

**California State University, Chico**  
Academic Senate  
(530) 898-6201, Zip 020  
MEMORANDUM

**ACADEMIC SENATE MINUTES**

Thursday, May 10, 2018, 2:30 p.m., KNDL-207/209

*Academic Senate meetings are recorded. Traditionally the written minutes consist of a summary of topics discussed. For more detail, listen to the audio file [here](#). Time stamps for each agenda item are provided in parenthesis for convenience. CSU, Chico is committed to making its resources accessible for all audiences. If you have accessibility-related difficulties with any of these documents, please email [oats@csuchico.edu](mailto:oats@csuchico.edu).*

**PRESENT:** Adamian, Aird, Allen (Hidalgo), Boyd (Ferrari), Boura, Camacho, Connolly, Day, Ferrari, Ford (Livingston), Hidalgo, Hostetter-Lewis (Pittman), Hutchinson, Kim, Larson, Livingston, McConkey, McLemore, Pittman, Roll, Rowberg (Hostetter-Lewis), Scholz Schulte (Selvester), Selvester, Sharma, Shepherd, Sistrunk, Sudick, Teague-Miller, Thompson, Trailer, Underwood, Watkins, Wilking, Wyrick (Chair), Zartman

**ABSENT:** Cross, McLemore

Wyrick welcomed everyone to the final meeting of the academic year at 2:32 p.m. (3:31-4:14) He said that there were substitute documents offered for several action items at this meeting which will require electronic devices to access.

**1. Approve [Minutes of May 3, 2018](#).** (4:15-4:49)

Wyrick suggested two changes to the minutes. On page 3, sixth paragraph, the spelling should be “Roll” as opposed to “Rolloed.” On page 7, the first line should read: “justification as ~~ranked superior in each category~~ meeting an exceptional record at each level of review.” The revised minutes were approved.

**2. Approve [Agenda](#).** (4:49-4:57)

The agenda was approved.

**3. Announcements.** (4:58-)

- Wyrick announced that the Faculty Innovation and Leadership Award is a CSU system-wide award that recognizes outstanding faculty who are leading the way in redesigning courses to apply innovative teaching methods and using data to address equity gaps. 23 faculty will be selected from across the CSU and given \$5000 in cash and \$10,000 will be given to the local faculty department to support the activities. Due June 29 (visit [calstate.edu/flia](http://calstate.edu/flia)).
- Watkins said that tomorrow (May 11) from 10:00 to 1:00 the college of ECC will present its annual Design Expo outside between Langdon and O’Connell hall. Flyers were passed around.
- Thompson announced that Paula Selvester won the College of Education Inclusive Educator Award last week. (The applause was enthusiastic).

#### 4. **Chair's Prerogative.** (7:08-8:52)

- **WASC Update – Larson**

Larson recognized Vice Provost Daniel Grassian to give the latest update. (See, WASC Website updates <http://www.csuchico.edu/wasc/wasc-accreditation-process.shtml>). He said as last week, we are at version 6 of the self-study that went out to all faculty and staff a few days ago. He invited feedback until next week.

He said our completion date for the report is September. This means that work should really be complete by August since it will take several weeks to make sure all the hyper-links are working, the compliance documents are finished, and that all the supplemental materials including the WASC website are up to speed.

He looked forward to returning to Senate in the Fall to talk about the WASC site visit and other activities. He thanked everyone for their contributions.

#### 5. **Presentation of the Graduates** ([BA/BS Graduates](#)) ([MA/MS Graduates](#)) (8:53-

- **College of Agriculture** (9:15-13:42)

Wyrick recognized the Dean of Agriculture, John Unruh, who said that the first ever Excellence in Agriculture awards would be held tomorrow at 3:00 to distinguish the successes of the students in Agriculture over the year. There will also be a distinguished faculty of the year and two staff of the year awards as well.

He read an ambitious poem about the class of 2018 with 232 graduating with undergraduate degrees and 11 Master's degrees in the varied fields of Agriculture.

