Golden Four.” Statewide Senator Ullman stated that she shared CSUSB’s resolution opposing the proposed tuition increase with CSSA representatives. Statewide Academic Senator Steffel stated that there was a discussion regarding the tuition increase and that while there is a desire not to increase costs to students, it is also not sustainable. It was also agreed that no one wants to see large spikes in tuition costs since it is not likely the cost can stay flat. There was also concern that students may approve of a \$429 a year fee for a student union expansion, but a \$270 a year tuition increase is not feasible.

Senator Bodman asked if the issue of variations across campuses had been resolved regarding the course transfer in the “Golden Four.” Statewide Senator Ullman stated that it had in that the onus would be on the transferring course and what was accepted as long as it was not below a C-.

7. **Administrative Update:**

Provost McMahan asked the EC what types of affordable learning solutions CSUSB could look into to help students in light of the possible increasing costs of tuition. The EC indicated that the Senate passed a resolution which allowed for affordable learning grants to faculty and that ATI would be the department to inquire more information.

The EC suggested that it be considered that training be provided to the ASI regarding how to evaluate information when there is a power differential, much like the training CSSA members receive.

The EC also expressed concerns regarding the alternate consultation process for the student union expansion. Provost McMahan suggested requesting all the information and documents pertaining to the alternate consultation.

8. **Department Chair Review Committee (attachment):**

The EC referred this item to FAC for review and to clarify the committee selection process.

9. **College Evaluation Visits (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

10. **FAM 642.4, Faculty Hiring Policy (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

11. **Proposal for Department of Aerospace and Military Science Studies (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

12. **Revisions to Provost Review Policy (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

3:00pm Time Certain (If preceding items have not been completed).

13. **GE Conversation:**

GE Chair Gilbert explained that in Title 5, there is a minimum requirement of 48 units of GE, and a certain number of units in select areas. The GE committee over the past two years has looked at models from across the country and has deemed it to be the best practice in their opinion to still move forward with the normative number of units for GE as 3 units with possible exceptions for disciplinary standards. The GE Committee met after the workload decision and has reaffirmed their position that 3 units would be best even though they are sympathetic to the concerns surrounding the workload decision but feel GE is not the place to enact changes to counter the workload decision. Senator Ullman stated that there is wide variability across the CSU and wonders if CSUSB could not come up with a different model. The EC debated if there were other ways to satisfy GE while taking into consideration the workload decision. Due to time constraints, the EC could not finish discussion of this item and will continue its discussion at the next EC meeting.

14. **Other Business:**

Time did not permit discussion of other business.

College of Arts and Letters Committees

Graduation Initiative Taskforce – 2 positions (tenure-track)

Q2S Advising Sub-Committee

Constituent Unit (from Library or A&L) Committees

Athletic Advisory Committee – 1 position (2014-2017 term, tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

College of Business and Public Administration Committees

Academic Program Review Committee – 1 position (2016-2017, senior faculty not from Public Administration)

Graduation Initiative Taskforce – 2 positions (tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

Q2S Advising Sub-Committee

-Craig Seal -appointed

College of Education Committees

Honors Committee – 1 position (2015-2017, tenure-track)

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

Q2S Advising Sub-Committee

College of Natural Sciences Committees

Graduation Initiative Taskforce – 1 position (tenure-track)

-David Maynard-appointed

-Tomasz Owerkowicz

College of Social and Behavioral Sciences Committees

Graduation Initiative Taskforce – 1 position (tenure-track)

-Ryan Keating-appointed

-Kevin Grisham

Q2S Faculty College Coordinator

-Thomas Long-appointed

At-Large

Collegiality and Respect Committee – 1 position (tenure-track)

-Cherstin Lyon

-Dorothy Chen-Maynard-**appointed**

Commercialization/Intellectual Property Committee – 1 position (2014-2017 term, tenure-track)

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

November 15, 2016

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, A. Muhtaseb, B. Steffel, N. Tórrrez, J. Ullman

Guests Present: K. Costino, J. Gilbert

1. **Approval of EC Minutes, 11/8/16:**

The Executive Committee approved the EC minutes from November 8, 2016 as written.

2. **Approval of FS Minutes, 11/1/16:**

The Executive Committee approved the Faculty Senate minutes from November 1, 2016 as written.

3. **Appointments (attachment):**

The Executive Committee appointed T. Owerkowicz to the Graduate Studies Strategic Analysis Steering Committee as the CNS representative.

The EC agreed to add a second COE representative to the Graduation Initiative Task Force and appointed N. Acevedo-Gil to the position.

4. **Academic Master Plan (attachment):**

The EC asked for clarification regarding the EdS and noted that the 2016/17 review dates need to be modified. The EC provisionally added this to the November 22, 2016 Faculty Senate agenda as a one reading item and will approve the final version pending the suggested edits via email.

5. **Proposal for Department of Aerospace and Military Science Studies (attachment):**

The EC had concerns if the exception could create a precedent for other similar circumstances. The EC also had concerns that the document be explicit that assigned military personnel teaching courses in the department would not have any of the same rights or privileges of faculty under any FAM document, like RPT or voting. Due to the time certain, the EC postponed the

discussion of this item and asked the FAC to consider some edits prior to revisiting this issue at the next EC meeting.

6. **CEL Division of Money (attachment):**

The EC agreed that Chair Kolehmainen forward the recommendation to Provost McMahan and VP Freer and request faculty consultation.

7. **Revisions to Provost Review Policy (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

8. **College Evaluation Visits (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

9. **FAM 642.4, Faculty Hiring Policy (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

10. **Chair's Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

11. **EPRC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

12. **FAC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

13. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

14. **Administrative Update:**

This item is deferred to the next Executive Committee meeting because of time constraints.

3:00pm Time Certain (If preceding items have not been completed).

15. **GE Conversation:**

The EC discussed with GE Chair Gilbert and Q2S Director Costino different possible models for GE. The EC reviewed the different criteria needed for each area under Title 5 and EO 1100, plus any other requirements. The EC wants to be sure that the GE package is structure to best benefit students and respect faculty workload to provide the best possible education for students. The EC discussed possibly using hybrid models or implementing better use of K-factors.

16. **Other Business:**

Time did not permit discussion of other business.

3:40pm Time Certain (If preceding items have not been completed).

17. **Approval of FS Agenda, 11/22/16:**

The Executive Committee approved the Faculty Senate agenda for November 22, 2016 as amended.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

November 29, 2016

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, A. Muhtaseb, N. Tórréz, J. Ullman

Guests Present: J. Fiene

1. **COE Department Chair Review Committee Selections (J. Fiene):**

Based on the information present, the EC decided that there was advance notification of the election of the committee and the department may forward the proposed names to the EC for appointment.

2. **Approval of EC Minutes, 11/15/16:**

The Executive Committee approved the EC minutes from November 15, 2016 as written.

3. **Appointments (attachment):**

The EC made appointments to various committees and will continue to seek volunteers to fill remaining vacancies (please see attached).

4. **CEAT Winter 2017 Timeline (attachment):**

The Executive Committee approved the CEAT timeline.

5. **Revisions to Provost Review Policy (attachment):**

This item was referred back to FAC.

6. **College Evaluation Visits (attachment):**

Chair Kolehmainen will ask Academic Personnel to send the list of classroom visitations earlier in the quarter as well as to re-establish the list of previous visitors.

7. **FAM 642.4, Faculty Hiring Policy (attachment):**

This item was referred to the FAC for clarification.

8. **Revisions to FPDCC Policy (attachment):**

The EC agreed to the changes to item 4.8 and will forward the policy to the Faculty Senate at the January 17, 2017 for a first reading.

9. **RPT Evaluator Templates (attachment):**

The EC approved the updates to the forms and for the forms to be used as soon as possible. The EC decided to include the templates as information items on the January 17, 2017 Faculty Senate agenda.

10. **Department RPT Guidelines, Communication Studies (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

11. **Department of Aerospace and Military Science Studies (attachment):**

This item is deferred to the next Executive Committee meeting because of time constraints.

12. **CSU Million Shoe Campaign (attachment):**

The EC asked the Senate office to get in touch with the emeritus faculty group to start seeking a volunteer to chair the campaign as outlined.

13. **Chair's Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

14. **EPRC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

15. **FAC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

16. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

17. **Administrative Update:**

This item is deferred to the next Executive Committee meeting because of time constraints.

18. **Other Business:**

Time did not permit the discussion of other business.

College of Arts and Letters Committees

Graduate Studies Strategic Analysis Steering Committee – 1 position (tenure-track)

-Wendy Smith - **appointed**

Graduation Initiative Taskforce – 2 positions (tenure-track)

-Allen Menton - **appointed**

-Kathryn Ervin - **appointed**

Q2S Advising Sub-Committee

Constituent Unit (from Library or A&L) Committees

Athletic Advisory Committee – 1 position (2014-2017 term, tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

College of Business and Public Administration Committees

Academic Program Review Committee – 1 position (2016-2017, senior faculty not from Public Administration)

Graduate Studies Strategic Analysis Steering Committee – 1 position (tenure-track)

-Jonathan Anderson - **appointed**

Graduation Initiative Taskforce – 2 positions (tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

College of Education Committees

Graduate Studies Strategic Analysis Steering Committee – 1 position (tenure-track)

Honors Committee – 1 position (2015-2017, tenure-track)

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

Q2S Advising Sub-Committee

Department Chair Review – Judy Sylva

Dr. Will Greer	External Reviewer
Dr. Lorraine Hedtke	Department Faculty
Dr. Priyanka Yalamanchili	Department Faculty
Janet Miller	Department Staff

The Executive Committee will ask the department to seek a more senior external reviewer for the committee.

