

Minutes

of the Academic Senate Meeting

March 25, 2020

PRESENT: Barding, Chase, Chen, Davidov-Pardo, Flores, Forrester, Gasdaglis, Givens, Gonzalez, Hargis, Huerta, Huh, Kumar, Kwok, Lee, Lloyd, Nelson, Ortenberg, Osborn, Pacleb, Puthoff, Quinn, Sadaghiani, Shen, Small, Snyder, Soper, Speak, Urey, Van, Von Glahn, Wachs, Welke

PROXIES:

ABSENT: Coburn, Fallah Fini, Milburn, Senaratne

GUESTS: L. Alex, C. Ashton, L. Dopson, S. Eskandari, E. Gibson, S. Gomez, L. Kessler, I. Levine, L. Massa, J. McGuthry, G. Tejadilla, J. Wagoner

1. [Academic Senate Minutes – February 19, 2020](#)

The February 19, 2020 Academic Senate Meeting minutes are located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2019-20/03.18.20/academic_senate_minutes_02.19.20_posted.pdf.

M/s/p to approve February 19, 2020 Academic Senate Meeting minutes as posted.

2. [Information Items](#)

a. [Chair's Report](#)

Chair Nelson reported that there are number of issues related to the current situation with on-line instruction, namely peer reviews of teaching and student evaluations. To accommodate discussions regarding these and other subjects, discussion boards have been created on the Senator Blackboard page. There is also an on-going discussion about extending credit/no credit grading. Chair Nelson stated that at this time there is not enough information to have a discussion in this forum, but she will continue to keep people informed as issues arise. Senators are encouraged to use the discussion boards in order to have timely discussions on all issues that arise during this unprecedented time.

b. [President's Report](#)

President Coley reported that she is adjusting to the current situation but does not like it. She explained that part of what is satisfying in being President is the ability to engage with faculty, staff and students, and to walk the campus. She assured the body that this adjustment is being felt by all on campus and laughingly commented that she walks to the end of the driveway hopeful to someday see students, faculty, or staff. President Coley communicated her appreciation for the herculean effort to transition to a remote only instructional mode. She mentioned that faculty are having some anxiety around the adjustment, particularly those who were not set up on Blackboard. Students are also having anxiety about what this means for their grades. President Coley has assured students that the motto of "one team, one goal, student success" will hold true

even during these unprecedented times.

President Coley attended the first ever virtual Board of Trustees Meeting and commented that the meeting went well. She acknowledged the Academic Senate staff and leadership for transitioning to a remote platform enabling the business of the university to continue.

The Chancellor, as well as the Presidents of East Bay and California State University Northridge, have agreed to extend their service to enable continuity of leadership during this challenging time.

The Presidents meet daily with the Chancellor just to make sure that they understand the challenges and have consistency across the system during this time of remote instruction. President Coley commented that during the transition to virtual and remote instruction, she was in awe that the transition was completed in such short time. She was thankful that there was the recognition that the university needed to stay mission focused. She went on to say that the administration is working with HEERA managers to ensure that staff can work remotely and thanked the Informational Technology (IT) division for working tirelessly to get technology in the hands of faculty and staff. The President and her staff are continuing to define critical services that require staff to come to campus, such as campus police and health services. There are still some students living on campus, those students that have no other place to go, foster care youth, others that don't have support to move off the campus. Food service continues to work to make sure those students are well taken care of. President Coley acknowledged the University Library leadership and staff for their incredible efforts at keeping the library accessible to those in need.

Sadly, President Coley announced that 2020 commencement will be postponed. The planning of commencement starts approximately eight (8) weeks prior to the ceremonies and it was clear that the campus was not getting guidance from the state regarding how long the stay at home order will be in effect. It was decided that, since commencement is a time of celebration, the administration did not feel it would be appropriate to hold a ceremony under the current circumstances. It will be postponed to properly acknowledge the hard work of all the students.

One senator thanked the President and Provost for the compassion that they have showed students, faculty and staff during this very difficult time.

President Coley mentioned that University Advancement has reached out to alumni for donations to provide basic needs for students who are impacted by the pandemic. Administration is working with the Chancellor's Office to accommodate student employees to work remotely. Unfortunately, many PELL eligible students and their families are going to be devastated by this pandemic, so the university needs to come up with methods of support for this situation

There was a question about enrollment expectations for the fall. President Coley responded that the university has been informed by the state that much enrollment will probably depend upon what is happening in the homes of the prospective students. Admissions is sending out acceptance letters and financial information early this year to better gauge how many students will commit to the university. As soon as students commit to CPP, there will be some virtual activities so that they will feel like they are part of the CPP family. Given the numbers of potential students in the southern California area, the President feels that the campus is in pretty good shape, but it does still depend on the economic circumstances and whether the federal government cuts back on financial aid.

c. Provost's Report

Provost Alva conveyed her deep appreciation for all the work done in the last couple of weeks. She stated that this time has been very inspiring, and it speaks to the campus' ability to pivot and respond in very thoughtful ways during a very tough transition. The transition to on-line

instruction started with a “pause”, a period of four (4) days for faculty to think about the goals of their courses and to transition to increasing models of virtual instruction. Provost Alva mentioned that she was struck by how quickly things changed when the campus received the directive to stay at home and create social distancing in the wake of this pandemic. The Provost sincerely thanked everyone for the incredible undertaking to transition to a fully online modality and the effort that it takes to keep students engaged and connected during this unprecedented time.

