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**M E M O R A N D U M**

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TO: ACADEMIC SENATORS  
FROM: Ana Medic, Academic Senate Secretary  
SUBJ: **ACADEMIC SENATE MINUTES**  
DATE: Thursday May 11, 2023, 2:30 p.m.  
Zoom: <https://csuchico.zoom.us/j/81231074627?pwd=ZWFzZVpKVENOY2pEb0drdC8vaE43dz09>  
Meeting ID: 812 3107 4627 Passcode: 761594

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Please note: to access linked files, users must be logged in with their Chico State credentials.

Present: Adamian, Boyd, Burk, Cline, Clyde, Coons, Ford (Ferrari), Gibson, Gray (Peterson), Hutchinson, Jollimore, Kralj, Lee, Magnus, McBride-Pretorius, Medic (Kaiser), Moss, Munro (Teague Miller), Musvosvi, Newell (Hidalgo), O’Conner, Sherman, N., Sistrunk, Smith, Son, Trailer (Acting Chair), Traver, Walter, Yeager-Struthers, and Zeichick.

Absent: Alvarez, Bailey, Bruns, Boura, Brundage, Draper, Nichols, Paiva, Perez, Sendze, and Wagner.

Acting Chair Trailer (in the absence of Chair Paiva) called a meeting to order at 2:38 pm.

1. Approve Minutes of May 4, 2023
2. Approve Agenda

Agenda approved.

3. Announcements
  - a. [Kathy Kaiser Award Call for Nominations](#) – Nominations due May 12<sup>th</sup> @ 5:00 pm
    - i. Example of the commitment she had to shared governance.
  - b. University Farm plant sale (veggies, succulents, garden plants) in June every Thursday and Friday between 10 am – 3 pm.
  - c. The Wizard of Oz over the weekend was performed by students in the Music and Theater department.
  - d. Last Friday, media arts students put together the Smash festival with short films available on their page.

4. University Reports – Hutchinson/Boura/Brundage/Clyde/Perez/Sendze

President Hutchinson:

- a. The governor's May revise for the budget for the state is expected to be published tomorrow.
- b. Monday’s UBC will discuss this budget revise and impact on the campus.
- c. The Honors Program organized honoring students’ event, the first Honors of Excellence Celebration.
- d. Graduation ceremonies are coming, encouraging everyone to join the celebration of students within seven commencements.

- e. Asking EC to work over the summer on the interim policy on NAGPRA - the Native American Graves Repatriation Act that was passed federally back in the 1990s, and most recently under AB 275 in California. Expecting in June a state audit on NAGPRA work at the CSU.

Interim VP Clyde:

- a. Focusing on May's budget release and hoping that the 5% increase to the compact stays.
- b. Working on the presentation for the UBC meeting and presenting the third quarter ending budget report. Enrollment and budget decreases are interconnected.
- c. Creating a five-year plan for capital review that will be presented to the Chancellor's Office.

Discussion:

- a. Recognized incredibly influential work done by President Hutchinson who gave a career and lifetime to Chico State. Person accepted across disciplines and lead campus through multiple disasters. The empathy, the understanding shared, and incredible leadership allow the campus to grow and change. Her impact will be seen for years to come.
- b. Hutchinson is the longest serving senator.
- c. The highest honor to have President Hutchinson as a leader on this campus.
- d. "Thank you so much for your service and for all this sacrifice."

5. [Associated Students Report](#) – Alvarez

Report attached.

6. [Staff Council](#) – Peterson

Margie Keyawa-Boyd introduced the Staff Council report:

- a. The awards luncheon is happening on May 25 at Laxson followed by lunch.

7. Statewide Academic Senate [Report](#) – Boyd/Ford [CSU Academic Senate](#)

- a. ASCSU [Agendas](#), [Minutes](#), [Resolutions](#), & [Summaries](#)

Statewide Senators Boyd and Ford provided the Statewide Senate updates:

- a. The plenary will be in the next few weeks.
- b. The link to the ABA 928 webinar is now available.
- c. Last Friday, the systemwide Admission Advisory Council met and the topics included an enrollment update including central system efforts to increase enrollment. This is new for the systemwide level and includes a systemwide effort to re-enroll students who dropped out.
- d. Reported that 5,700 former CSU students who dropped out later graduated from a different university in the last three years.
- e. The CO has charged the group from campus registrar to look at incomplete, withdrawal and repeat grading policies and how to reduce administrative barriers.
- f. A report is attached. Meetings are next week. Asking for feedback and comments on report resolution.
- g. The incoming Statewide Senator is Jennifer Underwood and will attend a portion of plenary meetings next week with Boyd and Ford.