College of Social and Behavioral Sciences Committees

Graduate Studies Strategic Analysis Steering Committee – 1 position (tenure-track)

-Cherie Ward

-Laurie Smith - **appointed**

-Richard Samuelson

At-Large

Commercialization/Intellectual Property Committee – 1 position (2014-2017 term, tenure-track)

Space Committee - 1 position (2016-2018 term, tenure track)

Teaching Academy – 1 position (2016-2019, tenure-track)

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

January 10, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, N. Tórréz,

Guests Present: K. Costino

1. **Approval of EC Minutes, 11/29/16:**

The Executive Committee approved the EC minutes from November 29, 2016 as written.

2. **Approval of FS Minutes, 11/22/16:**

The Executive Committee approved the Faculty Senate minutes from November 22, 2016 as written.

3. **Department RPT Guidelines, Communication Studies (attachment):**

The Executive Committee decided to add this as a first reading item on the January 17, 2017 Faculty Senate agenda.

4. **Department of Aerospace and Military Science Studies (attachment):**

The Executive Committee decided to add this as a first reading item on the January 17, 2017 Faculty Senate agenda.

2:30pm Time Certain (If preceding items have not been completed).

5. **Q2S Items (K. Costino):**

5.1 **Recommendation on Unit Structure for Programs (attachment):**

The Executive Committee approved this item and decided to add it as an information item on the January 17, 2017 Faculty Senate agenda.

5.2 **Recommendation on Course Numbering System (attachment):**

The Executive Committee approved this item and decided to add it as an information item on the January 17, 2017 Faculty Senate agenda.

5.3 **Recommendation on Definition of Full and Half time Undergraduate Students (attachment):**

The Executive Committee approved this item and decided to add it as an information item on the January 17, 2017 Faculty Senate agenda.

6. **Resolution in Wake of Election (attachment):**

The Executive Committee decided to draft a resolution affirming support for undocumented students and add it as a one reading item on the January 17, 2017 Faculty Senate meeting.

7. **COE Professional Awards Committee (attachment):**

It was m/(A. Bodman), s/(K. Grisham) to allow the College of Education for the 15/16 AY have three members on the Professional Awards Committee with one faculty member and two department chairs. **PASSED.**

8. **Chair's Report:**

Chair Kolehmainen reported back to the EC that then AP Hughes stated that getting the lists of classroom visitations could go out earlier but may need to be revised if someone goes up for early promotion. As to the lists of which faculty member has visited a particular faculty member, the software is no longer available. The EC discussed either having this done at the College or department level. Chair Kolehmainen will discuss the issue with interim AP Vicknair and report back to the EC.

Since conflicting information has since come to light since the EC decision in November regarding the ELT chair review committee, Chair Kolehmainen asked the EC how they wanted to proceed. The Executive Committee decided that the entire election process should be redone from the nomination process, with new timelines and then names could be submitted to the EC for final appointment as per policy.

9. **EPRC Report:**

EPRC Chair Boland stated that the Committee will be meetings Mondays from 2-3:30pm for the Winter quarter beginning January 23, 2017.

10. **FAC Report:**

FAC Chair Bodman Mondays from 1:30-3:00pm for the Winter quarter beginning January 23, 2017. FAC Chair Bodman stated that the Committee is close to a draft of revisions for the Coaches RPT and Provost Review policies, and will continue work on the Chair Review policy.

11. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman in her absence sent the following statement: “The ASCSU has not met since our last meeting and there hasn't been any interim work of note, we meet in two weeks for a full plenary.”

12. **Administrative Update:**

Provost McMahan stated that she will have agenda items for the EC agenda, including an item pertaining to NeoGov.

Provost McMahan requested that search committee for the Associate Provost for Academic and International Programs and Dean and Associate Vice President for Undergraduate Studies be formed. The Provost stated that she would work with the EC on future timelines for staffing the remaining needed search committees.

13. **Other Business:**

Time did not permit the discussion of other business.

3:40pm Time Certain (If preceding items have not been completed).

14. **Approval of FS Agenda, 1/17/17:**

The Executive Committee approved the Faculty Senate agenda for January 17, 2017 as amended.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

January 24, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Kolehmainen, S. McMahan, N. Tórréz

Guests Present: R. Chen

1. **Approval of EC Minutes, 1/10/17:**

The Executive Committee approved the EC minutes from January 10, 2017 as written.

2. **Appointments (attachment):**

The EC made appointments to various committees and will continue to seek volunteers to fill remaining vacancies (please see attached).

2:15pm Time Certain (If preceding items have not been completed).

3. **Academic Calendar (attachment):**

The Executive Committee decided to add this as an information item on the February 7, 2017 Faculty Senate agenda.

4. **Discussion of CEL Monies (as investigated by EPRC) and What Next:**

The EC will follow up with its questions and requests for data from the December meeting with VP Freer.

EPRC will draft a recommendation concerning the division of the summer CEL monies to present to the Senate and forward to the administration.

5. **Revisions to Provost Review Policy (attachment):**

The EC referred the policy back to FAC to add language regarding how the chair of the committee would be selected.

6. **Revisions to Coaches RPT (attachment):**

The Executive Committee decided to add this as a first reading item on the February 7, 2017 Faculty Senate agenda.

7. **Appendix 7 of Faculty RPT (attachment):**

The Executive Committee decided to add this as an information item on the February 7, 2017 Faculty Senate agenda.

8. **Chair Review Policy (attachment):**

Chair Kolehmainen noted that some feel the EC involvement in the committee selection process is unnecessary and asked the FAC to consider an alternative as they move forward reviewing the policy. FAC Chair Bodman noted that the Committee has been discussing several options for the committee selection process and will take this under consideration.

9. **NeoGov:**

Provost McMahan stated that it was recently discovered that NeoGov has a faculty application that would be more useful for faculty hires and has interim AP Vicknair looking into the program for use for the next cycle of hires.

10. **Graduation Initiative Committee:**

The Committee met and selected R. Keating and C. Lindfelt as co-chairs. The Committee also decided to add a representative for Institutional Research and a representative for the chairs and one for the deans. Currently, CSUSB has received \$1.3 million for the initiative; Provost McMahan has disseminated the funds to the Colleges. The Committee will be looking at what policies may create barriers to graduation. Provost McMahan noted that only one third of students are eligible to graduate and two thirds did not have the classes needed for their major. The EC decided to have a brief presentation at the next Senate meeting regarding the Graduation Initiative and what CSUSB is being asked to achieve.

11. **Collegiality and Respect Committee:**

Provost McMahan noted that the Committee will be meeting soon and will have a presentation by the Campus Climate Survey group regarding the Campus Climate Survey.

12. **Workload and Workload Committee:**

Provost McMahan stated that the Committee will have its first meeting in February. Provost McMahan stated that she is preparing a handout with data on current reassigned time allocations for distribution shortly.

13. **Chair's Report:**

Chair Kolehmainen deferred her report in the interest of time.

14. **EPRC Report:**

EPRC Chair Boland stated that the Committee has started to work on the definition of an academic department and in doing so has drafted recommends for FAC to consider regarding the special department proposal.

15. **FAC Report:**

FAC Chair Bodman stated that the FAC is looking at the referrals regarding FAM 652.4, Faculty RPT.

16. **Statewide Academic Senate Report:**

Statewide Academic Senators Steffel and Ullman were not present to give reports.

17. **Administrative Update:**

Provost McMahan consulted the EC to separate international programs from the Associate Provost for Academic Programs moving forward due to the immense responsibilities of the job. The EC asked that there still be a faculty role in international programs and oversight by Academic Affairs.

Provost McMahan stated that she will be looking at possibly reorganizing her direct reports to create some layering and will keep the EC apprised.

18. **Other Business:**

Time did not permit discussion of other business.

College of Arts and Letters Committees

Q2S Advising Sub-Committee

-Annie Buckley - **appointed**

Constituent Unit (from Library or A&L) Committees

Athletic Advisory Committee – 1 position (2014-2017 term, tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

-Risa Lumley- **appointed**

College of Business and Public Administration Committees

Academic Program Review Committee – 1 position (2016-2017, senior faculty not from Public Administration)

Graduation Initiative Taskforce – 2 positions (tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

-Chanho Song (Marketing) - **appointed**

College of Education Committees

Graduate Studies Strategic Analysis Steering Committee – 1 position (tenure-track)

-Judy Sylva- **appointed**

Honors Committee – 1 position (2015-2017, tenure-track)

Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)

Q2S Advising Sub-Committee

-Judy Sylva

-Kathryn Howard- **appointed**

College of Natural Sciences

Chair Review Committee for Paul Dixon

Tim Usher- **appointed**

Sara Callori- **appointed**

Joan Fryxell (external) - **appointed**

At-Large

Commercialization/Intellectual Property Committee – 1 position (2014-2017 term, tenure-track)

-Richard Addante- **appointed**

Space Committee - 1 position (2016-2018 term, tenure track)

-Rachel Keener- **appointed**

Teaching Academy – 1 position (2016-2019, tenure-track)

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

January 31, 2017

2:00 pm – 3:00 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel, N. Tórrrez, J. Ullman

Guests Present:

1. **Approval of EC Minutes, 1/24/17:**

The Executive Committee approved the EC minutes from January 24, 2017 as written.