The Provost shared the journey, at a high level, to fully on-line teaching. The spring semester has 5100 sections of courses and about 50% of those were on Blackboard. As a result of the transition to on-line teaching, a high percentage of faculty are now using Blackboard as the primary tool for communicating with students. The Provost stated that she was inspired to see the tremendous increase in Blackboard usage in such a very short period of time which would not have been possible without three (3) main groups coming together, the Faculty Center and eLearning, MediaVision, and Employee & Organizational Development & Advancement (EODA). Together they have delivered hundreds of hours of instruction and are continuing to be an important resource to faculty, staff and students. When it was thought that faculty would be teaching from campus IT installed over 300 webcams in classrooms during the “pause” period. Provost Alva remarked that the library continues to serve as a very important resource for learning and engagement. The 24-hour computer lab on the second floor has been reconfigured for social distancing by taking every other computer offline. Administration will be looking at the library to determine the right support needed by the students and looking at the hours of operation especially during spring break and finals week.

Both faculty and students have expressed concern over the adequacy of the technology and the availability of connectivity. Faculty have brought up the concern over student evaluation of courses and whether they should be conducted this year given the change teaching modality. Students have asked if they will be able to change the grading criteria from a letter grade to credit/no credit. These types of issues and conversations are on-going.

The Provost announced that summer school will be offered in a remote and virtual instructional model. Given the current situation, state administration is discouraging international travel field trips and travel in the summer. At this time, it is anticipated that fall will be a regular term.

Provost Alva thanked everyone again for an incredible undertaking and the spirit of collaboration.

d. [Vice Chair's Report](#)

The Vice Chair's Report is located on the Academic Senate webpage at https://www.cpp.edu/~senate/documents/packets/2019-20/03.18.20/03.25.20_report_status_summary.pdf.

NEW REFERRALS: (3)

AA-008-190	Credit/No Credit Policy (Policy 1601)
FA-004-190	Financial Conflict of Interest Institutional Policy
AP-026-190	Program Review - Biological Sciences (BS and MS)

SENATE REPORTS FORWARDED TO PRESIDENT: (1)

AS-2830-189-AA Academic Standing Policy Update – Response to President's Requested Modifications

PRESIDENT RESPONSES TO SENATE REPORTS: (5)

AS-2830-189-AA Academic Standing Policy Update – Response to Requested Modifications - **APPROVED**

- AS-2858-190-AP New Option in Integrated Teacher Education Program Education Specialist: Moderate/Severe Disabilities in the BA in Liberal Studies – Response to Requested Name Change Modification- **APPROVED**
- AS-2863-190-GE MAT 1200 - Calculus for Life Sciences (GE Sub-area B4) - **APPROVED**
- AS-2865-190-AA Alcohol and Other Drugs Policy - **APPROVED**
- AS-2866-190- FA Policy 1335, Periodic Evaluation of Tenured Faculty Members - **APPROVED**

e. CSU Academic Senate Report

Senator Speak reported.

The ASCSU did meet last week virtually and passed a resolution in response to Executive Vice Chancellor (EVC) Blanchard's memo in response to the ASCSU resolution regarding Ethnic Studies. He explained that in January there was a resolution passed by the ASCSU on the [Recommended Implementation of a California State University \(CSU\) Ethnic Studies Requirement](#). In February, EVC Blanchard sent out a questionnaire to all CSU campuses and, after receiving input from the campuses, a modified proposal for ethnic studies requirements was crafted. EVC Blanchard's response was not reflective of what the ASCSU Senate had recommended. The ASCSU Senate was very careful in allowing ethnic studies to be accommodated in a way that was broader than the strict language of AB1460. The response, according to some, leaned too much towards campus autonomy and flexibility. The risk is that the proponents of AB 1460 will find EVC Blanchard's recommendations unsatisfactory in that it will allow for a great deal of local definition of the ethnic studies requirement. The ASCSU passed, with a first reading waiver, another resolution responding to EVC Blanchard's memo. The newest ASCSU Senate resolution attempts to retain some campus control and maintain the core of ethnic studies as a discipline and to do both of those things in such a fashion that the legislature and the governor would stay out of the very intrusive, specific definition of part the curriculum. Senator Speak stated that for him, and others, the most troubling part of AB 1460 is not about the substance of ethnic studies, it is about the intrusion and the invitation in the future for anyone perceiving a just cause to legislate curriculum instead of keeping it in the purview of the faculty.

The legislature is in recess until April 13, 2020 and with the ongoing situation with the COVID-19 crisis, there may be little time to consider AB 1460. This bill may therefore, as an external threat, disappear for the time being. But it is important that the ASCSU Senate takes this opportunity to defend the ethnic studies requirement in a way that meets the concerns about campus control and definition of ethnic studies that centered around the methodology but would allow for courses that were not included in the bill. The resolution was presented at the Board of Trustees Meeting on March 24, 2020. The ASCSU Senate Chair gave a two-minute presentation to the trustees because it was a truncated meeting.

f. Budget Report

The Budget Report is located on the Academic Senate website at <https://www.cpp.edu/~senate/documents/packets/2019-20/03.18.20/budget-report-3.20.pdf>.

Senator Lloyd reported.

Senator Lloyd commented that in some ways this month's budget report is out of date because of all the recent changes on campus due to the pandemic. The Budget Committee met with John McGuthry, Vice President and Chief Information Officer, Information Technology & Institutional Planning, on Feb 26, 2020 and received a Budget Summary for the IT division. The IT division is leading several major initiatives:

- EAB Project: Requires IT staff taking PeopleSoft data and putting it into a form which can be used by CPP Connect. CPP Connect will enable students to access their data more

easily, and flag students experiencing academic difficulty so that timely intervention can be provided (Student Success/GI 2025).

