

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

ACADEMIC SENATE

EXECUTIVE COMMITTEE MINUTES

Wednesday, November 30, 2022  
CLA Building, 98, P2-8

Attendees: Laura Chase, Saeideh Fallah Fini, Mario Guerrero, Rita Kumar, Kevin Moore, Jocelyn Paaleb, Gabriel Davidov Pardo, Dennis Quinn, Julie Shen, Gwen Urey, and Nicholas Von Glahn.

Proxy: Nicholas Von Glahn for Michelle Yoo.

Guests: President Coley, Provost Brown, Gregory Barding, Sean Monemi, and Jessie Vallejo.

1) Minutes

The Executive Committee Meeting Minutes from November 16, 2022



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There was no discussion. Senator Quinn motioned to approve the minutes. Senator Moore second. There were two abstentions.

M/s/p to approve the Executive Committee Meeting Minutes from November 16, 2022, with two abstentions.

2) Chair's Report

Retreat with the President and Provost on December 9, 2022

Chair Von Glahn mentioned the retreat scheduled for Friday, December 9, 2022, from 9:00 AM to 1:00 PM with President Coley and Provost Brown. The retreat will address the issues of how the campus identifies as a Polytechnic from a faculty member's perspective. The Executive Committee plans to engage in a robust discussion with the President and Provost during the retreat. Chair Von Glahn mentioned the President's concerns on the under enrollment of students within the CSU System and other CSU campuses. There will also be discussion on strategies and efforts to recruit and retain freshmen during the retreat. Chair Von Glahn reminded the Executive Committee to review the questions again before the retreat.

## Associate Vice President of Facilities Management Operations

Chair Von Glahn mentioned that no faculty volunteers answered the request to serve on the search committee for the Associate Vice President of Facilities Management Operations. Vice President Ysabel Trinidad inquired if the search committee can proceed without faculty representation. Many faculty members are occupied with the current dean searches. There was a discussion on [Policy 1310](#) Management Personal Plan (MPP) Appointments. The Executive Committee recommended the search for the AVP of Facilities Management Operations pause until faculty representation is established and to put out the call again for faculty volunteers in the spring semester. Discussion ensued.

### 3) Vice Chair's Report

GE-010-223 HST 4406 – History of Women, Gender, and Sexuality in the United States (GE Interdisciplinary Synthesis C3 & D4) – **REFERRAL**

The referral request modifications to the course name and course description. Vice Chair Kumar mentioned that the referral is non-controversial. The changes to the course name and course description are minor modifications. Senator Shen motioned to send the referral to committee. Senator Urey second.

M/s/p to send GE-010-223 to the General Education Committee.

### 4) Reports

**Presented by Dr. Jessie Vallejo, Chair for the Academic Affairs Committee**

AA-001-223 Lab Time Modules on Mondays and Wednesdays – **FIRST READING**

Senator Vallejo referred to the chart in the report and mentioned consulting with Dr. Michael Page, Associate Dean for the College of Science, regarding the lab time modules. Senator Vallejo expressed that schedulers and departments should be mindful of when they are reserving rooms, and which spaces are already needed. The Academic Affairs Committee amended the report based on feedback from the consultation, which is detailed in the background section. Dr. Laura Massa did verify if the time module deviation form could be modified for certain classes that need deviation every semester and longer approval. No issues were found. This process may start next semester.

There was a discussion on the challenges of starting labs after 5:00 PM when technicians are not available and whether instructors can keep their 12:00 PM start time. The Executive Committee mentioned that only lectures and seminars are listed to have finals. Lab modules with finals would be considered for a deviation. Lecture and lab spaces are different. Senator Vallejo replied that modifications to the time modules can be made by request. The Executive Committee inquired about the schedule impacting final exams. Senator Vallejo made a note of this question to consult with the Academic Affairs Committee to obtain an answer for the Executive Committee.