2. **Approval of FS Minutes, 1/17/17:**

The Executive Committee approved the Faculty Senate minutes from January 17, 2017 as written.

3. **Appointments:**

- 3.1 Intellectual Life and Visiting Scholar – 1 position (2015-2017, tenure-track, CAL)
Edward Gomez - **appointed**
- 3.2 Student Research Competition Undergraduate – 1 position (2016-2018, tenure-track)
Wil Greer - **appointed**
- 3.3 Chair Review Committee – Michael Chao - **approved**
David Polcyn
Tony Metcalf
Paul Dixon (external)

4. **Revisions to Provost Review Policy, FAM 650.7 (attachment):**

The Executive Committee decided to add this as a first reading item to the February 7, 2017 Faculty Senate agenda.

5. **Revisions to FPDCC Policy, FAM 854.34 (attachment):**

The Executive Committee decided to add this as a second reading item to the February 7, 2017 Faculty Senate agenda.

6. **Revisions to Establishment of Department of Aerospace and Military Science Studies, FAM 117.2 (attachment):**

The Executive Committee decided to add this as a second reading item to the February 7, 2017 Faculty Senate agenda.

7. **Revisions to Establishing a Department Policy, FAM 112.5 (attachment):**

The Executive Committee discussed whether definitions for an academic department should be separated from the policy and if there should be a distinction between emerging and mature departments. The EC also discussed the minimum requirements for a department chair/school director. The EC tabled the remaining discussion of this item to the next EC meeting in the interest of time.

8. **Effect of Immigration Ban on Students (attachment):**

The Executive Committee decided to draft a resolution and add it as a one reading item on the February 7, 2017 Faculty Senate agenda.

9. **Chair's Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

10. **EPRC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

11. **FAC Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

12. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting because of time constraints.

13. **Administrative Update:**

This item is deferred to the next Executive Committee meeting because of time constraints.

14. **Other Business:**

Time did not permit discussion of other business.

2:40pm Time Certain (If preceding items have not been completed).

15. **Approval of FS Agenda, 2/7/17:**

The Executive Committee approved the Faculty Senate agenda for February 7, 2017 as amended

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

February 14, 2017

2:00 pm – 5:00 pm

Pine Room

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel, N. Tórréz, J. Ullman

Guests Present: C. Crawford, D. Fischman, D. Freer, R. Fremont, J. Gilbert, K. Hartley, B. Haynes, T. Morales, S. Sudhakar

1. **Approval of EC Minutes, 1/31/17:**

The Executive Committee approved the EC minutes from January 31, 2017 as written.

2. **GE Structure (attachment):**

The Executive Committee decided to add this as a first reading item on the March 7, 2017 Faculty Senate agenda.

3. **Revisions to Establishing a Department Policy, FAM 112.5 (attachment):**

This item is deferred to the next Executive Committee meeting due to time constraints.

4. **Chair's Report:**

Chair Kolehmainen stated that she would distribute two graduation initiative reports (one report regarding metrics and the other an update to the CSUSB graduation initiative plan) to the EC to review and provide input to Provost McMahan.

5. **EPRC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

6. **FAC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

7. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

8. **Administrative Update:**

This item is deferred to the next Executive Committee meeting due to time constraints.

9. **Other Business:**

Time did not permit the discussion of other business.

3:00pm Time Certain (If preceding items have not been completed).

10. **Meeting with President and VPs (attachment):**

D. Fischman and C. Crawford presented the Faculty Center for Excellence governing structure proposal to the Executive Committee. The center would bring together the TRC Director, the Director of Academic Research, Scholarship, and Creative activities (new position), and Faculty Fellow for Community Engagement (new position) in one space to assist faculty. Each would be separate and maintain separate budgets but could collaborate when needed and reduce duplicative efforts across campus while providing more resources to faculty. The EC had concerns that in light of the likely possibility of at a \$700,000 structural deficit that funding may need to be re-directed and the center could then lose funds or resources. President Morales stated that he is committed to funding faculty development as it is a critical and is committed to continue funding professional development and reassigned time as \$7 million of reassigned time has been funded this past year. The EC also shared concerns that with such board and diverse activities being supported that the center could be difficult to support financially and staff with enough expertise that could address the needs across disciplines as they vary greatly. The EC discussed that while faculty could benefit from the resources the center could provide, the biggest issue is time and with moving to a 4/4 teaching load after semester conversion, the EC felt that most faculty may not have the time to fully benefit from the center. Provost McMahan noted that the Workload Committee met for the first time last week and will be looking at how to reduce the teaching load under a semester system. Provost McMahan suggested the EC invite the Workload Committee Chair R. Ricco to EC meetings for updates on the committee's work. President Morales hopes the center can streamline the bureaucracy for faculty so faculty can move forward more easily and implement projects.

The Executive Committee will consider referring the governing structure to EPRC and FAC for consideration of the development of a policy. The EC stated that finding a space for the center in the meantime would be

permissible as long as nothing formally occurs until a policy is developed and goes through the Senate approval process.

Chair Kolehmainen stated that since this was to be the first in a series of meetings between the President, VPs, and EC, that the EC would like to discuss with the President and VPs other aspects of the strategic plan at the next meeting.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

February 21, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Kolehmainen, S. McMahan, N. Tórréz

Guests Present:

1. **Approval of EC Minutes, 2/14/17:**

The Executive Committee approved the EC minutes from February 14, 2017 as amended.

2. **Appointments:**

- 2.1 Department Chair Review Committee – Jonathan Anderson - **appointed**
Marc Fudge, Public Administration faculty member
Anthony Silard, Public Administration faculty member
Anna Ni, Public Administration faculty member
Frank Lin, external faculty member and chair of the Information and Decision Sciences department
Breena Coates, external faculty member, Department of Management
Jessica Chavez, staff member, Student Services Center
Sandra Jimenez, student, CBPA

3. **Revisions to Establishing a Department Policy, FAM 112.5 (attachment):**

The Executive Committee decided to include this as a first reading item on the March 7, 2017 Faculty Senate agenda.

4. **EPRC Recommendations for CEL Summer Monies (attachment):**

The Executive Committee decided to forward the recommendations to VP Freer and ask that he be ready to respond at the March 7, 2017 Faculty Senate meeting in which a presentation of the document and discussion will occur.

5. **Category III, Miscellaneous Course Fee Approval Process for Q2S (attachment):**

The Executive Committee decided to include this as an information item on the March 7, 2017 Faculty Senate agenda.

6. **Impaction Policy (attachment):**

This item is deferred to the next Executive Committee meeting due to time constraints.

7. **Chair's Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

8. **EPRC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

9. **FAC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

10. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

11. **Administrative Update:**

This item is deferred to the next Executive Committee meeting due to time constraints.

12. **Other Business:**

Time did not permit the discussion of other business.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

February 28, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, A. Muhtaseb, N. Tórréz, J. Ullman

Guests Present:

1. **Approval of EC Minutes, 2/21/17:**

The Executive Committee approved the EC minutes from February 21, 2017 as written.

2. **Approval of FS Minutes, 2/7/17:**

The Executive Committee approved the Faculty Senate minutes from February 7, 2017 as written.

3. **Appointments:**

3.1 **Search Committee for Associate Provost for Academic Programs –**
Dwight Sweeney (COE) - **appointed**

3.2 **Search Committee for the Dean of Undergraduate Studies –**
Judy Sylva (COE) - **appointed**

4. **Impaction Policy (attachment):**

The Executive Committee referred this item to EPRC for consideration.

5. **Faculty Center For Excellence (attachment):**

The Executive Committee decided that a more complete proposal is needed in order to draft a policy. Chair Kolehmainen will contact D. Fischman and C. Crawford and share the EC's concerns and illustrate additional items that should be included in the proposal.

6. **Chair's Report:**

Chair Kolehmainen stated that at the recent Chairs' Council meeting, lecturer voting rights was discussed. Many CSUs have some voting right for lecturers and it is usually based on time base and years of service. Chair Kolehmainen added that the discussion was particularly helpful as the Constitution and Bylaws committee is considering this question.

7. **EPRC Report:**

EPRC Chair Boland stated that the committee finished compiling their report and recommendations on the summer monies and has begun to review the ancillary units.

8. **FAC Report:**

FAC Chair Bodman will be forwarding revisions to the Department Chair/School Director Review policy to the EC shortly. The Committee is also working on revisions to the chair appointment policy, issues regarding classroom visitations in FAM 652.4, and to revise the appointment of full-time and part-time faculty policies.

9. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman stated that the ASCSU passed resolutions opposing the tuition fee increase and the appointment of Betsy DeVos as the U.S. Secretary of Education, recommendations for the CSU tenure density task force (a report should be available in March), and a resolution in support of DACA students. The ASCSU also passed a recommended academic freedom policy. Senator Ullman stated that upcoming resolutions include the importance of graduate education as it appears it may be getting lost due to the focus on the Graduation Initiative, as well as resolutions in support of the Doctor of Nursing Practice degree (as the LAO has stated it is not necessary) and the development of discipline councils for all disciplines. Senator Ullman also added that the CSU GE task force is fully staffed and ready to begin its work looking at issues like best practices and structures.

