

Minutes

of the Academic Senate Meeting
October 18, 2023

- PRESENT: Adams, Aragon, Barding, Chase, Dabas, Fallah Fini, Gad, Givens, Guerrero, Hall, Hanink, Husain, John, Kumar, Monemi, Moore, Myers, Nakhjiri, Osborn, Pacleb, Quinn, Roy, Shen, Small, Suzer, Urey, Valentine, Vallejo, Von Glahn, Welke, Yoo
- Proxies: Senator Dabas for Senator Gekara, Senator Myers for Senator Guthrie, Senator Von Glahn for Senator Hoikkala, Senator Urey for Senator Stovall
- GUESTS: C. Chavez-Reyes, N. Chaturvedi, J. Chong, B. Davila, Aaron DeRosa, K. Forward, T. Gomez, J. Hargis, N. Hawkes, P. Hawthorne, S. Hood, C. Johnson, C. LaMunyon, N. Pandadiya, C. Pickett, H. Sadaghiani, C. Santiago-Gonzalez, J. Wagoner, W. Zheng

Academic Senate Chair Kumar welcomed the new ASI Senator, ASI President Ilke Suzer. She also welcomed ASI Vice President Naman Pandadiya.

1. Academic Senate Minutes – September 20, 2023 Minutes available at the November 8, 2023 Meeting.
2. Information Items
 - a. Chair's Report

Chair Kumar commented that there are still standing and elected committee vacancies, especially College RTP Committees (CRTPCs). The vacancies per constituency are:

<u>Constituency</u>	<u>Committee Vacancies</u>
College of Business Administration	CRTP (term ends 2026) - ACC, FRL, MHR, TOM departments eligible
College of Letters, Arts, and Social Sciences	Budget Committee (term ends 2025)
	University Curriculum Committee (term ends 2026)
	CRTP (term ends 2025) - all departments except Psychology and Music eligible
College of Education and Integrative Studies	CRTP - three vacancies (2024, 2025, 2026)
	Council for Graduate and Faculty Scholarship (term ends 2025)
Collins College of Hospitality Management	University Curriculum Committee (term ends 2025)
College of Engineering	CRTP (2026) - Aero, CME, EET, IME, ME departments eligible
	Council for Graduate and Faculty Scholarship (term ends 2025)
College of Environmental Design	Academic Senators - two vacancies (2024, 2026) - all departments eligible

	University Curriculum Committee (term ends 2025)
	CRTP (2026) - Arch, URP, RS departments eligible
Library/Related Areas	Council for Graduate and Faculty Scholarship (term ends 2024)

Standing Committee At-Large Vacancies
Academic Affairs - 2 vacancies
Elections and Procedures - 6 vacancies
Faculty Affairs - 2 vacancies
General Education - 1 vacancy

There is a Title IX pilot training session on November 9 from 1:00 to 2:30 p.m. in SSB MPR 1963. This training is voluntary and is part of the campus response to the Cozen report. The campus implementation team is working on 4 categories, one of which is "Prevention and Education".

A performance-based training organization (Pure Praxis) has been engaged to do a few pilot training sessions with key stakeholder groups in our campus community as part of the work to expand and strengthen the Prevention and Education category of the Cozen implementation. The Academic Senate was invited as one of the stakeholder groups. This is an opportunity to engage in the process and provide feedback on its effectiveness.

Chair Kumar mentioned that President Coley has an appointment and is unable to attend the senate meeting today. Senators are invited to a meeting with her next week to hear directly from the President about the Provost transition. Chair Kumar encouraged senators to attend this meeting if their schedule permits. More information will follow.

b. President's Report

President Coley was not in attendance.

c. Provost's Report

The Provost's Report is located on the Academic Senate website at <https://www.cpp.edu/senate/documents/packets/2023-24/10.18.23/final-provosts-remarks-to-the-academic-senate-2023-10-18.pdf>.

Interim Provost and Vice President for Academic Affairs, Dr. Terri Gomez, presented.

Chair Kumar welcomed Dr. Gomez to her first Academic Senate Meeting as Interim Provost.

Dr. Gomez acknowledged that this has been a time of difficult transition, and she is sorry that it is the case. She stated that her commitment is to work with the Academic Senate through shared collaboration.