Next week, Senator Berit Givens will serve as Senator Vallejo's proxy at the Academic Senate Meeting, so she will make sure Senator Givens has the appropriate talking points for the report during the Academic Senate meeting. Senator Vallejo will consult with Dr. Massa as to when the deviation form might be updated. Discussion ensued.

Senator Urey motioned to send the report to the Senate meeting agenda. Senator Quinn second.

M/s/p to send AA-001-223 to the Academic Senate Meeting Agenda for December 7, 2022.

#### AA-003-223 Updates to the Retroactive Withdrawal Policy – **FIRST READING**

Senator Vallejo mentioned the updates to the withdrawal process is for students with hardships, unusual circumstances, or compelling reasons. Students will be allowed to withdraw from multiple courses due to challenges. The administrative grade of "WX" will reflect on their academic transcripts. Academic Affairs Committee needs to review the report more.

The Executive Committee decided to vote via email after more time reviewing the report.

#### AA-004-223 Updates to the Withdrawal Policy – **FIRST READING**

Senator Vallejo mentioned the purpose of the referral is to make the petition process earlier. Both reports (AA-003-223 and AA-004-223) work in tandem. The petition is not to be applied when a student is trying to avoid a low grade. The current policy allows withdrawals during finals week. The Academic Affairs committee specified a deadline for students' petitions by 11:59 PM on Friday of week fifteen. There was a discussion on the petition deadline and when college deans would receive the submitted petitions from students. Senator Vallejo will check with Dr. Cecilia Santiago-Gonzalez for clarification on the report. Discussion ensued.

The Executive Committee decided to vote via email after more time reviewing the report. The committee will vote by Friday, December 2, 2022.

#### AA-006-223 HyFlex Instruction Mode Update – **FIRST READING**

Senator Vallejo mentioned that the Academic Affairs Committee supports approving the edits to this instruction mode before the end of the fall 2022 semester, which will allow the new definition to be in place before the creation of the class schedule for the fall 2023

in January 2023. The report required that the dates for meeting in-person be outlined in the course catalog prior to student enrollment. This report is non-controversial.

The Executive Committee decided to vote via email after more time reviewing the report.

#### AA-007-223 Draft Academic Calendar 2023-24 through 2027-28 – **FIRST READING**

Senator Vallejo mentioned her meeting with Dr. Phyllis Nelson to discuss the minor edits and color-coding consistency for the calendar. Columbus Day will be indicated at the bottom of the calendar to reference Indigenous People's Day. This report will require the Academic Senate to waive the first reading.

There was an issue with the grades due date for the fall semester 2023 and the years going forward. Senator Vallejo mentioned the meeting to discuss the conflicts that the Registrar's Office would have with the grades due date. One solution presented during their meeting was to change the grades due date to Thursday instead of Friday. Extensions would be available to faculty members to permit submitting grades on Friday instead of Thursday.

There was a discussion on the grades due date for the fall semester 2027, which grades due date would be December 24, 2027. Fall semester for 2026 reflects December 25, 2026, for the grades due date. There are plans for additional discussion to extend grades due dates. Dr. Nelson will resolve the schedule conflicts with the grades due dates for the later years.

A vote was required for the 2023-24 calendar.

Senator Urey motioned to send AA-007-223 Academic Calendar 2023-24 only to the senate meeting agenda, excluding the academic years through 2027-28 on the calendar. Senator Pacleb second.

M/s/p to send AA-007-223 Academic Calendar 2023-24 only to the Academic Senate Meeting Agenda for December 7, 2022.

#### 5) Old Business

#### **Presented by Dr. Sean Monemi, Chair for the Elections and Procedures Committee EP Report, Bylaws Revisions, Five Signature Requirement**

#### EP-002-212 Staff Senator Selection – **FIRST READING**

Senator Monemi explained the four proposals in the report to the Executive Committee. The Elections and Procedures Committee referred proposals one and four, which states:

Proposal 1: The staff representative shall be elected by staff electorate (those who are eligible to vote).