- Service Now support: Service Now will use artificial intelligence (AI) to get info from IT (like Ask Billy, but more sophisticated).
- New Data Center Project: New Data Center to be created (must vacate current Data Center in CLA Building), located on hillside north of BRIC. Complicated physical move because the current data center needs to remain operational until the new data center is up and running.
- IT Staff Reorganization
- Digitization project: All student paperwork digitized within 5 years (security and privacy issues need to be addressed (2 factor authentication). Faculty/Staff paperwork digitized within 7 years.

Due to the current circumstances, the Budget Committee has rescheduled their meeting with the Philanthropic Foundation.

g. [CFA Report](#)

The CFA Report is located on the Academic Senate website at <https://www.cpp.edu/~senate/documents/packets/2019-20/03.18.20/cfa-report---3-25-20-1.pdf>.

Dr. Weiqing Xie, CFA Chapter President, reported.

Dr. Xie stated that they union is attempting to answer all questions that have arisen due to the difficult circumstances that faculty currently face.

h. [ASI Report](#)

No ASI Report presented.

i. [Staff Report](#)

No Staff Report presented.

j. [WSCUC Report](#)

The WSCUC Report is located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2019-20/03.18.20/wscuc_report_03.25.20.pdf.

Dr. Laura Massa, Associate Vice President for Academic Programs, reported.

Dr. Massa congratulated everyone on their efforts which resulted in receiving reaffirmation of accreditation for a period of 10 years, the maximum length of time offered by WSCUC. This is a strong vote of confidence in the university's strategic plan and commitment to continuous improvement.

Dr. Massa asserted that the decision speaks to our strengths as a university, especially the broadly engaged and committed community that the visiting team spent time with during their campus visit; the commitment to student learning and success, and practices of mission driven evidence and informed decision making. She noted that the campus must continue to be engaged in the work and take quick action to address the recommendations of the visiting team and the WSCUC Commission. There will be another campus visit in 2023.

Dr. Massa encouraged people to visit the website, <https://www.cpp.edu/wscuc/>, and read the letter from the commission and the report from the visiting team.

3. Consent Agenda

Academic Senate Chair Nelson reminded the body that the Executive Committee is careful about placing items on the consent agenda that are simple and straight-forward and are not likely to be controversial. All the reports on the consent agenda are program review from the Academic Programs Committee. Per procedure, any senator can request that an item be removed from the consent agenda. Chair Nelson asked if anyone wanted to take anything off the consent agenda. No such requests were made.

a. [AP-009-190, Program Review BS Food Science and Technology – FIRST READING](#)

The first reading report for AP-009-190, Program Review BS Food Science and Technology, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap009190fr.pdf>.

b. [AP-010-190, Program Review BS Agribusiness and Food Industry Management – FIRST READING](#)

The first reading report for AP-010-190, Program Review BS Agribusiness and Food Industry Management, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap010190fr.pdf>.

c. [AP-011-190, Program Review BS Plant Science – FIRST READING](#)

The first reading report for AP-011-190, Program Review BS Plant Science, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap011190fr.pdf>.

d. [AP-012-190, Program Review EdD Educational Leadership – FIRST READING](#)

The first reading report for AP-012-190, Program Review EdD Educational Leadership, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap012190fr.pdf>.

e. [AP-013-190, Program Review BA Liberal Studies – FIRST READING](#)

The first reading report for AP-013-190, Program Review BA Liberal Studies, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap013190fr.pdf>.

f. [AP-014-190, Program Review BA Science, Technology, and Society – FIRST READING](#)

The first reading report for AP-014-190, Program Review BA Science, Technology and Society, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap014190fr.pdf>.

M/s to receive and file the consent agenda.

4. Academic Senate Committee Reports – Time Certain 3:45 p.m.

M/s/p Academic Senate Committee Reports until after the Consent Agenda.

a. [GE-007-190, IGE 3600: UFOs, Illuminati, and Other Conspiracy Theories \(D4 New Course\) – SECOND READING](#)

The second reading report for GE-007-190, UFOs, Illuminati, and Other Conspiracy Theories (D4

New Course) is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge007190sr.pdf>.

Senator Quinn presented the report.

M/s to adopt GE-007-190, IGE 3600: UFOs, Illuminati, and Other Conspiracy Theories (D4 New Course).

Recommendation:

The GE Committee recommends approval of GE-007-190: IGE 3600: UFOs, Illuminati, and Other Conspiracy Theories (D4).

Discussion:

This is a new course put forth by the Interdisciplinary General Education (IGE) Department that explores meaning, attraction, proliferation, and potential dangers of conspiratorial thinking within historical context. Senator Quinn noted that there was one suggestion since the first reading to add “among others” to the end of the topics studied in this course. It now reads “Topics include: conspiracy narratives as expressions of anxieties about the relationship between the individual and the state; cross-cultural examinations of conspiracy narratives; and the historical, social, and cultural discourse around conspiracy theories about UFOs and Area 51, the JFK assassination, 9/11, the moon landing, the sphericity of the earth, and the Illuminati, among others.”

The motion to adopt GE-007-190, IGE 3600: UFOs, Illuminati, and Other Conspiracy Theories (D4 New Course), passed unanimously.

b. [GE-010-190, IGE 1200: Authority and Faith: Ancient and Medieval Worlds \(A2 and C2 Modification\) – SECOND READING](#)

The second reading report for GE-010-190, IGE 1200: Authority and Faith: Ancient and Medieval Worlds (A2 and C2 Modification), is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge010190sr.pdf>.

Senator Quinn presented the report.

M/s to adopt GE-010-190, IGE 1200: Authority and Faith: Ancient and Medieval Worlds (A2 and C2 Modification).

RECOMMENDATION:

The GE Committee recommends approval of a name change for GE-010-190: IGE 1200 – Authority and Faith: Ancient and Medieval Worlds.