Search Committee Updates:

- Don B. Huntley College of Agriculture – search will be getting underway soon. Five of the six current members will remain on the committee, with one replacement needed.
- Associate Vice President of Research, Innovation, and Economic Development – search committee is formed and hope to have the job description posted before December 1, 2023.
- Associate Vice President of Faculty Affairs – search committee needed.

Dr. Gomez thanked Dr. Larisa Preiser-Houy who has agreed to serve as the Interim Dean for the College of Professional and Global Engagement (CPGE).

In partnership with Faculty Affairs, there are 51 faculty searches underway, 40 new searches were approved, with five (5) being Ethnic Studies Cluster hires and 11 searches were carried over from last year. Last year there were 36 successful searches.

There was a very successful College of Engineering ABET Accreditation visit on October 17, 2023. Dr. Gomez commended the College of Engineering.

For Fall 2023, Cal Poly Pomona achieved 98.6% of the campus enrollment headcount and almost 99% of the FTES enrollment goals. The campus welcomed 4,312 first time freshmen and 2,864 transfers as new Broncos. Dr. Gomez added that the ratio of transfer students to first time freshmen has been decreasing for the last couple of years.

The Average Unit Load (AUL) for all students increased from 12.81 to 12.87. The AUL for undergraduate students increased from 13.22 to 13.32.

For Spring 2024, the campus enrollment goal is 6.6% above the CSU resident FTES funded target, which is 21,433 FTES. The campus came in slightly below the Fall 2023 goal and the shortfall will hopefully be made up in Spring 2024. The goal is to enroll approximately 437 spring transfer students.

The *CSU Graduation Initiative 2025 Symposium* is October 23-24, 2023. There is a live stream event. Please register at <https://www.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/symposium>.

The *Annual Day of the Advisor Conference* is Friday, November 3 from 1:00 to 5:00 p.m. The conference will be held in person and more information on the location will follow. For more information and registration, please visit <https://www.cpp.edu/advising/day-of-the-advisor.shtml>.

Interim Provost Gomez announced that the WSCUC Special Visit is October 25 through 27. The Special Visit will focus on the recommendations noted in the Commission Action Letter, from the last visit in 2019. The Exit Meeting will be held October 27th at 11:30 a.m. in SSB 121-1967. The team will present their commendations and recommendations during the Exit Meeting.

Annual Assessment Reports were due from programs on October 15th. Dr. Gomez thanked those programs who submitted their reports on or before October 15. She reminded programs who have not submitted their reports to please do so soon. WSCUC new standards requires a deliberate relationship between assessment and program review and accreditation. This is important work for future program review and accreditation self-studies.

The university will be assessing information literacy this academic year, which will measure students' ability to identify, locate, and critically evaluate information sources. Academic assessment leadership and academic programs and the colleges plan to integrate an AI component into this work. For more information, please contact Jocelyn Chong or Bharti Sharma.

d. Vice Chair's Report

Vice Chair Quinn reported.

NEW REFERRALS: (16)

AA-004-234	Academic Calendar 2024-25
AP-005-234	New Self-Support Counterpart to the Master of Science in Information Security
GE-001-234	MAT 1050 – College Algebra (GE Sub-area B4)
GE-002-234	MAT 1250 – Introductory Calculus for Business (GE Sub-area B4)
GE-003-234	MAT 1940 – Mathematical Concepts for Elementary School Teachers (GE Sub-area B4)
GE-004-234	MAT 1060 – Trigonometry (GE Sub-area B4)
GE-005-234	MAT 1910 – Survey of Mathematics (GE Sub-area B4)
GE-006-234	STA 1200 – Statistics with Applications (GE Sub-area B4)
GE-007-234	IGE 2350 – Rival Empires: Representation and Resistance (GE Sub-area C1)
GE-008-234	IGE 1100 – Who Am I?: Understanding Ourselves, Our Communities, and Our Worlds (GE Sub-areas A2 and C2)
GE-009-234	IGE 2250 – The Stranger: Encountering Difference and Creating Coexistence (GE Sub-areas C2 and D1)
GE-010-234	IGE 3100 – Interdisciplinary Perspectives: Capstone Seminar (GE Interdisciplinary Synthesis C3 or D4)
GE-011-234	IGE 2150 – A Sustainable Tomorrow: From Industrialization to Ethical Environmentalism (GE Sub-areas C2 and D1)