10. **Administrative Update:**

Provost McMahan was not present to give a report.

11. **Other Business:**

No other business was discussed at this time.

3:40pm Time Certain (If preceding items have not been completed).

12. **Approval of FS Agenda, 3/7/17:**

The Executive Committee approved the Faculty Senate agenda for March 7, 2017 as amended.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

March 14, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel, N. Tórréz

Guests Present: D. Fischman, R. Ricco

1. **Faculty Center for Excellence Discussion (attachment):**

TRC Director Fischman in response to the EC's concerns of needing a fuller proposal to move forward suggested running a pilot for the Faculty Center for Excellence in order to better determine the best way to move forward and develop a full proposal and policy. The EC expressed concerns that the added positions may create more layers of bureaucracy. Director Fischman stated that she hopes the pilot would flush out those issues so that moving forward the most streamlined and collaborative structure can be created. The Executive Committee asked that before a pilot can be considered and move forward, the assessment for the pilot needs to be designed and reviewed by the EC. Director Fischman will work to develop the assessment based on the mission and vision of the FCE and report back to the EC.

2. **Approval of EC Minutes, 2/28/17:**

The Executive Committee approved the EC minutes from February 28, 2017 as written.

3. **Appointments:**

3.1 OpenGov Implementation Task Force– Crystal Huang - **appointed**

4. **Chair's Report:**

Chair Kolehmainen reported that the Senate office is working with the President's office to find an earlier meeting date between the EC and VPs.

Chair Kolehmainen stated that she forwarded AAC's concerns over the Senate first reading items to the committees.

5. **EPRC Report:**

EPRC Chair Boland stated that the committee is continuing ancillary unit reviews.

6. **FAC Report:**

FAC Chair Bodman stated that the Committee has forwarded three policies for consideration by the EC (later on the agenda) and will be looking at revising the chair recruitment policy.

7. **Statewide Academic Senate Report:**

Statewide Academic Senator Steffel stated that the ASCSU will be meeting this week. The Fiscal and Governmental Affairs committee is currently reviewing all the legislation pertaining to higher education and will be finalizing its recommendations soon.

8. **Administrative Update:**

Provost McMahan stated that the searches for the Dean of Undergraduate Studies and Associate Provost for Academic Programs are ongoing and the committees are just about fully staffed.

9. **2017-18 RPT Calendar (attachment):**

The EC referred back the calendars in order to see if the FAR deadlines in early December could be pushed to after finals and to get the calendars needed for the SSP, ARs and Librarians.

10. **Revisions to Chair Review Policy (attachment):**

This item is deferred to the next Executive Committee meeting due to time constraints.

11. **Revisions to the SOTE Policy (attachment):**

This item is deferred to the next Executive Committee meeting due to time constraints.

12. **Revisions to the Appointment of Part-time Faculty Policy (attachment):**

This item is deferred to the next Executive Committee meeting due to time constraints.

3:00pm Time Certain (If preceding items have not been completed).

13. **Workload Committee Update:**

Workload Committee Chair Ricco stated that the workload committee started under the Faculty Senate and a recommendation was made which was endorsed by the Faculty Senate and Q2S Steering Committee for a 3-3 or 4-3

workload under a semester system which could be supported by the budget. This recommendation along with the financial implications was rejected by the administration. Moving forward Provost McMahan established this workload committee to identify sources of funding and mechanisms to provide an adequate amount of reassigned time to faculty for research, scholarly, and creative activities. The Committee will be looking at ways of enabling faculty to do professional work outside of the classroom with transparency, some equity in distribution, and possible accountability. The Provost's office is looking at identifying funding within the Academic Affairs budget. Provost McMahan is confident there is enough funding to bring most faculty below a 4-4 teaching load. The Provost's office is also working on a better tracking system for reassigned time so that what the reassigned time is being used for (for example, service, different types of research, large classes, etc.) can easily be determined. The EC expressed concern when statements are made that no one teaches nine courses a year. The EC suggested that using the average is misleading and that a histogram should be developed showing the distribution of reassigned time, showing how many faculty receive, for example 0-3, 3-6, 6-9 to 33-36 units of reassigned time and separating service buyouts from research reassigned time. The EC also stated that using the argument that a 3-3 workload would be in violation of the CBA is false, that while it states 15 WTUs are required, those WTUs are not all to be used for direct instruction. The EC also pointed out that the strategic plan has a specific goal to increase reassigned time by 10% and it is unclear how much is currently being spent. The EC also suggested that another consideration for reassign time be certain High Impact Practices (HIPS) as there are specific goals in the strategic plan to increase HIPs on campus. The EC also brought up that it would be good to know how many faculty received reassigned time but are unable to use it as courses cannot be covered. The EC agreed that the Committee's charge to develop a normative framework for reassigned time is needed and should also be reviewed by the Senate when a proposal is completed.

14. **Other Business:**

The EC discussed whether there should be a separate faculty input or a campus wide input on EO 1100. The EC decided to gather more information prior to a decision. Provost McMahan will have Senate Chair Kolehmainen join the administration discussion of the EO1100 so she can report back to the EC.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO*FACULTY SENATE EXECUTIVE COMMITTEE***M I N U T E S**

March 21, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, N. Tórréz, J. Ullman

Guests Present: F. Beer

1. **Strategic Analysis of Graduate Programs:**

Dean Beer stated that the strategic plan asked that an analysis of graduate education be completed. A steering committee consisting of two faculty from each college, a lecturer, Palm Desert Campus faculty member, staff, and a student representative was formed to address the issue. Several open houses were held in order to get campus feedback, then open forums have and continue to be held. A website was also developed to allow the campus community view the ongoing progress and input received from the open houses/forums (<http://gradstudies.csusb.edu/strategicAnalysis/index.html>). Data of the graduate programs for five years has been gathered as well as surveys to the graduate students and graduate coordinators (conducted by the Graduate Council). Surveys are also pending for the faculty at large and alumni. With all this information, the committee has begun to draft goals and strategies for each goal. Overall, students are very happy with their graduate education but there is still room for improvement. One goal is focused on graduate recruitment. Graduate applications have gone down in F2015 to F2016 by 14.9%. Also, international students have been declining to a myriad of reasons. The EC brought up concerns regarding the enrollment management of graduate programs. Since it is expected that the demand for undergraduate programs will exceed capacity in the near future how will that effect the enrollment management for graduate programs. The EC also wondered if CSUSB has the right mix of graduate programs for its students. Dean Beer noted that these are issues that are being looked at and will require input from the campus community as well.

2. **Approval of EC Minutes, 3/14/17:**

The Executive Committee approved the EC minutes from March 14, 2017 as written.

3. **Revisions to Chair Review Policy (attachment):**

Some Executive Committee members felt the three year plan should still be required and instead of removing the department meeting with the dean to discuss the report, it should be an option that can be requested. The EC also discussed how lecturers could be involved.

The Executive Committee decided to add this as a first reading item to the April 11, 2017 Faculty Senate meeting. All input from the Senate and EC will be taken into consideration prior to the second reading.

4. **Revisions to the SOTE Policy (attachment):**

The Executive Committee suggested that SOTEs be able to be administered in weeks eight through ten, Chair Kolehmainen will contact L. Hawkins to make sure that is feasible. The EC also discussed the college averages as outlined in the policy and the availability of the reports. As it stands, the information is currently on the Senate's "Reports" page. The EC members had concerns over the misuse of the averages.

The Executive Committee decided to add this as a first reading item to the April 11, 2017 Faculty Senate meeting. All input from the Senate and EC will be taken into consideration prior to the second reading.

5. **Revisions to the Appointment of Part-time Faculty Policy (attachment):**

This item is deferred to the next Executive Committee meeting due to time constraints.

6. **Chair's Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

7. **EPRC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

8. **FAC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

9. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

10. **Administrative Update:**

This item is deferred to the next Executive Committee meeting due to time constraints.

11. **Other Business:**

Time did not permit the discussion of other business.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

April 4, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel, J. Ullman

Guests Present:

1. **Approval of EC Minutes, 3/21/17:**

The Executive Committee approved the EC minutes from March 21, 2017 as written.

2. **Approval of FS Minutes, 3/7/17:**

The Executive Committee approved the Faculty Senate minutes from March 7, 2017 as amended.

3. **Interim Appointment to UEC Discussion:**

While an election prior to the UEC's report deadline is not possible, the Executive Committee decided not to appoint an interim replacement to the UEC due to policy language. The Committee will move forward with the remaining members.

4. **Definitions of Full-Time (FT) & Half-Time (HT) for the Purpose of Financial Aid (attachment):**

The Executive Committee decided to include this as an information item on the April 11, 2017 Faculty Senate agenda.

5. **Normative Number of Course Units for Semester Graduate and Undergraduate Programs (attachment):**

The Executive Committee decided to include this as an information item on the April 11, 2017 Faculty Senate agenda.

6. **Revisions to the Appointment of Part-time Faculty Policy (attachment):**

The EC made some editorial suggestions to the policy. Senator Grisham brought up how this policy would affect college level appointments. The EC referred this policy back to FAC for further consideration.

