

Minutes

of the Academic Senate Meeting
September 23, 2020

- PRESENT: Anderson, Aragon, Barding, Chase, Chaturvedi, Chen, Davidov-Pardo, Fallah Fini, Flores, Gonzalez, Hargis, Huerta, Huh, Kumar, Kwok, Lee, Lloyd, Milburn, Musgrave, Myers, Nelson, Osborn, Ortenberg, Pacleb, Puthoff, Quinn, Shen, Singh, Small, Snyder, Soper, Speak, Urey, Van, Van Buer, Von Glahn, Wachs, Welke
- GUESTS: L. Alex, S. Alva, A. Baski, N. Butts, S. Coley, S. Dixon, S. Eskandari, K. Forward, S. Garver, T. Gomez, S. Han, L. Kessler, I. Levine, L. Massa, J. McGuthry, J. Passe, B. Quillian, L. Roosa Millar, M. Sancho-Madriz, O. Sawyerr, S. Shah, G. Tejadilla, J. Wagoner

Chair Nelson welcomed the new Academic Senator for the College of Science, Stacy Musgrave.

Chair Nelson asked for a motion to change the agenda to add a new business item on a resolution for changing the dates of winter intersession for the 2020-21 academic year.

M/s/p to change the agenda to add the "Resolution Supporting a One-Time Change in the Calendar for Winter Intersession 2020-2021" under new business.

1. Academic Senate Minutes – August 5, 2020

M/s/p to postpone approval of the August 5, 2020, Academic Senate Meeting minutes to the next meeting on October 14, 2020.

2. Information Items

a. Chair's Report

Chair Nelson stated that the campus will need to figure out how to implement the new Ethnic Studies requirement from AB 1460. She mentioned that this is a subject that has roiled faculty at many CSU campuses and is a challenging situation. She asked that everyone involved approach the problem, not from the position of what is being lost, but rather how to solve the problem collegially. Chair Nelson stated that Cal Poly Pomona has a great campus climate. There are opportunities as well as challenges, and she hopes that the discussion can be respectful and move the campus forward.

b. President's Report

President Coley stated that she was sure everyone has heard that a new chancellor has been appointed, Dr. Joseph Castro, who served as President of Cal State Fresno since 2013. Before that, he was in the University of California system. Dr. Castro is the eighth Chancellor of the CSU system and he will be assuming his duties on January 3, 2021. The President mentioned that she is pleased to have someone who understands the California State University system and has worked hard to advance the system and Cal State Fresno in the area of student success. President Coley mentioned that it has been a real testament to Chancellor White, who was willing to stay beyond his announced retirement date to get us through this pandemic. He has been in the role for eight years and has championed expanding opportunity, increasing diversity, and improving student success. Chancellor White has been quite adept at engaging with the legislature to advocate for the CSU system and his leadership will be missed.

President Coley gave an update on COVID-19 cases on the campus. Sixteen students contracted the virus at an off-campus party. President Coley commented that she was pleased that once the students suspected they had COVID they reached out to Dr. Leticia Gutierrez-Lopez, Associate Vice President for Student Health & Wellbeing, who then opened an incident investigation as required by the Los Angeles County Department of Public Health. Each student was contacted and given support and wellbeing resources. A few weeks before that, a couple of staff members who were working on campus were exposed to the virus and those individuals are recovering. That occurrence was also reported. There is more information on the number of COVID-19 cases on the website at <https://www.cpp.edu/safety/coronavirus/reporting.shtml> where the campus community can always know the current state of cases on campus. President Coley announced the creation of the Safer Return Task Force that is responsible for establishing the mandated pandemic safety protocols and ensuring that all faculty, staff, and students are appropriately informed and trained on expectations for in-person campus activities. The task force is currently working with the farm store to assist with safety and health protocols for regular operations and to prepare for potential increased activity in October. Regrettably the Pumpkin Festival was canceled due to COVID-19, but students have been growing pumpkins and are looking for alternative ways for people to pick them up in a safe manner. The task force is also looking at ways to safely open a voting center in the Kellogg Arena from October 24 through November 3, 2020. There will also be a location for curbside drop off for vote by mail ballots.

