

California State University, Chico

Academic Senate
(530) 898-6201, Zip 020
MEMORANDUM

ACADEMIC SENATE MINUTES

Thursday, October 1, 2015, 2:30 p.m., K-207/209

PRESENT: Boyd, Calendrella, Cross, Crotts, Donoho (Ponorul), Elrod, Ford, Gray, Heilesen, Janos, Jarquin, Kemper, Kipnis, Kirchhoff (Kipnis), Livingson, McConkey, Meadows, Nichols, Ponorul, Pratt, Ratekin, Roll (Thompson), Schierenbeck, Scholz, Schulte (Jarquin), Seipel, Selvester, Sistrunk, Stapleton, Thompson, Traver

ABSENT: Hoffman, Rowberg, Zingg

Chair Boyd called the meeting to order at 2:32.

1. Approve Minutes of September 17, 2015.

The minutes were approved as revised with corrections to attendance.

2. Approve Agenda.

Rolls asked if we were going to discuss the CSU Sustainable Financial Model Taskforce (<http://www.calstate.edu/financial-future/phases/draft-task-force-report.shtml>). Boyd said the Taskforce had been treated at the University Budget Committee meeting last week, but that the Senate could discuss it again. Calendrella (who is a member of this taskforce) explained that feedback about the proposal needed to be submitted by October 15, and that he would gladly pass on what anyone sent to him (or the website has place for comment as well). Senate will send a link out to Senators to share.

Agenda was approved.

3. Announcements.

- Seipel reminded everyone that the CELT 2015 Conference: True Grit for Learning would meet October 8 and 9, registration is online.
- Seipel also noted that Thursday a Teaching Slam would occur requiring no registration and providing the opportunity to share a teaching practice that engages students. The presentation need take only five minutes and will allow participants to hear other peoples' creative ideas. Drop in is anytime from 9:30-10:45 in Colusa 100- (where there might be Jenga).
- Heilesen observed that there was another school shooting this morning (at Umpqua Community College in Oregon) and asked that we have a moment of silence, which we did.

- Boyd rejoiced that the election to select the two faculty representatives to serve on the Presidential Search Advisory Committee had concluded successfully. She explained how the election was conducted by both the Senate Chair and the Interim Provost, as mandated by the Chancellor's Office, and that it was not an Academic Senate election. This election was conducted to determine a plurality vote, where the highest vote recipients would be chosen, which turned out to be Paula Selvester and Charles Zartman. The spontaneous applause was thunderous. Although it is not Senate practice to announce vote counts, there was a 15% gap between the top two candidates and the next highest vote recipients.

5. Chair's Prerogative.

Boyd exercised her prerogative to have no prerogative.

6. Standing Committee Reports.

A. Educational Policies and Programs Committee – Crotts.

EPPC Summary– September 24, 2015, Kendall Hall room 207, 2:30 p.m.

The EPPC Procedures, Policies, and Guidelines were reviewed and approved. The proposed Significant Change in the B.S. in Biochemistry was approved as an introduction item. The rules were suspended and the proposal was moved as an action and approved.

The committee engaged in a deep conversation about the issues surrounding a "sample" syllabus template. Some on the committee like the idea of a uniform template and others expressed the need for flexibility. Discussions will continue regarding these concerns and disseminating the issue to constituencies and securing feedback.

B Faculty and Student Policies Committee – Meadows.

The FASP Standing committee did not meet and instead all the subcommittees assembled and worked on their policy issues.

C Executive Committee – Sistrunk.

The Executive Committee did not meet on September 24, 2015, because it assembled instead in Kendall Hall, room 207-209 from 8:30-10:00 as the University Budget Committee (UBC).

7. Statewide Academic Senate – Schulte/Selvester. <http://www.calstate.edu/AcadSen/>

Selvester confessed that there is nothing to report since meetings will commence later in the semester. It was pointed out that Paula Selvester had distinguished herself by being spotlighted in the Faculty to Faculty Newsletter of the Statewide Academic Senate website as a new and eloquent Senator (http://www.calstate.edu/acadsen/Newsletter/October_2015/Senator_Spotlight.shtml).

8. Associated Students - Jarquin.

Associated Students Overview

- AS Committees have been meeting:
- The Audit Committee finished conducting their audit and had no significant findings
- All the AS committees are up and running. Next year the AS will review the process of getting their standing committees and committees launched sooner as five weeks into the semester is a little bit late. Effort will be made to allow faculty to promote the participation of their students.
- The Investment Committee met and in an attempt to increase investment gains and act as wise stewards of student dollars, decided to invest one million dollars in CDs. This will allow future officers to use the money for scholarships and projects at their discretion.
- AS passed a bereavement policy to allow employees to take time off to respond to deaths in the family.
- Meetings continue with the Strategic Plan Committee to determine future priorities for the next 3-5 years.
- Government Affairs Committee and the Student Academic Senate looked over the rough draft of the CSU Sustainable Financial Model to begin the process of giving feedback.

9. Staff Council – Heilesen.

Heilesen explained that the Staff Council had not met to approve their last minutes and these would be forthcoming.

10. University Report – Zingg/Elrod.

Elrod:

Elrod had some news to share:

- President Zingg is at the University Foundation development committee meeting fundraising –an important activity!
- Last week the Research Foundation Board approved a change to their bylaws to add an additional faculty representative.
- Our campus received \$772,000 from the Chancellor’s Office for the Student Success and Completion funding initiative. The majority of this funding will be dedicated to five new tenure-track hires, and the call for proposals to receive this funding has already gone to the Deans. With these five positions CSU Chico will have 48 total faculty searches underway this year.
- Elrod asked who was a Phi Kappa Phi member in the audience and many admitted that they are, or that they might be. She pointed out that Chico had had a chapter from 1962 and the last initiation occurred in 2013. She wondered if any were interested in reinstating this society on campus as they have a “snazzy” certificate that gives students some recognition and makes them eligible for a variety of benefits including a number of grants and fellowships. This would require the election of officers and putting together the induction ceremony among other things. If anyone is interested please email Elrod and use Phi Kappa Phi in the subject line.

