

EXECUTIVE COMMITTEE MEETING

Minutes

Tuesday, November 16, 2021

2:00 – 4:15 pm

<https://csulb.zoom.us/j/84180497879>

Zoom password: 404852

N. Hultgren, P. Hung, D. Perrone, M. Aliasgari, C. Kang, N. Meyer-Adams, K. Zentgraf, K. Janousek, E. Klink, D. Hamm, A. Russo, J. Gonzalez, J. Hamilton, S. Apel, K. Scissum Gunn, J. Cormack, A. Kinsey

Absent: P. Soni

1. Call to Order- 2:00
2. Approval of Agenda- MSA
3. Approval of Minutes: Meeting of November 9, 2021 – MSA as amended
4. Announcements and Information- NH announces that EC has been contacted by the NC and they will hold an emergency meeting and have the faculty names for the CPaCE Dean search committee for Thursday's AS Senate meeting. The COVID Equity and Evaluation Taskforce is seeking a lecturer. NH attended the ATI instructional materials committee yesterday. That policy is going to the Senate. NH asked that Mariza Hernandez from ATI present the policy to Senate and provide a summary about the language that is mandated by the CO. NH was contacted by OTP with candidates for Honorary degrees. The names need to go to the CO by 12-3-21. We have a committee of faculty to select this, but EC was asked for an exception to policy to put the names forward at Senate. NH asks EC if this sounds acceptable to grant exception. EC suggested NH ask the committee if they have time to review the bios before the Senate meeting. In case not, NH will put the two files in the One Drive for us to review.
5. Reminders
 - 5.1. Next Academic Senate meeting for fall 2021: Thursday, November 18, 2021
6. Special Orders
 - 6.1. Report: Provost Scissum Gunn – KSG reports on DFW roadshow that K.Fleming and K. Johnson will be presenting to us today. They are distributing trend data and proposing a program to lower the amount of DFWs given. They are introducing the data and plan to faculty to receive feedback on effectiveness and design. KJ asks when Equity award announcement will go out, KSG says soon. Simon Kim and Juliet Hidalgo are working on

it. KJ and the library received one of these awards. Congratulations to Kelly and her library coworkers. <https://www.csulb.edu/office-of-research-and-economic-development/faculty-research-awards-equity-diversity-and-inclusion>

- 6.2. Campus Repopulation Committee Update: Vice Provost Cormack- JC says not a lot of change in COVID numbers, currently getting ready to transition to spring. Staff expectations for spring will continue in the same manner as currently using with telecommuting options being approved by managers. SA says going forward telecommuting will be part of all job positions. AR asks if possibly telecommuting could become standard on the days campus is open but classes are not in session and/or Fridays. NMA reminded us that some programs have students on campus on Fridays.

7. New Business

- 7.1. [TIME CERTAIN 2:45] Setting the Agenda for our AS meeting of December 2, 2021 – NH discusses possible agenda, not meeting next Tuesday, so needs to be done today. EK will present at the meeting with an ASCSU report. Curriculum ready for AS are Nutrition minor and a Recreation elevation. When should first reading be? JC suggests waiting until January 2022. We will continue with the Withdrawal policy and bring forward the Accessibility of course materials policy. 11-18-21 will include Marisa presenting on the Accessible course materials. EK reminds EC that members are needed to discuss the alignment of transfer courses from the JCs to the CSUs within certain disciplines/programs.
- 7.2. [TIME CERTAIN 2:55] Revising the CPaCE Dean Search Position Description- NH shows PD to EC and asks for feedback. This PD has already been shared with affinity groups and their comments are included in this draft. Changes from affinity groups include looking at PD through an equity lens. EC goes through line by line and makes changes as offered. EC approves revised document. NH will review the PD to identify and remove duplicate information.
- 7.3. [TIME CERTAIN 3:20] DFW Roadshow. Guest: Dr. Kirsty Fleming, AVP of Faculty Affairs- KF reports on the upcoming DFW roadshow, High DFW courses are targeted. The last cohorts to be measured under GI 2025 are already enrolled. CO wants to look at high DFW courses that are a barrier to student retention and graduation. This is intended to supplement not supplant department and college-level practices. Professional development model Community of Practice (COP) is used. A COP provides a variety of opportunities to allow for differing levels of engagement. They are gathering inventory on existing projects designed to address high failure rate courses and seek to leverage those efforts. They will provide experts and exemplars via videos and webinars. Courses will be selected from the data and from ADs and Deans. They will create faculty learning communities that will engage in 1-year of work. Activities to be promoted institutionally include keynote speakers, workshops and book clubs on grading with equity and how to decolonize a syllabus. They are also going to suggest using EAB and supplemental instruction. Dissemination/recognition of faculty work

done and to learn from their work, include an event early in 2023 with speakers and poster sessions. First Keynote speaker tentatively scheduled for 1/28/2022 with Estela Bensimon

- 7.4. [TIME CERTAIN 4:00] Selection of Faculty Member for the Search Committee for the Assistant Director of the LGBTQ Resource Center- EC discusses the faculty members nominated to be on the search committee. EC selects Heather Macias from CED as the representative, and Joanna Barreras as the alternate.

8. Old Business
 - 8.1. [TIME CERTAIN 2:30] Retreat update – NH updated EC on retreat planning. The Japanese Garden is our current proposed location. With our topic of Health and Wellness, the location would be a tranquil and beautiful, with perhaps mindfulness meditation, possible tables with resources and also food. At AS, we will be running a poll as to who can and cannot attend in person at the JG. The JG will provide tables. We need to identify some possible ice breakers.
 - 8.2. [TIME CERTAIN 3:45] Discussion of charge for the proposed Faculty and Staff Wellness Taskforce to Support Basic Needs. Guest: Dr. Kristina Lovato, Assistant Professor, School of Social Work- EC makes final recommendations for editing the document. Will add to the 12-2-21 agenda for AS for approval.

9. Adjournment- 4:05 pm