CALIFORNIA STATE UNIVERSITY, LOS ANGELES
ACADEMIC SENATE MINUTES
January 28, 2020

ASM 19-9 APPROVED
FEBRUARY 11, 2020

T. Jackson, A. Khodayari, S. Meyer, E. Velazquez, K. Wilson, H. Yu — ABSENT

A. Avramchuk, A. Dobry, A. Hernandez, C. Larkins, P. Scott-Johnson, D. Seals, AD Williams — EXCUSED ABSENCE

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

1. 1.1 Chair's announcements: — ANNOUNCEMENTS

1.1.1 The Academic Senate's Distinguished Lecture on Engagement, Service and the Public Good will be held next Tuesday, February 4. The speaker will be Fanshen Cox, a Cal State LA alum. Doors open at 1:30 p.m. and the program will begin at 1:45 p.m. Welcome remarks and updates will be presented by President Covino and there will be a reception immediately following the lecture. If you haven't already done so, please RSVP by the deadline of February 3rd.

1.1.2 For Spring 2020, the Academic Senate will continue to meet on alternate Tuesdays, 1:45 – 3:45 p.m. The remaining meeting dates are February 11 & 25, March 10 and 24, April 7 and 21, and May 5. The final meeting will also include the Organizational Meeting of the Academic Senate for the 2020-21AY. The meeting dates can be found at http://www.calstatela.edu/academicsenate/academic-senate-calendar .

1.1.3 Please mark your calendars and join us for the Senate reception which will be held immediately following the Senate meeting on February 11, 3:45 – 4:30 p.m.

1.1.4 Please note that in Spring 2020, there is a campus-wide building evacuation drill scheduled for February 26, 2020 at 2:00 p.m. and in Fall 2020, the Great California Shakeout drill is scheduled for October 15, 2020 at 10:15 a.m. Please note that these drills may last up to 30 minutes.

1.1.5 We are still seeking nominations for the Ad Hoc Search Committee for the dean of the College of Ethnic Studies. We will elect one faculty member, not from the College of Ethnic Studies. Nominations close at 5pm today. E-voting will begin at midnight and will close on Wednesday, February 4.

1.1.6 Since our last meeting, President Covino has approved the following policies – effective Fall 2020:
Policy Modification: The Class Syllabus, Faculty Handbook, Chapter V
Policy Modification: Status of Continuing Students, Faculty Handbook, Chapter V
Policy Modification: Evaluation of Permanent Instructional Faculty, Faculty Handbook, Chapter VI
Procedure Modification: Statement of Student Rights and Responsibilities, Faculty Handbook, Appendix G
Proposed New Policy: Enrollment Management Council, Faculty Handbook, Chapter II
The Faculty Handbook will be updated this summer.

1.1.7 Following faculty members have accepted appointment to serve on the Faculty Perceptions of Performance of Administrators Committee:
Kris Bezdecny, Geosciences and Environment (Executive Committee liaison)
John Cleman, English
Jessica Dennis, Child and Family Studies
Edith Porter, Biological Sciences

CONCERNS FROM THE FLOOR

2. 2.1 Chair Prabhu reported a response from Tosha Pham, Chief Information Officer/Associate Vice President, ITS to a concern raised by Senator Hanan on November 19, 2019:
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. **Response:** I have an update regarding the question raised at Senate meeting. Looks like this is currently a recent bug from Microsoft and we have informed all of the ITCs and posted signs to inform faculty what to do when they see a black screen or no activities at all. Unfortunately, KH D1043 is the only one with the missing sign. Someone must have removed it, and it is back now. Sleep mode is not enabled in the labs, so it must be the random black screen issue the faculty encountered. ITCs are aware of the random startup/black screen issue, how to fix it, and most of them showed their faculty what to do, so faculty can contact their college ITCS if they need assistance. Jeff Cheam and his team are also available and we can provide assistance if need be. Our ITS Help Desk is also aware of the issue and they can provide instructions. Currently, this is a high ticket with Microsoft so they are working on finding a solution since it affects all campuses using Microsoft. For now, these are the instructions that we have posted in the electronic classrooms: Instruction posted - the temporary solution is to hold down the power button until the computer powers off. Restart the computer by pressing the power button again, and the computer will turn on normally. Please let me know if you need further clarification.