- [College of Behavioral and Social Sciences](#) (13:43-19:28)

Wyrick introduced the Dean of BSS, Eddie Vela, who produced a guitar. As he played, a power point captured examples of outstanding students and scenes from the departments of the college, which will award 137 Master's degrees and 1017 undergraduate degrees.

- [College of Business](#) (19:33-24:42)

Wyrick said that Dean Vela would carry on for the interim Dean of Business, who could not attend today. The college will graduate 748 undergraduate majors and around 300 with minors in Business. Dean Vela read accounts of some of the distinguished graduates of the college.

- [College of Communication and Education](#) (24:50-32:03)

Debbie Summers, Associate Dean of CME, noted that the college had stories to share. She said that the diverse programs and departments of CME were united by the college principles and five guiding commitments [slide 3]. She told the stories of some of the outstanding students in the college who exemplify these commitments and the capacities they create.

- [College of Engineering, Computer Science, and Construction Management](#) (32:12-43:41)  
Melody Stapleton, Interim Associate Dean of ECC presented the graduates of 2017-18. She started by introducing some amazing student leaders and their successes. She highlighted some of the many community service projects that different departments participate in. She played a film made by the Society for Women Engineers (SWE) about the 8<sup>th</sup> annual [Imagineers Day](#) [slide 4] and the micro mouse competition won by student electrical engineers [slide 6]. She also described faculty awards and STEM research projects.
- College of Humanities and Fine Arts (43:51-46:38)  
Joe Alexander, Associate Dean of HFA promised not to sing as Dean Knight has done in the past, but instead listed the degrees that HFA students have graduated with. He mentioned the HFA Student Ambassadors who have participated in many student recruitment events and will coordinate and present some of the student awards at the ceremony this evening. He showed the student college pins that will be passed out to students as well.
- [College of Natural Sciences](#) (46:39-51:13)  
David Hassenzahl, Dean of NS, brought out his electric guitar and accompanied a slide show of the students of the college in action receiving awards and socializing. He sang a version of “Summertime” with lyrics about the future of the college graduates.
- Graduate Studies (51:16-59:32)  
Sharon Barrios, Interim Dean of Graduate Studies noted that she is always last after the impressive performances of her colleagues. She said it was probably best to be brief and succinct. She presented the 400 Master’s graduates of the Graduate Program from 28 different programs. Among the awards and publications of many (over 100 articles, reviews, encyclopedia entries and poetry), she said that the vast majority of students have presented their work at national and international conferences. She underlined the university and community service our graduate students perform across the community.

Wyrick appreciated the reminder of the work we all do to train, graduate and educate all our students who contribute so much to our communities.

#### **6. Farewell to Friends** (1:00:08-1:04:08)

Wyrick read the names of the outgoing Senators and each of them was presented a framed appreciation of their service. Pictures were taken and Wyrick commented on the immense value of their service.

Carla Camacho (AS Director of University Affairs), Maris Thompson (at-Large), Susan Roll (BSS), Jenifer Wilking (BSS), David Scholz (HFA), Peggy Rowberg (NS), Paula Selvester (State-wide)

#### **7. Introduction of New Senators.** (1:04:10-1:06:24)

Wyrick noted the Senators who were new this year, though they were not just beginning their terms.

Jennifer Underwood (ECC), Jody Shepherd (MLIB), Annie Adamian (CME)

Wyrick then read the names of the brand new Senators:

Shelley Hart (BSS), Patricia Donze (BSS), Heather Altfeld (HFA), Paul Herman (NS), Kyle Horst (at-Large), Samuel Akinwande (AS Director of University Affairs)

#### **8. Election of Senate Officers (1:06:28-1:07:55)**

Wyrick named the nominees for positions and noted that all of them were uncontested. Sistrunk, as Secretary, notified the candidates that they had been elected.

