CALIFORNIA STATE UNIVERSITY, LOS ANGELES
ACADEMIC SENATE MINUTES
September 11, 2018

ASM 18-3
APPROVED
SEPTEMBER 25, 2018

E. Allen, O. Bernal, E. Drost, G. Fried Amilivia. M. Kubalanza, C. Ney, A. Tailakh, R. Vogel, K. Wilson — ABSENT

J. Garrison, N. Hunt, M. Talcott, N. Warter-Perez — EXCUSED ABSENCE

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

1. ANNOUNCEMENTS

1.1 Chair's announcements:

1.1.1 Before we begin, I'd like to yield the floor to Dr. Kevin Baaske.

Dr. Kevin Baaske shared a few words in remembrance of Dr. D. Robert DeChaine, Faculty, Liberal Studies and Communication Studies.

1.1.2 On Tuesday, September 18, 12:15 – 1:30 p.m., the Office of the Vice Provost for Diversity and Inclusion will host a Democracy in Action Event on Family Separation and U.S. Immigration Policy. Please spread the word to your students and colleagues.

1.2 Vice Chair Flint announced: We are currently seeking nominations for one faculty member to serve on the Ad Hoc Advisory Search Committee for the Director of Honors College. A committee was elected this past spring; however, one of the elected members has stepped down. We are not accepting nominations on the floor today, but you can email your nominations to the Academic Senate or myself by noon, Friday, September 14. Please note that the policy states that there can be no more than two faculty members from the same college and the committee already has two elected faculty members from NSS.

2. CONCERNS FROM THE FLOOR

2.1 Chair Prabhu provided an update on the actions taken regarding the concerns raised at the last meeting.

2.2 Senator Pitt raised the following concerns: 1) There have been many administrative and procedural changes that affect the departments of which we are not notified. Is there a way in which these changes can be communicated to the affected departments once they are approved? 2) There are university-wide announcements that contain lots of grammatical and spelling errors. I would like to suggest that the announcements are proofread prior to being sent out.

2.3 Senator Hoffman raised the following concern: Faculty are concerned about the signage directing drivers out of the faculty parking in Parking Structure C. The Exit sign is in front of the entrance lane, leading to confusion as to which lane to use to exit the structure. Such confusion has the potential to lead to collisions between automobiles and between automobiles and pedestrians. Can this sign be repositioned?

2.4 Senator Porter raised a concern regarding the dissolution of the e-voting software. Chair Prabhu addressed the concern on the floor.

2.5 Senator Chavez raised the following concern: Due to the difficulty in finding parking, would it be possible to install parking monitors in the parking structures to make drivers aware of how many parking spaces are available on each level? This could save time so that people aren't just driving around looking for spaces.

2.6 Senator Marmolejo raised the following concern: Students that live in the Cal State LA fraternity and sorority houses near the 7-11 have advised that street parking signs have been posted noting that Cal State LA parking permits are required to park on their street. What are the parameters for identifying areas around the campus that require the permits?

INTENT TO RAISE QUESTIONS

3. 3.1 Senator Flint announced her intent to raise the following questions: I have two questions related to the final exam schedule. First, why can't the final exam schedule be finalized at the beginning of the semester rather than over a month later so that instructors can include the final exam date and time in the syllabus as mandated by policy? I understand that some room changes might be necessary, but the date and time should be knowable much earlier.
Second, why are Monday/Wednesday and Tuesday/Thursday classes that meet from 4:30-5:45, which is on-grid, scheduled for a final exam from 2:30-4:30 rather than from 5:00-7:00? Two of the 5:00-7:00 final exam times are assigned to classes that have a start time between 5:00 and 5:59, which is off-grid. Many students who take 4:30 classes do so because they can't get to campus earlier, so having a final exam at 2:30 may be a hardship.

3.2 Senator Williams announced his intent to raise the following question: Faculty who are teaching Monday only classes are concerned with the lack of facetime with their students. This semester there are two holidays which fall on Mondays and final exams also begin on a Monday. Would it be possible for finals to start on a Tuesday thereby providing the Monday only classes with an extra class meeting?

APPROVAL OF THE MINUTES

4. It was m/s/p (Porter) to approve the minutes of the meeting of August 28, 2018 (ASM 18-2).

APPROVAL OF THE AGENDA

5. 5.1 It was m/s/p (Heubach) to approve the agenda.

5.2 It was m/s/p (Flint) to add as a new item 8: Statewide Senate Report and renumber the remaining items.

5.3 The agenda was approved as amended.

SENATE CHAIR'S REPORT

6. Chair Prabhu presented her report.

PROVOST'S REPORT

7. Provost Mahoney presented her report.

STATEWIDE SENATE REPORT

8. Senator Riggio presented the Statewide Senate report.

STUDENT LIFE UPDATES
Presented by: Nancy Wada-McKee, Vice President for Student Life

9. VP Wada-McKee presented updates about the division of Student Life. A question and answer period followed.

PROPOSED POLICY MODIFICATION: RESPONSIBILITIES OF A LIAISON MEMBER FROM THE EXECUTIVE COMMITTEE TO A STANDING COMMITTEE, FACULTY HANDBOOK, CHAPTER II (18-2)
First-Reading Item

10. 10.1 It was m/s/ (Riggio) to approve the recommendation.

10.2 A five minute question and discussion period took place.

PROPOSED POLICY MODIFICATION: INCOMPATIBLE ACTIVITIES, FACULTY HANDBOOK, CHAPTER VI (18-3)
First-Reading Item

11. It was m/s/ (Porter) to approve the recommendation.

12. 12.1 It was m/s/ (Ulanoff) to approve the recommendation.

12.2 A five minute question and discussion period took place.

PROPOSED POLICY MODIFICATION: VOLUNTEER FACULTY FACULTY HANDBOOK, CHAPTER VI (18-4)
First-Reading Item

13. 13.1 It was m/s/ (Finocchiaro) to approve the recommendation.

13.2 A five minute question and discussion period took place.

13.3 It was m/s/p (Riggio) to extend the question and discussion period for an additional five minutes.

PROPOSED POLICY DELETION: GUIDELINES FOR THE ADMINISTRATION OF THE DISTINGUISHED VISITING PROFESSORS PROGRAM, CHAPTER VI (18-5)
First-Reading Item

14. The recommendation was APPROVED. (V: 33/2)

PROPOSED POLICY MODIFICATION: POLICY ON CHANGING A MAJOR OR DECLARING A DUAL MAJOR OR A MINOR, FACULTY HANDBOK, CHAPTER IV (18-1)
Second-Reading Item
Forwarded to the President

15. It was m/s/p (Bezdecny) to adjourn at 3:15 p.m.

ADJOURNMENT