Proposal 4: Keeping the system as is, which means, according to the Academic Senate constitution, “The staff representative shall be selected by an ad hoc committee made up of individuals from bargaining units 1, 2, 4, 5, 6, 7, 8, and 9.”

Senator Monemi explained proposals two and three, which states:

Proposal 2: The staff representative shall be selected by staff council executive board members.

Proposal 3: The staff representative shall be selected by an ad hoc committee of the VPs (Vice-Presidents) who meet once every three years (senate staff representative seat is for three years) to evaluate the nominations for staff senate and select the staff representative.

The Elections and Procedures Committee opposed proposals two and three. Proposal two was rejected by committee, because of the complications with creating an ad hoc committee. Proposal three was not supported by committee.

Senator Monemi spoke with Staff Council, and they agreed with proposal one. He mentioned the three-signature option and reviewing the Bylaws. Constitution in Article III, Section 6 states:

“Voting membership shall be granted to a representative of the staff for a term of three years. The staff representative must be a full-time permanent employee. The staff representative shall be selected by an ad hoc committee made up of individuals from bargaining units 1, 2, 4, 5, 6, 7, 8, and 9. The individual representing unit 4 must be in a job classification other than SSPIII, SSPIV, SSP AR, or SSSP. Each of these eight groups will be invited to have one representative on the committee but participation may be declined. The committee will adopt its own selection procedure. A member of the Elections and Procedures Committee will be assigned to the ad hoc committee in a non-voting status to provide assistance and administrative support. The Elections and Procedures Committee is responsible for contacting the bargaining units and forming the ad hoc committee.”

If proposal one is accepted, then Article III, Section 6 of the Constitution will need modification. During the previous meeting, there was a discussion about three-signature plus the HEERA manager’s signature versus the five-signature requirement in the Bylaws.

There was a discussion on the role of the Department Chair versus the HEERA Manager. Senator Monemi mentioned that the HEERA Manager would make the final decision. The Executive Committee supports the five-signature requirement. There is a line on the existing form for the HEERA Manager’s signature in addition to the five-signature requirement. There was discussion on allocating one of the five-signature lines for the

department chair. There was also a discussion on whether to “inform and/or consult” with their department chair (if applicable) on the staff member’s intention to run for staff senator. The Executive Committee inquired about how to enforce informing department chairs of a staff members’ intent to run for Staff Senator. Val Otto, Senate Analyst, mentioned putting the language back into the referral regarding Area 4 Student Staff Position (SSP) classifications, which is currently in the Constitution. Senator Monemi will revise the language in the referral with agreement of the five-signatures and return the revised copy of the referral to the Senate Office. Discussion ensued.

Senator Urey motioned to go with proposal one with the five signatures.

M/s/p to send EP-002-212 to the Academic Senate Meeting Agenda for December 7, 2022.

## 6) New Business

Tentative Academic Senate Meeting Agenda for December 7, 2022



Academic\_Senate\_Agenda\_12.07.22\_DR

Chair Von Glahn motioned to move the instant Access/Equitable Access Presentation by Suzanne Donnelly, Director, Bronco Bookstore until February 2023.

Senator Urey motioned to approve the senate meeting agenda. Senator Chase second.

M/s/p to approve the Academic Senate Meeting Agenda for December 7, 2022

CFA Pomona Workload Resolution

- [EP & R 76-36 Faculty Workload: Policies and Procedures](#)



CFA-POMONA-CRSJ  
-CBA-Resolution-PR

Senator Urey mentioned that the resolution is inspirational, and it speaks to lecturers. Cal Poly Pomona’s student to faculty ratio (SFR) is the highest, which is about class size. Vice Chair Kumar mentioned the conversation with the President and Chair Von Glahn on faculty workload. The point of the resolution is to pay the lecturers for additional work and that the University does not lose sight of this. The Executive Committee supports a formal discussion with the President and Provost on the senate floor to hear the testimony

from lecturers on morale and excessive workload. The Executive Committee recommended changing the formatting of the resolution. The resolution needs more work. There was a discussion on whether resolutions should have one or two readings. Senators Shen and Pacleb offered to assist with revising the resolution with Senator Urey.

