

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

ACADEMIC SENATE

EXECUTIVE COMMITTEE MINUTES

Wednesday, April 12, 2023
CLA Building, 98, P2-8 (Hybrid)
Zoom ID: 885 8427 5063
Passcode: executive

Attendees: Laura Chase, Saeideh Fallah Fini, Mario Guerrero, Rita Kumar, Jocelyn Pacleb, Gabriel Davidov Pardo, Dennis Quinn, Julie Shen via Zoom, Gwen Urey, Nicholas Von Glahn, and Michelle Yoo.

Guest: Jennifer Brown and Phyllis Nelson

1) Minutes



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Senator Urey motioned to approve the meeting minutes. Senator Quinn second.

M/s/p to approve the Executive Committee Meeting Minutes from March 22, 2023

2) Chair's Report

- **University Manual /Academic Manual Summer Project**
 - Policies: 1210 and Appendix 39

Chair Von Glahn mentioned his conversation with Senator Greg Barding regarding the issue with Policy 1210 and Appendix 39. Appendix 39 Academic Freedom passed in 2001. The policy was sent to Faculty Affairs for further assessment. Policy 1210 has no documented origin or approval. Senator Barding indicated that Appendix 39 should not need to go to the Faculty Affairs Committee since there is no committee action required. A new referral may be required to change Appendix 39 Academic Freedom to Policy 1210. There is no evidence of Policy 1210 being adopted or approved as policy.

There was a discussion on whether the approved Appendix 39 should be posted onto the Academic Manual and the unapproved Policy 1210 should be removed from the Academic Manual unless someone can authenticate it. The University Manual exists in a folder consisting of archived documents and policies, but not all its documents were approved. There are three copies of the University Manual: One inside the

Academic Senate Office, the University Library, and a PDF version on the Senate's server.

Chair Von Glahn mentioned an Academic Manual Summer Project that the Senate staff could work on. The summer project would help determine which documents were approved and not approved policies, and then submit referral(s) next year for those unapproved documents to go through the senate to become policies. It was recommended to link Policy 1210 to Appendix 39 on Academic Manual.

Senator Urey motioned to remove Policy 1210 and post Appendix 39 in the Academic Manual. Senator Quinn second.

M/s/p to approve the removal of Policy 1210.

- **Vote of Confidence Resolution**

Chair Von Glahn mentioned that the Academic Senate approved the Vote of Confidence Resolution, but it did not go to the President. Dr. Martin Sancho-Madriz made previous comments on resolutions not being an actual policy approved by the Administration of the University. Chair Von Glahn supports resolutions approved by the senate becoming policies through the shared governance process.

- **Cozen O'Connor Volunteer Update**

Senator Sharma volunteered to work as the faculty senate representative on the Cozen O'Connor Campus Implementation Team. The Cozen O'Connor report is expected at the end of April.

- **President/Provost Debrief**

Conflict Resolution Report: Nicole Hawkes is leading a working group representing many campus units. Working group is defining recommendations on the Ombudsmen/ Conflict Resolution for presentation to the President and Provost by the end of April.

Vote of Confidence: Provost Brown is still working on the investigation with EODA/ Human Resources Operations to conduct interviews. Discussion ensued.

The International Center: Senator Davidov Pardo will speak with Provost Brown regarding the International Center during today's meeting.

MPP Searches: According to Provost Brown, campus visits for finalists for Dean of the College of Agriculture will start at the beginning of May. The interim dean, Dr. Martin Sancho-Madriz, has retreat rights to the Associate Vice President position. The Executive Committee will also inquire with Provost Brown about the status of the search for the MPP for Research.

Equitable Access Program: Chair Von Glahn mentioned that the Equitable Access Program starts in the fall 2023. There is a flat fee of \$250 for undergraduates and \$150 for graduate students access to all course materials. Vice Chair Kumar suggested considering a two-tier systems, where part-time students pay a lower rate than full-time students. The costs for books and material will be reviewed. The Equitable Access Program will start in the fall semester or students could opt-out of the program. Students who opt-out of the program will have to find alternative options to access books and materials. Discussion ensued.

- **The Executive Committee and Cabinet Summer Retreat:**

Chair Von Glahn mentioned the summer retreat and reminded the Executive Committee to consider potential dates to attend before the fall semester.

- **Vacant Senator Seats**

Senators Moore and Urey briefly mentioned nominations from their colleges for the vacant senator seats. Chair Von Glahn reminded the Executive Committee to get recommendations for the vacant senator seats to the Academic Senate Office by the nomination deadline on April 21, 2023.

- **Standing Committee Chairs**

Chair Von Glahn mentioned Senator Alex Small is interested in returning to the chair position for the Academic Programs Committee for the AY 2023-2024. Senator Jessie Vallejo is willing to continue as the chair for the Academic Affairs Committee. There was no objection from the Executive Committee regarding Senator Vallejo not attending the ceremonial senate meeting in person. Senator Aragon is also willing to continue as the chair for the General Education Committee. Senator Osborn has agreed (if appointed) to serve in the role as chair for the Budget Committee after Senator John Lloyd steps down. Chair Von Glahn reminded the Executive Committee that Senator Lloyd will attend their meeting on May 3, 2023. There was also a brief discussion on Senator Small serving as chair for the Budget Committee instead of the Academic Programs Committee.

