CALIFORNIA STATE UNIVERSITY, LOS ANGELES
ACADEMIC SENATE MINUTES
November 5, 2019

ASM 19-7 APPROVED
NOVEMBER 19, 2019

M. Abed, O. Bernal, C. Chatterjee, J. DeShazo, T. Jackson, E. Velazquez, E. Winokur — ABSENT

E. Allen, K. Bezdecny, J. Ellwanger, L. Essig, C. Flores, B. Hoffman, N. Hunt, L. Loot, P. Scott-Johnson — EXCUSED ABSENCE

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

1. 1.1 Chair's announcements: — ANNOUNCEMENTS

1.1.1 Just a reminder that we will be hosting the Academic Senate Open Forum for the College of Professional and Global Education (PaGE) this Thursday, November 7, 2019, 3:00 – 4:30 p.m. in G.E. Ballroom 3. We will receive updates and have a Q&A session with presenters Eric Bullard, AVP and Dean of PaGE, Harkmore Lee, Associate Dean, and Regina Cash, Associate Dean.

1.1.2 Since our last meeting, President Covino has approved the following Senate recommendations:

Modification: Guidelines for the Administration of the Distinguished Faculty Professors Program (now: Visiting Faculty Appointments) - effective Fall 2019

Deletion: Academic Administrative Positions Requiring Formal Consultation – effective Fall 2019

The Faculty Handbook has been updated to include these changes.

1.1.3 As you know, we conducted an election regarding feedback to ASCSU about the Quantitative Reasoning Requirement and our Senate has voted "Not in favor of the QR requirement."

1.1.4 Our next meeting on November 19 will be the last meeting of the semester. We will continue to meet on alternate Tuesdays in spring 2020 and some off meeting Tuesdays will be reserved for certain dedicated events and/or if we have several pending policies.

1.2 Senator Albey announced: I wanted to remind everyone that we will be hosting the University Retreat on Friday, December 6, 8:30 a.m. – 2:00 p.m. Please come out and join us.

2. 2.1 Chair Prabhu reported a response from Barbara Queen to a concern raised by Senator Amaya on October 8, 2019: — CONCERNS FROM THE FLOOR
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. **Response**: Our Printing Shop has replaced the signage that was damaged. Apologies for delayed response.

2.2 Chair Prabhu reported a response from Barbara Queen to a concern raised by Senator Loot on October 22, 2019:
Concern: On Thursday, October 10, 4 students were stuck in the new and only working elevator in the library. I was working at the Office of Graduate Studies when one student came up to me to inform me that there were students inside the elevator and cannot get out. I checked on them and told them to calm down because I am going to ask for help. I called the Library front desk twice nobody answered, so I called Matthew Prutsman. Somebody came down to let them out probably 10-15 minutes after I called them. There

CONCERNS FROM THE FLOOR (continued)

were incidents that graduate students would tell me that the elevator is acting weird and felt like it was going to drop anytime. One time I experienced that too, the elevator door closed immediately and my backpack almost got stuck when it closed. I don't use the elevator anymore because of the fear of getting stuck in there. There are 3 elevators in Library North. 2 were shut down for maintenance or repair. Those elevators have not been operational since the semester started. Hope someone gives attention to this because this is a burden especially for our ADA students. This can also be traumatic for students. Thank you. **Response:** The Oct 10 issue was due to a fault that our elevator technician believes is corrected and is monitoring daily. If we can help spread the word to please report any issues even minor in nature we are happy to go out and check. It is easy using the link below, and click on "Report an Issue". The link is located on our Facilities Services website: http://www.calstatela.edu/facility . The new elevator we believe is stable for operation and are monitoring it daily. The second elevator replacement is underway and is scheduled to be complete early March 2020. The service elevator went down due to a mechanical issue and is now operational as of yesterday, Oct 22. Please know that we have two additional elevators at Library South that also access Library North via the bridge structure at all floor levels. I appreciate you passing along this information, please let me know any questions or additional concerns.

2.3 Senator Hanan raised the following concern: In KH, there is an issue with the computer labs. They fall asleep and then you can't turn the computers back on. When I spoke with technology about this, they said that this is happening university-wide. Today, for 20 minutes, I tried to get the instructor monitor on – doesn't work. This isn't one classroom where they fall asleep at night and then when you try to turn them on in the morning, it's a problem. It impairs instruction because you can't use the overhead; you can't do anything.