- GE-012-234 IGE 3200 – Mad Scientists and Aliens: Science and Technology in Popular Culture (GE Synthesis C3)
- GE-013-234 IGE 1200 – Faith, Passion, and Power: The Saga of the Ancient and Medieval Worlds (GE Sub-areas A2 and C2)
- GE-014-234 IGE 3500 – The Creative Process: Innovation and Transformation (GE Interdisciplinary Synthesis C3 or D4)

SENATE REPORTS FORWARDED TO PRESIDENT: (1)

AS-3046-234-AA Graduation Requirement Writing Assessment Requirement

PRESIDENT RESPONSES TO SENATE REPORTS: (0)

e. ASCSU Report

Senator Urey stated that there is no ASCSU report since they have not met since the last Academic Senate meeting.

f. Budget Report

The Budget Report is located on the Academic Senate website at <https://www.cpp.edu/senate/documents/packets/2023-24/10.18.23/23f-budget-report-for-october.pdf>.

Foundation Budget Meeting Overview presentation is located at <https://www.cpp.edu/senate/documents/packets/2023-24/10.18.23/budget-presentation-fy24.pdf> (please note that the transfer from PowerPoint to PDF left some of the letters on the slides off).

Senator Osborn reported.

The Budget Committee met with Jared Ceja, Chief Executive Officer, and Joanne Matthew, Chief Financial Officer, from Foundation (not to be confused with the Philanthropic Foundation) on October 11, 2023.

The Foundation, also known as, CPP Enterprise, is completely self-supporting and plays a critical role in student success by supporting a variety of on campus services, such as:

- Grant Expenditures of \$15 million (Federal), \$2 million (State and local government), \$1 million (For-Profit Organizations)
- Student Employment and Internships
- Direct Scholarships and regalia waiver.
- Instant Access Complete subsidy.
- Designated gift to the university (~\$1.85 million this year)

- Reimbursements to the university (~\$11 million) for building and grounds maintenance, bond payments, utilities, revenue share, etc.
- Grant post-award subsidies (~\$1.2 million for 2022-2023)

Senator Osborn stated that the committee would be meeting with Information Technology next. Their November meeting will be with President Coley and Chief of Staff, Nicole Hawkes.

g. [CFA Report](#)

The CFA Report is located on the Academic Senate website at <https://www.cpp.edu/senate/documents/packets/2023-24/10.18.23/cfa.pdf>.

CFA President Von Glahn reported.

Dr. Von Glahn stated that there will be a strike ready practice and informational picket on Tuesday, October 24th from 11:30 a.m. until 1:00 p.m. in the University Park. Lunch, tacos, will be served if you RSVP to the event, using the QR code on the flyer. This is not a job action; this is a U-hour activity.

This Saturday, October 21st, there will be an email to vote for authorization to strike. The best way to be taken seriously and avoiding a strike, is by being prepared. CFA President Von Glahn encouraged union members to vote. Obviously, the CFA is recommending voting for job action, but turnout as well as the vote will determine real strength. Only members can vote for job action, so it is recommended you join the union so your voice will be heard.

Bargaining is going into the fact-finding stage. Fact-finding is where one person from the CFA, one person from the CSU, and one neutral person come together and discuss the claims that each party is making. The CSU has said NO to things that are not monetary in nature, including parental leave and more equitable bathrooms. Right now, the CSU is holding steady on a 5% increase. The CFA's assertion is that there is plenty of money (approximately one billion dollars) in reserves. Fact-finding could go until the end of the month, then they write a report. After fact-finding there is a ten-day blackout period where there will be intense pressure on both sides to settle. If it is not settled at that time, the Chancellor's Office will impose its last, best, and final offer, and the CFA will already have had a strike authorization vote, and that is when the union can legally take job action. This will probably happen in the beginning of December. The CFA is bargaining for a General Salary Increase (GSI) that keeps up with inflation now.

h. [ASI Report](#)

ASI Senator Ilke Suzer and ASI Vice President Naman Pandadiya presented.

Senator Suzer updated the Academic Senate with regards to the student position on the tuition increase. ASI has discussed this issue with the California State Student Association (CSSA). Students are very interested in learning more about the FAFSA updates and financial aid access.