7. **Revisions to Summer and Fall 2018 Registration Periods (attachment):**

The Executive Committee decided to include this item as a one reading item on the April 11, 2017 Faculty Senate agenda.

8. **Chair's Report:**

Chair Kolehmainen reported that it should not be an issue to administer SOTEs in weeks eight through 10. In a follow-up Chair Kolehmainen asked Provost McMahan to ask VP Sudhakar to look into who can request online SOTEs and limit it to the instructor of the course.

Chair Kolehmainen stated that CSU-wide responses are being sought regarding a CSU Intellectual Property Policy and EO 1100. Provost McMahan will ask AP Chen to work with Senate Chair Kolehmainen to decide which course of action might be best for CSUSB's input on EO 1100.

9. **EPRC Report:**

EPRC Chair Boland was not present to give a report.

10. **FAC Report:**

FAC Chair Bodman stated that the Committee should soon be reviewing the RPT calendars for Librarians and SSP, ARs. The committee will also be starting to work on FAM 642.73.

11. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman stated that the ASCSU forwarded two names for Faculty Trustee to the Governor for appointment, Dr. Steven Filling and Dr. Romey Sabalius. Senator Ullman shared some of the resolutions that passed at the last ASCSU meeting, including a resolutions supporting graduate education and the Doctorate of Nursing Practice, and opposing President Trump's EOs regarding travel bans. Senator Ullman noted that the GE Task Force met last week.

Statewide Academic Senator Steffel stated that the Fiscal and Governmental Affairs Committee reviewed bills moving forward dealing with higher education. The Committee took positions on about 30 bills. On April 19, 2017 the FGA will be advocating for the CSU in Sacramento.

12. **Administrative Update:**

Provost McMahan shared the following report regarding upcoming events:

- A **Faculty Technology Open Forum**, presented by the divisions of Academic Affairs and Information Technology Services, will be held (following the Academic Senate meeting) on **Tuesday, April 11 from 4-5 p.m.** in Lower Commons, Pine Room. Participants will have the opportunity to share their thoughts about the state of technology on campus and what can be done to better serve you. For those of you unable to join us in person, **Zoom video conferencing** is available (<https://csusb.zoom.us/j/970500915>)
- Faculty and staff who have published a book in the last year will be recognized during the **2017 Faculty / Staff Book Launch**. The event, hosted by the offices of Graduate Studies and Student Research, will take place **Tuesday, April 27 from 3-6 p.m.** in Lower Commons, Pine Room. In addition, published faculty/staff will share their experiences from 3-4 p.m. during the event's **Future Faculty Writers workshop**. [Click here](#) to register.
- The Division of Academic Affairs' **Faculty Recognition Luncheon** will be held **Monday, May 1 from 11:30 a.m.-1:30 p.m.** in the Santos Manuel Student Union, Events Room A & B. As a part of this program, outstanding faculty from each college will be honored in the areas of Instructionally-Related Activities, Research, Scholarly or Creative Contribution, and Service to the College. Please RSVP by April 28 to Academic Personnel, Ext. 75029 or by email to hlint@csusb.edu.
- The Graduation Initiative 2025 **Informed Decision-Making conference** will be held on campus (Building/Room to be determined) on **Friday, May 5, from 8 a.m.-5 p.m.** The program features an array of sessions on tools that lead to the improvement of graduation rates. Lunch will be provided. [Click here](#) to register.
- Cooperative interaction among colleagues is a cornerstone of our university and one's professional work. Related ideas and views will be shared and discussed during CSUSB's **Collegiality Forum**. The event will be held **Thursday, May 11 from 8 a.m.-noon** in the Obershaw Dining Room.
- The offices of Graduate Studies and Student Research will host the **Faculty Research Grant Awards** ceremony on **Thursday, May 18 from 5:30-7 p.m.** in the Santos Manuel Student Union. [Please RSVP](#) by May 5. (The awards ceremony follows the daylong Meeting of the Minds student research symposium.)

13. Other Business:

The Executive Committee decided to include a resolution endorsing Project Rebound as a one reading item on the April 11, 2017 Faculty Senate agenda.

3:40pm Time Certain (If preceding items have not been completed).

14. **Approval of FS Agenda, 4/11/17:**

The Executive Committee approved the Faculty Senate agenda for April 11, 2017 as amended.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

April 18, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Kolehmainen, N. Tórrrez, J. Ullman

Guests Present: K. Costino, T. Provenzano

1. **Extending Committee Terms for Q2S (attachment):**

The Executive Committee decided that elections will proceed as normal during Q2S. Nominees will be encouraged to submit statements to be included on the ballots. The EC also asked that the Constitution and Bylaws Review Committee clarify the election process for university and college curriculum committee members.

2. **Approval of EC Minutes, 4/4/17:**

The Executive Committee approved the EC minutes from April 4, 2017 as written.

3. **Appointments:**

3.1 OpenGov Implementation Committee – Haakon Brown - appointed

4. **Academic Freedom and Syllabus Policy (attachment):**

The EC agreed that the while an faculty member has academic freedom in how course content is taught, introduced, structured, etc., content must be met, especially in the case of accredited courses.

5. **2017-2018 RPT Calendars (attachment):**

The Executive Committee decided to add this as a one reading item on the May 9, 2017 Faculty Senate agenda.

6. **EO-1100 Faculty Input (attachment):**

Chair Kolehmainen will send the EO-1100 information to the campus requesting feedback from the faculty by May 15, 2017 in order to finalize a report by June 15, 2017.

7. **Exams and Intellectual Property (attachment):**

The Executive Committee agreed that the faculty member is not required to return an exam to student, however, the faculty member should make the exam available to be viewed by the student and discuss any feedback. Chair Kolehmainen will contact the Testing Office to share the EC's view.

8. **Chair's Report:**

Chair Kolehmainen noted that SOTE form C is currently not working for online courses. Interim AP Vicknair is looking into the issue and Chair Kolehmainen will report back with more information as she receives it.

9. **EPRC Report:**

EPRC Chair Boland stated that the Committee will meet April 19, 2017 and will continue their work reviewing ancillary units. The EC agreed that EPRC should follow up with VP Freer's office to discuss how EPRC can be involved with the budget planning process and have meaningful consultation. EPRC will also ask for an update on the summer monies Academic Affairs received recently and what those additional funds mean.

10. **FAC Report:**

FAC Chair Bodman stated that the committee looked into appointing members to the UEC due to a resignation and as outlined in the CBA Article 15.41, those members must be elected. FAC recommended current practice be followed; if the vacancy occurs prior to the Spring term, an election will be run, and if the vacancy occurs during the Spring term, the Committee will have to move forward without a replacement. The Committee continues to work on the part-time and full-time faculty recruitment policies and will be bringing back the recruitment of part-time faculty to the EC shortly.

11. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman noted that Senator Steffel is in Sacramento for the CSU Advocacy Day. Senator Ullman also added that she has sent out the draft CSU IP policy for input to the campus and will gather all the input and send it to the ASCSU for submittal. Senator Ullman stated that the GE task force has met and has meeting scheduled for May and June.

12. **Administrative Update:**

Provost Mc Mahan was not present to give a report.

13. **Other Business:**

The Executive Committee did not discuss other business.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

April 25, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, A. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel

Guests Present:

1. **Approval of EC Minutes, 4/18/17:**

The Executive Committee approved the EC minutes from April 18, 2017 as written.

2. **Appointments:**

- 2.1 Nursing Associate Director for the Student Health Center Search Committee – 1 position
-Claudia Davis - **appointed**
-Richard Samuelson

3. **Retirement Resolutions - CONFIDENTIAL (attachment):**

The Executive Committee will seek volunteers to draft retirement resolutions by May 25, 2017.

4. **Resolution Opposing the Proposed CSU IP Policy (handout):**

The Executive Committee decided to add this as a one reading item to the May 9, 2017 Faculty Senate agenda and will attach the SJSU white paper regarding the proposed policy.

5. **CEL Building Floor Plans (attachment):**

The Executive Committee developed a list of questions regarding the floorplans and decided to invite Dean Karmanova to the May 30, 2017 Faculty Senate meeting for a brief presentation of the floor plans and to allow for faculty input. The EC will forward the following questions:

- Is the furniture movable to accommodate alternate configuration for things like high impact practices?
- Are the large classroom tiered or flat?
- Are there any removable partitions to change room sizes?
- Are CEL classrooms available for university use if not in use and if so, what are the terms?

For spaces not color coded, what are they to be designated?
Will International Studies have a separate office in the building?
Are there planned open intellectual spaces for faculty and students?

6. **Chair's Report:**

Chair Kolehmainen did not give a report.

7. **EPRC Report:**

EPRC Chair Boland stated the committee will be meeting weekly. At last week's meeting, the Committee discussed plans to invite Administration and Finance to a meeting to discuss shared governance issues. EPRC will be meeting April 27, 2017 and will continue to work on ancillary unit reviews.

8. **FAC Report:**

FAC Chair Bodman stated that the committee is continuing work on the part time faculty recruitment policy.

9. **Statewide Academic Senate Report:**

Statewide Academic Senator Steffel reported that she attended the CSU Advocacy Day in Sacramento last week as a member of the Fiscal and Governmental Affairs Committee. Over the course of the day, committee members met with over thirty-two legislators. Senator Steffel felt the trip was very meaningful and looks forward to seeing what impact the advocacy will have on budget discussions.

