

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

A G E N D A

Tuesday, February 26, 2019

2:00-3:50PM

AD-145

Time Certain 2:00PM

1. Revisions to FAM 820.9 Course Syllabus Policy – Seval Yildirim/Rueyling Chuang
2. Approval of FS Minutes, 2/19/19, FSM 18-07

Time Certain 2:30PM

3. E-Learning Academy – Mihaela Popescu & Jo Anna Grant

Time Certain 3:00PM

4. GI 2025 Policies – Course Repeat (attachment) Craig Seal
5. President's Report
6. Provost's Report

Time Certain 3:20PM

7. Approval of Faculty Senate Agenda – FSA 18-08, March 5, 2019
8. Chair's Report
9. FAC Report
10. EPRC Report

Time Certain – 3:30PM

11. Anti-Bullying Policy Discussion – Elsa Valdez
12. Statewide Academic Report
13. New Business

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE MEETING, 53rd SENATE

M I N U T E S

SESSION 07 - Tuesday- February 19, 2019, 2:00PM – 3:50PM, Pine Room

Members Present: All members were present with the exception of: C. Davis, D. Fischman, Y. Hwang, A. Johnson, A. Louque, K. Kowalski, O. Mango, S. McMurran, T. Morales, K. Rowan, B. Steffel, J. Ullman, J. Vassilakos-Long

Guests Present: D. Freer, T. Carollo, S. Sudhakar, C. Seal, R. Chuang, K. Newt, G. King, S. Yildirim, T. Provenzano, C. Fundell, C. Weber, R. Mohamed, L. McNaught, H. Le Grande, J. Zhu, S. Peresuh, J. Lappin, A. Felix, C. Huesca, D. Huizinga, L. Cromwell, C. Vickers

1. APPROVAL OF THE MINUTES

Senator Rizzo moved and Senator Murillo seconded the motion to approve the minutes for February 5, 2019 (FSM 18-06) as presented. **PASSED Unanimously.**

2. APPROVAL OF THE AGENDA

Senator Rizzo moved and Senator Murillo seconded the motion to approve the agenda as amended. **PASSED Unanimously.**

3. CHAIR'S REPORT

No report

4. PRESIDENT'S REPORT – (attached)

5. PROVOST'S REPORT (attached)

- Congratulations to Senator Ajayi for being recognized at the International Faculty Partnership Seminar and he will be going to Paris, France.
- Congratulations to Senator Murillo for his new book release the first week of February entitled "Critical Readings on Latinos in Education".
- A special shout out to Senator Dwight Sweeney for his work with the University Center for Developmental Disabilities. The Center was profiled in the Press Enterprise Saturday edition on February 2, 2019 for all your work helping the disabled community locally and and on the Palm Desert Campus.
- A big shout out to Senator Rong Chen for the his successful role in Chinese New Year Celebration last Friday hosted by the Chinese Student Association and SMSU, a wonderful celebration and tribute, with culture and music and all sorts of wonderful things.
- March 7 will be Faculty Appreciation night at the Theatre. Hope you can attend a theatre event.

- Senator Corrigan expressed concerned with the CEAT awards which were late in coming and resulted in several problems with using/utilizing the awards. However, the policies are governed by the CBA.
- There is a call to faculty by the bargaining team to for suggestions on what they should prioritize, suggest you submit comments for more flexibility with CEAT program.
- Senator Kottke asked about a statement made by President Morales that our campus is slated for a 5% enrollment growth. If so, where would the faculty come from.
- Provost McMahan responded that is still in discussion and we are trying to hire as many faculty as possible. We will be getting more lines out starting next month to get ahead of this. Provost McMahan will follow up.

6. INFORMATION ITEMS

6.1 FAM Format with Example – Rong Chen

- FAC is working on a FAM design so all FAMS are in a uniform format.
- We will be revising all FAMs going forward and will be ADA compliant.
- FAM will have a header and header number going forward.

6.2 FAM 820.9 Course Syllabus Policy and Guidelines

- Copies of the finalized document will be emailed to all Senators.
- This FAM has been revised with the new FAM format.
- Sections of policy have been retitled to fit in new format.
- Added requirement to include syllabus course number, course title, and catalog description.

6.3 FAM 872.2 Policy on Course Material

- Copies of the finalized document will be emailed to all Senators.
- Title of policy was revised to: Policy on Financial Gain from Course Materials.