ASI Vice President Pandadiya stated that CSSA provided information about California General Education Transfer Curriculum (Cal-GETC) which would leave five (5) GE units open for each college. Each college would then have to determine what to do with those five (5) units; keep them open, offload to some heavy impact majors, etc.

Regarding the potential CFA job action, students are concerned with the impact of the strike and what is next. Will classes still be held? CFA President Von Glahn responded that if faculty are honoring the strike, there will be no classes. He added that a job action must be disruptive or there is no reason to have a strike. At this time there are no definitive answers to what will happen with the academic calendar if the strike happens.

Senator Suzer commented that students are interested in providing feedback about the post-COVID classroom environment. This does not just mean which modality is preferred, but could also mean providing feedback about grading policies and rubrics, etc.

Senator Urey thanked the ASI President and Vice President for their report. Senator Urey added that they should not map out the five (5) units from Cal-GETC because the ASCSU is really pushing back very hard on having that pattern applied to incoming freshmen. The original legislation was about a pathway from community college to the CSU but did not talk about changing GE breadth for all students.

i. [Staff Report](#)

The Staff Report is located on the Academic Senate website at https://www.cpp.edu/senate/documents/packets/2023-24/10.18.23/10.18.23-staff-report_revised.pdf.

Senator Valentine reported that the Hot Dog Caper is happening at the same time as the Great California Shakeout on Thursday, October 19. The Hot Dog Caper is 11:30 a.m. to 1:30 p.m. in the Bronco Commons.

The Great California Shakeout is to promote the importance of earthquake preparedness, CPP will participate in the Great California Shakeout and a campuswide evacuation drill on Thursday, Oct. 19. For the earthquake drill at **10:19 a.m.**, you should drop/lock, cover and hold for 60 seconds. Following this, at **11:50 a.m.**, there will be a campuswide evacuation drill.

3. [Academic Senate Committee Reports – Time Certain 3:45 p.m.](#)
 - a. [AP-008-223, New Self-Support Computer Science Global Access Certificate – SECOND READING](#)

The second reading for AP-008-223, New Self-Support Computer Science Global Access Certificate, is located on the Academic Senate website at <https://academic.cpp.edu/senate/docs/ap008223sr.pdf>.

Senator Small presented the report.

M/s to adopt AP-008-223, New Self-Support Computer Science Global Access Certificate.

Recommendation:

The Academic Programs Committee recommends approval of the Global Access Certificate Program in Computer Science.

Discussion:

This certificate program covers some of the pre-requisites need to pursue a graduate degree in Computer Science, The target audience is people who to pursue a graduate degree in Computer Science, but do not have a bachelor's degree, but through some combination of undergraduate course work and relevant work experience, would be plausible candidates for a master's in computer science.

There have been no comments received since the first reading.

The motion to adopt AP-008-223, New Self-Support Computer Science Global Access Certificate, passed unanimously.

- b. [AP-009-223, New State-Support Master of Science in Statistics and Applied Mathematics with a Statistics Option and an Applied Mathematics Option – **SECOND READING**](#)

The second reading for AP-009-223, New State-Support Master of Science in Statistics and Applied Mathematics with a Statistics Option and an Applied Mathematics Option, is located on the Academic Senate website at <https://academic.cpp.edu/senate/docs/ap009223sr.pdf>.

Senator Small presented the report.

M/s to adopt AP-009-223, New State-Support Master of Science in Statistics and Applied Mathematics with a Statistics Option and an Applied Mathematics Option.

Recommendation:

The Academic Programs Committee sees the value in this new program and recommends approval of the MS in Statistics and Applied Mathematics with a Statistics Option and an Applied Mathematics Option.

Discussion:

The Mathematics and Statistics Department have for a long time had one graduate program with four (4) different options. All the options are quite distinct from each other and under various Executive Orders it is no longer feasible to have that many options whose core courses do not have that much in common. The department took two options and kept them in the existing program with some modifications and split off two options into the new state-support program. Those are the Statistics and an Applied Mathematics Options. There are no real changes regarding resources.

There have been no comments received since the first reading.