DISCUSSION:

This is a name change for the course. When the course was created, the title was created early in the process. It contained the words “Late Ancient and Medieval Worlds.” The department believes taking the word “Late” out of the title will more closely describe the class. No comments have been received since the first reading.

The motion to adopt GE-010-190, IGE 1200: Authority and Faith: Ancient and Medieval Worlds (A2 and C2 Modification), passed unanimously.

c. [GE-011-190, EWS 1450: Introduction to Gender and Sexuality Studies \(D3 Modified\) – SECOND READING](#)

The second reading report for GE-011-190, EWS 1450: Introduction to Gender and Sexuality Studies (D3 Modified), is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge011190sr.pdf>.

Senator Quinn presented the report.

M/s to adopt GE-011-190, EWS 1450: Introduction to Gender and Sexuality Studies (D3 Modified).

RECOMMENDATION:

The GE Committee recommends approval of name change for GE-011-190: EWS 1450: Introduction to Gender and Sexuality Studies.

DISCUSSION:

This is a title change adding “and Sexuality” as emphasis to more reflect the content of the course and the language used in the discipline. No other changes were made to this already approved course. No changes were made since the first reading.

The motion to adopt GE-011-190, EWS 1450: Introduction to Gender and Sexuality Studies (D3 Modified), passed unanimously.

d. [GE-012-190, SPN 2111: Intermediate Spanish I \(C2 Modification\) – SECOND READING](#)

The second reading report for GE-012-190, SPN 2111: Intermediate Spanish I (C2 Modification), is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge012190sr.pdf>.

e. [GE-013-190, SPN 2112: Intermediate Spanish II \(C2 Modification\) – SECOND READING](#)

The second reading report for GE-013-190, SPN 2122: Intermediate Spanish II (C2 Modification), is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge013190sr.pdf>.

f. [GE-014-190, SPN 2140: Intermediate Spanish Conversation \(C2 Modification\) – SECOND READING](#)

The second reading report for GE-014-190, SPN 2140: Intermediate Spanish Conversation (C2 Modification), is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge014190sr.pdf>.

Senator Quinn presented the reports.

M/s to adopt GE-012-190, SPN 2111: Intermediate Spanish I, GE-013-190, SPN 2112: Intermediate Spanish II, and GE-014-190, SPN 2122: Intermediate Spanish Conversation.

RECOMMENDATION:

The GE Committee recommends approval of the removal of prerequisites for GE-012-190, SPN 2111: Intermediate Spanish I, GE-013-190, SPN 2112: Intermediate Spanish II, and GE-014-190,

SPN 2122: Intermediate Spanish Conversation.

DISCUSSION:

The first course, SPN 2111, adds a prerequisite of the quarter version of the course and/or instructor consent. The other two courses, SPN 2112 and SPN 2122, have been modified to remove the prerequisites and return the courses back to the way they were before Semester Conversion when the second-year Spanish classes were all stand-alone classes. The reasoning is that students were not able to get into the classes after the changes for semester conversion were made and it was causing the cancellation of course sections for these classes.

The motion to adopt GE-012-190, SPN 2111: Intermediate Spanish I, GE-013-190, SPN 2112: Intermediate Spanish II, and GE-014-190, SPN 2122: Intermediate Spanish Conversation, passed with one abstention.

g. [GE-016-190, CLS 4100: Model United Nations \(C3 & D4 Modification\) – SECOND READING](#)

The second reading report for GE-016-190, CLS 4200: Model United Nations (C3 & D4 Modification) is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge016190sr.pdf>.

Senator Quinn presented the report.

M/s to adopt GE-016-190, CLS 4100: Model United Nations (C3 or D4 Modification).

RECOMMENDATION:

The GE Committee recommends approval of name and course description change for GE-016-190: CLS 4100 - Model United Nations.

DISCUSSION:

Changing the title and the course description will help alleviate confusion for students wanting to enroll in the course without first being selected for the Model UN team. This will also be beneficial to faculty and support staff of the department, who will no longer have to explain to students why they cannot enroll in the class.

M/s to adopt GE-016-190, CLS 4100: Model United Nations (C3 or D4 Modification), passed unanimously.

h. [AP-003-190, New Fully Online Master of Science in Dietetics – SECOND READING](#)

The second reading report for AP-003-190, New Fully Online Master of Science in Dietetics, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap003190sr.pdf>.

Senator Small presented the report.

M/s to adopt AP-003-190, New Fully Online Master of Science in Dietetics.

RECOMMENDATION:

The Academic Programs Committee recommends approval of the New Fully Online Master of Science in Dietetics (self-support).

DISCUSSION:

This new on-line program is being offered in response to a change in the way that the national certifying body for registered dietitians will be handling credentialing starting in 2024. Starting in 2024 anyone who wants to be a registered dietitian will have to have a master's degree. This is a national licensure requirement and not a state licensing requirement. This program will serve a need for both the dietetics profession and our own students and alumni who want to maintain or obtain the RD/RDN credential. During consultation the committee spoke with the department, with I&IT and with the Faculty Center and eLearning. All entities were confident that it would be possible to accommodate the online program and they have the necessary expertise to offer sound pedagogy in a fully on-line program. The Budget Committee reviewed the program and had no concerns. There have been no concerns or questions raised since the first reading.

The motion to adopt AP-003-190, New Fully Online Master of Science in Dietetics, passed unanimously.

i. [AP-020-190, New Minor in Plant Based Food and Nutrition – FIRST READING](#)

The first reading report for AP-020-190, New Minor in Plant Based Food and Nutrition, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap020190fr.pdf>.

Senator Small presented the report.

M/s to receive and file AP-020-190, New Minor in Plant Based Food and Nutrition.

