CALIFORNIA STATE UNIVERSITY, LOS ANGELES
ACADEMIC SENATE MINUTES
October 8, 2019

ASM 19-5 APPROVED
OCTOBER 22, 2019

M. Abed, E. Allen, Z. Avery, D. Czypinski, G. Fernando, J. Hatfield, T. Jackson, A. Khodayari, M. Kubalanza, C. Ney

ABSENT

D. Hazra, N. Hunt, P. Scott-Johnson

EXCUSED ABSENCE

Chair Prabhu convened the meeting at 1:50 p.m.

1. 1.1 Chair's announcements:

ANNOUNCEMENTS

1.1.1 Chair Prabhu yielded the floor the Senator Hanan who requested that the body enter into a moment of silence in remembrance of Dr. Kelly Madison. Dr. Madison was a faculty member in the Department of TV, Film & Media Studies and passed away on September 25, 2019.

1.1.2 The Cal State LA Educational Opportunity Program (EOP) is celebrating its 50th anniversary with an exhibition featuring artwork by EOP students. The exhibit kicks off with an opening reception on October 10, 2019, 5:00 – 7:00 p.m. in University Library North.

1.1.3 On Tuesday, October 15, 2019, 12:15 – 1:30 p.m. in Golden Eagle Ballroom 1, the Office of the Vice President for Equity, Diversity, and Inclusion invites you to join them for an engaging discussion: *You Choose: Splinter Or Come Together* with Ian Haney Lopez, Chief Justice Earl Warren Professor of Public Law at UC Berkeley, on neutralizing racism as a political weapon and building a broad multiracial progressive future.

1.1.4 The next Advising Forum will be held on October 25, 2019, 10:00 – 11:30 a.m. in SH 162. The goal of the forum is to share information about new advising policies and procedures and to promote conversation, communication, and collaboration across our advising communities. There will also be an Advisors' Institute being held on November 22, 9:00 a.m. – 12:00 p.m. Institutes, which are different than forums, invite advisors to learn about changes in University policies and procedures; receive practical training on specific topics; discuss issues, concerns, and solutions with each other and university administrators; to meet with colleagues from Academic Affairs and Student Life; and to strengthen our advising community as one voice for student success.

1.1.5 The following faculty members have been elected by the Academic Senate to serve on the Ad Hoc Provost Search Committee:
Krishna Foster, Chemistry and Biochemistry; Silvia Heubach, Mathematics; Peter Ivory, Communication Disorders; and Nancy Warter-Perez, Mechanical Engineering. The president will also be appointing additional faculty to serve on this committee.

1.1.6 The following faculty members have been elected by the Academic Senate to serve on the Survey Advisory Committee:
Beth Hoffman, Public Health; Anne Hafner, Applied and Advanced Studies in Education; Michael Germano, Library; and Bingbing Wang, Computer Information Systems.

1.1.7 The following faculty member has been elected by the Academic Senate to serve on the Accessible Technology Initiative (ATI):
Adelaide Doyle-Nichols, Applied and Advanced Studies in Education.

ANNOUNCEMENTS
(continued)

1.2 Senator Amaya announced: On October 15 at 1:00 p.m., there will be a Personal Statement Writing Workshop in Library North Level A: Innovation Hub. The workshop is to provide students with the tools and guidance needed to be able to compose a first-rate personal statement for graduate school applications. Faculty across the campus community who sit on graduate admission panels will review, assess, and give in-person feedback on draft statements created by students. Light food and refreshments will be provided. Please share this information with your students.

1.3 Senator Rodriguez announced: Please join us at our annual One Campus, One Book (OCOB) series events. The first event, One Campus, One Book Panel: Diary of a Reluctant Dreamer – A panel of Cal State LA students, staff, and faculty from numerous disciplines will discuss the themes of the 2019-2020 OCOB selection. It is scheduled for: Thursday, October 24, 2019, 12:00 p.m. – 2:00 p.m., University Student Union Theatre.