The motion to adopt AP-009-223, New State-Support Master of Science in Statistics and Applied Mathematics with a Statistics Option and an Applied Mathematics Option, passed unanimously.

c. [AP-011-223, New Minor in Global Humanities – SECOND READING](#)

The second reading of AP-011-223, New Minor in Global Humanities, is located on the Academic Senate website at <https://academic.cpp.edu/senate/docs/ap011223sr.pdf>.

Senator Small presented the report.

M/s to adopt AP-011-223, New Minor in Global Humanities.

Recommendation:

The Academic Programs Committee recommends approval of the Minor in Global Humanities.

Discussion:

Senator Small stated that this proposal will need a minor amendment. The only comment received was a request to include a couple more courses; MU 4171: Theory, History, and Design of Musical Instruments, and PHL 4300: Ethics, Environment, and Society.

This is an interdisciplinary Humanities Minor that combines courses from the IGE program with various courses from other programs. The response during consultation was very favorable and the call for amendments and changes is a supportive call.

Senator Quinn made a motion to amend the proposal to add to courses to the electives; MU 4171: Theory, History, and Design of Musical Instruments, and PHL 4300: Ethics, Environment, and Society. There was a second. Senator Quinn added that the IGE program is very happy that there is support for the program, and the only comments have been other departments wanting to be involved.

The motion to amend the proposal with the two new courses passed unanimously.

M/s to adopt AP-011-223, New Minor in Global Humanities, with the amendment, passed unanimously.

d. [AP-010-223, New Minor in Sustainability Education– FIRST READING](#)

The first reading report for AP-010-223, New Minor in Sustainability Education, is located on the Academic Senate website at <https://academic.cpp.edu/senate/docs/ap010223fr.pdf>.

Senator Small presented the report.

M/s to receive and file AP-010-223, New Minor in Sustainability Education.

Recommendation:

The Academic Programs Committee recommends approval of the Minor in Sustainability Education.

Discussion:

Senator Small stated that this minor is in the same spirit as the new Minor in Global Humanities, from the standpoint that this is also an interdisciplinary program and the only feedback received to date was to include more courses.

The Liberal Studies department proposed this new Sustainability Education minor. The minor is 27 units with 12 units of core courses and 15 units of elective courses. The core courses were selected to provide students with interdisciplinary perspectives on sustainability. Students will then choose a suite of elective courses from three areas: (1) education, (2) scientific perspectives on sustainability, and (3) cultural and social perspectives on sustainability. These electives were chosen to strengthen students' knowledge of education, teaching, and sustainability by incorporating multiple disciplines. Thus, CPP students who pursue formal, informal, or nonformal education as a career will be prepared to serve California's diverse learners and communities, particularly those that have been historically marginalized in conversations about sustainability (e.g., AAPI, Black, Indigenous, Latino/Latina/Latinx, disabled, queer, and women-identifying).

Senator Gad asked if the committee had consulted with the College of Engineering since there is a minor in sustainability offered by that college. Senator Small responded that there are two layers of consultation. There is a message sent to all departments and all associate deans and in general, that message asks if they have any concerns about the proposed program. There was additional consultation with departments that had courses in the proposed minor.

e. [AP-012-223, Cyber Security Minor – FIRST READING](#)

The first reading report for AP-012-223, Cyber Security Minor, is located on the Academic Senate website at <https://academic.cpp.edu/senate/docs/ap012223fr.pdf>.

Senator Small presented the report.

M/s to receive and file AP-012-223, Cyber Security Minor.

Recommendation:

The Academic Programs Committee recommends approval of Cyber Security Minor.

Discussion:

This is a minor in the field of cyber security and is intended to help undergraduate students develop cyber security skills and knowledge. The minor consists of a series of courses that are designed to provide students with both the theoretical background and the practical skills necessary to compete for jobs in the cyber security field. The minor program will 1) offer a core foundation in cyber security that allows students to contribute to their communities at large in a responsible and ethical manner; and 2) engage students to work effectively as individuals or as team members in the professional practice of cyber security and show an understanding of contemporary cyber security issues.

The biggest concern encountered during consultation is that there are at least three (3) departments with concerns in cyber security and information security; Computer Science, Computer Information Systems, and Electrical and Computer Engineering. Senator Small added that he does not think anyone in those departments think this is a bad program to offer, there were just concerns whether this combination of courses was appropriate for this program. In the end it was determined that this combination of courses had a mix of very basic foundational material that anyone from any area of computer science would need to get into advanced courses specific to cyber security.