RECOMMENDATION:

The Academic Programs Committee recommends approval of the New Minor in Plant Based Food and Nutrition.

DISCUSSION:

This is a new program that is uncontroversial. The Nutrition and Food Science Department, in collaboration with other departments offering relevant coursework and having suitable expertise, would like to offer a minor in plant-based food and nutrition. This is growing area of interest in the food and nutrition industry. The only minor issue that came up during consultation was regarding a couple of courses. Modifications have been made and now all parties are satisfied with the proposed curriculum. There were no other concerns raised and the committee looked favorably on this program.

j. [EP-002-190, Updated Charge of General Education Committee in Academic Senate Bylaws – FIRST READING](#)

The first reading report for EP-002-190, Updated Charge of General Education Committee in Academic Senate Bylaws, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ep002190fr.pdf>.

Senator Puthoff presented the report.

M/s to receive and file EP-002-190, Updated Charge of General Education Committee in Academic Senate Bylaws.

RECOMMENDATION:

The Elections and Procedures Committee recommends the following proposed revised language in the bylaws for the General Education Committee:

(E) The General Education Committee shall:

- (1) Oversee the implementation of all Executive Orders in force related to general education in all of their specified and applied dimensions, except where local exceptions have been obtained.
- (2) Oversee the implementation of California State Polytechnic University, Pomona's American Cultural Perspectives requirement.

We are also aware that a statewide implementation of an ethnic studies requirement may obviate the necessity of the local cultural perspectives requirement in subsection (2) and are prepared to act in the event that this requirement is modified.

DISCUSSION:

The referral suggests a slight modification to the Academic Senate Bylaws regarding the responsibilities of the GE Committee. The GE Committee responsibilities should be defined without reference to any specific Chancellor's Office (CO) documents that describe GE policy. Instead, the GE Committee's responsibilities should be linked to whatever the current, though unspecified, CO directives are. This obviates the necessity of changing the Bylaws as CO directives drift over the years.

Though the Bylaws are currently up to date with respect to the specific CO directives governing GEs and will likely be for some time, we appreciate the wisdom of this proposal in attempting to mediate the difficulties.

Senator Urey commented that the Chancellor's Office is referring to policies as polices and no longer referring to them as Executive Orders. It was recommended that the bylaws state "Executive Orders and/or policies" which would cover existing Executive Orders.

Provost Alva read the statement "...except where local exceptions have been obtained" and asked who is giving the exception. Senator Puthoff responded that those exceptions are granted by the Chancellor's Office and gave the example that currently almost every campus has an exemption of the GE Area A3 requirement for high unit majors. He mentioned that the Elections and Procedures Committee wanted to include those type of exceptions. Understanding that the language may not be clear, Senator Puthoff asked for suggestions to change the language. Provost Alva stated that she will give it more thought and does believe that the language needs to be clarified in such a way so that campus entities do not think they have the authority to interpret Executive Orders or a system policy.

It was suggested that the language should read "...except where local exceptions have been authorized by the Chancellor's Office." Provost Alva replied that she was comfortable with that language.

Senator Puthoff encouraged committee chairs and members to read the charges for the standing committees and suggest any necessary changes and his committee will initiate the referral.

k. [GE-008-190, ARC 1010: Introduction to Architecture Design Theories and Methods – FIRST READING](#)

The first reading report for GE-008-190, ARC 1010: Introduction to Architecture Design Theories and Methods, is located on the Academic Senate website at

<http://academic.cpp.edu/senate/docs/ge008190sr.pdf>.

Senator Quinn presented the report.

M/s to receive and file GE-008-190, ARC 1010: Introduction to Architecture Design Theories and Methods (GE Area E).

RECOMMENDATION:

The GE Committee recommends approval of GE-008-190: ARC 1010: Introduction to Architectural Design Theories and Methods (GE Area E).

DISCUSSION:

This is a new course in Area E, but the course contains the material of ENV 1010 and 1010L. This proposal recommends this course be a 3-unit course with no lab and a reclassification to a “large lecture class”. There are also some changes in the learning outcomes. Senator Quinn stated that this is not a controversial change

Senator Ortenberg made a motion to waive the first reading since this is an uncontroversial change and due to the extraordinary circumstances of the current time, the department would like to institute the class as soon as possible.

M/s to waive the first reading of GE-008-190: ARC 1010: Introduction to Architectural Design Theories and Methods (GE Area E).

There was a request for stronger reasoning to why the request to waive the first reading. Senator Ortenberg responded that the college would like to see this passed before the end of the academic year.

Senator Small added that the biggest value of a first reading is that faculty have the chance to provide feedback prior to the second reading. Although he does not object to waiving the first reading of this course, setting the precedent of waiving first readings in light of “extraordinary circumstances” is not something he would recommend.

The motion to waive the first reading of GE-008-190: ARC 1010: Introduction to Architectural Design Theories and Methods (GE Area E), passed with four no votes.

M/s to adopt GE-008-190, ARC 1010: Introduction to Architecture Design Theories and Methods (GE Area E).

The motion to adopt GE-008-190, ARC 1010: Introduction to Architecture Design Theories and Methods (GE Area E), passed with one no vote and five abstentions.

I. [GE-015-190, PHL 3540 – The Philosophy and Science of Implicit Bias – FIRST READING](#)

The first reading report for GE-015-190, PHL 3540 – The Philosophy and Science of Implicit Bias, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge015190fr.pdf>.

Senator Quinn reported.

M/s to receive and file GE-015-190, PHL 3540 – The Philosophy and Science of Implicit Bias.

RECOMMENDATION:

The GE Committee recommends approval of PHL 3540 – The Philosophy and Science of Implicit

Bias.