We will also have an afternoon with Dr. Alberto Ledesma, author of the 2019-2020 OCOB selection. Please come and meet the author for a Q&A session on November 20, 2019, 1:00 p.m. – 3:00 p.m., University Student Union Theatre.

1.4 Senator Rodriguez announced: On October 25, 2019 we will be hosting the Open Access and Scholarly Communication Mini Conference from 8:30 a.m. – 12:45 p.m. in the Library Community Room. Breakfast will be provided and all faculty are welcome. Guest speakers include Keynote Speaker: Tracey Mayfield (CSULB Academic Affairs); Carlos Rodriguez (Cal State LA Library Dean); Dr. Melanie Sabado-Liwag (Faculty Fellow for Public Good); Dr. Kathryn Perry (Assistant Professor of English); Jessie Ransom & Michael P. Hommel (Leganto Representatives); and Drs. Xiaohan Zhang, Louis Esparza, Jessica Morales-Chicas, & Allison Mattheis (Faculty Panel). You can RSVP and view the full schedule at oa2019.eventbrite.com.

1.5 AVP and Dean of UG Studies Michelle Hawley announced: With generous financial support from the Teagle Foundation, the College Futures Foundation, and the CSU Chancellor's Office, six California State University campuses are concurrently implementing an initiative to review and redesign undergraduate majors for greater student success. This initiative will provide grants to fifteen programs at each of the campuses, between January 2020 and December 2021. The six participating campuses are Chico, San Francisco, and Sonoma in northern California, and Los Angeles, Pomona, and San Diego in southern California. Your undergraduate degree program is invited to be a part of this pivotal initiative.

The Office of Undergraduate Studies is issuing this Call for Proposals for grants of up to $8,500 that enable undergraduate degree-granting programs to undertake curriculum reforms in their majors that structure student learning and academic progress in coherent and intentional ways that lead to increased student success, retention, and graduation.

Five grants will be awarded in November 2019 (for projects beginning in January 2020), and ten more will be awarded in the 2020-2021 academic year: five awarded in May 2020 for projects beginning in August 2020, and five awarded in December 2020, for projects beginning in January 2021.

The deadline to apply is November 1. For more information, please contact the Office of Undergraduate Studies.

2. CONCERNS FROM THE FLOOR

2.1. Chair Prabhu reported responses from Michelle Hawley, Tom Enders, Cat Haras, Beverly Bondad-Brown, Nancy Wada-McKee and Office for Students with Disabilities (OSD) to the concerns raised by Senator Ellis on September 24, 2019 : **Concern:** 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? **Response:** Departments can use EAB to identify and communicate with their majors and pre-majors. Department Chairs and faculty advisors who would like to know more about how to use EAB are encouraged to speak with the Director of Student Success in their College Advising Centers.

Concern: What resources are available on campus to support instructors in providing/ preparing accessible instructional materials? **Response:** CETL can provide information with faculty about how to ensure that their course materials are accessible. See http://www.calstatela.edu/cetl/edtech/accessible-instructional-materials.

Concern: Also, would it be possible for the Office of Student Disabilities to send out the accommodations contract when students enroll in a course? **Response:** Yes, if the student makes their accommodation request/selection through their OSD online account (AIM) after they enroll in a course, OSD will send the notification (that contains accommodation information and the alternative testing contract) to faculty. OSD proactively reaches out to select student groups (blind and DHH students) to remind them to make their requests as soon as they enroll. http://www.calstatela.edu/osd/faculty

2.2 Chair Prabhu reported a response from Barbara Queen to the concern raised by visitor, Jillian Tromp, on September 24, 2019:
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. **Response:** The locations for the evacuation maps have all been reviewed and approved by the State Fire Marshal. Unfortunately, we had an error in the insert where two locations were very close and the maps were accidentally swapped. We have corrected this and appreciate Jillian bringing this to our attention. Please let me know if you have additional questions. Thank you.