The President stated that there will be information available about the Early Exit Program (EEP) soon. The EEP will provide employees who are at retirement age an option for voluntarily separate with a special severance package. After conversations with the labor unions on the campus this program is being put in place to address the State budget reductions.

Senator Huerta commented that he was interviewed by the Poly Post about his opinions on the appointment of Castro and he responded that he thought it was fantastic that we have the first Mexican American Chancellor of the CSU, the largest institution of higher education in the country and that we finally have representation at the state level that represents the population. Senator Huerta went on to say that this appointment brings him joy and it also brings him joy that there is a high level of diversity in the leadership at Cal Poly Pomona.

President Coley added that there will be a system-wide conversation with the Chancellor Elect, Dr. Joseph Castro, on Friday, September 25, 2020, from 11:00 a.m. to 12:00 p.m. She stated that the event is for faculty, students, and staff, and encouraged all to attend if their schedules allow. Dr. Castro is very well known nationally and sits on several foundation boards and what he has done at Fresno State and in the surrounding communities is transformational. President Coley commented that a person's beginnings should not be a hindrance to or dictate their future. Dr. Castro talks about that and he has been such a strong advocate for access and opportunity.

c. [Provost's Report](#)

The Provost's Report is located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2020-21/09.23.20/provosts_report_to_academic_senate_2020-09-23.pdf.

With Chancellor White announcing that CSU campuses will continue remote learning for the spring semester, the deadline for proposals for exceptions to remote instruction was September 21, 2020. These would be exceptions where a portion of the course needs to have an in-person component. Provost Alva stated that this information is collected so that we can work with the faculty member, the students, and others to review what is being proposed. The Safer Return Task Force will review these proposals to ensure that everyone who returns to campus does it appropriately, with safety and well-being the top priority. Later this month, September 30th is the deadline for proposals for in-person research scholarly or creative activities. Are there situations where the equipment required, or the nature of the research project requires the faculty member of the student to be on campus to complete the project? Priority will be given to graduating

students who need to have that research project completed and could conceivably graduate this spring if they would be given special consideration. Similarly, there is a deadline of early November by which any other requests that require an individual or a group of individuals to come to campus. These proposals need to be submitted for careful review and guidance by the Safer Return Task Force. The Task Force works closely with state and county public health officials and the CSU Chancellor's Office to assure that our campus responds to the evolving safety measures set forth for higher education.

The Provost shared she will soon be notifying the campus of who has been awarded a Teacher Scholar. Provost Alva was pleased to share she will be announcing 40 Teacher Scholar awards in the next week or two so that those faculty members can adjust their schedules and be ready for spring 2021.

The Provost mentioned that, given that the spring class schedule was built months ago before it was announced that spring would be virtual, there is a need to go back into the class schedule and identify for students if a course is going to be synchronous, or asynchronous, or a hybrid, a combination of synchronous and asynchronous. There will be a training webinar tomorrow, September 24, 2020, at noon, that will help faculty, department chairs and others understand both what is meant by these different teaching modalities and will address how to adjust the class schedule. It will also address how to communicate to the students the expectations for courses that are offered in one of these three modalities in spring.

There will be a campus town hall meeting on *Assuring Meaningful Online Learning for Students* on October 22, 2020, from 11:45 a.m. to 1:15 p.m. This event is co-sponsored by several units on campus to create a conversation for faculty members and others to talk about how to continue to develop on-line curriculum that keeps students actively engaged in the learning process.

Provost Alva reported that since the campus is going to be in remote work the entire academic year, there is the opportunity to adjust the start of the winter intersession to the day after finals are due and the last day faculty are on time base, December 19, 2020. This would allow winter intersession to have more time for learning and on-going engagement. Since this does move winter intersession into what is normally considered winter break, the recommendation is that the courses that are placed in the winter session be fully on-line and asynchronous. This will be discussed later under New Business.

