CALIFORNIA STATE UNIVERSITY, LOS ANGELES
ACADEMIC SENATE MINUTES
November 7, 2017

ASM 17-7
APPROVED NOVEMBER 21, 2017

K. Aniol, M. Germano, R. Maysami, S. Meyer, J. McKeever, C. Ney, J. Ramirez, A. Tailakh, AD Williams — ABSENT

T. Bettcher, S. Ulanoff — EXCUSED ABSENCE

Chair Prabhu convened the meeting at 1:48 p.m.

1. 1.1 Chair's Announcements: — ANNOUNCEMENTS

1.1.1 President Covino has approved the following policies:
Preferred Name (new) – approved 10/10/17 – effective Spring 2018
Electronic Recording of Classroom Lectures and Classroom Activities (modification) – approved 10/13/17 – effective Spring 2018
Associate and Assistant College Deans (modification) – approved 10/13/17 – effective Spring 2018
Missed Class Time and Make Up Policy (new) – approved 11/06/2017 – effective immediately

1.1.2 The following faculty members have accepted appointment to the Campus Sustainability Committee: Maryam Tofighi (Marketing) and Theresa Larkin (Theatre and Dance)

1.1.3 The following faculty members have accepted appointment to the Faculty Perceptions of Administrators Committee: Anthony Hernandez (Applied and Advanced Studies), Emily Acevedo (Political Science), John Cleman (English, emeriti); and Kevin Baaske (Communication Studies) – Executive Committee liaison

1.1.4 Veterans Day Ceremony: The ceremony will feature addresses by President Covino and Dr. José Luis Santos, a Marine Corps veteran and will be held on Thursday, November 9, 2017, 12:15 – 1:00 p.m., in the USU Plaza.

1.1.5 The Fall 2017 Theses Exhibition Opening Reception at the Cal State LA Fine Arts Gallery will be held on November 11, 2017, 5:00 – 8:00 p.m. and the three graduate students featured are: Sandee Rodriguez (MA in Studio Arts); Frank Mejia (MA in Studio Arts); and Terry Kelly (MFA in Studio Arts)

1.1.6 *Stepping Back from Negative Emotion* – November 8, 2017, 11:00 a.m. – 12:30 p.m., Los Angeles Room A (U-SU). In this workshop, Dr. Debbie Covino will teach you how the practice of dissociating (also called self-distancing) can help you to better handle emotionally challenging situations.

1.2 Senator Romero announced: On Thursday, November 9, ASI will present *Your Voice Matters: Open Deliberation*. It will take place 3:00 p.m. – 5:45 p.m. in G.E. Ballroom 1. Topics will include College Affordability, Graduation 2025 Initiative, Mental Wellness & Health, Sexual Harassment & Assault on College Campuses, and the 1st Generation College Experience.

1.3 Senator Warter-Perez announced: I just want to remind all of you about the University Retreat that is being held on Friday, November 17 and encourage you to attend. It will be a good time to learn more about our students and engage in afternoon discussions about diversity, critical discourse and supporting first-generation students.

CONCERNS FROM THE FLOOR

2. Senator Acevedo raised the following concern: Can the Faculty Policy Committee revisit the length of time college committees have to review the file and issue its reports? For instance, in this first round, College committees have 11 working days to read all the files with the final report due on the 12th day. However, at the Department level, faculty are given 14 days, and the Chair, an additional 13 days to issue its report. Since there are far fewer files to evaluate at the department level, compared to the college level, it seems only fair to grant more time to faculty at this level of review rather than departments. For instance, in NSS, there were 10 files to read, and in only 1 case, was there a department with more than 1 person to evaluate (Sociology had 3 faculty to review).

Dept Peer Committee	September 5 – September 22	09/22/17	10/04/17
Dept/Div/School Chair	September 5 – October 11	10/11/17	10/23/17
College Committee	October 24 – November 9	11/09/17	11/22/17
Dean	November 27 – December 12	12/12/17	12/22/17
Provost	January 2 – February 15	02/15/18	n/a

INTENT TO RAISE QUESTIONS

3. 3.1 Chair Prabhu presented the response from VP Chavez to the intent to raise questions from Senators Acevedo and Flint on September 26, 2017 regarding responsibilities of technology in the classrooms. (ASM 17-4):

1. Who created the policy that ITS could not "interrupt" a class to fix a problem, and why? – There is no policy. ITS Help Desk staff generally speak to whomever calls and tries to narrow down the type of problem. If it is a computer problem, we generally send someone out that has administrative access to troubleshoot right away. The same goes for broken keyboards, mice, remote controls. If a projector is the problem, the staff can usually bring out a new projector and can change it out between classes in about 15 – 20 minutes, the same for broken projector screens. However, depending on the location of the equipment involved when two people come into a classroom with a ladder and equipment to repair a projector, it generally disrupts the class severely, as desks and or tables have to be moved in order to access the equipment. Faculty generally do not like this disruption, so work is scheduled for periods between classes. Additionally, we don't want anyone to be hurt if the work involves a ladder where objects may fall on students around the repair area.

