CALIFORNIA STATE UNIVERSITY, LOS ANGELES
ACADEMIC SENATE MINUTES
September 24, 2019

ASM 19-4 APPROVED
OCTOBER 8, 2019

Z. Avery, C. Chatterjee, P. Krug, C. Ney, R. Vogel, E. Winokur — ABSENT

J. Hatfield, S. Nelson, S. Ulanoff, N. Warter-Perez, K. Wilson — EXCUSED ABSENCE

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

1. 1.1 Chair's announcements: — ANNOUNCEMENTS

1.1.1 Sachiko Matsunaga, the 2019 President's Distinguished Professor (PDP), will present the PDP lecture next Tuesday, October 1, beginning at 1:45 p.m. in G.E. Ballroom 3. A reception will follow. Please make sure to RSVP if you plan to attend.

1.1.2 The Academic Senate Retreat for fall 2019 will be held on Friday, December 6, 2019, 8:00 a.m. – 2:00 p.m. in the G.E. Ballrooms.

1.1.3 As you all know, the new college proposal for the College of Ethnic Studies is in the process of being reviewed. Three of our standing committees, EPC, FPC, and FiPC, have provided responses and have not challenged the proposal. All three committees have shared that the proposal in its current form lacks details and have provided recommendations/suggestions.

1.1.4 The E-voting software will be rolling out campus-wide in approximately two weeks. We will be holding workshops for the college dean's assistants and they will share the information with the departments. Thank you for your patience.

2. 2.1 Senator Riggio raised the following concern: Some faculty have come to me expressing concern about s-factor, units earned for supervision of student research and creative activities. It's been reported that some faculty are being told that they will not receive s-factor units for supervising students enrolled in 4990 (Undergraduate Directed Study) unless the course is required for a degree program. The concern is that college deans will use this reason to deny faculty s-factor, which would be in violation of the settlement agreement between the CSU and CFA concerning s-factor. — CONCERNS FROM THE FLOOR

AVP for Faculty Affairs, N. McQueen, responded with the following to the concern: College Deans will schedule class offerings that meet the demands of students within the college, subject to fiscal limitations and college enrollment targets. This means that the Dean may not be able to approve all 4990 courses requested because of fiscal considerations.

2.2 Senator Riggio raised the following concern: Faculty have expressed concerns that classroom room capacities are being changed to avoid faculty receiving an extra teaching unit and/or graduate assistant based on class enrollment. For example, the room capacity states 80 and the original signs are covered with tape with a lower number written on it – such as 79 – which is one student below faculty being eligible for additional teaching units or graduate assistants. Additionally, what's noted on the physical classroom locations do not always align with what's noted in GET. Who is making these decisions and how are the room capacities being determined?

Vice Provost for Planning and Budget, A. Bippus, responded with the following to the concern: The room capacity as listed in GET is what Academic Affairs uses to assign rooms in our Ad Astra scheduling platform, and this can also be seen in the Daily Enrollment Report. The taped room capacity change was apparently placed there by Facilities to reflect an upcoming adjustment to room capacity. The AVP for Facilities could better address the criteria used to determine room capacity.

CONCERNS FROM THE FLOOR (continued)

2.3 Senator Ellis raised the following concerns: 1. Would it be possible to provide departments with a group email that includes majors and pre-majors to facilitate email communications between faculty, staff and students? 2. What resources are available on campus to support instructors in providing/preparing accessible instructional materials? Also, would it be possible for the Office of Student Disabilities to send out the accommodations contract when students enroll in a course?

2.4 Visitor Jilliam Tromp raised the following concern: My name is Jillian Tromp and I work in the Department of Physics and Astronomy. I would like to raise a concern that some Evacuation Maps recently posted in the Biological Sciences building are in the wrong location. It is surprising that a tool like an evacuation map intended to help people is posted in an incorrect location and could potentially cause additional harm to students, faculty, and staff during an actual emergency. I submitted a Safety/Hazard Report on the RM/EHS website last week but I have not received any follow up and the incorrect evacuation maps are still posted. I think correcting this should be a priority and that is why I'm raising this concern at the Senate meeting today.

INTENT TO RAISE QUESTIONS

3. None.

APPROVAL OF THE MINUTES

4. It was m/s/p (Ellis) to approve the minutes of the meeting of September 10, 2019 (ASM 19-3).

APPROVAL OF THE AGENDA

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

SENATE CHAIR'S REPORT

6. None.

UNIVERSITY 2019-20 BUDGET AND ADMINISTRATION & FINANCE UPDATE
Presented by Lisa Chavez, Vice President and CFO, Administration and Finance

7. Lisa Chavez, VP and CFO, Administation and Finance, presented a report. A question and answer period followed.

PROPOSED PROCEDURE MODIFICATION: STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES, FACULTY HANDBOOK, APPENDIX G (19-4)
*First Reading Item*

8. 8.1 It was m/s/ (Riggio) to approve the recommendation.

8.2 A five minute question and discussion period took place.

PROPOSED NEW POLICY ENROLLMENT MANAGEMENT COUNCIL, FACULTY HANDBOOK, CHAPTER II (19-3)
*Second-Reading Item*
Forwarded to the President

9. 9.1 Chair Prabhu reminded the body of the (Seals) motion on the floor.

9.2 Debate ensued and the Seals motion passed. (V: 38/4)

9.3 Senator Salerno suggested an editorial amendment to delete FOR in line 47. No objections were raised.

9.4 The recommendation was APPROVED UNANIMOUSLY.

ADJOURNMENT

10. It was m/s/p (Riggio) to adjourn the meeting at 3:28 p.m.