

EXECUTIVE COMMITTEE MEETING: Minutes

Tuesday, September 30, 2025, 2:00 pm – 4:00 pm

Academic Senate Conference Room (AS 125)

Or on Zoom: <https://csulb.zoom.us/j/86796238597> (Meeting ID: 867 9623 8597)

N. Hultgren, B. Katz, C. Warren, P. Ayala, A. Nayak, J. Santhiveeran, B. Trimble, S. Asgari, N. Schürer, C. Scott-Hayward, S. Collins, C. Ryan, S. Apel, D. Green, P. Hung, K. Scisum Gunn, A. Kinsey, J. Forbes

1. Call to Order- 2:00
2. Approval of Agenda- moved by BK, seconded and approved.
3. Approval of Minutes- moved by AN, seconded and approved.
 - 3.1. [Meeting of September 23, 2025](#)
4. Special Orders
 - 4.1. Report: Provost Karyn Scisum Gunn- KSG reports on the passing of Bob Maxim, former CSULB President 94-06. Among his achievements include “the Beach” and “Go Beach”. Appeal for solidarity and mutual support amid mounting challenges for higher education including: March 25, EO to disband the Dept. of Education, preliminary injunction to stop this, Aug 25, federal administration can seize funding from Research Grants including training programs, and on Sept. 25 Grants at MSI and HSI institutions were canceled. Sixteen federal grants were cancelled. Presidential proclamation on H-1B visa needs a \$100,00 processing fee for new visas. Higher education visas traditionally exempt. Does not apply to previously approved visas, or renewals. Impending Federal shutdown, US Dept of ED, but financial aid may not be affected immediately. Federal research agencies will have an impact. International students impact, consulates and embassies generally remain open, may be minimal impact on our students. Appeal is to call on us as a campus community to encourage focus on immediate concerns. AN asks about CSULA giving names, EEOC is investigating complaints at that campus. CO announcement complaint against entire CSU. SC presents memos from Sac State to see if CSULB may do something similar. If/when Govt. asks for faculty names, will the faculty know in advance. KSG says that will be a matter of legal compliance.
 - 4.2. Report: AVP, Enrollment Services Donna Green- DG visited Roosevelt High School for a recruiting event. NS asked if faculty may join, DG replied Yes.
 - 4.3. [Time Certain 2:05 pm] Report: VP Scott Apel- S Apel reports on the budget, 145M cut, flat budgets on our campus. Governor offered to loan the funds. CSU discussing currently but ability to pay back uncertain. Federal Govt may cut off funds for Medicare, state may need to fill in for this. Before the end of October this decision will be made. We will move forward, and pivot as needed. Govt shutdown may not impact research, should not impact FA. If the Fed Govt has mass layoffs, will be problematic for processing financial aid going forward. This year’s financial aid is largely disbursed.
5. Unfinished Business
 1. [Academic Continuity Planning Optional Syllabus Statement Draft](#) – SECOND

READING

Pei-Fang Hung, Interim Vice Provost for Academic Programs- NH asks EC if the edits to the document are acceptable. EC members will collaborate to edit.

2. Follow-up to policy hub presentation- will be discussed at next week's EC, document in OneDrive. NS will draft a statement voicing the EC's opinion on the policy hub for Chris Fowler and team.

6. New Business

1. [Time Certain 2:25 pm] [International Education Committee letter about the Associate Vice President for International Education and Global Engagement](#)
Guests: Laura Gonzalez Alana, Chair, International Education Committee; Caitlin Fouratt, Director, Global Studies Institute. LG and CF report on a memo regarding Global Engagement at our campus. The AVP position is being changed to an Executive Director upon the retirement of Jeet Joshee. This memo seeks to retain the AVP position. The new position will report to the Vice Provost according to KSG. Internationalization of the curriculum is a natural fit for the new position she states. Dual degree positions with two International Universities were discussed. MCU is the first international partner for a 2+2 program. This is not a diminishing of the role for the AVP, there will be a reorganization. NS asks if an Executive Director has less clout than an AVP. He states the Vice Provost may have the bandwidth to do all that is required. KSG says the Vice Provost will be the person in charge of the portfolio. PFH states that this is in alignment with the CSU. Other CSU's have Director positions for International Education, including CSU SD, others added there is also a higher level administrator in charge of international education and most campuses do not rely on a director position. NS asks why Vice Provost which was recently changed to exclude the Dean of Grad Studies, now to include the Executive Director of International Education.
2. [Setting the Agenda for the Academic Senate Meeting of October 9, 2025](#) - NH presents a draft agenda to EC for approval. NH asks EC if a new proposal should be added as new business. BK feels we do not need new business at this meeting. Draft agenda approved by EC unanimously
 1. [FAR Policy Revision](#)
3. [Query regarding GEEC Charge](#)- NH asks EC about the question regarding who is a voting member of GEEC. AN provides some background. GELO's with regards to language courses do not necessarily align. The chair of GEEC has asked RGRLL Chair Nayak to provide paperwork for all GE courses in her department. Last year GEEC only did GE for Oral Communication. Voting members for GEEC, NS feels that ex-officio should not have voting rights. Motion to interpret the charge as their job on campus (i.e., appointment status), seconded. EC votes, yes-5 no-2. This year GEEC wants to use Chat GPT to assess syllabi for all GE courses for compliance. AN feels this is wrong, BK agreed and thinks syllabi uploaded without permission could create legal exposure. CSH feels Chat GPT can help with learning outcomes. What happens if AI detects a problem, this has not been identified. Methodology not provided or deadlines according to AN. NH will speak to the IPAC chairs as well as Vice Provost for their collaboration. EC considered the appropriateness of a "cease and desist". Must be ChatGPT edu, not general AI to maintain fencing in what is uploaded. NS says what is the prompt provided to

AI as well as the methodology before progressing. CSH stressed all the chairs need to be involved in this.

4. Continued Brainstorming about the Academic Senate Retreat- NH asks EC members for the topic and title of the retreat. Brainstorming a senate policy about AI is a suggestion. Do we need an AI policy, what would it look like? Need a deliverable for the retreat. BT feels we need an AI policy on campus. CW suggests an AI Chat bot on each table. PA suggest having concerns and positives both discussed at the retreat. ***“Learning about AI in learning: guidelines and considerations”*** was the most favored title. Next week will discuss run of show logistics. NS suggest immediately recruiting attendees.
5. Annual Reports Received
 1. [Lesbian, Gay, Bisexual, Trans, Queer, Intersex, Asexual + Campus Climate Committee](#)
 2. [Faculty Center](#)
 3. [University Library](#)
6. [Appendices for PS 22-13](#)
7. Announcements and Information
 - 7.1 2026 Wang Family Excellence Awards Timeline and Workload—Will be discussed after EC next week.
8. Reminders
 - 8.1. Third Academic Senate Meeting of the Academic Year, Thursday, September 25, 2025, 2:00 to 4:00 pm in PSY-150 and on zoom
9. Adjournment- 3:59