

**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 51<sup>st</sup> FS Minutes, 5/31/16:**

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

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

The Executive Committee approved the 50<sup>th</sup> 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.