- WASC worksheets from Academic Affairs units are due on March 6 to the WASC Committee.
- Prompted primarily by the Presidential search, Cabinet has developed a website highlighting University Leadership. It also includes auxiliary links, the Academic Senate and other important strategic documents of the University. Important emails will be linked under the Communication tab as a way to organize the many messages shared with the campus. (the example that is there now deals with faculty and staff equity, but further messages will be added as they emerge –ie. responses to the Campus Climate Survey). This resource should benefit potential Presidential candidates who want to know about our campus. Elrod thanked Ann Wilson in the President’s Office for her work in building this web connection. Please offer your feedback.
Zartman suggested adding critical WASC information.
Elrod mentioned that it might be possible to link the “Policy Hub” software as well.
- Elrod would like to continue to reach out to faculty, staff and students socially. She will promote New Faculty Coffee Hours for people from across disciplines and colleges, Staff council connections, and office hours in the Wildcat Leadership Center for students as well.

10. Significant Change in B.S. in Biochemistry – EPPC – Introduction Item.

Crotts was proud to bring forward the first introduction item for the academic year, a proposal to add one unit to the B.S. in Biochemistry. This will be accomplished by changing the laboratory course, Chem. 181, from three to two units and removing its WP status. The one unit, Chem. 400 Seminar is being eliminated and a three unit course, Chem. 101: Communicating in Chemistry will be added as a WP course focusing on mastery in oral communication and a better foundation for achieving the written and oral communication objectives of Chemistry and related scientific areas. He extolled this example of close monitoring of the way that course offerings in a major reflect the changing needs of students and making the more minor changes necessary to prevent the need for the eventual wide-ranging overhaul of the entire program later.

Seipel asked if it would be a better idea to include more literacy and communication skills requirements throughout the discipline. Nichols explained that the previous WP course focused primarily on writing lab reports, which was somewhat limited in scope. This WP course will allow the instructor to divide the course into one unit focused on writing, one unit focused on oral communication and the third unit would allow the instructor to focus on the content area of instructor interest, which will make the writing richer and more productive for the students. Schierenbeck thought this would be a great example of how to promote communication and outreach in STEM courses.

11. Nominations OPEN for two at-Large Senators.

Boyd announced that the nomination period for the at-Large positions will be extended until October 13, 2015. Candidates, or their nominators, were encouraged to include a background statement for inclusion in the electronic balloting. All faculty are eligible to run as representatives of all the University, and Senators were admonished to promote Senate service to their colleagues. The successful candidates will get to contribute to the full Senate as well as one of the standing committees every Thursday at 2:30. (Information regarding at-Large

Senators can be found at Article III, Section 2 of the Constitution of the Academic Senate).
<http://www.csuchico.edu/fs/guidelines/constitution.shtml>

Zartmen asked how the election will be conducted if there are more than two people who run. Boyd pointed out that the Senate Bylaws call for a simple majority vote, which would tend to lead to multiple run-offs given the difficulty of achieving a true majority of everyone who votes in those circumstances. She observed that there needs to be some clarification of the Bylaws when there are multiple seat elections, but that Executive Committee, working with institutional research, would figure out a way to run this election in a way that fulfilled the intention of the rules. Examples might include multiple run-off elections, or that staggered elections will be held.

Everyone was encouraged to look at the Senate Bylaws and at the Senate Constitution to determine if passages need to be updated or clarified.

12. Ask the Administrator.

Jarquín asked about how diverse pools are captured when faculty are being hired. Elrod answered that this was a longtime effort at the University and that Department search committees play a primary role in doing outreach along these lines. There has been an attempt to train every committee about how to do this and the University has promoted Unconscious Bias training. The Deans are also important in cultivating diverse outreach and best practice and they are involved in every level of review to promote this end. Honestly, the University is behind and needs to do more with outreach and recruiting activities. The E-recruit tool allows more monitoring of the diversity of job applicants and this type of information will be applied in the future.

Meadows pointed out that Department committees have not been adequately informed about when and where Unconscious Bias training is available, or that they are required to do it.

Selvester, who is a member of the University Diversity Committee, said they currently have a sub-committee writing a draft policy to require anti-bias training and institutionalize good practice and that the full Committee hoped to bring the idea to the Executive Committee.

Jarquín pointed out that Unconscious Bias training is listed as available in Colusa 100 on October 7 from 10:00-12:00 and October 23, from 1:00-3:00.

Elrod promised to look at how communication about these issues is being undertaken.

13. Other.

Boyd gladly recognized Traci Stumbaugh as the new office coordinator for the Academic Senate Office. She worked previously for Butte county and has much experience with things like lead feet, meetings and agendas and the type of business we undertake, and we are grateful she has joined us

Boyd also thanked Rita Thomas, who spent over a decade in the Senate Office as its office coordinator, for coming back this summer to hold everything together and for agreeing to train her successor.

Talya Kemper was also recognized with applause as the new Senator from CME, who will be gifted soon with the name plaque of membership.

14. Adjourn.

Meeting adjourned at 3:11 p.m.

Respectfully submitted,

Tim Sistrunk, Secretary