- Nominee for Academic Senate Chair – Jed Wyrick
- Nominee for Academic Senate Vice Chair – Jeff Livingston
- Nominee for Academic Senate Secretary – Tim Sistrunk
- Nominee for EPPC Chair – Chiara Ferrari
- Nominee for FASP Chair – Carl Pittman

#### **9. Academic Senate Bylaws Revision – EC - Action Item. (1:08:03- 1:12:51)**

Wyrick briefly went over the changes suggested to the Bylaws by the subcommittee made up of himself, Camacho, Wilking, Sistrunk, Ferrari, Scholz and Aird.

Article I Quorum and Proxies, section 3: specifies that in matters in which the FPPP is being considered, only faculty may vote.

Article V Elections, section 2: explains that all the faculty no matter what their rank will have the right to vote. The Faculty Constitution has older provisions that are over ruled by the faculty CBA.

Article V, section 3: clarifies some mathematical ambiguities of the older version of dealing with run-off elections.

Article V, section 4: was changed to accommodate electronic voting and reflect recent practice. Contested elections will utilize electronic personal statements and nominations,

Article V, sections 5-6 are minor changes.

Article V, section 10: modernizes the old requirements of the Faculty Constitution that a system for proxy or absentee ballots be defined by using electronic ballots.

Article V, section 13: repeats the possibilities in section 4 above for electronic statements to become part of the process.

Article V, section 15: simplifies challenges to elections mostly to accommodate electronic

balloting.

Wyrick noted that that By-Laws changes that have already been introduced (as these were two weeks ago) must be approved by a 2/3 vote.

Action item passed.

**10. Propose Revisions to EM 03-010: Executive Management Evaluation and Development – FASP – Action Item. (1:12:52-1:24:32)**

- **Proposed Substitute**

Wiling thanked the people who had contributed to getting the proposed substitute document into shape.

It was moved and seconded to consider the substitute document. Wiling thought we should start conversation looking at the substantial changes that members may want to make and then turning to typos and the like.

Trailer noted that the language about the scope of the management evaluations I. Scope a.i (page 2) was returned to the more generic “executive officers” since repeating all the possibilities again and again would become cumbersome.

I. Scope b, clarifies references to administrators and the type of Deans to be considered specifically.

II. Policy a.i.4 clarifies the Deans to be evaluated more fully.

II. Policy a.iii appoints the staff member of EMEDC to a one year term.

II. Policy a.vi.2 Scope and Process, b-d, names the appropriate administrators involved specifically in the processes contemplated by the EM.

II. Policy a.vi.2 Scope and Process, f, was deleted.

II. Policy a.vi.3 Data Gathering b. and c, were changed to reflect the officers involved and the name of the archive that will keep the reviews (as happened in II. Policy a.vii.3 Data Gathering c).

II. Policy a.vi.4 Confidentiality b, c and d, clarifies who is responsible for the final disposition of the reports.

II. Policy a.vii.4 Confidentiality a and b, adds more language to emphasize the need for confidentiality and keeps the policy consistent between Deans and administrators.

Sistrunk asked about I. Scope b. thought that in our conversation last week we thought this referred to Admin 3, but not all of them, and Admin 4, but not all of them. Zartman said that which “administrators with significant impact on the academic mission” are supposed to be evaluated is discussed by the President and the Senate Executive. Hutchinson said that even if

titles are admitted as designating who will be evaluated, there still needs to be discussion about what officers are covered by the evaluations. So, the policy covers all Admin IV's and Admin III if they are agreed to "have significant impact". The last two words that Admin. IV and higher will be struck.

The substitute document was accepted.

Action item passed.

Hutchinson thanked FASP and everyone who contributed to the conversation about this revision.

**11. Proposed Revisions to FPPP Regarding Accelerated Tenure/Promotion – FASP – Action Item (1:24:32-1:47:01)**

Wiling reported that a few Senators had contributed language toward a proposed substitute document. Moved to consider the substitute document, seconded.

- **Proposed Substitute**

Wiling explained that the changes discussed last week impact FPPP 10.5.5. The first change in this section clarifies the definition of "exceptional record" and the second stipulates that people have the right to rebut or respond to every level of review.

Substitute document was accepted.