10. **Administrative Update:**

Provost McMahan asked the EC if they would like to appoint a steering committee or use an existing Senate committee that would look at defining high impact practices (HIPs) and how to assess them. The EC decided to appoint a steering committee with one faculty member from each college. Provost McMahan will forward timelines to the Senate office and further details to use for the call.

Provost McMahan reminded the EC of some upcoming dates:

Faculty Recognition Lunch on May 1, 2017 from 11:30am to 1:30pm

Collegiality Forum on May 11, 2017 from 9:00am to 11:30am

Freedom of Speech Presentation for EC members on May 30, 2017 at 12:00pm

11. **Other Business:**

The Executive Committee discussed issues with convening committees, in particular two search committees. The Senate office will contact the two

search committees to see if members are able and willing to continue their service during the next AY since the searches were pushed back.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

May 2, 2017

2:00 pm – 3:50 pm

AD-145

1. **Approval of EC Minutes, 4/25/17:**

The Executive Committee approved the minutes from the April 25, 2017 EC meeting as written.

2. **Approval of FS Minutes, 4/11/17:**

The Executive Committee approved the Faculty Senate minutes from April 11, 2017 as written.

3. **Chair's Report:**

Chair Kolehmainen encouraged everyone to provide input on EO 1100.

4. **EPRC Report:**

At the last EPRC meeting, the Committee continued their review of ancillary unit reports. EPRC Chair Boland stated that the Committee will be considering an advising policy.

5. **FAC Report:**

FAC Chair Bodman stated that he will proposed several amendments to the SOTE policy at the next Faculty Senate meeting, mostly having to do with changing the administration of SOTEs from the ninth week to weeks eight through ten. The Executive Committee asked if a new SOTE form will be completed soon. FAC Chair Bodman replied that the ad-hoc committee is still working on a new form.

6. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman asked if CSUSB has been contacted regarding EO 1071 changes regarding concentration needing 50% in the core and how many CSUSB might not meet per the executive order. Provost McMahan noted AP Chen has that information and there has been no outreach from the CO. Provost McMahan noted that CSUSB has been

working to solve this with programs through Q2S in order to get them into alignment and has provided resources to assist programs with this work.

Senator Ullman noted that a revised and clarified memo regarding the academic preparation FAQs has been sent.

The ASCSU Academic Affairs committee is working on a resolution calling for the creation of more discipline councils similar to what Math and English already have in place.

The CSU GE TSK Force met and is discussing goals and outcomes. The task force will be meeting again in June to continue those discussions.

7. **Administrative Update:**

Provost McMahan thanked those able to attend the faculty recognition luncheon.

Provost McMahan announced that currently there are twenty-five tenure-track faculty hires slated for next year. The net new number has not been established yet as FERP decisions are still to be made.

Provost McMahan asked that the Senate office send out a call for the HIPs Committee with one representative per college. Senator Ullman asked that the committee charge be clear as there have been some issues with committee charges changing after faculty are appointed, for example the GI2025 task force which has become more of a policy review committee or the workload committee which is now looking into the accounting of reassigned time rather than how to reduce the 4-4 semester teaching load. Provost McMahan noted that the committee needed to first decipher the accounting in order to move forward with ways to distribute reassigned time.

Senator Bodman stated that there is a rumor that President's Academic Excellence Scholarships (PAES) are no longer being recruited. Provost McMahan has not heard anything but will look into it and report back.

8. **Revisions to Part-Time Temporary Faculty Recruitment Policy (attachment):**

The Executive Committee decided to add this as a first reading item to the May 9, 2017 Faculty Senate agenda.

9. **Discussion of Tenure-Track Hiring (attachment):**

The Executive Committee discussed the general criteria for considering tenure-track lines. Provost McMahan stated that she is trying to develop a fair and transparent process for department chairs and deans to prioritize positions. Each college will have a certain number of lines and the deans will

try to have consensus over what to do with the lines. The EC asked that the document's name be changed to Allocation of Faculty Lines. Since Provost McMahan said there is no rank ordering of the criteria, the EC felt that the criteria should not be numbered. The EC also felt that only the more broad criteria be used, since the others are more applicable to some disciplines than others. The EC requested that the only first four considerations be maintained and student demand be added as well. The EC asked Provost McMahan to share a revised version of the document when available.

10. **Linked Learning (attachment):**

The Executive Committee decided to discuss this item at the next Executive Committee meeting.

11. **Other Business:**

The Senate office will work with ITS Web Services to redo the Faculty Senate website that should allow for easier access to items with new menus and other capabilities.

The Executive Committee considered a vote of no confidence resolution in the President and decided to include it as a one reading item on the May 9, 2017 Faculty Senate agenda.

3:40pm Time Certain (If preceding items have not been completed).

12. **Approval of FS Agenda, 5/9/17:**

The Executive Committee approved the Faculty Senate agenda as amended.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

May 16, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, N. Tórréz, B. Steffel

Guests Present: C. Foster, V. Seitz, S. Sumida, D. Walls

1. **Brand IQ Presentation:**

Brand IQ after several open forums and surveys with the campus community and prospective students has developed three concepts that will be presented to the campus through open fora. The concepts include “Together We Will,” “CSUSB, Unexpected,” and “We Define the Future.” The campus community, prospective students, and community members will all be surveyed for their input and a concept will be finalized and recommended to the campus.

2:30pm Time Certain (If preceding items have not been completed).

2. **Approval of EC Minutes, 5/2/17:**

The Executive Committee approved the EC minutes from May 2, 2017 as written.

3. **Appointments (attachment):**

The EC made appointments to various committees and will continue to seek volunteers to fill remaining vacancies (please see attached).

4. **Faculty Senate Minutes 4/11/17 (attachment):**

The Executive Committee agreed to the amendment suggested by Dean Beer and will add the revised minutes as an information item on the May 30, 2017 Faculty Senate agenda.

5. **Department RPT Guidelines IDS (attachment):**

This item was referred to FAC for review.

6. **Academic Affairs Council Policy Input:**

6.1 FAM 820.5 SOTE (attachment):

The AAC suggested making edits for semester conversion. FAC Chair Bodman stated that the policy will be reviewed again at a later date for semester conversion.

6.2 FAM 651.4 Chair Review (attachment):

The AAC expressed concern that sections 7.3 and 7.4 were removed, eliminating the need for the three-year plan and submittal of the chair's response. The EC suggested considering language that the chair should provide a statement of priorities moving forward. The AAC also felt the April 1st deadline was still too soon for reviews to be completed. FAC will consider the suggestions at their next meeting.

6.3 FAM 642.76 Recruiting Part-Time Temporary Faculty(attachment):

The AAC suggested that there be a provision allowing that a break in service greater than one year would require moving through the recruitment procedure in order to allow part-time faculty that teach a course say every spring some leeway to avoid going through the process. There was also a suggestion to have the Office of Diversity Initiatives produce the demographic data instead of the chair, similar to the probationary faculty recruitment policy. Lastly, it was suggested to add a process for a last minute hire, especially for fall quarter when many faculty are not around. FAC will consider the suggestions at their next meeting.

7. Linked Learning (attachment):

This item is deferred to the next Executive Committee meeting because of time constraints.

8. Chair's Report:

This item is deferred to the next Executive Committee meeting because of time constraints.

9. EPRC Report:

This item is deferred to the next Executive Committee meeting because of time constraints.

10. FAC Report:

This item is deferred to the next Executive Committee meeting because of time constraints.

11. Statewide Academic Senate Report:

This item is deferred to the next Executive Committee meeting because of time constraints.

12. **Administrative Update:**

Provost McMahan announced that four Deputy Provost final candidates will be coming to campus over the next few weeks. Provost McMahan asked the Executive Committee the search for the Dean of Undergraduate Studies could still move forward with only two final candidates instead of the normal three. The Executive Committee agreed.

13. **Other Business:**

Time did not permit discussion of other business.

College of Arts and Letters Committees

Academic Program Review Committee – 1 position (2016-2017, senior faculty, NOT from WLL)

High Impact Practices Committee – 1 position (tenure-track)

-Arturo Fernandez-Gibert - **appointed**

-Annie Buckley – The EC will re-consider this appointment if other college positions remain open.