DISCUSSION:

This is a new GE course proposed by the Philosophy department for GE Areas C3 and D4. The only concern that the committee had was the wording "...and science..." in the title. The committee consulted with the College of Science and they had no concerns about the term *science* in the title of the course. In its evaluation of the course, the GE Committee found that it meets the requirements of GE Areas C3 and D4 student learning outcomes.

m. [FA-001-190, Review of Policy 1336, Periodic Evaluation of Temporary Faculty – FIRST READING](#)

The first reading report for FA-001-190, Review of Policy 1336, Periodic Evaluation of Temporary Faculty, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/fa001190fr.pdf>.

n. [FA-002-189, Review of Frequency of All-Level Review of RTP Packets URTPC – FIRST READING](#)

The first reading report of FA-002-189, Review of Frequency of All-Level Review of RTP Packets URTPC, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/fa002189fr.pdf>.

Senator Von Glahn presented the reports.

M/s to receive and file FA-001-190, Review of Policy 1336, Periodic Evaluation of Temporary Faculty, and FA-002-189, Review of Frequency of All-Level Review of RTP Packets URTPC.

RECOMMENDATIONS:

FA-001-190, Review of Policy 1336, Periodic Evaluation of Temporary Faculty:

The FAC recommends that the revised policy 1336 (Periodic Evaluation of Temporary Faculty Members) be adopted.

FA-002-189, Review of Frequency of All-Level Review of RTP Packets URTPC:

The FAC recommends that the revised policy 1328 (PROCEDURES FOR REAPPOINTMENT, TENURE, AND PROMOTION AND PERIODIC EVALUATION OF PROBATIONARY FACULTY) be adopted.

The revised 1328 awards reappointments in 2-year increments after a successful performance review (RTP). A streamlined focused evaluation ("periodic evaluation") would occur in the first year of a 2-year reappointment. The "periodic evaluation" ends at the dean/director level and does not result in a personnel action. Rather, the expected outcome is to provide the candidate a brief written document with input and guidance in preparation for their performance review scheduled in the second year of the 2-year reappointment. The candidate should address such input and guidance in their RTP packet in the following period of review. However, the DRTPC and/or other evaluators (e.g. department chair, dean, URTPC) may instead recommend a 1-year appointment (and a performance review) if it assesses this option is in the best interest of the candidate. The Provost will consider such recommendation(s) at all levels of review before rendering a final decision.

DISCUSSION:

Senator Von Glahn remarked that this academic year the committee, in extensive consultation

with the administration, has done quite a bit of work on overhauling the policies for evaluation of faculty. These policies address the evaluation of lecturers, which are termed temporary faculty in the Collective Bargaining Agreement (CBA), and probationary faculty.

Senator Von Glahn defined the following terms:

- Performance Review (RTP): is an actionable evaluation process by the DRTPC, Department Chair (if not serving on the DRTPC), Dean or Director by each higher level of review that results in a recommendation for a personnel action such as reappointment, tenure and/or promotion, using the Faculty Performance Review Form (RTP Form) consistent with CBA 15.38.
- Periodic Evaluation: an intermittent evaluation process that includes review only by the department, Department Chair (if not serving on the committee), and Dean/Director. This type of review is for post tenure and temporary faculty, as well as probationary faculty when they are not going up for action.

Policy 1336, Periodic Evaluation of Temporary Faculty Members, was never addressed during the semester conversion process so it needs to be modified to correctly identify semesters in place of quarters. Also, currently there is a wide variation of practices for reviewing temporary faculty, so this update provides university wide guidance and standards for departments for evaluation of Lecturer Faculty. Additionally, this report changes the period of review from the academic year to a calendar year and moves the evaluation to an electronic medium.

The change from academic year to calendar year is suggested in order to be able to include student and peer evaluations from the spring semester. For example, if a temporary faculty turns in their materials in March 2020, it will include peer and student evaluations from spring 2019 and fall 2019. This policy calls for the department to convene a Temporary Faculty Evaluation Committee, but there is nothing preventing the department from voting that the department RTP Committee would handle these evaluations. The committee, at a minimum, needs to have two (2) tenured track faculty representatives.

The policy states that each department shall develop a Temporary Faculty Evaluation Criteria Document (“criteria document”) approved by majority vote of the probationary and tenured faculty and reviewed for feedback by the Dean/Director every five years. The department shall respond in writing addressing the input provided. In compliance with the Collective Bargaining Agreement, evaluation criteria and procedures shall be made available to the faculty unit employee no later than 14 days after the first day of instruction of the academic term. The criteria document shall address departmental expectations regarding the following:

- Teaching philosophy statement;
- Survey questions, procedures and minimum scores in student evaluations of teaching;
- Peer observation procedures, criteria, and rubric;
- Minimum syllabus and other class requirements.

This policy would the structure of these reviews more like other periodic reviews. Temporary faculty that require a periodic evaluation shall submit a “periodic evaluation report” comprised of the following:

1. An updated curriculum vitae;
2. A self assessment narrative including a teaching philosophy statement, not to exceed two pages;
3. All peer classroom observations during the evaluation period. A minimum of one peer observation or more if required by the department is to be conducted;

4. Statistical summaries of student survey scores from the current evaluation period for all courses taught during the period of evaluation, as defined in Policy 1329;
5. Syllabi, exams and other course materials for each different course taught during the evaluation period, as required by the department;
6. Any responses to written student input, as defined by Policy 1329, received by the department during the evaluation period;
7. For those with non instructional assigned duties, include supplementary documents directly related to the assignment, as appropriate.

The evaluation committee and the department chair (if not serving on the evaluation committee), produce a report with constructive feedback and a copy of the report shall be placed in the faculty member's Personnel Action File (PAF).