There will be communications sent out to faculty twice this year, week four and week eight, asking faculty to alert the Student Success Team if you have any concerns about any of the students enrolled in your classes. Your concerns can range from the student is not showing up to class because of lack of technology to not making the academic progress expected of them. The Student Success Team will pick up this alert and connect personally with these students to try and help solve and ameliorate the situation. This is just a high-level overview of the kinds of issues that came up when this was implemented last spring:

- Absenteeism
- Blackboard or Zoom Engagement – students who are having trouble connecting or using the academic technology provided
- Low Test/Quiz Scores – students who are not doing well with quizzes or have missing assignments
- Class Participation – the student may be logging in but they are not actively participating in the class
- Wellbeing Referral

The Provost stated that, whether it is access to care, access to technology, or access to other kinds of resources that students need to succeed, we have a really good partnership with the wellness areas of the Poly Cares to ensure that anyone brought to our attention will have appropriate follow up to make sure that their needs are being identified, and wherever possible

that we put in place strategies to support them.

All the early alert work is done through faculty participation in CPP Connect. Currently, 25 department chairs are active users of CPP Connect or have been trained to use the tool. Academic advisors and faculty advisors are strong users of this tool. Over the summer, all the new student advising happened by the Student Success Team using this tool. There are upcoming CPP Connect training sessions for those who want to become more familiar with the use of the tool.

Provost Alva reminded the body that Policy 1335: Periodic Evaluation of Tenured Faculty Members has been updated. Technology tools will be used to expedite the review and to provide clear guidance to faculty on how to respond if they are under review for post-tenure evaluation. Faculty who are undergoing a post-tenure review this year will be notified this week so they have time to prepare for what will be a spring activity. The post-tenure review calendar is located on the Faculty Affairs website at <https://www.cpp.edu/faculty-affairs/documents/post-tenure-calendar.pdf>. The pool of eligible individuals has been sorted into five (5) groups. To ensure that no one department is burdened with too many post-tenure reviews in a given year the work has been distributed over five (5) years.

The Provost stated that AB 1460 was signed into law on August 17, 2020, and Cal Poly Pomona will be implementing an Ethnic Studies requirement per the law. The law states that there will be a 3-unit ethnic studies course taken by all CSU graduates. The course focuses on one (1) of four (4), or all four (4) ethnic groups, American Indian, African American, Asian American, and LatinX American. Currently, there is an American Cultural Perspective (ACP) requirement that is broader than the four (4) groups mentioned, and the ACP requirement will be compared to the learning outcomes provided by the Chancellor's Office. The learning outcomes provided will determine which courses meet the new ethnic studies requirement. The following is a high-level timeline for the implementation of the ethnic studies requirement:

August 17, 2020	AB 1460 signed into law <ul style="list-style-type: none"> • Requires 3-unit ethnic studies course taken by all CSU graduates • Shall not increase units required for degree • Commences with 2024 – 2025 graduates • Catalog rights = Requirement must be in 2021 – 2022 catalog
October 1, 2020	CO to provide draft plan and learning outcomes <ul style="list-style-type: none"> • Campus begins implementation plan
November 2020	Board of Trustees votes on changes to Title 5 <ul style="list-style-type: none"> • CO provides final change details to campus
December 2020	Academic Senate approves changes to GE <ul style="list-style-type: none"> • Academic Senate approves courses meeting the requirement
January 2021	2021 – 2022 Catalog edited to include updates to GE

This is a change to Title 5 and the Board of Trustee will vote on the changes to Title 5 by November 20, 2020. There is such an aggressive timeline because state law dictates that this requirement applies to students graduating in 2024-2025. Because of that deadline, catalog rights for the ethnic studies requirement must be included in the 2021-2022 catalog.

d. Vice Chair's Report

Vice Chair Pacleb thanked Chair Nelson for her words about working together towards the new ethnic studies requirement. This is a new requirement with a very tight timeline and she is looking forward to working with the faculty on implementation.