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

Honors Committee – 1 position (2017-2019, tenure-track)

Student Grade Appeal Panel – 1 position (2017-2019, tenured)

Library Committees

Faculty Professional Development Coordinating Committee – 1 position (2017-2019, tenure-track)

Honorary Degree Committee – 1 position (2017-2019, tenure-track)

-Brent Singleton - **appointed**

Instructional Quality Committee – 1 position (2017-2019, tenured)

-Lisa Bartle - **appointed**

Constituent Unit (from Library or A&L) Committees

Academic and Distributed Technologies Committee – 1 position (2017-2019, tenure-track)

Athletic Advisory Committee – 1 position (2014-2017 term, tenure-track)

Diversity Committee – 1 position (2017-2019, tenure-track)

-Kareen Gervasi - **appointed**

-Jason Perez

Intellectual Life and Visiting Scholar Committee – 1 position (2017-2019, tenure-track)

International Students Services Advisory Committee – 1 position (2017-2019, tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

Student Research Competition Graduate – 1 position (2017-2019, tenure-track)

-Kareen Gervasi- **appointed**

College of Business and Public Administration Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty)

Academic and Distributed Technologies Committee – 1 position (2017-2019, tenure-track)

Diversity Committee – 1 position (2017-2019, tenure-track)

-Jonathan Anderson- **appointed**

Graduation Initiative Task Force – 2 positons (tenure-track)

High Impact Practices Committee – 1 position (tenure-track)

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

Honors Committee – 1 position (2017-2019, tenure-track)

-Crystal Huang - **appointed**

Intellectual Life and Visiting Scholar Committee – 1 position (2017-2019, tenure-track)

-Crystal Huang

-Liang Kevin Guo- **appointed**

Student Grade Appeal Panel –1 position (2017-2019, tenured)

Student Research Competition Graduate – 1 position (2017-2019, tenure-track)

Student Research Competition Undergraduate – 1 position (2017-2019, tenure-track)

College of Education Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty)

-Judy Sylva- **appointed**

Athletics Advisory Committee – 1 position (2017-2020, tenure-track)

-Nena Torrez- **appointed**

Faculty Professional Development Coordinating Committee – 1 position (2017-2019, tenure-track)

High Impact Practices Committee – 1 position (tenure-track)

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

Honors Committee – 1 position (2016-2018, tenure-track)

Instructional Quality Committee – 1 position (2017-2019, tenured)

-Iris Riggs- **appointed**

International Students Services Advisory Committee – 1 position (2017-2019, tenure-track)

-Jemma Kid

-Young Suk Hwang- **appointed**

-Amy Leh

Scholarship Committee – 1 position (tenure-track, 2017-2019)

-Eun-Ok Baek- **appointed**

Student Grade Appeal Panel – 1 position (2017-2019, tenured)

-Angela Louque

College of Natural Sciences Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty)

High Impact Practices Committee – 1 position (tenure-track)

-Monideepa Becerra- **appointed**

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

-Stuart Sumida- **appointed**

-Illseop Han

-Larry Mink

Honors Committee – 1 position (2017-2019, tenure-track)

-Qingquan Sun- **appointed**

Institutional Review Board – 1 position (2017-2020, tenure-track)

-Qingquan Sun

-Monideepa Becerra

-Nicole Dabbs- **appointed**

Instructional Quality Committee – 1 position (2017-2019, tenured)

-Shawn McMurrin- **appointed**

Student Grade Appeal Panel – 1 position (2017-2019, tenured)

-Illseop Han

-Larry Mink- **appointed**

Student Research Competition Undergraduate – 1 position (2017-2019, tenure-track)

-Qingquan Sun

-Nicole Dabbs

-Illseop Han- **appointed**

-Monideepa Becerra

-Dawn Blue

College of Social and Behavioral Sciences Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty NOT from Social Work)

-Tom Long- **appointed**

Faculty Professional Development Coordinating Committee – 1 position (2017-2019, tenure-track)

-John Reitzel- **appointed**

Graduation Initiative Task Force – 1 position (tenure-track)

High Impact Practices Committee – 1 position (tenure-track)

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

-Joseph Wellman

-Richard Addante- **appointed**

Institutional Review Board – 1 position (2017-2020, tenure-track)

-Dionisio Amodeo

-King-To Yeung- **appointed**

Student Grade Appeal Panel –1 position (2017-2019, tenured)

-David Yaghoubian- **appointed**

Constituent Unit (from Social and Behavioral Sciences or SSP, AR) Committees

Diversity Committee – 1 position (2017-2019, tenure-track)

International Student Services Advisory Committee – 1position (2017-2019, tenure-track)

Scholarship Committee – 1 position (2017-2019, tenure-track)

-King-To Yeung- **appointed**

Student Research Competition Graduate – 1 position (2017-2019, tenure-track)

-Dionisio Amodeo - **appointed**

At-Large

Alcohol, Tobacco, & Other Drugs Advisory Policies Sub-Committee – 1 position (2017-2019, tenure-track)

Alcohol, Tobacco, & Other Drugs Advisory Programs Sub-Committee – 1 position (2017-2019, tenure-track)

-Douglas Weiss- **appointed**

ASI Board of Directors – 1 position (2017-2019, tenure-track)

Calendar Committee – 1 position (2017-2019, tenure-track)

-Carol Hood- **appointed**

Campus Accessibility Advisory Board – 2 positions (2017-2019, tenure-track)

-Jessica Luck- **appointed**

-Illseop Han- **appointed**

Children’s Center Advisory Committee – 1 position (2017-2019, tenure-track)

-Erik Melchiorre

-Amy van Schagen

Commercialization/Intellectual Property Committee – 1 position (2017-2020, tenure-track)

-Richard Addante- **appointed**

Instructionally Related Programs Board – 2 positions (2017-2019, tenure-track)

-Lucy Lewis- **appointed**

-Brian Heisterkamp- **appointed**

Palm Desert Campus Planning and Operations Council – 1 position (2017-2019, tenure-track)

Philanthropic Foundation Board of Directors – 2 positions (2017-2019, tenure-track)

-Dorothy Chen-Maynard- **appointed**

-Alexandru Roman- **appointed**

Santos Manuel Student Union Board of Directors – 1 position (2017-2019, tenure-track)

-Mary Fong- **appointed**

Smoke and Tobacco Free Campus Implementation Committee – 1 position (tenure-track)

-Jose Munoz

-Nerea Marteache

The Executive Committee decided to see if two faculty could be appointed to the committee. The EC conditionally appointed both faculty members to the committee if approved.

Student Aid Committee – 1 position (2017-2019, tenure-track)

Student Health Advisory Committee – 1 position (2017-2019, tenure-track)

-Monideepa Becerra- **appointed**

Teaching Academy – 2 positions (1-2016-2019 term and 1-2017-2020 term, tenure-track contact cmassey@csusb.edu for application)

University Enterprises Corporation – 1 position (2017-2020, tenure-track)

-Josephine Mendoza- **appointed**

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

May 23, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Kolehmainen, S. McMahan, A. Muhtaseb, B. Steffel

Guests Present:

1. **Approval of EC Minutes, 5/16/17:**

The Executive Committee approved the EC minutes from May 16, 2017 as written.

2. **Approval of FS Minutes, 5/9/17:**

The Executive Committee approved the Faculty Senate minutes from May 9, 2017 as amended.

3. **Approval of 52nd FS agenda, 5/30/17:**

The Executive Committee approved the 52nd Faculty Senate agenda for May 30, 2017 as written.

4. **Draft FS Agenda, 6/6/17:**

The Executive Committee reviewed the agenda and provide a final approval via email after the May 30, 2017 Senate meeting.

5. **2017-18 Senate Meeting Calendar (attachment):**

The Executive Committee approved the 2017-18 Senate meeting calendar and will place it as an information on the May 30, 2017 Faculty Senate agenda.

6. **IDS Department RPT Guidelines (attachment):**

The Executive Committee conditionally added the guidelines as a first reading item to the May 30, 2017 Faculty Senate agenda, pending the process development narrative of the guidelines and approval of the edits suggested by the FAC are received by the Senate office by noon on May 25, 2017.

7. **Linked Learning (attachment):**

The Executive Committee had several questions regarding the MOU including but not limited to: how far along is CSUSB in meeting the goals, what are some of the programs being used, how could curriculum be aligned, is a new summer bridge program being created or will Coyote FirstStep be supplemented, and how is GE getting involved? The EC decided to invite Dean Fiene to a future EC meeting to discuss the MOU, CSUSB's progress in meeting the goals, and how faculty could be involved.

8. **Chair's Report:**

Chair Kolehmainen asked the Executive Committee if they should add a resolution opposing the timelines for input on Academic Preparation similar to the resolution passed by Sonoma State. The EC agreed to add a resolution to the May 30, 2017 Faculty Senate agenda as a one reading item.

9. **EPRC Report:**

EPRC Chair Boland stated that the committee is finishing the ancillary unit reports. EPRC will also be reviewing a policy from the GI2025 Taskforce and provide input.

10. **FAC Report:**

FAC Chair Bodman stated that the committee reviewed the input from AAC and the Senate and will proposed amendments to the Chair Review and Recruiting Part-Time Temporary Faculty policies at the May 30, 2017 Faculty Senate meeting.

11. **Statewide Academic Senate Report:**

Statewide Academic Senator Steffel reported that the Fiscal and Governmental Affairs Committee reviewed the Governor's May Revise which did not include any additional funding for the CSU. The May Revise does shift \$4 million from the CSU to cover Cal Grant costs. The CO does plan to absorb the cost so the campuses do not have to absorb the cost. Senator Steffel noted that there does not seem to be any pushback from the legislature regarding the tuition increase.

At the recent plenary, the ASCSU passed two resolutions dealing with CSUSB, an Expression of Respect for CSUSB's No-Confidence vote and a resolution regarding the Violation of Confidentiality of the CSUSB Presidential Search and Censure of Trustee Emeritus Monville and Mr. Granillo.

12. **Administrative Update:**

Provost McMahan noted that the carnations around the SMSU are for Mental Health Awareness Month.

Provost McMahan announced that the Meeting of the Minds Research Symposium held on May 18, 2017 featured over 200 students. Provost McMahan added that a Research Grant Faculty Award lunch was held to acknowledge grant faculty in a separate forum.

Provost McMahan stated that she is working with AP Vicknair on the faculty SSI and GSI so that both will be processed on time. Provost McMahan is also finishing RPT files.

