# CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

## M I N U T E S

Tuesday, February 26, 2019
2:00-3:50PM
AD-145

**Members Present**: Karen Kolehmainen, Lasisi Ajayi, Rong Chen, Donna Garcia, Davida Fischman, Haakon Brown, Shari McMahan, Tomas Morales, Jill Vasillakos-Long

**Visitor:** Seval Yildirim, Mihaela Popescu, Jo Anna Grant, Craig Seal, Elsa Valdez

**1. Revisions to FAM 820.9 Course Syllabus Policy – Seval Yildirim/Rueyling Chuang**

- Associate Provost Yildirim brought a concern from the Academic Affairs Council and they are asking that we put language in the syllabus policy to make it clear that we should not require our students to take external exams and expend additional fees and monies not identified in course description.
- The syllabus should include the course description as it appears in the course catalog.
- Our students should not be mandated to pay additional monies for things that do not come to the university in order to get credit and grade for a course and which are out of our control.

**EC Responses**:

- The syllabus should not deal with finances/financial issues.
- This issue is between faculty and the university
- Perhaps we develop a policy addressing this issue (FERPA, finances, ethics, etc.) FAC will address these going forward.
- The EC suggests reminding faculty that course fees beyond officially approved ones are not permitted.
- All course expenses need to be listed in the course catalog.

**2. Approval of FS Minutes, FSM 18-07 (February 19, 2019)**

- The Faculty Senate minutes for February 19, 2019 were tabled and will be approved via email.

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

- We want to educate faculty to teach good online courses
- Three year long program and faculty will attend 1 year (first year) of workshops (meet 3 hours 15 times).
- FAM 500.8 requires us to verify what the faculty owns and what they do not own
- What can be claimed as faculty property and what is not faculty property
- This is important because there is a need for these classes to be taught in the summer – could the course structure be given to others to be taught by others?
- Is the course template intellectual property—this has not been established.

**EC Responses:**

- Intent is the factor – should be an agreement up front.
- If you are paying beyond my salary, it feels different.
- 5 years down the road, you will not be teaching the exact same thing—there should be a timeline for it to become university property.

- Faculty who go through the program should have first choice to teach the course
- Reluctant to change the intent of the FAM that says you have to share course materials.
- Do you want as a condition of this program, to include a line in the MOU, where faculty state: "I agree to license this as creative commons license…" They can say they do not want to participate in program because they do not want to share course materials.

**4. GI 2025 Policies – Course Repeat – Craig Seal**

- Students can repeat (undergraduate) 24 units and get a better/another grade and an additional 18 units that can factor into their GPA
- Currently students can repeat a course 3 times
- We are recommending to bring it down to 18 units can be repeated and can only repeat the course twice.
- 30-40% of students in Bio are repeats

**Action:** We will put this as an information item on the FS Meeting for March 5, 2019

**5. Approval of Faculty Senate Agenda – FSA 2019.03.05 – March 5, 2019**

- The EC approved the Faculty Senate Agenda as amended for March 5, 2019.

**6. Anti-Bullying Policy Discussion – Elsa Valdez**

- We have discrimination and harassment policies but not for bullying for faculty, students, staff
- School districts in California have to address this issue this by law
- The UC system came up with a policy via an executive order (AB 2053 basis)
- They have different definitions for what constitutes bullying
- Would like our campus to consider developing a policy—currently nothing for students and form a task force comprised of students, staff and faculty

**EC Response:**

- There is interest with the Faculty Senate and on campus
- Need to include the union (CFA) in this process
- The Chancellor's office told us to hold off on this a few years ago – Karen will follow-up on this with Senator Ullman
- We need to do more than just a lip service policy

Meeting adjourned.