

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

**ACADEMIC SENATE MINUTES**  
Thursday, May 11, 2021, 3:00 p.m., ZOOM

*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 brackets 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, Allen, Altfeld, Bailey, Barker, Boura, Boyd (Chair), Bruns, Buffardi, Burk, Ferrari, Ford, Herman, Holbert (Young), Horst, Hutchinson, Irish, Kaiser, Knigge, Kralj, Larson, Leon (Herman), McBride-Praetorius, McKee, Medic, Millard, Musvosvi, Ormond, Paiva, Peterson, Schartmueller, Seipel (Ferrari), Shepherd, Sherman, Sistrunk, Smith, Snyder, Smith, Son, Sparks, Teague-Miller, Trailer, Underwood, Wright

**ABSENT:**

Boyd reminded everyone to update their ZOOM so that the “yes” button will remain active and not fade out. Reminders were included in the chat to correct the Participants list with name changes, pronouns, and guest and member status. Send notes about proxies as well. She noted that there is an Otter transcript running if needed.

Boyd called the meeting to order at 3:05 and moved straight to the approval of the agenda.

**1. Approve Minutes**

None

**2. Approve Agenda [00:06-00:20]**

Agenda Approved.

**3. Announcements [00:21-8:30]**

• **Chico State Enterprises transition to Cayuse software – Mary Sidney**

Boyd introduced Mary Sidney (Chief Executive Officer, Chico State Enterprises) who shared the new upgrades that Chico State Enterprises is making in a core area of business dealing with grant and contract submissions.

Chico State will get away from the old practice of exchanging documents through email by using a new Cloud-based platform called Cayuse. This will serve as the central place

to receive, modify, route and approve documents and will be used for every application that goes to any sponsor for external funding. This software is used at over 400 campuses and our staff has customized it to work specifically for the terminology of our campus.

All documents will be consolidated and tracked in a central repository with 24/7 access that can be accessed through a single Chico State sign-on signature. Cayuse includes dashboards, online collaboration, a streamlined process and training will be offered besides the online training available.

The program will go live in mid-July with a second launch in the Fall. Training for Project Directors takes 1 hour. Training for those developing routing and approval protocols will take 15 minutes.

Research involving human subjects and the IRB (Institutional Review Board) will be accommodated through this software as well. A webpage will be launched next week. More will be worked to improve the One Solution side as well.

- **GoFlex Summer Institutes ([June 22-30 due May 17](#) & [July 27-Aug 4 due July 1](#))**  
Faculty Development has posted links to apply and all the information for Summer training.
- Sherman announced that 600 people came to our University vaccination clinic today. It's the largest event we have had since 2020. She thanked everyone who supported the effort.

[Boyd moved to Item 19: Ask the Administrator with a time approximate of 3:10]

**19. Ask the Administrator** [8:31-14:16]

Michael Coyle (Political Science and Criminal Justice Department) noted that the fabulous guest speakers Ibram Kendi and Angela Davis both spoke powerfully about anti-racism steps we can take on campus to not employ people with guns and deemphasize police. Davis thought we should shift funds away from police to fund scholarships and Kendi observed that in American universities in the past there had never been more than one police worker on campus. How will we respond to this call to de-emphasize policing and not integrate police more deeply into campus life?

Hutchinson

President Hutchinson said she took copious notes when these two speakers spoke, and she is awaiting the Presidential Taskforce to Examine University Police Policies and Practices that will be submitted on May 25. She encouraged everyone to read the Taskforce recommendations and she hoped we will see progressive change moving forward. She thanked everyone who participated in the public forums and the Taskforce.

Melys Bonifacio Perez Students for Quality Education (SQE) noted that the California State Student Association (CSSA) unanimously passed an amendment calling on the CSU to move

toward disarming and defunding the campus police to embrace life-affirming programs like mental health programs and retention support for students. Angela Davis enthusiastically gave her support to SQE state-wide positions to defund campus police. There is a statewide petition that has already garnered 600 signatures and Chico State is leading this effort with the most signatures. Students strongly support this and want our local campus to listen.

Hutchinson said we have gone through an important process, and it is time to wait for the Taskforce rereport to be delivered. She encouraged people to wait for the Taskforce recommendations and together we can move forward in a progressive way.