Thompson said that she received feedback about FPPP 10.5.3 that treats the criteria for accelerated promotion and had questions about #3 of that section that states a person should have worked at least a year under conditions similar to their typical full time assignment. Some people wanted it changed to two years.

Adamian pointed out that this would conflate the window to apply for accelerated promotion to only one year under the current contract, typically they could only submit their fifth year. General discussion ensued. Eventually no motion was made to change the language of the FPPP.

Action item passed.

**12. Proposed Revisions to EM 12-065: Conflicts of Interest in Grants and Contracts – FASP Action Item (1:47:03-2:00:41)**

Wiling introduced Matthew Bently, Director, Office of Research and Sponsored Programs, to speak about the document and the changes made over time. Motion to consider the substitute document was moved and seconded.

- **Proposed Substitute**

Matthew Bently explained that the proposed document has red strikethroughs that represent the most recent changes since the document passed the Senate at Introduction and the blue strikethroughs that represent the changes we already saw at Introduction.

He said he will address the changes in red. Three changes escaped recording in any color and should be mentioned as well.

First, there are no page numbers on the document, though he asked that we be allowed to add these somehow.

On page 1, under Scope on advice of the University counsel, the last line was added to clearly define who is encompassed by this EM.

On page 2, 1<sup>st</sup> paragraph it needs to be clear that this is money coming from non-governmental agencies.

On page 2, section II.1 it is clarified that the CSUAM Section 1100 et seq. is applicable.

On page 2, section II.2 it is particularly noted that everything will be coming to the Office of Sponsored Programs.

The reference on the same page at the bottom to the National Science Foundation was deemed not necessary.

Page 3, section III. Definitions, 1.A was removed since the definition of a conflict of interest will appear on the individual documents and it varies from entity to entity.

Page 4, section III. Definitions, 6. Institutional Responsibilities, this definition was removed as was the definition of a Sponsored Project (III.7).

Page 5, section IV. 1.C, part of the last sentence of this section was deleted.

Page 5, section IV, subsection 2, was completely removed since there is no need to define a significant financial interest because this changes from funder to funder. These definitions are outlined in statute and on the documents themselves.

Page 5, section IV, what is now subsection 2, the word "PI" was removed and the word "Investigator" was substituted. This has happened throughout the document.

Page 6, subsection 3, A, has a line left out (this is underlined below as needing to be added): "...a project funded by either the NSF or NIH, a significant financial interest develops (as defined in 482 CFR section 50.604 or chapter 5 sec. 510 of the GPM, respectively), the Investigator must report this change...."

Matthew Bently said that many faculty had been approaching him with 700U forms that are educationally based, not research based. He hoped this EM could be made retroactive to the first of the year to alleviate workload on that faculty?

Sistrunk asked if this was already the law and our policy is just observing it. Matthew Bently said "yes". Hutchinson thought we were just being compliant with the law as it already was and there is no need to make our policy retroactive since it can be already.

The motion was to consider the substitute document with the two changes that Matthew dictated.

Passed.

Action item passed.

**13. Annual Reports** (2:00:50-2:03:56)

- **University Budget Committee** – Wyrick  
Wyrick noted that UBC will meet on Monday May 14 in Kendall 207-209 from 1:00-3:00 and everyone is invited to attend and come to learn about our complicated budget and what is in store for us.
- **Senate Chair's Annual Report** – Wyrick  
Wyrick asked to consider the Senate report. He noted that the Faculty Constitution calls for him to deliver this report to 20% of the faculty, but recognized that no such venue exists to do that.

Roll asked when students and staff will be added to the Senate membership. Wyrick answered that the subcommittee working on the Bylaws was almost done with a revised version of the Senate Constitution that would address this. He thought these changes would come in August of next year and increase the representative numbers of both groups.

He said the creation of the Committee on Committees was contemplated as part of this new constitution as well. It would help keep track of Senate committees and those with faculty on them.