6.4 National Survey of Student Engagement (NSSE) – VP Sudhakar & Tanner Carollo

- Conducted in Fall 2018 at CSUSB – Is conducted every 3 years
- Designed to evaluate undergraduate experience of our students on our campus
- We want to continue to increase the response rates going forward
- You can find more information on our website
- Students with higher ratings of overall CSUSB experience have higher engagement scores
- Handouts are attached

6.5 Ally Feature on Blackboard – Leon McNaught/Christine Fundell

- Have support available for Faculty
- Ally will make your documents more accessible and in more formats
- Phase One of the pilot has been turned on
- Phase Two want to invite anyone who wants to have Ally turned on in their course
- Phase Three for summer is to go for bottleneck courses
- Improves access for all students

- Plan to go to department meetings to promote
- Request you present to COE
- Math and Science courses would be difficult to put on Ally due to need for special fonts. Will ensure that we utilize students and others who are familiar with equations going forward to help with math and science courses.

6.6 Coyote Champ Packs – Carlos Huesca, Staff Council Rep

- Champ Packs are a final weeks packet to help with studying
- Reaching out for collaboration to help with student champ packs
- We made 350 last quarter and want to grow every quarter going forward
- Suggested the Senate office we used for drop off of product donations
- We are asking for donations—food, monies, labor and Carlos is the contact
- Want Faculty Staff to be a co-sponsor and will be recognized in the packs
- Each packet costs about \$4.00 (list of items is attached)
- We will send around an envelope to collect at the next FS Meeting
- Staff Council will send out an email to the Senate when we are ready to put the Packs together

6.7 Faculty Evaluation of FAMs Renumbering/Retitling – Rong Chen

- FAC plans to reorganize the FAMs to make them easier to duplicate
- We will eliminate volumes
- They will be more consistent, accessible and readable
- We will renumber and retitle FAMs going forward

7. DISCUSSION ITEMS

7.1 Electronic Voting – Haakon Brown

- Will help with absentee balloting
- Will save work for election officers
- If we pursue electronic voting, what would be the concerns
- How should we go about electronic voting
- Current bylaws do not allow for electronic voting
- Most other CSU senates do electronic voting and use Qualtrics
- Suggest we store results on a non-university server
- **Action:** Chair Kolehmainen will check with other chairs to ascertain response rate and any issues.

7.2 Faculty Evaluation of FAMs Renumbering/Retitling – Rong Chen

- Want the FAMs to look uniform for easy access
- Are going to renumber and retitle FAMs going forward

8. OLD BUSINESS

9. NEW BUSINESS**9.1 FAM 841.97 Writing Requirement for Graduate Candidacy – Caroline Vickers (second reading)**

Senator Ajayi moved and Senator Chen-Maynard seconded the motion to waive the first Reading of FAM 841.97. **PASSED Unanimously**

Senator Ajayi moved and Senator Garcia seconded the motion to accept the proposed revision to the Writing Requirement for Graduate Candidacy. **PASSED, 1 Opposed, 1 Abstention**

- The current semester curriculum includes ways of satisfying the writing requirement which are inconsistent with our current policy.
- Currently 11 programs were using the culminating experience to satisfy the writing requirement and in the candidacy requirement you cannot do that.
- We would need to tell the 11 departments to change their policy or change the FAM policy.

10. COMMITTEE REPORTS**10.1 EPRC****10.2 FAC****10.3 Q2S****11. STATEWIDE ACADEMIC SENATOR'S REPORT****12. SENATOR'S REPORTS/INCLUDING ASI PRESIDENT'S REPORT****13. DIVISION REPORTS****13.1 Vice President for Information Technology Services****13.2 Vice President for University Advancement****13.3 Academic Affairs/Deans' Reports****13.4 Vice President for Administration and Finance****13.5 Vice President for Student Affairs**

Meeting Adjourned at 3:53PM

Course Repeat

1. Repeat of Courses

ORIGINAL

Repeat of Courses: Undergraduate Students

Undergraduate students may only repeat courses if they earned grades lower than a "C." This policy (which went into effect as of Fall 2009) applies to any grade earned at CSUSB at any time. A maximum of twenty-four (24) units may be repeated for grade forgiveness (formerly called grade discounting). An additional eighteen quarter units may be repeated with both grades averaged into the grade point average calculation. Students are allowed a maximum of three (3) attempts per non-repeatable course. No repeats will be allowed beyond these limits.