[Boyd moved to Item 6: Presentation of the Graduates with a time certain of 3:20]

#### 4. **Chair's Prerogative** [56:15-58:27]

- **Academic Senate 2021 Commencement Speech – [Call for statements to share with graduates](#)**

Boyd explained that the Chair of the Academic Senate traditionally speaks at each of the Commencement ceremonies. She said that she felt strongly that we would not be here without each other and we would not have made it to these commencement ceremonies. She invited anyone who felt inspired, or who had something they would like to share with the graduates this year, to contribute thoughts or sentiments to the google document above. Everyone in the community is welcomed to participate and people can ask their friends to contribute. She will integrate these sentiments into her speeches.

#### 5. **[Presentation of Graduates \(BA/BS Graduates\)](#) ([MA/MS Graduates](#)) – 3:20 pm time certain** [14:17-37:54]

Boyd introduced the Deans from across the University.

- **College of Agriculture**

John Unruh (Dean of AGR) noted that this year has been challenging. He praised the resilience of our students and particularly the graduating seniors

- **College of Behavioral and Social Sciences**

Eddie Vela (Dean of BSS) mentioned several examples of excellent graduating students and their accomplishments and distinctions.

- **College of Business**

Terrence Lau (Dean of BUS) echoed the remarks of his colleagues, and he complimented the amazing work of the students and the faculty. After all the grief and loss of the last year, he hoped everyone could celebrate the resilience of the students.

- **College of Communication and Education**

Angela Trethewey (Dean of CME) acknowledged the sentiments of the other Deans and remained humbled by what students have done across the college programs and for in the K-12 classrooms, on ZOOM, in person, and doing amazing work to support students across the region. The faculty have been in the front of thinking about what inclusive, engaged, accessible education means.

- **College of Engineering, Computer Science, and Construction Management**

Blake Wentz (Dean of ECC) remembered everything the students have been through from

the Oroville Dam collapse, the Camp Fire, the Pandemic and he praised the students for their success through all these trying times. He thanked the faculty and staff as well.

- **College of Humanities and Fine Arts**

Tracy Butts (Dean of HFA) said as we closeout the semester that she was full of gratitude for our students who have reaffirmed our sense of purpose, clarify issues of access and equity, and pushed us to be innovate and creative. She was grateful for our colleagues who rose to the challenge while demonstrating grace.

- **College of Natural Sciences**

David Hassenzahl (Dean of NS) noted that NS nursing students probably vaccinated some of the senators. All the NS students really advocated for themselves this year and made his job much easier. They have allowed us to work so well with FMS about health and safety issues so that our campus led the system in getting back to short safe trips working in the field, in the farm, in the laboratory. He thanked the Senate for continuing its work as well

- **Graduate Studies**

Sharon Barrios (Dean of GRS) there were amazing accomplishments by the graduate students winning national and state honors and publishing their work. She was so proud of all the students who continued on track to complete their degrees despite everything at a rate that far exceeded expectations. She recognized the faculty and staff who year after year offer students an unforgettable education.

Dean Lau played the Deans' video and thanked the University photographers for their contributions.

## 6. **Farewell to Outgoing Senators/Welcome Incoming Senators** [37:54-56:13]

Boyd described the traditional way that in-coming senators would physically take the seats of those outgoing senators and Senate officer elections would be held. She named the Outgoing senators:

At Large: Horst

HFA: Altfeld

BSS: Schartmueller

LIB: Shepherd

NS: Herman

ECC: Underwood

There was general clapping.

Boyd listed the Incoming and some second term Senators:

At Large: Ferrari

At Large: Cline

At Large: Walter

HFA: Geier

BSS: Sherman

ECC: O'Connor

NS: Monet

LIB: Newall

## 7. **Election of Senate Officers**

- **Nominee for Academic Senate Chair – Marianne Paiva**
- **Nominee for Academic Senate Vice Chair – Mahalley Allen**
- **Nominee for Academic Senate Secretary – none**
- **Nominee for EPPC Chair – none**
- **Nominee for FASP Chair – Tim Sistrunk**

Boyd noted that there were single nominees for three seats and no nominees for two seats. With no one else running for the three seats, the Secretary affirmed these candidates were elected officially. Boyd added her affirmation and congratulations.

[Boyd returned to Item 4: Chair’s Prerogative]

**8. Continuation of Postponed Item: Proposed Policy Campus Sustainability Committee - Green Curriculum Advising Team – FASP – Action Item, as amended 4/29/21 – 4:30 time approximate [1:18:07-1:23:36]**

- **Appendix A and Appendix B**
- **Amendments for consideration**

Underwood moved to return the proposed policy to the Campus Sustainability Committee, Green Campus Advisory Team for further work. Seconded.