It was also discussed that the term cyber security is a broad banner and lots of departments have interest in this topic. If a department offers a program with cyber security in the name, are they precluding other departments from using the term in their programs. The AP Committee decided to look at a program proposal from a few years ago. Several years ago, when considering AP-011-189, a master's program in Information Security that elicited a similar controversy between the same departments, the AP Committee wrote in its report: "...the AP Committee strongly believes that if a topic is studied by people in multiple departments, then multiple departments should be able to offer programs focused on that topic and label their programs accordingly. This opinion was reinforced by input from multiple AP Committee members with expertise in interdisciplinary fields." That report was subsequently adopted by the Academic Senate, and the reasoning remains compelling and applicable in this dispute.

Senator Hanink asked for confirmation that this is a minor in the Computer Information Systems department, and even though it is an interdisciplinary field it is not an interdisciplinary minor. Senator Small confirmed that this is correct. Senator Hanink added that he understands that different disciplines may be interested in an interdisciplinary field, but for one discipline to then say this is a minor in the interdisciplinary field but is not an interdisciplinary minor. Senator Small responded that the committee did discuss this, but several years ago there was a precedence set with Information Security master's program which is also an interdisciplinary field. The CIS department has indicated that they would be very open through the regular curricular process to include electives, and possibly even core courses, from other departments.

f. [AP-033-212, Information Security Global Access Certificate – FIRST READING](#)

The first reading of AP-033-212, Information Security Global Access Certificate, is located on the Academic Senate website at <https://academic.cpp.edu/senate/docs/ap033212fr.pdf>.

Senator Small presented the report.

M/s to receive and file AP-033-212, Information Security Global Access Certificate.

Recommendation:

The Academic Programs Committee recommends approval of the new Self-Support Information Security Global Access Certificate.

Discussion:

This is a self-support offered by the CIS department for people who want some amount of training in information security through taking undergraduate courses. This program does not rise to the level of a degree program. This certificate program is a 12-credit certificate that would be completed within one year. The program aims to create learning opportunities for students and professionals to extend their knowledge in information security and expand their career opportunities through this focused educational program. Program participants will also benefit from the program in getting prepared for admission to the graduate program in Information Security at CPP or other institutions.

Senator Small added that discussing this proposal after the previous discussion on a cyber security minor is fortuitous, because this is another undergraduate level program with a small collection of courses that are in a somewhat related field with a name that describes a somewhat related area. It does show that it is possible for departments with overlapping expertise to offer their own perspectives on the subject.

Chair Kumar reminded everyone that for the first reading reports, there is an opportunity to provide feedback to the Academic Programs Committee prior to the second reading in November.

4. New Business

None

5. Old Business

None

6. Discussiona. Commencement Schedule Presentation

- Frances Teves - Interim Vice President, University Advancement
- Helen Yniguez - Director of Special Events & Projects
- Theresa Navar-Rodriquez - Event Specialist & Commencement Coordinator
- Melissa Riordan – Executive Director, Alumni and External Relations

The Commencement Schedule Presentation is located on the Academic Senate website at <https://www.cpp.edu/senate/documents/packets/2023-24/10.18.23/commencement-2024-academic-senate-10.18.23-final.pdf>.

Vice President Teves introduced herself and her team. She stated that the team had the opportunity to present to the Executive Committee on October 4, 2023 and answer some questions regarding the commencement schedule. Commencement is very student-centric and in the planning the team takes into consideration input from the student community. There is continued interest in making sure the ceremonies are held on the campus. Students have also expressed interest in keeping the ceremonies short. Students would like to cross the stage and ensure that the maximum number of tickets possible are available for family members.