In the case of full-time temporary faculty members (full time teaching load for two semesters during the academic year) a statement shall also be prepared by the appropriate dean/director. A copy of the report shall be placed in the faculty member's PAF.

For temporary faculty with three-year contracts, the only difference is that their self assessment narrative should not exceed four pages.

There was a question asked whether the seven items required for the "periodic evaluation report" are hard requirements and if the department had any leeway to only require some of those items. Senator Von Glahn responded that most of those items are contractual requirements unless it states "as required by the department". Item 7 is not contractual but allows for those temporary faculty members who do not teach to be evaluated.

There was a suggestion from a senator who is also a department chair that for a department chair who is not on the committee it would be helpful if they did not have to write evaluations for all their temporary faculty, but maybe could just provide additional input if their opinion dissented from the committee or they had additional input. Senator Von Glahn responded that he would take this suggestion back to his committee.

The Faculty Affairs Committee has also made extensive changes to Policy 1328, Evaluations for Temporary Faculty. As the number of CPP tenure track faculty increase, the number of full reviews at every level is increasing. The University RTP Committee has suggested that in order to maintain a high integrity of reviews the Faculty Affairs Committee needs to find a solution for the increasing numbers of full reviews. Senator Von Glahn reported that many CSUs have multi-year contracts for probationary faculty who complete periodic evaluations when they are not going up for action. These CSUs include, but are not limited to, Cal State LA, Cal State Fullerton, Cal State Monterey Bay, and Cal State Sacramento.

This does not mean that temporary faculty do not get evaluated every year, it just means they will not have an RTP every year. That is, in non-action years they would complete a "periodic evaluation," which ends at the dean's level and does not result in a personnel action. The expected outcome is to provide the candidate a brief written document with input and guidance in preparation for their performance review scheduled in the second year of the 2-year reappointment. The periodic evaluations can be used during the faculty member's RTP review.

Senator Von Glahn stated that there is an urgency to these changes because the proposal introduces 2-year reappointments as the default term beginning in the 2021-22 academic year and training is needed before implementation of this policy.

All levels of review, including the department review, could recommend a one-year appointment and full performance review. This should only happen if the evaluating body believes this is in the best

interest of the candidate. For instance, if the faculty member is not quite meeting the standard RTP criteria. If you are granted an appointment for one year, it cannot be appealed; it can be rebutted.

Dr. Von Glahn described a typical scenario as follows:

Probationary Year	Types of Review	Outcomes
1	Periodic evaluation for Guidance (Pre-RTP)	This is the first year of employment; Pre-RTP; Stops at Dean's level
2	Performance review (RTP) for reappointment to 3 rd and 4 th probationary years	Two years, or one-year reappointment if candidate is found to be in need of improvement
3	Periodic evaluation for Guidance	Stops at dean's level; no personnel action
4	Performance review (RTP) for reappointment to 5 th and 6 th probationary years	Two years, or one-year reappointment if candidate is found to be in need of improvement
5	Periodic evaluation for Guidance	Stops at dean's level; no personnel action
6	Performance review (RTP) for Tenure and Promotion consideration	T&P recommended, or terminal year granted

The first periodic evaluation is different will be different from other periodic evaluations, it is pre-RTP. It is not a personnel action, but it is the still the practice test for performance review for RTP.

If a faculty member comes in with one year of service credit, the review scenario is as follows:

Probationary Year	Types of review and outcomes	Comments
1	Service credit	
2	Periodic evaluation for Guidance (Pre-RTP)	This is the first year of employment; Pre-RTP; Stops at dean's level
3	Performance review (RTP) for reappointment to 4 th and 5 th probationary years	Two years, or one-year reappointment if candidate is found to be in need of improvement
4	Periodic evaluation for Guidance	Stops at dean's level
5	Performance review (RTP) for reappointment to 6 th probationary year	Appointed to one-year reappointment
6	Performance review (RTP) for Tenure and Promotion consideration	T&P recommended, or terminal year granted

The difference here is that in year 5 the faculty member cannot receive a two-year appointment because they must apply for tenure and promotion in year 6.

A faculty member with 2 years of service credit would receive a pre-RTP their first year and then would have one-year appointments for years 3, 4, and 5. The reason that you cannot skip a year is because all probationary faculty must have three full RTPs unless their departmental criteria allows candidates with two years of service credit to apply for early tenure without three full RTP reviews.

The Periodic Evaluation Package includes the following:

- An updated curriculum vitae;
- A self assessment narrative, not to exceed four pages, discussing strengths and areas for growth in teaching, research, scholarly and creative activities, and service and other professional activities as applicable from the current review period;
- Two peer evaluations from the period of review (or more if required by the department); and
- Statistical summaries of student survey scores and reviews from the current review period;
- Any responses to written student input, as defined by Policy No. 1329, received by the department during the evaluation period.

A periodic review, since it is not a performance review, stops at the Dean/Director level. The DRTPC, the department chair (if not serving on the DRTPC), and the dean shall produce reports with constructive feedback and clear guidance for improvement in preparation of the next year's performance review.

When a faculty member undergoes a performance review, the faculty member shall submit an RTP package that is comprised to the following items:

1. An updated curriculum vitae;
2. A self-assessment narrative (no page limit) discussing strengths and areas for growth in teaching, research, scholarly and creative activities and service from the current review period;
3. All peer evaluations since the previous performance review (in the case of reappointment) or all peer evaluations since appointment or last promotion (in the case of tenure and/or promotion);
4. Statistical summaries of student survey scores since the previous performance review (in the case of reappointment) or all student survey scores since appointment or last promotion (in the case of tenure and/or promotion);
5. Performance reviews require the use of the Faculty Performance Review Form (RTP Form);
6. Any responses to written student input, as defined by Policy No. 1329, received by the department during the evaluation period.