Underwood said that after some discussion she said the emended policy will benefit from additional time, deliberation and consultation in an effort to maintain the intention, purpose and efficacy of the policy. Boyd explained that this would mean the document restarts the process next year.

The subcommittee Chair, Sistrunk, noted that the intention of the faculty working on this policy from across the campus is to engage in shared governance and full consultation which is the essence of sustainability and more time is needed for this.

Allen repeated that after the writing committee has considered it again, this policy should have consultation with EPPC which is the curriculum.

There were no objections.

**9. Proposed Changes to FPPP Introduction – FASP – Action Item [59:06-1:17:54]**

Underwood moved to consider the collection of amendments that had been offered to respond to suggestions made at the last Senate meeting. She explained the amendments briefly:

- Abbreviations for Collective Bargaining Agreement (CBA), and Executive Memoranda (EMs) were added some were given links to the texts.
- Capitalization was made standard for Faculty
- Department standards were referred to as Department/Unit Standards

- Constitutions and Bylaws and Standards were capitalized
- In paragraph seven, line 5, the requirement that Department/Unit Standards be provided within 14 days after the first day of instruction was given a reference (CBA 15.3)
- There should be a link provided to the Affirmation Statement the Chair and new faculty member must sign and the Affirmation must be kept in the PAF of the faculty member. (Paragraph 7. Lines 5-8: “Department Chair must sign an Affirmation Statement ([link to Affirmation Statement](#)) that they have been informed and understand these criteria. The signed Affirmation Statement shall be retained in the Personnel Action File (PAF). RTP guidance may be found in the CBA....
- Last line, abbreviation link of Office of Academic Personnel was added (OPAL)

Knigge wondered if the Affirmation needed to be signed every year. Sistrunk said this requirement was for the beginning of the appointment is made or if the standards change. Amendments passed.

Larson wanted to delete the words in paragraph four, lines 3-4, that seem to imply that EOs only to augment the CBA. Cut words: “~~deal with matters in the scope of the CSU administration and should augment the CBA~~”. Seconded. Sistrunk said the language was supposed to show the texts are used in conjunction, not necessarily that the EOs are limited.

Motion passed.

- Editorial suggestions were made: Second paragraph first sentence, first word should read “The” not “These” and define should be “defines”
- Paragraph three line 2: “Agreement” should be capitalized.
- Underwood said that Department Standards were capitalized in CSU usage regularly

Action item passed.

#### **10. Proposed [Changes to FPPP Definitions](#) – FASP – Action Item [1:23:37-1:25:40]**

Underwood reported that there were no changes from the last meeting when the item was introduced. The changes to the definitions included discussion of:

“Department/Unit”

‘Department Unit Standards’

‘Faculty Unit Employee’

“FERP”

“FERP Faculty”

“Part-time Faculty Employees” and “Temporary Faculty Unit Employees”

Action item passed.

## 11. Proposed [Changes to FPPP 17.0](#) – FASP – Action Item [1:25:47-1:51:29]

Underwood said there are no changes in the document since Introduction. The proposed change was to FPPP 17.2.4.d. about negotiating Chair time-base.

Ford moved to add a new section at FPPP 17.1.1.c.8: “To promote and respond to calls for nomination of faculty to College, University and System-wide committees as appropriate.”  
Seconded.

- Ford pointed out that we have vacancies in the Senate in two officer positions and there have been vacancies throughout the year. This will add a role and sensitivity to the Chairs responsibilities is important in service to the entire University and shared governance.
- Sistrunk said the Chairs did not support this kind of change as they wanted to overhaul all of the Chair responsibilities together in more extended conversation in the future.
- Ford responded that this change was suggested at the last meeting of the Senate and the Chairs had time to consider this and consult over the last week.
- Underwood underlined that Jonathan Day as a representative of the Chairs was invited to join conversations in FASP and in the Subcommittee that considered changes like this beginning in the Fall semester. She invited any Chairs present to report about whether this was discussed.
- Boyd asked if there were Chairs present who had comments based on the discussions in FASP and in Senate since that is a responsibility they have.
- Knigge said the Chairs had discussed the one change of FPPP 17.4.2.d. and assumed there would be more work next Fall. There has been resistance about numerating or quantifying Chair duties.
- Allen reported that she said in Chair’s Council that this document was open and any changes could be made. Any Chair concerned should come to the Senate meetings to participate in the discussion. This was very clear.
- Paiva pointed out that changing a passage of the document can necessitate changes across other parts of the document so that it is consistent.
- Sistrunk found Allen’s information compelling, and he did not have objections to moving forward.

