

# CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

## FACULTY SENATE EXECUTIVE COMMITTEE

### MINUTES

Tuesday, September 3rd, 2024, 2-4 PM

**Members Present:** Jordan Fullam, Zachary Powell, Lúa López, Mark Groen, John Reitzel, Jacqueline Coyle-Shapiro, Ece Algan, Donna Garcia, Beth A. Steffel, Tomas Morales, Rafik Mohamed

**Guests Present:** David Marshall

1. Call to Order
2. [Review of Faculty Senate Meeting Minutes 05-07-2024](#)
3. Approval of Agenda
4. Appointments
  - 4.1. High Impact Practices (HIPS) Committee - 1 Position, CNS (2024-2026)
    - 4.1.1. [Sally McGill](#) (CNS)
    - 4.1.2. [Anna Zelaya](#) (CNS)
      - 4.1.2.1. Sally McGill was appointed to the High Impact Practices (HIPS) Committee.
  - 4.2. Academic Freedom Committee 1 Position, CAL
    - 4.2.1. [Guillermo Aviles-Rodriguez](#) (CAL)
    - 4.2.2. [Ahlam Muhtaseb](#) (CAL)
      - 4.2.2.1. Ahlam Muhtaseb was appointed to the Academic Freedom Committee.
  - 4.3. Academic Freedom Committee 1 Position, CNS
    - 4.3.1. [Terezie Tolar-Peterson](#) (CNS)

4.3.2. [Codi Lazar](#) (CNS)

4.3.2.1. Postponed to next meeting.

4.4. RPT Task Force Committee

4.4.1. [Terezie Tolar-Peterson](#) (CNS)

4.4.2. [Angela Horner](#) (CNS)

4.4.2.1. Terezie Tolar-Peterson and Angela Horner were appointed to the RPT Task Force Committee.

4.5. Palm Desert Campus Student Engagement Committee

4.5.1. [Warren Forbes](#) (CNS)

4.5.1.1. Warren Forbes was appointed to the Palm Desert Campus Student Engagement Committee.

4.6. Distance Education Policy Survey Committee (CSBS)

4.6.1. [John Reitzel](#) (CSBS)

4.6.1.1. John Reitzel was appointed to the Distance Education Policy Survey Committee (CSBS)

4.7. Distance Education Policy Survey Committee (CAL)

4.7.1. [Chad Sweeney](#) (CAL)

5. Communication/Information Items

6. Old Business

7. New Business

7.1. Meeting Agreements and Expectations: Recording, AI Summaries, Reports, Attendance (Chair Fullam)

7.1.1. Chair Fullam acquired consent to record Executive Committee

Meetings and share AI-Generated summaries using Zoom.

- 7.1.2. Chair Fullam stated that verbal reports would be acceptable for Executive Committee meetings, and would be reflected in meeting notes.
- 7.1.3. Chair Fullam mentioned that President Morales requested Chief of Staff Brian Haddock to attend meetings on his behalf if he is unable to do so. The Faculty Senate Constitution allows it.
- 7.1.4. President Morales stated that he is committed to attendance, and the Executive Committee approved this request.

7.2. [Resolution: Statement of Shared Values and Norms](#) (Chair Fullam)

- 7.2.1. The Executive Committee agreed to assign Senator Coyle-Shapiro and Senator Lopez to paraphrase and rework the document to present to the Faculty Senate.

7.2.2. [Proposed Assembly Rules](#) (Vice Chair Powell)

- 7.2.2.1. Vice Chair Powell proposed assembly rules to govern debate.
- 7.2.2.2. The Executive Committee suggested timers to facilitate long discussions, and less rigidity in the rules so as not to stifle or discourage discussion. Abstention votes were clarified to be used only in the case of conflicts of interest. Chair Fullam suggested that “abstain” should not be included as an option on the Zoom poll so that the majority is calculated in accordance with Robert’s Rules; members can abstain by closing the ballot without making a selection.
- 7.2.2.3. Vice Chair Powell agreed to take the feedback and revise the proposed rules.

7.3. Review of SPT Survey Results (Vice Chair Powell)

7.3.1. [SPT Survey Results](#)

7.3.2. [SPT Survey Results \(Void\)](#)

7.3.2.1. The Executive Committee discussed the issues that arose last year around the SPT survey, resulting in confusing and incorrect data.

7.3.2.2. The Executive Committee agreed to have Senator Powell present the results to the Faculty Senate and to propose to redo the vote during the Fall quarter.

8. President's Report

8.1. President Morales expressed support for the Honors Program and the changes in the program.

9. Provost's Report

9.1. [FAM 641.40 Recruitment and Review of Non-MPP Positions and FAM 871.4 \(Teaching Resource Center\) Memorandum](#)

9.2. Provost Mohamed stated that the Honors program was under revision and expressed support.

10. Chair's Report

10.1. Chair Fullam stated that he will be running a workshop in collaboration with the FCE titled "Shared Governance in Action," on October 24, to Explore Robert's Rules and promote efficient meetings in and out of the Senate.

11. FAC Report

11.1. [Ethnic Studies Department RPT Guidelines](#) (FAC Chair Groen)

11.1.1. Not discussed.

12. EPRC Report

### 13. Statewide ASCSU Report

**3:00 - 3:30 Time Certain: David Marshall - University Honors Program**

- [Program Self-Study Report](#)
- [External Review Response](#)
- [Final Report](#)
  - Guest David Marshall presented changes in the University Honors program regarding admissions, expanding their service areas, and mentoring students.
  - Guest David Marshall noted that there has been a decline in staff, difficulties with budgeting, and struggling to execute an assessment system for honors. Furthermore, the Honors program has little connection to University Deans, which is uncommon for an honors program.
  - FAM 842.4 Policy on the Honors Program was referred to the EPRC for revision.

Adjournment (4:00 PM)