Discussions:

- a. Praise shared for the great work and the impact Statewide Senator Ford had on campus. Always a solution-oriented person who gets things done, worked incredible hard throughout the entire career.

- b. Worked in K-12 and preparation in mathematics for minorities, allowing them to achieve more and complete college degrees. Included work on other diversity and equity issues, quantitative reasoning, and students' ability to do critical thinking.
- c. Significant contributions to the Academic Preparations and to the Admissions Advisory Council, as well as the Chancellor's Office incoming student policies and procedures that have had a huge influence on the entire CSU.
- d. Served on the resolution response team that was formed as a response to Chico State's ask for help at the Chancellor's Office.
- e. Served as Vice Chair of the Academic Senate for two years and showed an incredible leadership role.
- f. Shared Ford is the exemplar of how to professionally manage a project, through the collaboration and share of good practices, maintaining networks using best shared governance examples.
- g. Grateful for Ford's service and leadership.

8. [Presentation of Graduates \(BA/BS Graduates\)](#) ([MA/MS Graduates](#)) –2:45 pm time certain

- College of Agriculture
- College of Behavioral and Social Sciences
- College of Business
- College of Communication and Education
- College of Engineering, Computer Science, and Construction Management
- College of Humanities and Fine Arts
- College of Natural Sciences
- Graduate Studies

Presentation and video shared by deans Lau, Vela, Stock, Butts, Trethewey, Hassenzahl, and Barrios. Appreciation shared for work done and celebration of students and students' success.

Praise shared for faculty work with students, allowing application of knowledge on research, innovation & inventions, and providing hands-on experience that prepares them for the future.

This signifies the body of work, the success of students and a tradition of recommendation of candidates based on their successful completion of all requirements of their major and to be allowed to graduate next week.

9. Annual University Committee Reports – 3:00 pm time certain

- a. [Chico State Enterprises](#) – Mary Sidney

Sidney presented the CSE annual report:

- a. Grant awards this year increased 9%, approaching \$50 million in new awards for the fiscal year.
- b. The new awards are Dr. Ben Seipel of the School of Education, who successfully competed for a three-year \$13.4 million award with the title of growing responsible, equitable, adaptable and transformative teachers, and second is the graduate education and access to opportunity program directed by the Dean of Graduate Studies Sharon Barrios awarded \$3 million in funding from the US Department of Education to implement a three year grant that will increase enrollment at the graduate level of LatinX and other underrepresented groups at the Chico State to grow graduate programs.
- c. 93 acres at Butte Creek Ecological preserve were transferred from Chico State Enterprises to the Mechoopda Indian tribe.

- d. The last two years a 30% growth in the spending on programs managed by Chico State faculty and some of their associates.

- b. [Enrollment Management Advisory Committee](#) – Baohui Song

Song presented the EMAC annual report:

- a. Facing the significantly illuminated drop, the university launched the enrollment continued project. There are four groups with a faculty rep in each group reporting back to the committee.
- b. The committee recommended CAB not to have a call for new classes but rather increase more sections for high demand classes.
- c. Shared graph showing a drop from 17,000 to 14,000 FTES.
- d. The numbers increased significantly for both first time freshmen and transfer student's intent to enroll (20% higher). Campus extended the deadline to June 1.
- e. Seeing change for Spring 2023 in a slightly increased number. Hoping to continue the trend.
- f. the significant impact of the college and all the colleges are dealing with the cancellation of classes and are combining different sections.

- c. [Executive Management Evaluation and Development](#) – Jinsong Zhang

EMED annual report attached. No questions.

- d. [Faculty Recognition and Support Committee](#) – Shelley Hart

Hart presented FRAS annual report:

- a. The FRAS Committee awarded multiple Outstanding Faculty Awards and five Professional Achievement Honors.
- b. The revision of the EM was approved at the last Academic Senate meeting.
- c. The committee created an Operations Manual to help direct the committee, including criteria examples for the OFA's and the professional achievement honors, processes for evaluation of the committee's activities and suggestions for how to promote within each college the nominations for the outstanding faculty and the professional achievement honors.
- d. The new Chair will be stepping into a new role next academic year.