2.2 Chair Prabhu reported a response from Karin Elliott-Brown, AVP and Dean of Graduate Studies, to a concern raised by faculty member Silvia Heubach:
Concern: During some discussion, it was brought up that the Graduate Studies Center is not open in the evening. We have many graduate students who work and come to campus for late afternoon or evening classes, when the center is closed. Is any consideration given to having the center open 1 - 2 days later than the current closing time? **Response:** Thank you for sharing the concern. The Office of Graduate Studies closes at 6 pm most nights. However, we do offer extended hours for services to graduate students in the graduate commons area. Our writing consultants are available until 8pm three nights a week (Mon., Wed., Thurs.) and thesis reviewers adjust their schedule to accommodate the needs of all students. Thesis reviewers also provide consultation through email and phone when students can't come to campus. Andrew, the Graduate Student Center Coordinator, holds workshops in the evenings to accommodate night students and we have videos of our thesis submission workshop on our website. Please let the faculty know that I will gladly address specific concerns or needs as they come up; but I do not have the office staff to remain open beyond 8am-6pm. I must say that students have been pleased with the extended hours to offered by writing consultants.

2.3 There were no new concerns from the floor.

INTENT TO RAISE QUESTIONS

3. None.

APPROVAL OF THE MINUTES

4. It was m/s/p (Riggio) to approve the minutes of the meeting of November 19, 2019 (ASM 19-8).

APPROVAL OF THE AGENDA

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

5.2 It was m/s/p (Flint) to change the year of the meeting from 2019 to 2020, add Report of the Statewide Senate Meeting: January 23-24, 2020 as a new item 7 and renumber the remaining items.

5.3 The agenda was approved as amended.

APPROVAL OF THE AGENDA (continued)

6. Chair Prabhu presented her report.

SENATE CHAIR'S REPORT

7. Senator Riggio presented the statewide report.

REPORT OF THE STATE-WIDE SENATE MEETING: JANUARY 23-24, 2020

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

8.2 It was m/ (Nelson) to waive the First-Reading Item rules and move it to a Second-Reading Item. Chair Prabhu reminded the body that the only justification for waiving the rules is that the matter is so pressing that to delay voting until the next meeting would be detrimental to the welfare of the University.

8.3 The motion died for lack of a second.

PROPOSED POLICY DELETION: GUIDELINES FOR THE APPOINTMENT OF ADJUNCT PROFESSORS, FACULTY HANDBOOK, CHAPTER VI (19-14)
First-Reading Item

9. The recommendation was APPROVED. (V: 29/1)

PROPOSED PROCEDURE MODIFICATION: STUDENT GRIEVANCE PROCEDURES, FACULTY HANDBOOK, APPENDIX H (19-7)
Second-Reading Item
Forwarded to the President

10. The recommendation was APPROVED. (V: 37/2)

PROPOSED POLICY MODIFICATION: STUDENT GRIEVANCE COMMITTEE, FACULTY HANDBOOK, CHAPTER II (19-8)
Second-Reading Item
Forwarded to the President

11. 11.1 Debate ensued.

11.2 It was m/s/ (Porter) in line 40 to delete ANOTHER and insert A SPECIFIC OTHER before "FACULTY MEMBER".

11.3 Senator Riggio suggested an editorial amendment of changing A to ANY. No objections were raised.

11.4 The Porter motion was approved as amended. (V: 34/5)

11.5 Debate ensued and it was m/s/p (Harris) to return this policy back to the Faculty Policy Committee. The body discussed issues and raised questions for the committee to consider.

PROPOSED POLICY MODIFICATION: STUDENT INPUT IN ACADEMIC PERSONNEL PROCESSES, FACULTY HANDBOOK, CHAPTER VI (19-9)
Second-Reading Item
Returned to committee

12. It was m/s/p (Bettcher) to table this document until the next meeting and continue as a Second-Reading Item.

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

PROPOSED POLICY MODIFICATION: RECRUITMENT OF FACULTY, FACULTY HANDBOOK, CHAPTER VI (19-12)
Second-Reading Item
Forwarded to the President

13. 13.1 It was m/s/p (Krug) in lines 10 and 12 to delete AND HIRE. (V: 35/3)

13.2 It was m/s/ (Porter) in line 10 to delete QUALIFIED.

13.3 Debate ensued and the Porter motion passed. (V: 33/8)

13.4 It was m/s (Krug) in line 10 to insert WITH APPROPRIATE INSTITUTIONAL SUPPORT before "AN INTENSIVE EFFORT".

13.5 Debate ensued and Senator Nelson called the question. The Krug motion failed. (V: 16/24)

13.6 The recommendation was APPROVED. (V: 32/7)

PROPOSED POLICY MODIFICATION: HONORS CONVOCATION AND COMMENCEMENT COMMITTEE, FACULTY HANDBOOK, CHAPTER II
Second-Reading Item
Forwarded to the President

14. The recommendation was APPROVED. (V: 32/4)

ADJOURNMENT

15. It was m/s/p (Bettcher) to adjourn the meeting at 3:30 p.m.