Helen Yniguez stated that typically the commencement team starts to debrief and get any information provided during the year through emails, and meeting with different stakeholders. This typically starts about two (2) days after commencement ends. There was feedback from last year's commencement about going back to eight ceremonies from 12 ceremonies. After doing the investigation on 8 versus 12, the following findings were made:

- Less tickets would be available with eight (8) ceremonies, especially in the larger colleges.
- The ceremony length would be 2 to 3 ½ hours for each ceremony.
- There would be an increase in traffic and parking for the larger ceremonies,

The recommendation was to keep the number of ceremonies to twelve. Commencement will be returning to Friday afternoons after receiving feedback regarding the space for finals finishing, students who do not live in the area, and the availability of friends and family on the weekends. The following is the schedule for the 2024 commencement:

- Friday, May 17, 2024
 - 4:00 p.m. – Collins College of Hospitality Management

- 7:00 p.m. – Don B. Huntley College of Agriculture
- Saturday, May 18, 2024
 - 8:00 a.m. – College of Letters, Arts, and Social Sciences #1
 - 12:00 p.m. – College of Letters, Arts, and Social Sciences #2
 - 4:00 p.m. – College of Engineering #1
 - 7:00 p.m. – College of Engineering #2
- Sunday, May 19, 2024
 - 8:00 a.m. – College of Business Administration #1
 - 12:00 p.m. – College of Business Administration #2
 - 4:00 p.m. – College of Science #1
 - 7:00 p.m. – College of Science #2
- Monday, May 20, 2024
 - 8:00 a.m. – College of Environmental Design
 - 12:00 p.m. – College of Education and Integrative Studies

Ceremonies are scheduled to be 90-minutes with the following components:

- Processional
- National Anthem
- Dean's Welcome
- President's Speech
- McPhee(s) Speech
- Provost's Awards
- Conferral of Doctorates (CEIS only)
- Bachelors Conferral
- Closing Remarks
- Recessional

Commencement student registration and tickets will be available in spring.

Following the meeting with the Executive Committee, the following items were suggested, and the team has investigated them:

- Review and improve name reading process – the team had already started looking into this since this was big on the student request side.
- Review handshake options – the team is looking into what they can do for the handshakes this year.
- Photo opportunity at the line-up time – the team is looking at setting up different backgrounds so students and faculty can take pictures together.

The commencement team will be presenting to the University Leadership Council on October 19th and the ASI Senate on October 26th. The plan is to announce the commencement dates in late October or early November.

The following questions/comments/concerns were raised:

- Senator Adams stated about last year's ceremony that the distance between the photo opportunity and getting to the stage and getting ready with the QR code was very difficult for students to handle. Helen Yniguez responded that the entire front-end process, all connected to name reading is being envisioned.
- Can students have an alternative name read out loud during the ceremony? This is important to transgender students. Theresa Navar- Rodriguez answered that students can send an email to commencement@edu.cpp to let the team know what name is preferred. Please note that Ms. Navar-Rodriguez did state that she reaches out to the appropriate departments to get preferred names, but if there is a concern, please have the student email her.
- Senator Small stated that the best part of commencement was the faculty participation. Faculty used to line up and sit with the students, shake hands with the students, but now all of that is gone. Will faculty be able to march and sit and shake hands with students? Helen Yniguez responded that they are looking at handshake options. The Executive Committee did ask about handshakes and the center aisle. Ms. Yniguez responded that the center aisle is not an option because people in the aisle were blocking the cameras for the live stream. Currently, the team is looking at the best location that is not going to affect the cameras. That is why the term looking at the handshake option is being used, but handshaking will be brought back for 2024.

VP Teves added that there needs to be one approach across the board and not an approach for each college.

- Senator Suzer stated that last year as people were taking pictures at the ceremony, she was told they had to move because the next group was moving in, and it truly did not feel like there was enough time for pictures. Is there another opportunity to take additional pictures? The response was that the Rose Garden is always recommended. The team is also looking at installing photo locations, so when the area is cleared out for the safety protocols there are additional locations.
- ASI Vice President Pandadiya stated that there was a little confusion last year on when to go and the student support volunteers were wonderful. Is there the possibility of getting more volunteers to help with traffic flow and information. The entire team nodded their heads yes. Ms. Yniguez stated that she will work with the ASI office and there are paid jobs that students can apply for. The team also works with most of the student clubs on the campus to get student workers for commencement.
- Senator Suzer asked if all faculty are on the seating arrangement or is there a procedure for that? Helen Yniguez responded that that is worked out within the colleges, each college has their own plan,

The October 18, 2023 Academic Senate Meeting adjourned at 4:22 p.m.