Boyd observed that it was important to seek the Chair’s responses, but that opening the policy allows and can necessitate considering the document as a whole. She thanked Allen for encouraging participation in the process.

A vote was taken because there seemed to be some objection. Only Faculty vote on the FPPP.

Motion to amend passed. (21 yeah, 3 nay)

Ford moved to amend the document with a new section to add after the one we just passed: “FPPP 17.1.1.c.9: To ensure department meetings are not scheduled in a manner to diminish

representative reporting and consultation by faculty in service roles that require consultation.” Seconded.

Hutchinson asked how this passage might be operationalized. She observed that it is sometimes not possible to juggle everyone’s schedules to hold a meeting.

Ford answered that this change was a response to a specific problem where people complained of not being able to attend department meetings or Senate meetings. This is a way, as we discussed last week, that department Chairs should consciously support service and it is to be encouraged. He did not think it was a very strict clause. Hutchinson thought the word “Ensure” was too strong.

Knigge did not understand what “service roles that require consultation” meant.

Ford noted that he would be receptive to amendments suggested as long as the second would concur.

Larson found the clause excessively negative and should be reframed the second part as something like: “To support the shared governance process of the Department, College and University.” She did not think the language should be so specific for a problem that occurred occasionally this year.

Knigge supported the idea of adding some language about supporting shared governance. She thought we have had many emergency meetings this year and other things like release time might help.

[1:51:29: Boyd moved to Item 18: University Reports]

[2:04:31-2:15:18]; Boyd returned to discussion of Item 11: FPPP: Chairs responsibilities]

Boyd returned to discussion of the 2<sup>nd</sup> amendment to the action item offered above. “FPPP 17.1.1.c.9: To ensure department meetings are not scheduled in a manner to diminish representative reporting and consultation by faculty in service roles that require consultation.”

Underwood offered an amendment to the amendment to FPPP 17.1.1.c.9: “To encourage the scheduling of Department meetings in a manner which facilitates and supports shared governance, service and processes’ Seconded.

Underwood said the language is more positive in encouraging participation in service and at least encourage between Chairs and their department members. Ford and Seipel (who seconded the original motion) agreed with the amendment

Ferrari supported the new language as she thought it was worth changing the campus culture away from commands to encouragement and will help teach the Chairs that service is important work.



Amendment to the Action item passed (24 yes, 2 nay)

Medic moved to add a word to FPPP 17.1.1.c.7: “To ensure faculty teaching assignments are in accordance with CBS, FPPP, University, college, and....” Seconded

Amendment approved.

Action Item passed (24 yeah, 1 nay)

**12. Nominations for Academic Senate Secretary and EPPC Chair open now through May 14, 2021 – Information Item [2:15:50-2:17:05]**

Boyd explained that nominations for the unfilled officer positions are being collected for an irregular election (as per the By-Laws). Please reach out to the current officers if you have questions about the work.

**13. Kathy Kaiser Academic Senate Service Award nominations close May 14, 2021 – Information Item [12:17:04-2:17:21]**

**14. Associated Students Report – Holbert/Snyder [2:17:21-2:23:53]**

Snyder thanked everyone for the amazing year and the great work you do for the students. Hopefully some in-person activities will commence in the Fall.

Boyd acknowledged the high engagement and dedication of Smith and Snyder and the other student senators who supported each other so well.

**15. Staff Council Report – Peterson [2:23:54-2:25:45]**

Boyd thanked the members of the Staff Council and the Staff who have participated in the Standing Committees. She underlined their importance to the Senate.

**16. Standing Committees Reports [2:25:46-**

- **Educational Policies and Programs Committee – Allen**

Allen thanked everyone who served on EPPC over her two years as the Chair. She noted that the goal was to create efficient processes to bring quality courses to the Senate and officially shepherd them through and she felt this was done.

- **Faculty and Student Policies Committee – Underwood**

Underwood said farewell after two years as FASP Chair and she thanked the members of FASP. She thanked all the officers and FASP members who helped her. The policy, FPPP language and EMs we shepherded through took hours of attention and most of the members were diligent to work through until the end.

Senators added their thoughts and gratitude about the work of the FASP and EPPC Chairs who everyone agrees are underpaid and over worked.

Senators also clapped in appreciation of Chair Boyd for her experience and expertise during this most trying of times. Many added their praise and stories of their experience of Boyd.