Senator Von Glahn recommended that everyone carefully review the policies and associated documentation prior to the second reading.

The question was asked whether the candidate's self-assessment (as part of the Periodic Evaluation Package) goes into the Personnel Action File (PAF). Senator Von Glahn responded that all items required for the Periodic Evaluation Package go into the PAF.

5. New Business

a. [COVID-19 No Hate Resolution](#)

The COVID-19 No Hate Resolution is located on the Academic Senate website at <https://www.cpp.edu/~senate/documents/packets/2019-20/03.18.20/resolution-covid-19-no-hate-03.25.20.pdf>.

M/s to include the COVID-19 No Hate Resolution on the March 25, 2019 Academic Senate Resolution.

The motion to include the COVID-19 No Hate Resolution on the March 25, 2019 Academic Senate Resolution passed unanimously.

Senator Wachs presented the resolution which came about because as a result of the COVID-19 pandemic, there has been increase in hate related incidents and crimes aimed at the Asian American community. Senator Wachs read the following resolution:

Resolution Condemning the Increase in Hate Crimes Related to COVID-19

Whereas, The Academic Senate of the California State Polytechnic University, Pomona condemns the use of language and rhetoric that links COVID-19 to any ethnic group or nationality, and;

Whereas, Since 2015, The World Health Organization (WHO) has acknowledged that the naming of diseases can have serious negative social, economic and safety related consequences, and,

Whereas, Since 2015, the World Health Organization (WHO) has “called on scientists, national authorities and the media to follow best practices in naming new human infectious diseases to minimize unnecessary negative effects on nations, economies and people” (WHO - Best Practices for Naming New Human Infectious Diseases, May 8, 2015), and

Whereas, We acknowledge and condemn both the current and the historic use of novel diseases in fomenting xenophobia and as a basis for discriminating against and excluding persons by nationality, ethnicity, race, and/or religion, and,

Whereas, In condemning the association of COVID-19 with China or Asia, we recall the long history of racist exclusionary laws, language, and treatment directed at Chinese Americans specifically and Asian Americans generally, and,

Whereas, We acknowledge the history of discrimination against people from Asia in general, and specifically China, including:

the 1870 Naturalization Act that barred Chinese from gaining US citizenship,
 the 1875 Page Act that banned Chinese women from coming to the US,
 the 1882 Chinese Exclusion Act whose racism is apparent by its very name,
 the 1892 Geary Act that required Chinese residents to carry “papers” or face deportation,
 the 1917 Asiatic Barred Zone Act that prevented all immigration from East Asian countries,
 the 1924 Asian Exclusion Act which expanded the 1917 to include immigration from other countries in the Eastern Hemisphere perceived as threatening the US’s ethnic homogeneity,
 the 1942 Executive Order 9066 that authorized the internment of Japanese Americans including those who were born here,
 the 1944 decision by the US Supreme Court in *Korematsu vs. U.S.* that upheld the constitutionality of the Japanese internment and was only overturned in 2018, and

Whereas, We, acknowledge that the United States has a long and shameful history of exploiting the labor of Chinese and Asian Americans while denying them their full humanity, and

Whereas, We acknowledge and condemn, the ongoing misperception of people of Asian descent as “alien” and not fully American, be it therefore

Resolved, That the Academic Senate of Cal Poly Pomona expresses its unified opposition to rhetoric that associates COVID-19 with nationality, race or country, and be it also

Resolved, That the Academic Senate of Cal Poly Pomona stands in solidarity with the Asian American Community in urging all Americans to refrain from stigmatizing language, and negative associations that foment hate and hinder public health response, and be it also

Resolved, That this resolution be distributed to the President of Cal Poly Pomona, CSU Chancellor, CSU Board of Trustees, Academic Senate of the CSU, CSU Campus Senate Chairs, California Faculty Association (CFA) Statewide President, CFA Cal Poly Pomona Chapter President, California State Student Association, ASI President of Cal Poly Pomona, California U.S. Senators, and Regional U.S. Congressional Representatives for Districts.

Senator Speak motioned to waive the first reading of the resolution because of the timeliness of the need for the resolution. He was surprised to learn that pandemics are usually associated with the region where they originate, and that it is very important to get this resolution out as soon as possible.

M/s to waive the first reading of the Resolution Condemning the Increase in Hate Crimes Related to COVID-19.

The motion to waive the first reading of the Resolution Condemning the Increase in Hate Crimes Related to COVID-19 passed unanimously.

President Coley suggested that the resolution also be sent to state legislators.

M/s to adopt the Resolution Condemning the Increase in Hate Crimes Related to COVID-19 with the addition of adding state legislators to the distribution for the resolution.

The motion to adopt the Resolution Condemning the Increase in Hate Crimes Related to COVID-19 passed unanimously.

b. Chair and Vice Chair Nominations

Senator Puthoff stated this is the time that the Academic Senate chooses the leadership for the next academic year and according to section 9 of the constitution, Election of the Chair and Vice Chair takes place during the first regularly scheduled Academic Senate meeting in April (April 15, 2020).

The nomination period of candidates for the offices of Chair and Vice Chair shall commence at the first regularly scheduled March meeting (March 25, 2020) of the Academic Senate. Nominations, in writing, will be accepted in the Academic Senate office until 5:00 pm on the second Wednesday following the first regularly scheduled Academic Senate meeting in March (delayed one week due to Spring break, April 8).

Senator Nelson was nominated for Chair and Senator Pacleb was nominated for Vice Chair.

The March 25, 2020 Academic Senate meeting adjourned at 5:17 P.M.