NEW REFERRALS: (4)

AA-001-201 Modifications to the Laboratory Time Modules
 AA-002-201 Remote Proctoring Policy
 AA-003.201 GEMPS Inclusion in GE Syllabi
 AP-001-201 Program Review - MA History

SENATE REPORTS FORWARDED TO PRESIDENT: (7)

AS-2891-201-AP New Minor in Data Science
 AS-2892-201-AP Master of Science in Engineering Name Change to Master of Science in Aerospace Engineering (State-Support)
 AS-2893-201-AP New Self-Support Counterpart of the Master of Science in Aerospace Engineering
 AS-2894-201-AP Elevation of Materials Engineering Emphasis in the Master of Science in Engineering to a full Master of Science in Materials Engineering degree (State-Support)
 AS-2895-201-AP New Self-Support Counterpart of the Master of Science in Materials Engineering
 AS-2896-201-AP New Minor in Footwear Design and Merchandising
 AS-2897-201-GE NTR 3280 – Food and Culture (GE Synthesis D4) (NEW)

PRESIDENT RESPONSES TO SENATE REPORTS: (2)

AS-2867-190-EP Constitutional Changes: Adoption of More Inclusive Language in Senate Constitution and Reports and Change Requirement of President’s Response from 30 to 45 Days – **APPROVED**
 AS-2886-190-FA Review of Frequency of All-Level Review of RTP Packets URTPC – **MODIFICATION REQUESTED – EC approved modification**

e. **CSU Academic Senate Report**

CSU Senator Speak reported that the plenary and committee meetings were last week and the ASCSU has been extremely busy. The ASCSU has been concerned with ethnic studies for a couple of years and they spent a significant part of the last meeting talking about the new ethnic studies requirement. Senator Speak stated that it is more important than ever to make more consistent systematic efforts to instruct students, systemwide, about the real history of the country and current circumstances. He stated that, because this is really necessary work given the state of the country, the inevitable problems that will occur during the implementation should seem relatively minor. The ASCSU passed a resolution last week which slightly modified but reaffirmed the five (5) learning outcomes that the Council on Ethnic Studies and ASCSU have been talking about. It is very complicated to represent what has happened in terms of consultation because everybody is very sensitive about whether or not the consultation was formal, but Dr. Speak assured everyone that there have been conversations with the Council on Ethnic Studies and the ASCSU, and the Chancellor’s Office. The Chancellor’s Office has assured the ASCSU that the five (5) learning outcomes on the resolution, which are the results of those conversations, will be the learning outcomes that are provided in the next policy. The Chancellor’s Office has ceased the practice of issuing Executive Orders and will just issue policies. There will be a policy issued that states the five (5) learning outcomes.

There were additional resolutions passed. One about the proper role of the Board of Trustees, the Chancellor’s Office, and the ASCSU in academic matters, and the other urging the US Congress to repeat its support for higher education in a new CARES Act.

Senator Speak commented for the most part the ASCSU is moving forward on a variety of fronts,

e.g. new Chancellor, ethnic studies requirement. He stated that it is a hopeful time, and it is important that the wounds created by one conversation or another are healed rather than exacerbated as the implementation of the new ethnic studies requirement moves forward. Senator Huerta thanked Senator Speak for his report and added that what is important through this process is that the Ethnic Studies Department is involved with the consultation. This should not be a top-down process from the Chancellor's Office.

Senator Speak responded that one of the responsibilities of the ASCSU is to try to maintain the very strong awareness that there are 23 universities gathered together in a system. Each campus needs to maintain local control over academic programs to the extent that it is appropriate. He stated that he is acutely aware of the need to retain control at the campus level consistent with the necessity of some system constraints.