General conversation ensued.

- **Committee on Committees – Paiva**

Paiva thanked Boyd and the officers and commented on the importance of the Committee on Committees. She is looking forward to serving as Chair with all the strong support of her colleagues

- **Executive Committee (dates) – Sistrunk**

### 17. Statewide Academic Senate Report – Ford/Boyd <http://www.calstate.edu/AcadSen/>

- ASCSU [Agendas](#), [Minutes](#), [Resolutions](#), & [Summaries](#)
- CSU Board of Trustees, Faculty Trustee [reports](#)

None

### 18. University Reports – Hutchinson/Larson/Sherman/Parsons/Boura [1:51:29-2:04:31]

- [AA Annual Report](#)
- WASC and AY 21/22

#### Hutchinson

President Hutchinson appreciated the opportunity to report out because administrators have meetings this evening.

- Hutchinson acknowledged that Tray Robinson was leaving the Office of Diversity and Inclusion. He has had a stellar career, and it is a significant loss for Chico State. We will have a celebration later in the semester. A University search is underway for an interim Chief Diversity Officer and a national search will be conducted next year. She has change the reporting structure of the CDO and that person will report directly to the President in the future. This will allow us to work consistently on Equity, Diversity and Inclusion.
- EMEDC was given a charge this morning to begin a search for a VP of Information Technology and Chief Information Officer. Next Generation will serve as the search firm. The hope is to have a position description completed in the next few weeks so that it can go out to the campus. The search will be launched around June 15. The search committee will probably begin reviewing candidates in the Fall.
- In late September or early October, we hope to launch a search for a new VP of Student Affairs.
- Hutchinson said the University has been working on a new institutional identity and a new look for the Fall. She thanked the many focus groups who have been involved.

- Hutchinson said the report of the Presidential Taskforce to Examine University police Policies and Practices will be finished soon. She thanked the Taskforce members and the Steering Committee for the very hard work in such a short amount of time. She will publicize the report quickly after she receives it, and the campus community can work to implement its recommendations in the Fall.
- She hopes Chico State will be a campus combating racism and striving for Equity and Inclusion. The book in common this year (How to be an Anti-Racist, by Ibrahim X. Kendi) and our ongoing discussions will keep moving forward.
- Over the summer she will work with the Provost and others to ramp up our efforts to reach the Graduation Initiative 2025, goals especially on narrowing the Equity gap.
- She has always appreciated the custom that the Deans present their students to the Senate and once again she thought the Deans did an amazing job with compelling remarks and a fantastic video. She thought the pictures showed the determination and the grit and hope for the future that students, faculty and staff have cultivated over this year. She said this has been an arduous year navigating a global pandemic which has required all-hands on deck over 18 months and all of our faculty, staff and students have been there every step of the way.  
Over 4,000 will graduate, over 300 Master's students and 253 credential students. Blake said, this group of students have dealt with many severe catastrophes over their careers.
- Finally, she offered a special thank you to the Academic Senate. They have extended the meetings out to many people through ZOOM and have tackled many challenging issues so well. It is an exemplar of shared governance. She especially thanked the Executive Committee and Chair Boyd who meet with the President and the Cabinet often. This is an amazing quality of this campus.

### Larson

The Provost wanted to follow the President in thanking everyone on the call and express her deep appreciation for all the work that has been done. It has been quite a year because of all the challenges we have met, but also because of all the things we have accomplished.

- Commencement begins on the 16<sup>th</sup> and again on the 20<sup>th</sup>, 21<sup>st</sup>, 22, 23<sup>rd</sup>. A call has been made for faculty who wish to sign up to join commencement
- We continue to seek nominations for the Interim Dean of the Library until October 14.

### Sherman

Vice President Sherman said that we received our HEERF 3 award which includes the criteria by which the awards can be granted.

- She had already signed up to meet with the Department of Education to get the details about this

- She reminded everyone that there is already a form for people to submit their ideas about ways to spend the money to prepare our campus to be resilient into the future in ways that fit the COVID guidelines.
- It will be \$30M

**19. Other**

Boyd thanked Emily Gallo, the Senate student intern, who has done so much over the year. Boyd wanted to recognize Margie Keyawa-Boyd who has done so much to learn about all the disparate business of the Senate -the office, the membership, the minutes, the policies, the correspondence, the ZOOM meetings and on and on. Her support has been essential.

**20. Adjourn**

Meeting adjourned at 6:06.

Respectfully presented,  
Tim Sistrunk