

M. Abed, O. Bernal, C. Chatterjee, E. Drost, D. Hazra, T. Jackson, C. Ney, Z. Ye, L. Zhao

ABSENT

A. Dobry, J. Hatfield

EXCUSED ABSENCE

Chair Bettcher convened the (Zoom) meeting at 1:47 p.m.

Chair Bettcher reviewed the [Cal State LA Academic Senate Virtual Participation Guide](#) and advised the participants that the meetings will be recorded for archival purposes only.

1. 1.1 Chair's announcements:

ANNOUNCEMENTS

1.1.1 I wanted to remind you that this fall we will have Senate meetings every Tuesday and the calendar is available on the Senate website (<http://www.calstatela.edu/academic senate/academic-senate-calendar>). The reason we're doing this is because we concluded early in the spring 2020 semester, missing about three sessions, and we want to make up for lost time and get on top of the policies.

1.1.2 Since our last meeting, President Covino has approved the following policies:

- Enrollment Management Council (New) – Chapter II – effective spring 2020
- Academic Honesty (Mod) – Chapter V - effective fall 2020
- Guidelines for the Appointment of Adjunct Professors (Del) – Chapter VI – effective fall 2020
- Student Grievance Committee (Mod) – Chapter II - effective fall 2020
- Student Grievance Procedures (Mod) – Appendix H - effective fall 2020
- Recruitment of Faculty (Mod) – Chapter VI - effective fall 2020
- Honors Convocation and Commencement Committee (Mod) – Chapter II – effective fall 2020

The Faculty Handbook has been updated to reflect these changes.

1.1.3 I also want to draw your attention to the Graduate Resource Center (GRC). They are holding information sessions over the next few weeks for faculty – one is “Five Best Practices for Advising Graduate Students” on Thursday, September 3, 10:00 – 11:30 a.m. and Friday, September 11, 10:00 – 11:30 a.m. and the other is “Thesis Committee Member Information Session” on Monday, September 21, 3:00 - 4:30 p.m. I believe this information is also available on their website and additionally, there was an invitation email sent to Grad Advisors and Department Chairs. There is also a fall 2020 GRC workshop schedule for students on “Culminating Experience Workshop Series”, “Graduate and Doctoral Program Application”, and “Writing and Professional Development Series”. More details can be found on their website.

1.1.4 I wanted to bring to your attention to the advisor forums that will be taking place throughout the fall and spring semesters. Each one is a devoted presentation for a specific college and are quite informative. If you are an advisor, I really suggest that you attend as they are quite useful. Here are the dates and all will be held 10:00 – 11:30 a.m.
Fall: Friday, September 18, 2020 – A&L; Friday, November 13, 2020 – B&E; and Friday, December 11, 2020 – CCOE
Spring: Friday, February 12, 2021 – ECST; Friday, April 16, 2021 – NSS; and Friday, May 21, 2021 – HSS.

1.2 Senator Talcott announced: I am a Senator, but I am putting on my faculty rights chair hat right now. CFA-LA is filing a chapter grievance on workload (article 20 in the

ANNOUNCEMENTS
(continued)

CONCERNS FROM THE
FLOOR

contract). Faculty (including chairs) were pressured to add students above the course caps, as classes were prematurely cut. If you would like to be a participant or witness in this group grievance, or if you are not sure whether you are eligible, email us at facrights.la@calfac.org. We will continue, hopefully with Senate this year, to defend faculty's control over the curriculum. Thanks.

2. Chair Bettcher reported to the body the difference between "Concerns from the Floor" and "Intent to Raise Questions".
 - 2.1 Senator Esparza raised the following concern: My concern is about the frequency of meetings. I don't remember voting on meeting more often and it's my impression that this is something last semester's Executive Committee just decided to do. I wanted to know if they considered other options that would prevent us from having to meet every single week and if there's a possibility of still doing that and canceling meetings so that we can return to a regular schedule. There was no response from the floor. Chair Bettcher reported that the Executive Committee will discuss this at their next meeting and she will report back to Senate.
 - 2.2 Senator Avramchuk raised the following the concern: I have heard some concern from certain faculty who are going up for review and that this time their Peer Observation reports may not be as reflective of their teaching. Could we consider maybe a procedural motion due to the pandemic to maybe not suspend the process but at least make them optional so that they are not used punitively if someone's observation is not up to par in this virtual environment. Senator Riggio, chair of FPC, responded from the floor.
 - 2.3 Senator Hayes raised the following concern: I have a concern about faculty that are having trouble working remotely for their scholarship. It looks like neighboring sister campuses and departments, such as CSUs Long Beach and Northridge, are already beginning to open up in a very safe but limited way. My concern is that I don't want us to be slow not because of any danger but due to lack of preparation. Faculty are concerned about how this is going to impact future grants as well as current students, but also those going up for tenure. The labs have been shut down since mid-March, so there's a huge gap in their productivity. There was no response from the floor. Chair Bettcher reported that she will try to provide a response at the next Senate meeting.
 - 2.4 Senator Fernando raised the following concern: This for now is a "Concern from the Floor" but I think I might eventually make this an "Intent to Raise Questions" because I would like to find out from someone in administration what the process was for registering students for this fall. As the chair of the Psych department, I know we were asked to cut classes but then there was group after group after group coming in with advisement and orientation completion and we had over 250 students on waitlists. It's really hard to say no to a student – we've exhausted course caps, we've exhausted waitlists and students still don't have classes. What I would like to know is what the process was for consulting with departments in finding out what the capacity was in the department and in colleges before doing this? Right now this is a "Concern from the Floor" as I mentioned but I think I will put this in writing as well.

