

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

Tuesday, March 12, 2024, 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, P. Soni, S. Collins, A. Russo, S. Apel, J. Klaus, A. Kinsey

Additional Guests: C. Swarat

Absent: J. Cormack, K. Scissum Gunn

1. Call to Order – 2:01pm
2. Approval of Agenda – Moved by NH, seconded and approved.
3. Approval of Minutes: Meetings of March 05, 2024 – Moved by BK, seconded and approved.
4. Special Orders
  - 4.1. Report: Provost Karyn Scissum Gunn
    - KSG is not present, no report. KSG is serving on WSCUC assessment review and is travelling. JC is on vacation. May need postpone any decision making for Item 5.2 until they return.
  - 4.2. Report: AVP, Student Affairs Jeff Klaus, report [here](#).
  - 4.3. Report: VP Administration and Finance Scott Apel
    - SA reports on recent CO meetings regarding the budget. There was no discussion regarding not funding of the recent faculty raises. Budget cuts are coming, and our campus is estimating cuts somewhere between 6% and 26%. There may be a possible loan from the CO (“loaning us our own money”) to offset the funds not coming from the Governor. The May revise will provide more detail about forthcoming budget cuts. Utilities are going up, insurance rates going up, California affected more than other states. Opening a recruitment for AVP for Human Resources Management (HRM). The interim position is coming to an end, and there will be a need to hire (related to Item 5.5 below).
    - PFH shares the CSU 2024-25 budget report from the LAO. SA shares that the LAO produces this report (they should be non-partisan), while the governor relies on the Department of Finance. The two groups rarely agree on projections/suggestions.

- Follow up on rumors/discussion about the second 5% raise from the tentative agreement – SA notes that the governor would have to cut the general fund budget in order for us not to get the second 5%, and he has not heard anything about that yet.

#### 4.4. Extra Announcements

- PFH follows up on Travel Guidelines. The staff one moved much faster. The drafting of the faculty guidelines was based on a request from faculty for guidelines when traveling with students.
- RF asks about rumor of losing service credit for participating in the strikes. SC, SA and others say ‘no.’ SC will follow up, but there is no reason why someone would lose an entire year for a day or even a few hours.
- PFH shares that the Senate Retreat paper has been shared, and the RTP guidelines were distributed last week. PFH shares thanks to everyone who contributed.

### 5. New Business

#### 5.1. Debriefing Academic Senate meeting, March 07, 2024

- PFH asks EC about how to move forward on the certificate policy in Senate. BK, NH, and NS provide thoughts and put forth suggestions. Most amendments and debates revolve around the three main issues raised by NS (1. Approval process, 2. Size & Type of Program, 3. Record Keeping).
- PFH notes several options to address the hold up with the policy: 1) Send it back to CEPC; 2) Devote a certain amount of time during next meeting to see if we can come to an agreement; 3) Schedule another meeting with the Deans or anyone who wants to participate to try to work through the issues – March 21<sup>st</sup> possibly; or 4) Move Departmentalization policy ahead of Certificates policy on March 28<sup>th</sup>. EC agrees to Option 3 (small meeting) – invite the Deans, elected members of EC, J. Cormack, and other frequent speakers. Meeting to be held in Senate Exec meeting room (AS-125).

#### 5.2. Review Position Descriptions of Vice Provost for Academic Programs and Associate Vice President, Research and Sponsored Programs

- Moved to next week due to absence of KSG and JC.

#### 5.3. Questions about [PS 11-06 Policies and Procedures for the Appointment and Review of Department Chairs](#)

- Questions have come to PFH about Section 9.1 – What kind of “certain circumstances” warrant an external search? And, what if Dean and departments have differing opinions?
  - Discussion: CW notes that section 8.2 precedes that section and describes the situation that would lead to the need for an external search. NS asks if we could request the Dean and Provost to provide the details of their consultation with each other and the faculty, as well as the circumstances leading to the need for an

external search. BK notes the need for a majority faculty vote in section 1.2.

- PFH also shares a question about 10.1 and the language stating that “normally” a chair will serve no more than two consecutive terms.
  - Discussion: Both issues should be addressed by noting Section 1.2 and the need for a majority of faculty support. RF also notes the extra time, cost, and effort of an external search. NS notes that the Dean would need to find that line if they want to conduct an external search.

5.4. [Time Certain 3:00-3:30] Dual Mission. Guest: Christ Swarat, Dean of College of Professional and Continuing Education (CPaCE)

- CS reports on Building a Dual Mission University, inviting Adult and Working Learners to the Beach. This will contain Degree Seekers and Lifelong learners.
- Professional education is currently separated at this university through CPaCE. Looking to integrate. Mentions the “enrollment cliff” and the need to change our approach to target “adults with some college” (6+ million in CA) and the “shortfall of college-educated professionals” (2 million). Describes “CaliforniaAttain.” Alums prefer activities focused on professional and career advancement. Will need to create a more age-diverse/inclusive educational environment. Will need to work on supporting our alumni beyond graduation. There are provisions within a CA policy to extend education through self-support programs. Barriers to this are presented. There are many duplicative processes that need to be resolved. The “Pier” is a hub for adult learners. Many current elements of the CSULB website are not friendly to adult learners. Advisors and the career development center need to be made aware of the resources available through CPaCE.
- QUESTIONS: Discussion about improving outreach services. NS notes some concern about the focus on employment and career development – that’s good for the 30-50 year old, but the growing demographic sector are those 60 & older. Suggests the value of learning for learning sake, mental health benefits, community building, etc. AR notes the large group of working professionals on campus (staff) who are interested in furthering their education, developing skills, etc.

5.5. One Faculty Member for AVP of Human Resources Management Search Committee

- PFH says we need to select a member to serve on this committee. Chris Warren is nominated and accepts the nomination.

6. Old Business

6.1. Draft Memo for CED Faculty Council re: Service Expectations

- PFH says we need to table this item. She is in communication with their Faculty Council, and there are still some questions about their faculty numbers.

7. Announcements and Information

7.1. The 2024-25 Budget: California State University from Legislative Analyst's Office (LAO)

- LAO presents the 2024-25 budget. This report shows the GF going down slightly. Campuses with over and under enrollment rates are shown in this report.

8. Reminders

8.1. Academic Senate Legacy Lecture: 3/14/2024, 2-5 pm

8.2. Academic Senate Meeting: 3/28/2024, 2-4 pm

9. Adjournment – 4:00pm