2.3 Senator Flores raised the following concern: I'm raising a concern in regards to the Ad-Hoc Advisory Search Committee for the Provost and Vice-President of Academic Affairs. With all due respect to the newly-elected committee members, I want to make certain that the search committee reflects the diversity of our campus and that any additional members appointed represent the varied voices of our university community. This is not to state that the senators already chosen for the committee will not serve the interests of all members of our university community; I just believe that all of our voices should be an integral part of the process.

Chair Prabhu responded from the floor that President Covino will be adding additional faculty to the committee and is keeping in mind the need for diversity when making his selection.

2.4 Senator Amaya raised the following concern: Most recently, it has been brought to our attention that the some of the Braille writing system in King Hall had been vandalized, making it harder for students who identify with visual impairments. A university wide email was sent out, stating that the issue was identified and it was being resolved during that time the email was sent. I wanted to follow up, and see if the Braille writing system that had been vandalized had been replaced. It was a concern of mine since this issue has an immediate effect on our students who identify with a visual impairment. Thank you.

INTENT TO RAISE QUESTIONS

3. 3.1 Chair Prabhu reported a response from Provost Jose Gomez to the Intent to Raise Questions by Senator Riggio at the Senate meeting of September 10, 2019 (ASM 19-3):
Please see the response below from Cal State LA's University Counsel regarding your Intent to Raise question memo:
"The Chancellor's Office is continuing to negotiate a systemwide IP policy. The 2014 policy signed by the President needed to be approved through the meet-and-confer process with the unions on campus before becoming actual policy. We received word in early 2015 to stop that process because there would be systemwide bargaining on a systemwide policy starting that year.
The IP policy set forth in the Unit 3 Collective Bargaining Agreement (which has been extended by contract to June 30, 2020), Article 39, remains in effect. The campus Patent Policy, set forth in Chapter 8 of the Faculty Handbook, covering all employees, including faculty, has been in effect since 1998, and remains in effect."

3.2 There were no Intent to Raise questions.

APPROVAL OF THE MINUTES

4. It was m/s/p (Nelson) to approve the minutes of the meeting of September 24, 2019 (ASM 19-4).

APPROVAL OF THE AGENDA

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

SENATE CHAIR'S REPORT

6. None.

REPORT OF THE STATE-WIDE SENATE MEETING: SEPTEMBER 19-20, 2019

7. Senator Riggio presented a report from the ASCSU plenary on September 19-20, 2019.

PROPOSED POLICY MODIFICATION: EVALUATION OF PERMANENT INSTRUCTIONAL FACULTY FACULTY HANDBOOK, CHAPTER VI (19-5)
First-Reading Item

8. 8.1 It was m/s/ (Warter-Perez) to approve the recommendation.

8.2 A five minute question and discussion period took place.

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

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

9. 9.1 Senator Cleman raised a question about the use of THEIR in line 110. Senator Nelson suggested an editorial change of replacing THEIR with THE. No objections were raised.

9.2 Senator Nissen suggested an editorial change of replacing in with IS in line 82. No objections were raised.

9.3 Senator Krug suggested to delete not in line 71. No objections were raised.

9.4 It was m/s/p (Cleman) to change OTHERS to OTHER followed by inserting RIGHTS AND RESPONSIBILITIES in line 95. (V: 37/4)

9.5 It was m/s/ (Nelson) to delete from lines 95-96 ARE DETAILED IN CHAPTER V OF THE FACULTY HANDBOOK and insert in line 92 CHAPTER V OF THE FACULTY HANDBOOK DETAILS before "STUDENTS".

Note: As a result of technical difficulties, it was m/s/p (Bezdecny) to continue this as a Second-Reading Item at the next meeting.

ADJOURNMENT

10. It was m/s/p (Bezdecny) to adjourn at 2:45 p.m.