**14. Standing Committees Reports** (2:03:56-2:04:23)

- **Executive Committee** – Sistrunk  
Sistrunk offered to answer questions. Wyrick noted that EC will meet one more time this semester, tomorrow morning.

**15. Statewide Academic Senate Report** – Selvester <http://www.calstate.edu/AcadSen/>  
(2:04:24-2:10:11)

- **ASCSU Resolutions & Summaries**

Selvester reported that the Statewide Senate is meeting today. She said the GEAC subcommittee had been working on policy about GE assessment. Four Universities were included in the report as exemplary and Chico was among that four as a model of how creatively GE can be organized. Larson hoped Selvester would report this to Daniel so that he could capture it in his WASC review.

In Faculty Affairs it was reported that the Institute for Teaching and Learning that takes place each summer will focus on Equity practices in the CSU. The plan is to invite five selected people from each campus. It is unclear how the call will go out.

Discussions also covered why students don't understand what they read. It was suggested that writing can be a foundational tool to build these capacities. She thought EPPC should begin to think about our practice long these lines. We might figure out how to form a committee to look at

ways to purposefully promote reading and writing together. We have faculty who study what to do about the connection of literacy and reading and we could get out ahead of the curve.

**16. University Report (2:10:09-2:13:46)**

**Hutchinson** said she had a 4:45 meeting and would need to be brief.

She reported that she signed four policies from the Senate today: Course Renumbering, Alcohol Policy, the Arboretum Committee, and the Student's Academic Integrity Policy.

Commencement is next week as we graduate around 3,800 students. She said this year that some 300 students had volunteered to be Commencement ambassadors that will allow peers to ask their peers to demonstrate some decorum during the ceremonies.

The Vice President for Business and Finance, Robbi Stivers, has departed the campus and she is unable to discuss more.

**Larson** reported that she had finished the RTP files and would be signing them shortly which finishes all the hard work of the long process.

The search for the new Executive Director of the University Foundation Board has been completed and Jessica Bourne has been selected.

The search for the Director of the Office of International Education is complete and the final details are being wrapped up now. An announcement will be released next week.

The search for the Dean of the College of Business progresses.

A budget memo was sent out last week. The hope is that we can get input at UBC about our priorities and think about ways to reduce our spending by \$2.5M in the Division of Academic Affairs.

**17. [Associated Students Report](#) – Sharma (2:13:48-**

Camacho gave the report. She reported about the SSC activities with legislators in Sacramento.

AS meetings are completed for the year. [The audio recorder cut out here]

**18. Staff Council Report – Aird**

There was nothing to report.

**19. [Kathy Kaiser Academic Senate Service Award](#) nominations close 5/11/18 – Information Item.**

Wyrick clarified that the awards will close on the 11<sup>th</sup>. He hoped people would nominate worthy candidates.

**20. Ask the Administrator**

A student from the AS Sustainability Committee asked why it appeared that the Institute for Sustainable Development was being defunded.

Larson said that the recent Orion article reporting this was inaccurate. She said she was looking at different ways to fund the division of Academic Affairs and there was a need to prioritize our expenses. She said nothing had been decided about the ISD and that only early discussions had been undertaken. She noted that she had been in conversations with Dean Hassenzhal about finding a home for the ISD staff. She hoped to find a way to preserve the essential functions of the ISD.

The student asked how she could stay updated about what was happening? She asked who would be in charge of finding solutions?

Larson said the normal process will take some time.

Selvester complemented the student for representing her peers at Senate and bringing her questions. Selvester noted that EPPC would need to have at least two meetings about the Institute and the Senate would then hold two more. There would be much opportunity for student input.

Sistrunk noted that the AASHE promoted multi-college cooperation about sustainability and that efforts should not be restricted to one college. He pointed to the example of the South Campus Neighborhood project that had brought so many instructors, departments and colleges together.

Selvester thanked the student again for coming to this meeting. She said that we needed to her in a public meeting for the public record.

**21. Other.**

None.

**22. Adjourn.**

Meeting adjourned at 5:01 p.m.

Respectfully submitted,  
Tim Sistrunk, Secretary