Senator Shen motioned to send the resolution back to the author. Senator Chase second. The resolution will go on the senate agenda in February 2023.

M/s/p to send the CFA Pomona Workload Resolution back to author for revisions.

## 7) Discussion

### **Dr. Soraya Coley, President Updates from the President's Office**

The President mentioned that she read the first Poly Post article and skimmed the second article. She cannot go into a lot of details due to litigation. President Coley gave the following statement:

“This issue has been at the Chancellor’s Office for a period of time. The University and the Chancellor’s Office will respond as the court proceedings ensue. The University sees the lawsuit without merit and substantially misrepresents the facts. The Chancellor’s Office has identified that the University has not turned a blind eye or attempted to cover up any allegations of financial impropriety.

The two cases of financial impropriety, immediate upon discovery, the University reported those cases to the Chancellor’s Office and followed the procedures that are outlined within the Executive Orders 1104, which addresses the process for reporting fiscal improprieties. We have at all times operated legally, ethically, and transparently. We are restricted by privacy laws with providing too much detail on individual allegations involving current or former employees or students. But the allegations involving financial impropriety are well documented in the public record.

For example, in the case of a former faculty member, spending grant funds, when this matter was brought to my attention. I immediately requested an investigation by the audit and advisory services at the Chancellor’s Office that was approved by the Board of Trustees Committee on audit. The audit investigation results were publicly disclosed in a report that is available on the audit website. Although the investigation revealed that the expenditures made from the particular Foundation program accounts appeared to be allowable based on source of funds used, which constrained our ability to take certain personnel actions including referring the matter to a prosecuting authority. The campus and the Foundation acted swiftly to implement all recommended corrective actions in 2018.

In case of the former Foundation employee convicted of embezzlement, the University had investigators here the next day. The University worked alongside law enforcement. And the person is currently in prison. The University has continued to fulfill all executive order level of disclosures and reporting requirements. None of the incidents involved tuition dollars, taxpayers' funds, or student fees.

As a result of these incidents, we fully investigated the Foundation's business and accounting practices and strengthened internal fiscal controls towards financial improprieties. There has been major turnover in the Foundation since 2017-2018. These particular Foundation cases started back in 2010-2011.

The University recognizes and appreciates the role whistleblowers play in ensuring that we operate honestly, efficiently, and always in the public interest. We believe that this lawsuit defers us from the spirit and intent of whistleblower cases, resurrecting old plans without proper context of factual accuracy. And therefore, we will intend to contest it vigorously.”

Based on legal advice, the President can not disclose any of the specifics concerning the cases. She plans to judiciously connect with various groups on campus. The President does not intend to make a campus-wide statement. The President mentioned that she is prepared to take whatever outcomes that accrue.

The Executive Committee was the first group President Coley addressed concerning the lawsuits. The Executive Committee thanked the President for sharing and expressed the concerns of the students. The Executive Committee inquired if the President plans to address ASI. The President may consider addressing ASI. She wants to understand what the accusations are surrounding the cases. The President may consider addressing the Academic Senate, she will check with legal counsel. She must follow the requirements within the active legal case.

## **Dr. Jennifer Brown, Provost (via Zoom) Updates from the Provost's Office**

### No Confidence Vote

There was a discussion on the no confidence vote. Provost Brown will canvas for an outside investigator regarding the no confidence vote. Further investigation in this matter is pending.

### Tenure Track Faculty Lines



The Executive Committee inquired about the update on the number of tenure track faculty lines for the upcoming academic year. Provost Brown will build tenure track faculty lines into her report for the next Academic Senate meeting.

Adjourned @ 5:09 PM