Senator Wachs added that her department, Sociology, is very excited about the implementation of the ethnic studies requirement because in her opinion ethnic studies have historically been excluded from the curriculum. She reminded people that there are faculty across campus who could have just as easily applied for jobs in Ethnic and Women's Studies who ended up in other disciplines who would like to collaborate on this issue. She just wanted to let everybody know not everybody who can contribute to this body of work is housed exclusively in the Ethnic and Women's Studies department.

f. Budget Report

Senator Lloyd reported that the 2020-2021 Budget Committee had their initial meeting on September 9, 2020, and they reviewed the Academic Senate Bylaws as related to the Budget Committee's responsibilities. The next Budget Committee Meeting is October 7, 2020, with President Coley, Joseph Simoneschi, Associate Vice President for Finance and Administrative Services, and Budget Director Mark Lopez. Senator Lloyd announced that there will be a Campus Budget Conversation on October 29, 2020, at University Hour.

g. CFA Report

Senator Von Glahn reported that he has been elected as CFA President. The CFA has been working over the summer in consultation with the administration concerning the new virtual teaching environment. He announced that there will be a CFA-CPP All-faculty Meeting on September 24, 2020 and encouraged any faculty member with questions and concerns to attend. Senator Von Glahn stated that faculty members do not need to be members to attend. He stated that it is important for all departments to have a tenure-track and lecturer representative. There have been more people joining those ranks so it is important to maintain communication with departments to understand their needs and how the CFA can help.

h. ASI Report

The ASI Report is located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2020-21/09.23.20/senator-singh-report_9_23.pdf.

Senator Singh reported that ASI had a Student Community Planning Meeting on Racial Justice on August 14, 2020. he provided information on several components of the ASI Action Plan which was approved at a recent Board of Directors meeting. The ASI Action Plan will be sent out at a later date.

He stated that the Cal State Student Association (CSSA) Plenary was on September 19, 2020, where CSSA took a supportive stance on Proposition 16, a ballot proposition asking California voters to amend the Constitution of California to reinstate affirmative action. CSSA also discussed a resolution for #FreeThePeriodCA and a resolution calling for Congress to divest from

the Philippines government in light of the Anti-Terror Bill.

Other ASI projects are advocating for the use of cpp.turbovote.org to register to vote and an Elections Fair is coming up.

i. Staff Report

Senator Gonzalez reported that Staff Council will be hosting a virtual emeritus recognition event in November.

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

M/s/p to postpone Academic Senate reports until after the information items.

a. [AP-015-190, Program Review BS Anthropology and BS Geography – SECOND READING](#)

The second reading report for AP-015-190, Program Review BS Anthropology and BS Geography, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap015190sr.pdf>.

Senate Small presented the report.

M/s to adopt AP-015-190, Program Review BS Anthropology and BS Geography.

RECOMMENDATION:

The Academic Senate commends the Department of Geography and Anthropology on their work, both in the operation of their programs and in the preparation of a thorough and thoughtful review that highlights important issues.

DISCUSSION:

Senator Small commented that this was an overall positive review. The Geography and Anthropology Department had external reviewers conduct the program review and they issued an overall positive report. There were a few minor suggestions for improvement and most of those involved resource issues that are common to all programs across campus. Overall, the reviewers were impressed with the program, and in those areas where they felt continued work was justified the Dean's office agreed. There were no fundamental areas of concern or disagreement.

The motion to adopt AP-015-190, Program Review BS Anthropology and BS Geography, passed unanimously.

b. [AP-026-190, Program Review - Biological Sciences \(BS and MS\) – SECOND READING](#)

The second reading of AP-026-190, Program Review – Biological Sciences (BS and MS), is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap026190sr.pdf>.

Senate Small presented the report.

M/s to adopt AP-026-190, Program Review – Biological Sciences (BS and MS).

RECOMMENDATION:

The Academic Senate commends the Department of Biological Sciences on their work, both in the operations of their BS and MS programs and in the preparation of a detailed and thoughtful review

response that addresses the vital concerns of this cycle's self-study review as well as incorporating improvements suggested in the previous performance review.

DISCUSSION:

Senator Small reported that this was an overall positive review. The identified areas of on-going introspection and improvement identified by the external reviewers were largely agreed upon by the department and the Dean's Office. One area that did receive particular attention was about providing suitable research experiences for graduate students and continuing to be vigilant about resources for research and graduate student projects. Overall it is a very strong program review and the issues identified are very common across all programs.