2. Are there different ITS groups/technicians assigned for specific buildings on campus? - No, there are only two ITS staff who service all the baseline supported classrooms.

3. Who is responsible for ensuring that technology is functional in classrooms on campus, and what is the best way to reach them when there is a need for immediate help? – ITS is responsible for all the baseline supported classrooms. The best way to report a problem is to contact the Help Desk – 3-6170. Non-baseline classrooms are supported by the individual colleges and their administrative departments should be contacted for support. There is a quick reference laminated sheet next to the equipment with instructions on how to use the equipment and who to contact for support. All baseline labs have a sign outside the lab indicating that it is an ITS supported room.

4. If there are technicians able to help with these types of problems, are they available during evening classes as well? – During the first two weeks of the semester, ITS changes the work schedule for the 2 staff who support classroom technology, so that support runs between 8:00 AM to 7:00 PM. Regular support hours are 8:30 AM to 5:00 PM. We can take tickets and provide voice support on the weekends, but not broken equipment support. For that, a ticket is created and then the equipment is replaced on Monday morning.

3.2 There were no intent to raise questions.

4. It was m/s/p (Heubach) to approve the minutes of the meeting of October 24, 2017 (ASM 17-6). — APPROVAL OF THE MINUTES

5. It was m/s/p (Heubach) to approve the agenda. — APPROVAL OF THE AGENDA

6. Chair Prabhu presented her report. — SENATE CHAIR'S REPORT

7. Provost Mahoney presented her report. — PROVOST'S REPORT

8. PROPOSED CONSTITUTIONAL CHANGES: CONSTITUTION OF THE FACULTY CALIFORNIA STATE UNIVERSITY, LOS ANGELES, FACULTY HANDBOOK, APPENDIX C (17-6) Second Reading Item

8.1 Senator Heubach suggested an editorial amendment to delete "A" in line 50. No objections objections were raised.

8.2 It was m/s/ (Heubach) to delete on lines 50-52: are not eligible to vote IN MEETINGS OF TENURED AND TENURE-TRACK FACULTY, in faculty meetings, Nor in faculty elections OR VOTES at any level EXCEPT THE ELECTION OF LECTURERS TO SERVE ON THE ACADEMIC SENATE. and insert CAN ONLY VOTE IN ELECTION OF LECTURERS TO SERVE IN THE ACADEMIC SENATE.

8.3 It was m/s/ (Warter-Perez) to amend the Heubach motion to keep original language and insert AND AS OTHERWISE SPECIFIED IN THE CAL STATE LA FACULTY HANDBOOK after SENATE.

8.4 Debate ensued and Chair Prabhu ruled the discussion out of order.

8.5 Senator Cleman suggested to amend the Heubach motion to include the Warter-Perez motion so that it reads CAN ONLY VOTE IN ELECTION OF LECTURERS TO SERVE IN THE ACADEMIC SENATE AND AS OTHERWISE SPECIFIED IN THE CAL STATE LA FACULTY HANDBOOK. No objections were raised.

8.6 The Heubach motion was approved as amended (V: 28/3).

8.7 Senator Heubach suggested an editorial amendment to insert TENURED AND TENURE-TRACK before "faculty" on lines 72 and 74 and delete "Such" from line 96. No objections were raised.

8.8 It was m/s/f (Heubach) to delete on line 92: VOTING BY TENURED AND TENURE-TRACK FACULTY AS DIRECTED BY A MAJORITY and insert PROCESS OF SETTING UP THE VOTE (V: 9/26).

8.9 It was m/s/p (Harris) to insert PROCEDURES on line 82 after "Voting" (V: 34/1).

8.10 It was m/s/p (Heubach) to insert A FACULTY MEMBER WITH on line 98 after "proposal;" (V: 18/11).

8.11 It was m/s/ (Porter) to insert ALL after "BY" and ON OTHER OCCASIONS after "FACULTY" on line 111.

8.12 Senator Warter-Perez suggested an amendment to insert OTHER before "VOTING" and delete ON OTHER OCCASIONS. No objections were raised.

8.13 The Porter motion was approved as amended (V: 30/3).

8.14 It was m/s/ (Cleman) that when the proposal is moved to the faculty vote that each additional membership is voted on separately.

8.15 Debate ensued. It was m/s/p (Bezdecny) to table the Cleman motion until after further discussion.

PROPOSED CONSTITUTIONAL CHANGES: CONSTITUTION OF THE FACULTY CALIFORNIA STATE UNIVERSITY, LOS ANGELES, FACULTY HANDBOOK, APPENDIX C (17-6)
Second Reading Item (continued)

8.16 It was m/s/ (Cleman) to insert a period after "absent" on line 228 and delete one or more quarters SEMESTERS.

8.17 Debate ensued. The Cleman motion passed (V: 28/2).

8.18 It was m/s/p (Heubach) to insert TENURED AND TENURE-TRACK before "faculty" where appropriate in the entire document.

8.19 Chair Prabhu recognized visitor (Judy Olson) who spoke to lecturer representation.

ADJOURNMENT

9. It was m/s/p (Baaske) to adjourn and continue this as a Second-Reading Item at 3:44 p.m.