Provost McMahan reported that she is planning on at least twenty-five tenure-track faculty searches for next year. College deans met and brought priorities forward for what tenure-track lines needed filling in their respective colleges and worked as a group to decide which lines would be filled by using the new hiring criteria which enables a more transparent, open, and fair process. The EC had concerns that all departments may not have been able to meet and forward their recommendations for tenure-track lines to deans prior to the decisions being made. Chair Kolehmainen asked how many of the tenure-track lines are net new. Provost McMahan stated that she believes about eight are new.

13. **Other Business:**

The EC did not discuss other business.

3:40pm Time Certain (If preceding items have not been completed).

14. **Approval of 51st FS Agenda, 5/30/17:**

The Executive Committee approved the 51st Faculty Senate agenda as amended.

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

June 13, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Kolehmainen, S. McMahan, N. Tórréz, B. Steffel

Guests Present: D. Fischman, M. Popescu

1. **Approval of EC Minutes, 5/23/17:**

The Executive Committee approved the EC minutes from May 23, 2017 as written.

2. **Appointments (attachment):**

The EC made appointments to various committees and will continue to seek volunteers to fill remaining vacancies in the Fall (please see attached).

3. **Items to be Forwarded to 2017-2018 EC for Consideration by 2017-2018 AY Committees (attachment):**

The list identifies issues and/or policies currently referred to committees but were unable to be addressed this AY. The 2016-2017 EC recommends that the 2017-2018 EC and corresponding committees continue work on these items.

2:30pm Time Certain (If preceding items have not been completed).

4. **FCE Pilot Assessment (attachment):**

TRC Director Fischman presented the added assessment plan of the pilot and noted a more detailed plan will be completed by the end of summer and should be approved by the end of October. The EC agreed the pilot should be for two years. The EC noted there should be some assessment prior to the start of the pilot to have a baseline. Provost McMahan stated that she will be requesting annual reports so some assessment will be available. The EC also had concerns over the tiered nature of each of the directors and issues that could cause. The EC also recommended a one year interim report. The EC also added a baseline survey should be conducted as well as a survey upon completion of the pilot. Several EC members reported that many colleagues have stated that they are worried that with the new increased semester workload, faculty will not be able to take advantage of the FCE. Director

Fischman will send the pilot information to campus with the EC's suggested changes.

3:00pm Time Certain (If preceding items have not been completed).

5. **Digital RPT and Research Tracking Platform Report (attachment):**

M. Popescu reviewed different vendors for a more secure RPT platform from the current Learning Management System under pilot. After much review and input from campus stakeholders, M. Popescu is recommending Faculty180 recently acquired by Interfolio. The platform would allow for a more structured uploading and viewing system as well as add the ability to track research, scholarship, and creative activities. M. Popescu also recommends that the Senate be involved with the contract negotiations if CSUSB moves forward.

The EC had concerns how much the price could go up after the initial period and a suggestion was made to consider a rolling contract. Chair Kolehmainen asked if CSUSB could afford the program. Provost McMahan stated that she has asked VP Freer to outline to UBAC all mandatory costs in the budget and then ask divisions to submit priorities to UBAC for consideration and decision of what to fund. Provost McMahan stated that this would be forwarded to UBAC as a top priority in Academic Affairs to consider funding.

6. **Chair's Report:**

Chair Kolehmainen did not give a report in the interest of time.

7. **EPRC Report:**

EPRC Chair Boland has met with incoming EPC Chair Groen go over unfinished business. EPRC will request a meeting with VP Freer to start discussing the CEL summer funds. EPRC Chair Boland is working on EPRC's year-end report.

8. **FAC Report:**

FAC Chair Bodman is working on the FAC year-end report.

9. **Statewide Academic Senate Report:**

Statewide Academic Senator Steffel noted that the ASCSU is currently in summer recess and thus did not have a report.

10. **Administrative Update:**

Provost McMahan stated that the two searches should be finalized shortly.

Provost McMahan reported that she is looking into moving enrollment management and admission back under Academic Affairs. The EC with Provost McMahan that CSUSB needs to grow strategically and consider how to shape the enrollment of CSUSB.

11. **Other Business:**

The EC did not discuss other business.

College of Arts and Letters Committees

Academic Program Review Committee – 1 position (2016-2017, senior faculty, NOT from WLL)

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

Honors Committee – 1 position (2017-2019, tenure-track)

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

-Brad Spence - appointed

Student Grade Appeal Panel – 1 position (2017-2019, tenured)

Library Committees

Faculty Professional Development Coordinating Committee – 1 position (2017-2019, tenure-track)

Constituent Unit (from Library or A&L) Committees

Academic and Distributed Technologies Committee – 1 position (2017-2019, tenure-track)

Athletic Advisory Committee – 1 position (2014-2017 term, tenure-track)

Intellectual Life and Visiting Scholar Committee – 1 position (2017-2019, tenure-track)

International Students Services Advisory Committee – 1 position (2017-2019, tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

College of Business and Public Administration Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty)

Academic and Distributed Technologies Committee – 1 position (2017-2019, tenure-track)

Graduation Initiative Task Force – 2 positons (tenure-track)

High Impact Practices Committee – 1 position (tenure-track)

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

Student Grade Appeal Panel –1 position (2017-2019, tenured)

Student Research Competition Graduate – 1 position (2017-2019, tenure-track)

Student Research Competition Undergraduate – 1 position (2017-2019, tenure-track)

College of Education Committees

Faculty Professional Development Coordinating Committee – 1 position (2017-2019, tenure-track)

High Impact Practices Committee – 1 position (tenure-track)

-Jordan Fullam- **appointed**

-Lasisi Ajayi

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

-Stacie Robertson- **appointed**

Honors Committee – 1 position (2016-2018, tenure-track)

Institutional Review Board – 1 position (2015-2018, tenure-track)

-Edna Martinez- **appointed**

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

College of Natural Sciences Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty)

-Davida Maynard- **appointed**

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

-Kimberlyn Williams- **appointed**

College of Social and Behavioral Sciences Committees

Graduation Initiative Task Force – 1 position (tenure-track)

-Arianna Huhn- **appointed**

High Impact Practices Committee – 1 position (tenure-track)

-Gisela Bichler- **appointed**

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

-Guy Hepp- **appointed**

Constituent Unit (from Social and Behavioral Sciences or SSP, AR) Committees

Diversity Committee – 1 position (2017-2019, tenure-track)

-Herb Shon*- **appointed**

International Student Services Advisory Committee – 1 position (2017-2019, tenure-track)

At-Large

Alcohol, Tobacco, & Other Drugs Advisory Policies Sub-Committee – 1 position (2017-2019, tenure-track)

ASI Board of Directors – 1 position (2017-2019, tenure-track)

-Crystal Huang

-Angela Horner- **appointed**

-Dorothy Chen-Maynard

Palm Desert Campus Planning and Operations Council – 1 position (2017-2019, tenure-track) – asked for temporary suspension has not met

Chair Kolehmainen will contact Dena Brown-Welty to see who is doing the work of the committee and to see if the committee cannot start meeting again.

Recreation Committee – 1 position (2016-2018, tenure-track)

Student Aid Committee – 1 position (2017-2019, tenure-track)

Teaching Academy – 2 positions (1-2016-2019 term and 1-2017-2020 term, tenure-track contact cmassey@csusb.edu for application)

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Academic Program Review Committee – 1 position (2016-2017, senior faculty, NOT from WLL)

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International Students Services Advisory Committee – 1 position (2017-2019, tenure-track)

Scholarship Committee – 1 position (2016-2018, tenure-track)

College of Business and Public Administration Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty)

Academic and Distributed Technologies Committee – 1 position (2017-2019, tenure-track)

Graduation Initiative Task Force – 2 positions (tenure-track)

High Impact Practices Committee – 1 position (tenure-track)

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

Student Grade Appeal Panel – 1 position (2017-2019, tenured)

Student Research Competition Graduate – 1 position (2017-2019, tenure-track)

Student Research Competition Undergraduate – 1 position (2017-2019, tenure-track)

College of Education Committees

Faculty Professional Development Coordinating Committee – 1 position (2017-2019, tenure-track)

High Impact Practices Committee – 1 position (tenure-track)

-Jordan Fullam- appointed

-Lasisi Ajayi

Honorary Degree Committee – 1 position (2017-2018, tenure-track)

-Stacie Robertson- **appointed**

Honors Committee – 1 position (2016-2018, tenure-track)

Institutional Review Board – 1 position (2015-2018, tenure-track)

-Edna Martinez- **appointed**

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

College of Natural Sciences Committees

Academic Program Review Committee – 1 position (2017-2018, senior faculty)

-Davida Maynard- **appointed**

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

-Kimberlyn Williams- **appointed**

College of Social and Behavioral Sciences Committees

Graduation Initiative Task Force – 1 position (tenure-track)

-Arianna Huhn- **appointed**

High Impact Practices Committee – 1 position (tenure-track)

-Gisela Bichler- **appointed**

Normative Number of Units Exceptions Committee – 1 position (2017-2019, tenure-track)

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Diversity Committee – 1 position (2017-2019, tenure-track)

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International Student Services Advisory Committee – 1 position (2017-2019, tenure-track)

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-Dorothy Chen-Maynard

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