The motion to adopt AP-026-190, Program Review – Biological Sciences (BS and MS), passed unanimously.

c. [GE-009-190, CPU 1540 - Exploring Contemporary Topics \(GE Area E\) – SECOND READING](#)

The second reading report of GE-009-190, CPU 1540 – Exploring Contemporary Topics (GE Area E), is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge009190sr.pdf>.

Senator Quinn presented the report.

M/s to adopt GE-009-190, CPU 1540 – Exploring Contemporary Topics (GE Area E).

RECOMMENDATION:

The Academic Senate recommends approval of CPU 1540: Exploring Contemporary Topics (Area E) in terms of meeting the GE Area E requirements.

DISCUSSION:

This is a new GE Area E course that is being offered by the university. In its evaluation of the course, the GE Committee found that it meets the requirements of GE Area E Student Learning Objectives (SLOs). However, there were some questions about the implementation of the course, which is out of the purview of the GE Committee, but they warrant being mentioned. Some of the issues/questions are as follows:

- This course does not have a home department or college to ensure oversight and quality.
- Since faculty teaching the course would come from a variety of departments, how are the teaching loads divided?
- If a lecturer taught the course, would there be some entitlement granted to them?

Senator Quinn mentioned that Dr. Sawyerr met with the Executive Committee to address these questions. But again these are out of the GE Committee purview and this course does meet all the requirements of GE Area E so the committee recommends approval of the course.

Chair Nelson added that the intent for this report is to certify the course for GE Area E and any other questions will be handled outside of the report.

The motion to adopt GE-009-190, CPU 1540 – Exploring Contemporary Topics (GE Area E), passed with one (1) nay and three (3) abstentions.

d. [AA-006-190, Modification of Semester Final Exam Calendar for Fall and Spring – FIRST READING](#)

The first reading report for AA-006-190, Modification of Semester Final Exam Calendar for Fall and Spring is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/aa006190fr.pdf>.

Senator Wachs presented the report.

M/s to receive and file AA-006-190, Modification of Semester Final Exam Calendar for Fall and Spring.

RECOMMENDATION:

The Academic Affairs Committee recommends the changes highlighted in red be made to the Fall and Spring Semester Final Exam Calendar.

Th 7am-8:50am Final Exam time:

- Th 8:00-9:50am
- TTh 8:30-9:45am
- **TTh 8-9:50 (Request this change)**

Th 9am-10:50am Final Exam time:

- TTh 10-10:50am

Th 11am-12:50pm Final Exam time:

- TTh 11-11:50am

Th 1-2:50pm Final Exam time:

- Th 1-2:50
- Th 1-3:45
- Th 1-4:50
- Th 2:30-5:15
- TTh 2-2:50
- TTh 2:30-3:45
- **TTh 1-2:50 (Request this change)**

TTh 3-4:50pm Final Exam time:

- Th 3-4:50
- Th 3-6:50
- Th 4-6:45
- TTh 4-4:50
- TTh 4-5:15

Wednesday 7:00-8:50am Final Exam times:

- MWF 7:00-8:05am
- W 7:00-8:50am
- WF 8:00-8:50am

Wednesday 9:00-10:50am Final Exam times:

- MW 9:00-9:50am
- MWF 9:00-9:50am
- W 9:00-10:50am
- WF 9:00-9:50am

Wednesday 1:00-2:50 Final exam time:

- MWF 1:00-1:50pm
- MW 1:00-1:50pm
- WF 1:00-2:15 pm
- W 1:00-2:50pm
- W 1:00-4:50pm
- WF 1-1:50pm
- WF 1-2:50pm
- **MW 1-2:50 (Request this change)**

Wednesday 3-4:50 Final exam time:

- MW 2:30-3:45
- MWF 3:00-3:50
- MW 3:00-3:50
- W 1:00-3:45
- W 2:30-5:15
- WF 2:30-3:45
- W 3:00-4:50
- W 3:00-6:50
- WF 3:00-3:50
- WF 3:00-4:50

Wednesday 5:00-6:50pm Final exam time:

- MW 5:30-6:45pm
- MW 5:00-5:50pm
- MWF 5:00-5:50pm
- W 4:00-6:45pm
- W 5:30-8:15pm
- W 5:00-6:50pm
- W 5:00-8:50pm
- WF 5:30-6:45pm
- WF 5:00-5:50pm

- WF 5:00-6:50pm
- **MW 5:00-6:50pm (request this change)**

DISCUSSION:

This change only pertains to 4-unit classes and is similar to the changes passed for the summer final exam schedule. Of the eight time modules for 4-unit classes on TTh, six of them have the final exam on Tuesday. For the seven MW time modules for 4-unit classes, all seven have the final exam on Monday. The committee received no negative comments on this request.

e. [AS-2804-189-AA, Committee Response to President's Response](#)

The Academic Affairs Committee's response to the requested modifications to AS-2804-189-AA, 1605 Grade Appeals Policy, is located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2020-21/09.23.20/as-2804-189-aa_response_report_to_president.pdf.

Chair Nelson commented that the package for this response is large and complicated and that is because there were some errors in the original senate report. There were several conversations between the Office of Student Success and Chair Nelson on this issue and now the report is correct.

Senator Wachs presented the committee response to the requested modifications.

M/s to adopt the committee response to the requested modifications to AS-2804-189-AA, 1605 Grade Appeals Policy, as presented in the report.

RECOMMENDATION:

The Academic Affairs Committee recommends approval of Policy 1605 as revised by the Academic Affairs Committee. The revision addresses the modifications requested by the President's Response to AS-2804-189-AA (included in the report) plus some additional corrections to the policy.

DISCUSSION:

Senator Wachs explained that the committee considered all the requested modifications. The committee did not make a lot of changes, they attempted to make modifications to clarify issues where needed. The table from the original policy was removed to prevent confusion between the policy and the timeline. The most significant changes were to the timeline described by the process. There was a requested modification that the student talks to the instructor face-to-face, but in the current circumstances, the committee felt this was not a reasonable request so it will remain a written request. This is also important because there will be a record of the request.

Senator Wachs thanked her committee for very carefully researching all the elements involved in this request.

Senator Wachs went over the following responses to the requested modifications:

Step 1A: The committee did not change the statement from in writing to face-to-face. Given the challenges COVID presents, and the difficulty this creates for recent graduates, active-duty military, and study abroad students, and the difficulty of providing evidence of face-to-face contact, in writing seemed more appropriate. We also shortened the time to the first 4 weeks to accommodate the changes to the time requested to the timeline in step 1b (now step 2).

We prefer the five steps to step 1a and 1b. It confused us. We felt simplicity is essential right now.

Step 1B- Step 2- We accepted 5th week but changed it to the fifth full week to avoid confusion in fall since the fall semester usually starts on a Wednesday.

Step 3- we adjusted the language to refer to explicit senate policy, rather than “with documentation.” We felt the request was appropriate but perhaps still did not provide enough guidance. Hence, we edited the statement instead to refer directly to the policies in play for additional guidance. We ask the Senate to insert the correct Policy number when it is formally approved.

Step 5- we added the statement “However if there is an allegation of improper procedure, this may be reported to the Provost or their designee.” Because as it turns out, this is appropriate. Concern was raised that if someone on the committee violates procedures, students should be aware that they have some recourse.

We agree with the removal of the problematic and confusing chart.

In the revised policy there is a reference to a policy number that does not exist. Chair Nelson stated that this is awkward because we are passing a policy that references a policy that does not yet exist. There was some confusion as to whether this policy is waiting on a President’s Response. She asked if anyone wanted to change the wording with an amendment. No motions were received.

There was a question about the differences between these changes and the policy as it currently stands. Senator Wachs responded that it is not substantially different, the changes were primarily to provide clarity as to what is expected to happen when. When the policy translated from quarters to semesters the timeline was problematic, so this report just corrects those issues.

Dr. Gomez, Associate Vice President of Student Affairs, concurred with Dr. Wachs’ explanation of the changes and stated that the policy as revised represents how the Office of Student Success has been addressing grade appeals.