<http://bulletin.csusb.edu/academic-regulations/>

REVISED

Repeat of Courses: Undergraduate Students

Undergraduate students may only repeat courses if they earned grades lower than a "C." This policy applies to any grade earned at CSUSB at any time. A maximum of eighteen (18) quarter units (12 semester units) may be repeated for grade forgiveness. An additional eighteen (18) quarter units (12 semester units) may be repeated with both grades averaged into the grade point average calculation. Students are allowed a maximum of two attempts per course (1 original and 1 repeat). Permission to enroll for the 3rd attempt requires approval of Undergraduate Studies. Repeated courses are generally enrolled during the Open Enrollment period (assuming space is available in the course).

2. Grade Forgiveness

ORIGINAL

Course Repeats with Grade Forgiveness

Grade forgiveness (discounting a grade) for a repeated course is by petition only. If the petition for grade forgiveness is approved, the new grade replaces the former grade in terms of GPA calculation. Petitions should be filed after the completion of the course used to discount the previous course. Students are strongly encouraged to speak with an advisor before repeating a course for grade forgiveness to ensure that the student is eligible to repeat that course to discount the grade.

<http://bulletin.csusb.edu/academic-regulations/>

REVISED

Course Repeats with Grade Forgiveness

Grade forgiveness (discounting a grade) follows the current grade forgiveness campus process, with the grade of the last course completed being used for GPA calculations (up to the 18 quarter units or 12 semester units permitted for grade forgiveness). Students are allowed a maximum of two attempts per course (1 original and 1 repeat). Permission to enroll for the 3rd attempt requires approval of Undergraduate Studies. Repeated courses may only be enrolled during the Open Enrollment period (assuming space is available in the course). Grade forgiveness is not applicable for courses which the original grade was the result of a finding of academic dishonesty. Students are strongly encouraged to speak with an advisor before repeating a course for grade forgiveness to ensure that the student is eligible to repeat that course to discount the grade.

Appendix 1 – EO 1037

B. Repetition of Courses

- 1.** Undergraduate students may repeat courses only if they earned grades lower than a C.
- 2.** Course Repeats with “Grade Forgiveness” (Grade forgiveness is the circumstance in which the new grade replaces the former grade in terms of the calculation of GPA, etc.):
 - 2.a.** Undergraduate students may repeat up to 16 semester-units (24 quarter-units) with grade forgiveness.
 - 2.b.** Undergraduate students may repeat an individual course for grade forgiveness no more than two times.
 - 2.c.** Grade forgiveness shall not be applicable to courses for which the original grade was the result of a finding of academic dishonesty.

3. Course Repeats with “Grades Averaged”:

Campuses may permit undergraduate students to repeat an additional 12 semester-units (18 quarter-units), i.e., units in addition to the 16 semester-units (24 quarter-units) for which grade “replacement” is permitted. In such instances the repeat grade shall not replace the original grade; instead both grades shall be calculated into the student’s overall grade-point average.

- 4.** Campuses may elect to be more restrictive on course repeats than the maxima listed above.
- 5.** The limits apply only to units completed at the campus.

<https://www.calstate.edu/eo/EO-1037.html>

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FACULTY SENATE MEETING, 53RD SENATE

A G E N D A

SESSION 08– Tuesday – March 5, 2019, 2:00PM – 3:50PM, Pine Room

1. APPROVAL OF THE MINUTES

1.1 Minutes for February 19, 2019 (FSM 18-07)

2. APPROVAL OF THE AGENDA

3. CHAIR’S REPORT

4. PRESIDENT’S REPORT

5. PROVOST’S REPORT

6. INFORMATION ITEMS

Time Certain – 3:00PM

6.1 Online Teaching at CSUSB – Mihaela Popescu & Jo Anna Grant

7. DISCUSSION ITEMS

Time Certain – 3:30PM

7.1 Electronic Voting – Haakon Brown

8. OLD BUSINESS

9. NEW BUSINESS

10. COMMITTEE REPORTS

10.1 EPRC

10.2 FAC

10.3 Q2S

11. STATEWIDE ACADEMIC SENATOR’S REPORT.

12. SENATORS’ REPORTS/INCLUDING ASI PRESIDENT’S REPORT.

13. DIVISION REPORTS

13.1 Vice President for Information Technology Services

13.2 Vice President for University Advancement

13.3 Academic Affairs/Deans’ Reports

13.4 Vice President for Administration and Finance

13.5 Vice President for Student Affairs