**EXECUTIVE COMMITTEE MEETING**
**Minutes**

Tuesday, October 10, 2023, 2:00 – 4:00 pm
Academic Senate Conference Room (AS 125)
Or on Zoom: https://csulb.zoom.us/j/87997222094 (Meeting ID: 879 9722 2094)

P. Hung, N. Hultgren, R. Fischer, A. Nayak, C. Warren, B. Katz, M. Dyo, S. Kasem, N. Schürer, E. Klink, S. Collins, A. Russo, S. Apel, J. Cormack, K. Scissum Gunn, A. Kinsey

Additional Guests: C. Ward, E. Klaus, N. Guevara

Absent: P. Soni, J. Klaus

1.      Call to Order – PFH calls meeting to order at 2:01pm.

2.      Approval of Agenda – PFH adds time certain for Item 5.3.  Moved by BK, seconded and approved.

3.      Approval of Minutes: Meetings of October 03, 2023 – Moved by RF, seconded and approved.

4.      Special Orders
    4.1.   Report: Provost Karyn Scissum Gunn
        •   KSG asks EC to take a moment of pause and mourning following the attacks in Israel.
        •   BSS Inventory & Action Plan update – Expresses gratitude to EC for grasping this opportunity and the fact that we are drafting the retreat to support this topic.  The campus deadline for inventory feedback is tomorrow.  Most inventories submitted so far have come from campus departments.  Notes enthusiasm for addressing issues.  Themes include: student outreach and recruitment, hiring culturally responsive advisors, faculty recruitment and retention, racial/equity focused RSCA support, curriculum development around DEIA, and data collection and planning.
        •   Action Plan – Four themes have been identified to build the action plan around.  Each one maps to a recommendation in the report: 1) A-G middle school project.  Aligns with promise, but extends to middle school; 2) "Black Beach for Life" – sustained learning community from the time students hit this campus and beyond, to build sustained networks and relationships for advising, mentoring, etc.  These can have measurable outcomes; 3) DEI Excellence in the Classroom; and 4) First Year Success at the Beach.  Actually a two-year approach targeting first year undeclared

Black students.  If we can follow these students through their second year, we can work with them before they hit 60 units.

- AN asks about the number of appointments students are allowed to have with CAPS.  Has there been an increase?  SC says they need to balance wait times with number of sessions.  Average session limits for 4-6, with a maximum of 8, anything more than that they are provided to a community provider.  Only 13 psychologists in the center.
- Discussion ensues about: 1) the advantages of reaching out to middle school students; 2) the need to include classroom and faculty within the plan of "wraparound services" for students; 3) the literature focusing on peer involvement and success; 4) the impact of 30 & 60 units as focal points on pressure for success; 5) the value of "cohorted" courses,
- NH asks about the EOP Pilot program, as well as the Equitable Textbook Access Program.  KSG recognizes risks of the EOP Pilot program, but also notes that it may provide some valuable insight.  Regarding, the ETA program, KSG says consultation may not have proceeded in the correct order, and the "opt in --- opt out" design is problematic.

4.2.  Report: AVP, Student Affairs Jeff Klaus
- JK not in attendance.  PFH shares the notes shared from JK about updates, including information about NASPA Recognition, Student Organizations & participation & GPA, and EOP Summer Bridge. Notes available [here](here).

4.3.  Report: VP Administration and Finance Scott Apel
- SA not in attendance.  Will share updates, if there is time once he arrives.

5.  New Business
   5.1.  Setting the agenda for the Academic Senate meeting, October 19, 2023
   - EC reviews draft agenda. This meeting with be a policy only meeting with no reports. EC approves agenda.
   5.2.  [Time Certain 3:00-3:40 pm] DEIA Governance Structure
   Guests: Catherine Ward, Chief of Operations in Academic Affairs;
   - CW shares updates about the ongoing development of the new DEIA Governance Structure.  PP presentation provided.  Wants to hear our thoughts, concerns, feedback
   - EK says this is our attempt to institutionalize a DEIA infrastructure at CSULB.  A couple years ago, President Conoley asked for some research about what works, doesn't work, and the landscape of DEIA structures in higher education.  Two main approaches: 1) Chief Diversity Officer Structure; and 2) Diversity Council approach.
     o The Chief approach, although cabinet level position, there is a lack of foundational infrastructure. Therefore, we first need to build the infrastructure, so that there is built in support from the university to make this succeed.
   - CW shares the importance of connecting 'equity' and 'justice.'