- e. [Graduation Initiative Advisory Team](#) – Kate McCarthy

McCarthy presented the GI Advisory Team's annual report:

- a. The Advancing Equity Project (AEP) is the sole focus of the Graduation Initiative advisory team.
- b. The group created six priorities for this year.
- c. The early achievements of objectives are shown in grad rate and equity gap metrics. Chico State has the top third graduation rate in CSU.
- d. The work of the team is to organize, coordinate, report and support what is happening in all the colleges and across all the divisions.
- e. A new model of funding has been done differently this year and came from the Chancellor's Office.

f. [University Advancement](#) – Ahmad Boura

Pam Hollis presented the University Advancement annual report:

- a. In fiscal year 2022/23 through May 3<sup>rd</sup> UA raised over \$16 million for the campus and over \$7 million of that is in cash.
- b. Tower Society members gave over \$6.2 million last year, and the same 530 members gave only \$4 million the year before.
- c. Giving Day was the most successful. On March 1 raised \$719,000 from over 4000 donors. Funds came from 48 states and abroad all the way from Madagascar.
- d. The Alumni Engagement Office continues to work closely with leadership in the colleges to create webinars and share these with benefactors and engage them in philanthropy.
- e. The mission of the University Foundation is to raise money to invest it and to disperse it to faculty, staff, and students and support the university's strategic plan.
- f. More than a million dollars has been awarded to projects across campus. In addition, funds the Staff Council awards.

g. [University Diversity Council](#) – Joseph Morales

Morales, Chief Diversity Officer, presented the UDC annual report:

- a. Acknowledged the work of Dr. Morris and members of the University Diversity Council.
- b. The UDC priorities are increased workforce diversity, campus climate considerations, justice, equity, diversity and inclusion in instruction and scholarship, and equity, diversity, and inclusion of communication plans.
- c. HR has implemented a staff exit survey for employees who separate from the university.
- d. The Office of Faculty Development is developing a separate exit survey for faculty.
- e. Implemented a revised avoiding bias in hiring training that was implemented this spring and it includes skill building scenarios and is focused on equity-based recruitment.
- f. Work has begun on a Spanish style guide for campus.
- g. The employee campus climate survey results and identification of key priority actions will take place this summer and this will include direction for the 2022/23 KPIs by the university Diversity Council.
- h. The RFQ for a commission on a public art piece reflecting the campus's commitment to equity, diversity and inclusion is expected to be released at the end of this month. And the Art Review Committee is being formed in accordance with the appropriate procedures.
- i. A new online resource to file reports or share concerns has been launched. A Restorative Justice Initiative is in the works and an annual summer Justice Equity Diversity Inclusion Institute for Academic Affairs leadership is also in process.

h. [University Technology Advisory Committee](#) – Bryan Dixon: Time Certain 3:00 PM.

The UTAC annual report is attached.

10. Recognition of Outgoing Senators, Welcome New AY 2023-24 Senators – 3:45 pm time approximate  
Chair Paiva shared video, see MyMedia video recording 1:10:01-1:15:02.

## 11. Proposed new EM: Policy on Certificate Programs

- a. [EM: Policy on Certificate Programs](#) - EPPC Action Item
- b. [Proposed set of amendments: Policy on Certificate Programs](#)

EPPC Chair introduced item 11:

- a. Returning to this item with significant questions asked during the last Academic Senate meeting.
- b. Item discussion ended with a motion, and this is where the meeting will continue.
- c. Voting on an amendment to the amendment will be first to do, followed by discussion on a new language.

Discussion on the amendment to the amendment:

- a. The original amendment was to delete language and replace it with suggested language in red. Today's amendment to the amendment is to only delete language in blue and replace with no new language.
- b. Discussion with stakeholders was supported to delete language and not to offer new one. "Non degree seeking students may apply to the certificate program directly and must meet the approved requirements set forth by the individual certificate program. This category of non-degree seeking students will be admitted through a university quick enroll process."

Question: would non degree seeking students still apply to the certificate program if this passes today?

Answer: yes, because the next paragraph on non-degree seeking students will be part of this document and would allow students to enroll in the open university option.

- c. Clarified that after meeting with CO last week, questions were answered and support for this action was expressed. Feedback received from campus peers and CO.
- d. Shared the text was controversial at the EPPC and there is support to remove suggested text.
- e. Stated that campus can offer self-support lower division certificate programs.

Question: Is there anything in this policy that can prohibit e. and streamline application process in the future? Answer: Based on the conversations with CO seems as if this will be continued and every student trying to apply will go through the general application process and non-degree seeking students will be able to attend courses via the Open University option.

