CALIFORNIA STATE UNIVERSITY, LOS ANGELES
ACADEMIC SENATE MINUTES
September 25, 2018

ASM 18-4
APPROVED
OCTOBER 9, 2018

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

D. AbouSalem, T. Bettcher, S. Nelson — EXCUSED ABSENCE

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

1. 1.1 Chair's announcements: — ANNOUNCEMENTS

1.1.1 Please join the campus community for a talk and reading by Viet Thanh Nguyen, Pulitzer Prize winning author of *The Sympathizer* and scholar of English, American Studies and Ethnicity, on Thursday, September 27, 6:00 – 8:00 p.m., in the Los Angeles Room BC of the U-SU. A reception and book signing will follow. The event is co-sponsored by the Center for the Study of Genders and Sexualities, College of Arts and Letters, Cross-Cultural Centers, Department of Asian and Asian American Studies, MFA in Creative Writing and the Literary Arts, and the Vice Provost's Office for Diversity and Inclusion.

1.1.2 We received one nomination for the one faculty member position on the Ad Hoc Advisory Search Committee for the Director of Honors College. By acclamation, Sylke Meyer, College of Arts and Letters, has been elected.

1.1.3 As many of you might know, there are many students who utilize the Food Pantry services on campus. I would like to introduce the Academic Senate Food Pantry Drive wherein I'd like to request that each Senator donate at least one non-perishable item per semester to be donated to University Food Pantry. The items can be dropped off in the Academic Senate meeting or in the Academic Senate office. For a list of recommended items, please visit http://www.calstatela.edu/deanofstudents/food-pantry.

1.2 Senator Talcott announced: I'm putting on my CFA chapter president's cap. The CFA will be holding a general meeting on Thursday, September 27, 4:00 – 6:00 p.m. in the University Club. If you are currently not a member, please consider joining the CFA.

2. 2.1 Chair Prabhu invited Police Chief Rick Wall to address to concerns raised by Senator Porter (ASM 18-3) and Senators Hoffman, Chavez, and Marmolejo (ASM 18-4). — CONCERNS FROM THE FLOOR

2.2 There were no concerns from the floor.

3. 3.1 Chair Prabhu read the following response from Provost L. Mahoney regarding the Intent to Raise Questions from Senator Flint (ASM 18-3): — INTENT TO RAISE QUESTIONS

Dear Academic Senate:
Thank you to Senator Flint for asking for clarification about the Final Exam schedule and for addressing student concerns about scheduling.
The preliminary exam schedule is published to the University Scheduling webpage prior to the start of each term. The fall schedule was posted the first week of August (http://www.calstatela.edu/registrar/university-scheduling-office). The schedule is preliminary until shortly after census when the specific times and locations are then posted to individual instructor and student GET accounts. Census is the 20th day of instruction in Fall or Spring. The finalization happens at this time as student and course schedules can change prior to this date and room and time conflicts must be considered in the specific application of the schedule. While the exam schedule is preliminary until this time, please know that changes are rarely made after census.
As you note, some classes which fell between the exam times or overlapped then were assigned the earlier time as the 5-7pm time period was more impacted. If there are classes that received a 2:30-4:30 exam time, but that time does not work for the majority

INTENT TO RAISE QUESTIONS (continued)

of the class based on the issue mentioned, their college scheduler can submit a request to reschedule the exam to another time. We will consider this concern as we refine future term exam schedules.

3.2 Chair Prabhu read the following response from Provost L. Mahoney regarding the Intent to Raise Questions from Senator Williams (ASM 18-3):

Dear Academic Senate:

Since Quarter to Semester Conversion, the Academic Calendar has been constructed in consultation with an advisory group including Academic Senators, a Department Chair, a faculty member, an Associate Dean, and members of the HR and scheduling offices, under the oversight of the Office of Planning and Budget. Although this group lays out tentative calendars for a 7 year cycle, the Academic Calendar must be approved each year by the Chancellor's Office.

The group balances a range of considerations in structuring these calendars, including payroll dates that set the earliest start of the Fall term, an adequate number of grading days prior to the end of each term, the balance of instructional day between the fall and spring term, and -- as the raised question notes -- the number of instructional days that fall on each day of the week.

Every several years, both Labor Day and Veterans Day are observed on Mondays, which places a particular burden on classes meeting only on Mondays. This requires the calendars constructors to choose among a few options, all of which have significant downsides.

One alternative to the current calendar would have classes meeting on Monday of the week of Thanksgiving; the advisory group on the whole felt that the benefits of this additional class day would be offset by what would likely be significant absenteeism for those Monday classes. Another option would include one additional Monday at the end of the term, with Final Exams running from Tuesday through the following Monday. The group reasoned that the lack of a study break between the end of classes and the start of finals, as well as the shortened period for faculty to submit grades prior to the holiday break, made this a less preferable option.

For these reasons, the group reluctantly opted for the Academic Calendar reconfiguration with the only 13 Mondays. However, Amy Bippus and the Academic Calendar group will work with Academic Senate on a survey to collect feedback on this Calendar configuration, to guide the advisory group for the 2024-25 Academic Calendar.

APPROVAL OF THE MINUTES

4. It was m/s/p (Riggio) to approve the minutes of the meeting of September 11, 2018 (ASM 18-3).

APPROVAL OF THE AGENDA

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

SENATE CHAIR'S REPORT

6. None.

REMARKS FROM PRESIDENT COVINO

7. President Covino presented campus updates. A question and answer period followed.

CAMPAIGN UPDATE
Presented by: Janet Dial, Vice President for University Advancement

8. Janet Dial, VP for University Advancement, presented a campaign update.

9. 9.1 Debate ensued.

9.2 The recommendation was APPROVED. (V: 36/4)

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

10. The recommendation was APPROVED UNANIMOUSLY.

PROPOSED POLICY MODIFICATION: INCOMPATIBLE ACTIVITIES, FACULTY HANDBOOK, CHAPTER VI (18-3)
Second-Reading Item
Forwarded to the President

11. The recommendation was APPROVED UNANIMOUSLY.

PROPOSED POLICY MODIFICATION: VOLUNTEER FACULTY FACULTY HANDBOOK, CHAPTER VI (18-4)
Second-Reading Item
Forwarded to the President

12. 12.1 It was m/s/ (Porter) to refer this policy back to the Faculty Policy Committee for further deliberation and modify it to align with the Collective Bargaining Agreement.

13.2 Debate ensued.

13.3 The Porter motion passed. (V: 23/17)

PROPOSED POLICY DELETION: GUIDELINES FOR THE ADMINISTRATION OF THE DISTINGUISHED VISITING PROFESSORS PROGRAM, CHAPTER VI (18-5)
Second-Reading Item
Returned back to committee

13. It was m/s/p (Bezdecny) to adjourn at 3:28 p.m.

ADJOURNMENT