M. Garcia, Associate Dean of UGS/ Executive Director of Enrollment Services responded from the floor.

Senator Fernando clarified that her question is what was the process of balancing the outreach and advisement to actual available classes?

M. Hawley, Dean of UGS responded from the floor.
3. Senator Hernandez announced his intent to raise the following question: Access to student records for advisement: Currently, some faculty do not have access to student records (e.g., unofficial transcripts. During the summer GET profiles were changed. Faculty are involved in advisement. Why was access changed without notification?

INTENT TO RAISE
QUESTIONS

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| 4. | It was m/s/p (Riggio) to approve the minutes of the meeting of March 10, 2020 (ASM 19-11). | APPROVAL OF THE MINUTES |
| 5. | It was m/s/p (Riggio) to approve the agenda. | APPROVAL OF THE AGENDA |
| 6. | Chair Bettcher presented her report. | SENATE CHAIR'S REPORT |
| 7. | Provost Alvarado presented his report. Provost Alvarado yielded to M. Garcia, Associate Dean of UGS/Executive Director of Enrollment Services. | PROVOST'S REPORT |
| 8. | 8.1 It was m/s/ (Riggio) to approve the recommendation. | PROPOSED POLICY MODIFICATION: FULL-TIME UNIT LOAD FOR GRADUATE STUDENTS POLICY, <u>FACULTY HANDBOOK, CHAPTER IV (19-16)</u> |
| | 8.2 A five minute question and discussion period took place. | <i>First-Reading Item</i> |
| | 8.3 It was m/s/p (Riggio) to extend the question and discussion period for an additional five minutes. | PROPOSED POLICY DELETION: DEFINITION OF A GRADUATE STUDY LOAD FOR PURPOSES OF ASSIGNING VETERAN BENEFITS, <u>FACULTY HANDBOOK, CHAPTER IV (19-17)</u> |
| 9. | It was m/s/ (Riggio) to approve the recommendation. | <i>First-Reading Item</i> |
| 10. | 10.1 It was m/s/ (Porter) to approve the recommendation. | PROPOSED POLICY MODIFICATION: STUDENT INPUT IN ACADEMIC PERSONNEL PROCESSES, <u>FACULTY HANDBOOK, CHAPTER VI (19-9.1)</u> |
| | 10.2 A five minute question and discussion period took place. | <i>First-Reading Item</i> |
| | 10.3 It was m/s/p (Riggio) to extend the question and discussion period for an additional five minutes. | PROPOSED POLICY MODIFICATION: PEER OBSERVATION OF INSTRUCTION, <u>FACULTY HANDBOOK, CHAPTER VI (19-18)</u> |
| 11. | 11.1 It was m/s/ (Riggio) to approve the recommendation. | <i>First-Reading Item</i> |
| | 11.2 A five minute question and discussion period took place. | PROPOSED NEW POLICY: TIMELY PROGRESS TO DEGREE COMPLETION FOR UNDERGRADUATE STUDENTS – MILESTONES AND ADVISING GUIDELINES, <u>FACULTY HANDBOOK, CHAPTER IV (19-19)</u> |
| | 11.3 It was m/s/p (Riggio) to extend the question and discussion period for an additional five minutes. | <i>First-Reading Item</i> |
| 12. | 12.1 It was m/s/ (Porter) to approve the recommendation. | PROPOSED NEW POLICY: TIMELY PROGRESS TO DEGREE COMPLETION FOR UNDERGRADUATE STUDENTS – MILESTONES AND ADVISING GUIDELINES, <u>FACULTY HANDBOOK, CHAPTER IV (19-19)</u> |
| | 12.2 A five minute question and discussion period took place. | <i>First-Reading Item</i> |

PROPOSED POLICY DELETION: TIMING OF UNDERGRADUATE ADVISEMENT, FACULTY HANDBOOK, CHAPTER IV (19-20)
First-Reading Item

13. It was m/s/ (Riggio) to approve the recommendation.

PROPOSED POLICY MODIFICATION: POLICY ON CHANGING A MAJOR OR DECLARING A DUAL MAJOR OR A MINOR, FACULTY HANDBOOK, CHAPTER IV (19-21)
First-Reading Item

14. It was m/s/ (Flint) to approve the recommendation.

ADJOURNMENT

15. It was m/s/p (Esparza) to adjourn at 3:36 p.m.