- **CEIS Minors**

Senator Quinn shared the brief history of the CEIS minors with the Executive Committee. Senator Quinn asked whether the first reading could be waived or if the readings would have to wait another year. There was discussion on whether to add CEIS minors to the summer meeting agenda or the CEIS minors could be retroactive. There was also a discussion on whether the CEIS minors would make the catalog deadline on time. There were questions around the Ethnic and Women's Studies (EWS) courses being included in the proposal. Discussion ensued.

3) Vice Chair's Report

There were no referrals to discuss.

4) Reports

There were no reports to discuss.

5) Old Business

There was no old business to discuss.

6) New Business

There was no new business to discuss.

7) Discussion

**Dr. Phyllis Nelson via Zoom
Revised Academic Calendar**

Dr. Nelson mentioned the committee that reviews the academic calendar experienced high turnover with committee members. She also mentioned that summer add/drop dates will vary year by year and do not occur on the same dates. Dr. Nelson will not have those dates reviewed by the senate and asked for flexibility with the dates. The add/drop dates do not end on the same day. New administrators are looking at how to assist students with enrollment cancellation. The enrollment cancellation process for students is changing at the University. There have been two cases per term regarding enrollment cancellation. There was one enrollment cancellation during winter term for non-payment. The changes for enrollment cancellation will reflect the administrative processes going forward.

There was a discussion on who gets discretion on determining enrollment cancellation. Dr. Nelson mentioned plans to work with students that need additional financial assistance and are missing classes to prevent dropping them from enrollment. The advisors from the Office of Student Success will assist these students with enrollment cancellation.

There was also a discussion on the second summer term and changes to the enrollment cancellation process for students. Dr. Nelson mentioned eliminating the enrollment cancellation for the second summer term because of the extremely small number of students who are impacted. Discussion ensued.

Dr. Nelson shared the following updates to the academic calendar:

Summer 2023 Add-Drop Dates:

- 10 Week Session Ends June 7 (Wednesday)

Change to June 6 (Tuesday)

- 5-week session Ends June 5 (Monday)

Change to June 6 (Tuesday)

Administrative Processing Dates:

- Change enrollment cancellation for non-payment for the second 5-week summer term to May 1 from May 29 (same as other two summer terms)
- Elimination of enrollment cancellation for non-payment for both winter session.
- Elimination of the second enrollment cancellation for non-payment for all sessions.

The Academic Calendar will return to the Academic Senate in the President's Response. It was delayed because of the Juneteenth Holiday being added to the administrative and academic calendars. The next steps include: the President's Response comes to the Executive Committee and then Executive Committee decide whether to accept the terms written by the President.

Dr. Jennifer Brown, Provost
Updates from the Provost's Office

Vote of Confidence Investigation: Provost Brown mentioned her meeting with Human Resources and that they are halfway through the investigation process. General workload issues related to culture are common across the campus. A high-level report will be ready by the end of April 2023. More conversation on the next steps is coming.

International Center: Provost Brown mentioned there have been personnel changes since the last discussion. Recently, two staff members have taken other positions outside of Cal Poly Pomona. A new director for the International Center will be appointed. There are plans for implementing revenue generating activities for the International Center and more investment into international students. The Dean Faculty Fellows Appointment will include duties on building the infrastructure and best practices for the International Center. The number of international student enrollment is in the hundreds. The polytechnic experience is a selling point for international student recruitment. A suggestion was made to bridge our relationship with Daniel Montplaisir to recruit international students from India. Senator Davidov Pardo suggested having a faculty member from his college to serve on the search committee for the Director.

AB927 - Community Colleges Offering BA Degrees: Provost Brown mentioned community colleges throughout California offering Bachelor of Arts degrees and that she saw the first proposal from California State Polytechnic University, Humboldt. Dr. Keith Forward has sent a round of proposals for Cal Poly Pomona and he received some objections from department chairs. The Provost met with Dr. Terri Gomez and Dr. Forward for discussion. Dr. Forward looked at programs that overlapped and contacted the department chairs. Cal Poly Pomona has 30 days to respond to the Chancellor's Office. The list will go back to the Chancellor's Office. Provost Brown mentioned that community colleges offering BA degrees will create some competition going into AY2024-2025. Provost plans to work with the Executive Committee to define what this means going forward.

Community Colleges have the advantage of fewer years to degree. Community Colleges are also cheaper, and students want degrees that lead to a job. The Executive Committee commented that this shift could be a potential K-16 restructuring by the state to reshape the California Masterplan. Many states in the US already use this model.

Assigned Time: Provost Brown mentioned the ballooning costs within Academic Affairs and how scheduling impacts Academic Affairs along with assigned time. There was a discussion on the desired outcomes for assigned time, selling internships and career opportunities after graduation for students. Discussion ensued.

Provost Brown mentioned her plans to observe what is happening with assigned time at Cal Poly Pomona and the necessary parameters for reassigned time. Does not necessarily mean reduction. Deans wants the Provost to define minimum class sizes. She needs the data so she can accurately answer the questions. The Provost will also consider not enough assigned time, control costs, and guidelines to remain efficient. Discussion ensued.

Adjourned @ 5:00 PM