INTENT TO RAISE QUESTIONS

3. None.

APPROVAL OF THE MINUTES

4. It was m/s/p (Bettcher) to approve the minutes of the meeting of October 22, 2019 (ASM 19-6).

APPROVAL OF THE AGENDA

5. It was m/s/p (Warter-Perez) to approve the agenda.

SENATE CHAIR'S REPORT

6. Chair Prabhu yielded the floor to Police Chief Larry Bohannon.

STUDENT LIFE UPDATES
Presented by VP N. Wada-McKee

7. Nancy Wada-McKee, Vice President for Student Life, presented updates about Student Life.

PROPOSED POLICY MODIFICATION: THE CLASS SYLLABUS, FACULTY HANDBOOK, CHAPTER V (18-9.1)
First-Reading Item

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

8.2 A five minute question and discusssion period took place.

PROPOSED POLICY MODIFICATION: ACADEMIC HONESTY, FACULTY HANDBOOK, CHAPTER V (19-11)
First-Reading Item

9. 9.1 It was m/s/ (Salerno) to approve the recommendation.

9.2 A five minute question and discusssion period took place.

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

10.2 A five minute question and discusssion period took place.

PROPOSED POLICY MODIFICATION: RECRUITMENT OF FACULTY, FACULTY HANDBOOK, CHAPTER VI (19-12)
First-Reading Item

11. 11.1 It was m/s/ (Bettcher) to approve the recommendation.

11.2 A five minute question and discussion period took place.

PROPOSED POLICY MODIFICATION: HONORS CONVOCATION AND COMMENCEMENT COMMITTEE, FACULTY HANDBOOK, CHAPTER II (19-13)
First-Reading Item

12. 12.1 It was m/s/ (Riggio) to insert beginning on line 138
3. STUDENT INPUT IN ACADEMIC PERSONNEL PROCESSES.
STUDENTS HAVE THE RIGHT AND ARE ENCOURAGED TO PROVIDE FEEDBACK ABOUT THEIR INSTRUCTORS AND THEIR INSTRUCTIONAL PRACTICE IN ANONYMOUS STUDENT OPINION SURVEYS THAT ARE CONDUCTED IN EACH CLASS AT THE END OF EACH SEMESTER. STUDENTS HAVE A RIGHT TO SUBMIT WRITTEN, SIGNED STATEMENTS ABOUT THEIR DIRECT EXPERIENCE WITH FACULTY PERFORMANCE OF JOB DUTIES. SUCH STATEMENTS MAY BE SUBMITTED TO THE FACULTY PERSON'S DEPARTMENT CHAIR OR THE COLLEGE DEAN. ANONYMOUSLY WRITTEN OR UNSIGNED MATERIALS WILL NOT BE CONSIDERED.

and delete in lines 98-102 STUDENTS HAVE THE RIGHT AND ARE ENCOURAGED TO PROVIDE FEEDBACK TO THE INSTRUCTOR ON THEIR INSTRUCTIONAL PRACTICE IN THE ANONYMOUS STUDENT OPINION SURVEY THAT IS CONDUCTED IN EACH CLASS AT THE END OF THE SEMESTER.

and renumber the sections that follow the new #3.

PROPOSED PROCEDURE MODIFICATION: STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES, FACULTY HANDBOOK, APPENDIX G (19-4)
Second-Reading Item
Forwarded to the President

12.2 Debate ensued and Senator Pitt suggested an editorial amendment to delete IN EACH CLASS. No objections were raised.

12.3 Senator Pitt suggested an editorial amendment to insert ALSO before "HAVE A RIGHT". No objections were raised.

12.4 The Riggio motion was APPROVED UNANIMOUSLY.

12.5 It was m/s/ (Warter-Perez) to delete in line 139 RIGHT and insert RESPONSIBILITY.

12.6 Debate ensued and Senator Riggio suggested an editorial amendment to replace THE with A before "RIGHT", retain RIGHT and insert AND A RESPONSIBILITY after "RIGHT". Objections were raised.

12.7 Senator Riggio suggested an editorial amendment to retain THE before "RIGHT" and insert AND RESPONSIBILITY after "RIGHT" and delete AND ARE ENCOURAGED. No objections were raised.

12.8 The Warter-Perez motion was approved. (V: 33/5)

12.9 It was m/s/p (Krug) to change in line 94 WAIT to WAITING and insert POLICY after "LIST". It was APPROVED UNANIMOUSLY.

12.10 The recommendation was APPROVED. (V: 36/1)

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

13. 13.1 Debate ensued.

13.2 It was m/s/p (Bettcher) to continue this as a Second-Reading Item at the next meeting.

ADJOURNMENT

14. It was m/s/p (Bettcher) to adjourn the meeting at 3:39 p.m.