- f. Confirmed these questions were discussed at the EPPC and concern shared that with new students matriculated in courses through secondary means would bring more devaluation of a degree and/or safety issues. Opposition shared and asked for more time to work on this to be a more comprehensive and meaningful language.
- g. Stated that there are no programs at CSU at the undergraduate level offering state-support certificates that are not via Open University. One or two schools had graduate levels. All undergraduate levels require a full general application process to be completed before the student is accepted.
- h. Support shared for this language and work will allow nontraditional students to come back to campus and be enrolled in courses, create careers, and further enhance their professional development.

Question: Does this mean this will not allow state-support programs and certificates to count FTES?

Answer: Open University is a registration mechanism that allows students who are not admitted to the university to sit in on courses on a space available bases with faculty permission. They do not count towards FTES. Students must meet prerequisite requirements and meet English language proficiency. The goal was to create a process where FTES would count, but with this option, this would not be possible.

- i. The Director of Admission Office and Registrar Office confirmed support for a language that provides flexibility and encourages students to apply.
- j. Clarified that the senate is discussing deletion of the language (amendment of the amendment).

The Senate voted on the amendment to the amendment: 28 yes, no objection. Passed.

Motion made to delete language in blue. The Senate voted: 28 yes, no objection. Passed.

Motion made to delete language in red on Application of Credit. Second. Rationale: redundant language, suggested deleting it.

The Senate voted: 25 yes, no opposition, two abstain votes. Motion passed.

Motion made to delete “\*Degree-seeking students...” language and replace it with “\*Matriculated students...”. Second. Rationale: language from executive order 1099 that clarifies the definition of the matriculated student.

The Senate voted: 26 yes, no opposition, three abstain votes. Motion passed.

Motion made to delete the first paragraph under the Eligibility “Any prospective students who apply...”. Second. Rationale: with new, previously approved language, this becomes redundant. Proposed deletion.

The Senate voted: 27 yes, no opposition, two abstain votes. Motion passed.

Motion made to remove “also” (under the eligibility section, non-degree seeking students’ sentence). Second.

The Senate voted: 26 yes, no opposition, one abstain vote. Motion passed.

Question: By removing the requirement for non-degree seeking students to apply through the normal university process, and have students enrolled through open university, what are the processes in place to ensure that the students who are enrolling in the certificate program courses are prepared for those courses? Are those students having proper academic preparation for courses? Answer: Students will have to meet the requirements of the specific department.

- k. Commented if the certificate programs are structured uniformly or not across the campus.
- l. Most certificates that are currently created at Chico State are offered to be completed simultaneously while students are here working on a degree objective.
- m. When students are enrolling via Open University for any course or certificate at Chico State, they fill in the traditional add form and the instructor determines if the student is qualified to attend the course.
- n. Concern shared that with this traditional process if bypassed, there is a lack of ability to control the flow of those students enrolled in university courses and certificates. The professor loses the ability to decide students’ preparedness if they are non-matriculated students in a certificate program. Finding this very problematic.

Question: Regarding the eligibility section, should the term “the state-support” be eliminated? Are there self-supported certificates? Answer: Open University would only apply for a state support certificate. However, some students may apply to individual courses that may lead toward completion of the certification. The statement does not require removal of the language.

The Senate voted on item 11: 21 yes, six no. Item 11 is approved as an action item.

12. Proposed new [Graduate program: MS in Data Science and Analytics](#) - EPPC Action Item

EPPC Chair introduced item 12:

- a. This is a grad program MS in data science and analytics.
- b. Nick Lytal presented changes last week. Those changes were supported at the introduction stage by the senate.

Nick Lytal reiterated updates since EPPC approval (this document was shared with senators at the last meeting; was not voted on as it was at the introduction stage):

- a. Editorial changes like the master's preparation class listed twice for the machine learning track have been corrected.
- b. EART600 is not a spring course, and CSCI 611 is not a fall course – both corrected. Currently, not having six units available for a three-year plan.
- c. Catalog changes clearly indicated in the description of CSCI 605 would not be an approved elective for MS computer science students.
- d. Added tenure track faculty name to the list of faculty teaching courses.
- e. Added language requesting a strategic tenure track hire with data science expertise to initiate the program be considered as part of the normal campus process.

Motion made to accept the set of amendments presented at the last meeting (listed above). These would be transferred into the original document. Second.

A request was made for this document to be emailed to senators.

The Senate voted on the motion: 23 yes, no opposition. Motion passed.

The Senate voted on item 12: 23 yes, no opposition. Item 12 passed as an action item.

13. Ask the Administrator

14. Adjourn at 5:22 pm.

Respectfully submitted,

Ana Medic, Academic Senate Secretary

For a direct link to all agenda items in Box, click [here](#).