- EK notes the goal to align this DEIA approach with Beach 2030 Strategic Plan, and to fulfill WASC requirements.
- CW shares the history and progress made – "Our DEIA Progress," including President's Equity and Change Commission (PECC) up to Employee Affinity Groups
- EK notes that there hasn't been a consistent university-wide effort on our campus. Most of our efforts are in pockets.
- CW discusses "Opportunities for Progress," including funding & resource allocation, campus leadership commitment & ongoing learning, long-term vision and equity framework, vertical & horizontal influence.
- "Proposed DEIA Collaborative Structure," centered around a shared understanding – Equity Values Framework, and then extends to Campus Wide DEIA Work, Steering Committee, DEIA Collaborative Unit Committees.
  - EK & CW note their desire to reduce the hierarchical perception of the collaborative structure
- CW describes the DEIA Collaborative membership, purpose, strategies, and meeting frequency.
- Three areas that the collaborative efforts will focus: 1 ) DEIA Asset Mapping; 2) DEIA Strategic Plan; and 3) DEIA Assessments
- Timeline is presented
- NS critiques the program's potential for success and notes the extra burden and work for faculty members.
- BK notes the importance of having a Chief DEIA Officer to make sure work gets done and doesn't get stuck in committee
- MD notes that importance of connecting unit-level committees and the collaborative. Notes the differences in the DEIA structures across colleges.
- EK discusses the potential of having a DEIA leader position in each college (faculty with release time). There might be a general benchmark that we are all accountable for, but different needs and strategies across units.

5.3. [Time Certain 3:50] Review the Wang Family Excellence Award nominations
- EC reviews Wang nominees to determine which nominees will be sent forward to President Conoley.

5.4. Help with staffing two Search Committees
- PFH mentions that we have not had faculty come forward to serve on these search committees. PFH asks EC how to move forward. PFH asks EC if we can make an exception and include a non-tenured faculty member on committee.
- NS states a section of the policy that addresses this issue. "*Committee Vacancies 3.4.1 If one required position on a search committee cannot be filled while the committee is being constituted, and if the person(s) or leader of the body that makes the appointment has confirmed in a written communication to the Academic Senate office (for University-wide*

*positions) or to the Faculty Council (for college-level positions) that every effort has been made to fill the position, 6 the search may proceed. If two or more positions cannot be filled, the search may not proceed".*

- KSG mentions reasons that these positions are needed at CSULB. The FEA have noted the large amount of work in these positions.
- NS asks if President Conoley could state why these positions are needed would be helpful. PFH says JC can make comments at Senate as to why these positions are needed. She asks how EC should move forward on this issue.

    5.5.  Triennial Review of President Conoley
- PFH will take the first step in drafting an EC letter, and we can respond.

    5.6.  Notes from Council of Campus Senate Chairs
- PFH shares two main points: 1) Cozen Report & 2) GE discussion

6.    Old Business
    6.1.  [Time Certain 3:40 pm] Planning for AY 23-24 Academic Senate Retreat (October 26, 2023, 2-5 pm)
- PFH shares the proposed agenda.  Suggests that we go through this and communicate via email.  The preliminary draft is available on SharePoint.

    6.2.  Interpretation of PS 14-15 Faculty Office Hours Policy

7.    Announcements and Information
    7.1.  Resources related to Not Alone @ the Beach
    7.2.  CFA responses to Spring 2023 SPOT concerns

8.    Reminders
    8.1.  Next Academic Senate Meeting: 10/12/2023, 2-4 pm

9.    Adjournment – 4:01pm