Chair Nelson communicated that because this is a revision based on a President’s Response that has been sent back to the committee, this report needs to pass the Academic Senate by a two-thirds vote.

The motion to adopt the committee response to the requested modifications to AS-2804-189-AA, 1605 Grade Appeals Policy, passed with one (1) abstention.

4. New Business

a. [Resolution Supporting a One-Time Change in the Calendar for Winter Intersession 2020-2021](#)

The draft of “Resolution Supporting a One-Time Change in the Calendar for Winter Intersession 2020-2021” is located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2020-21/09.23.20/resolution_winter_intersession_revised_posted.pdf.

Due to the virtual nature of instruction due to the pandemic, the administration has negotiated a change of winter intersession calendar so that students may take more robust courses. This results in a change in the calendar which is the purview of the Academic Senate and therefore this resolution is needed to make a one-time exception to the previously approved calendar to allow asynchronous courses to be taught on a longer timeline.

M/s to adopt the following Resolution Supporting a One-Time Change in the Calendar for Winter Intersession 2020-2021:

- WHEREAS, the worldwide pandemic is causing significant challenges to equitable access to courses and other resources, and
- WHEREAS, the winter intersession offers an opportunity for students to make additional progress toward their degree, and
- WHEREAS, the Chancellor's Office of the CSU has granted Cal Poly Pomona the opportunity to alter the calendar for the 2020-2021 winter intersession to address faculty concerns about the small number of instructional days available during this term, and
- WHEREAS, this one-time exception is being made under exceptional circumstances, be it therefore
- RESOLVED, that the Academic Senate of California State Polytechnic University Pomona approves a one-time modification in the winter intersession dates to accommodate asynchronous instruction, and be it also
- RESOLVED, that the Academic Senate expects to engage in a fuller discussion of the appropriate use and length of the winter intersession in the permanent calendar, and be it also
- RESOLVED, that this resolution be distributed to the CSU Chancellor, the President of Cal Poly Pomona, all Vice Presidents and Associate Vice Presidents in Academic Affairs and posted on the Academic Senate website.

DISCUSSION:

There was a request to put the exact dates in the first RESOLVED. Provost Alva explained the reasoning for the extension was that the past winter intersession was offered as a face-to-face course. This meant that the courses had to be taught after the winter holiday when the campus had reopened. Now with remote work and teaching, there is an opportunity to have a longer intersession giving students more time to cover the learning objectives of the courses. This means that more courses can be offered to help students graduate and make more progress towards their degree.

The question was asked if winter intersession will allow for synchronous courses and the response was no because the time frame includes holidays, which present significant scheduling challenges. Thus it makes more sense to be asynchronous. Vice Provost Eskandari added that this model has been implemented at other CSU campuses with great success.

Senator Quinn, who is also a department chair, asked about the expectation for advising and administrative support from chairs during these types of courses. Provost Alva responded that there is not an expectation that department chairs be available during winter intersession.

M/s to change the first resolved to the following:

- RESOLVED, that the Academic Senate of California State Polytechnic University Pomona approves a one-time modification in the winter intersession dates, the dates now being December 19, 2020 through January 21, 2021, to accommodate asynchronous instruction, and be it also

The motion to add the exact dates to the first RESOLVED passed with one (1) abstention.

Senator Speak stated that, for the benefit of new senators, the Academic Senate normally does its business in the form of reports, the reports then go to the President for a response. This is a resolution which happens occasionally in times when it is apparent that it is important for there to be a formal record of senate consultation. A resolution, such as this one, puts on the record the fact that the Academic Senate has had an opportunity to consult on the issue.

The motion to adopt the Resolution Supporting a One-Time Change in the Calendar for Winter Intersession 2020-2021, passed unanimously.

The final resolution is on the Academic Senate website at

https://www.cpp.edu/~senate/documents/resolutions/resolution_winter_intersession_2020-21_09.23.20_signed.pdf.

The September 23, 2020, Academic Senate Meeting adjourned at 4:45 p.m.