

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE EXECUTIVE COMMITTEE
MINUTES

February 10, 2026

Members Present: Beth A. Steffel, Donna Garcia, Ece Algan, Jacqueline Coyle-Shapiro, John Reitzel, Jordan Fullam (Chair), Katherine Hartley, Lúa López Perez, Rafik Mohamed, Zachary Powell.

Member Absent: Tomás Morales.

1. Call to Order at 2:00pm.
2. Approval of Minutes
3. Review of Minutes
 - 3.1. [Faculty Senate Meeting Minutes, 2-3-26](#)
 - 3.1.1. The minutes were reviewed.
4. Communication/Information Items
5. Consent Items
6. Approval of Agenda
 - 6.1. The agenda was approved.
7. Unfinished Business
 - 7.1. Letters of Reprimand: Required Training
 - 7.1.1. John Reitzel and Jacquelyn Coyle-Shapiro will draft a proposal to:
Standardize a campus-wide training deadline. Establish a clear
early-warning notification process prior to reprimands. Clarify
timeline and consequences for non-compliance.

- 7.1.2. Proposal to be brought back to the EC for review before forwarding to administration.

8. New Business

8.1. [FAM 827.3 Distance Education Policy](#) (EPRC)

- 8.1.1. EC approved technical amendments to align hybrid percentage language (including revisions to Sections 16A, 16B, and 16C).
- 8.1.2. John Reitzel to provide a clean version to Provost Mohamed and President's Office.
- 8.1.3. Provost Mohamed to review and notify EC of any concerns.
- 8.1.4. Item approved for placement on the March 3, 2026 Senate Agenda (Second Read).

8.2. [Petition for Discontinuance of MA in English/Language Arts \(WCOE\)](#)

- 8.2.1. Jordan Fullam will issue a call within the College of Education for a representative to serve on the PDM Committee (must not be from affected department).
- 8.2.2. Upon appointment, the petition will be referred to the existing PDM Committee for review.

8.3. [FAM 841.97 Graduate Writing Requirement](#)

- 8.3.1. Item referred to EPRC for review in light of updated Chancellor's Office policy potential compliance implications.
- 8.3.2. EPRC to determine whether to void or revise the FAM and report back.

8.3.3. [CO GVAR Update](#)

- 8.3.3.1. Referred to EPRC in conjunction with FAM 841.97 review.

8.4. FAM 612.4 Title and Status of Retired Instructional Faculty, Librarians, and Student Services Professionals

8.4.1. [MARKED](#)

8.4.2. [CLEAN](#)

8.4.2.1. Amendment approved to clarify inclusion of associate professors under eligibility language.

8.4.2.2. Donna Garcia to verify compliance with the CBA regarding inclusion of associate professors.

8.4.2.3. Item approved for placement on the March 3, 2026 Senate Agenda (First Read).

8.5. FAM 642.4 Recruiting and Appointment of Tenure-Line Faculty

8.5.1. [MARKED](#)

8.5.2. [CLEAN](#)

8.5.3. FAC to:

8.5.3.1. Clarify language regarding unofficial vs. official transcripts.

8.5.3.2. Verify accreditation (WSCUC) requirements regarding degree documentation.

8.5.3.3. Confirm documentation retention requirements for reference checks (consult HR/FAD).

8.5.3.4. Revisit language regarding dean authority in candidate selection.

8.5.3.5. Correct identified typographical errors.

8.5.4. Revised policy to return to EC prior to advancement.

8.6. FAM 854.34 Research Scholarly and Creative Activities Committee

8.6.1. [MARKED](#)

8.6.2. [CLEAN](#)

8.6.3. Policy approved for placement on the March 3, 2026 Senate Agenda (First Read).

9. Vice Chair's Report
 - 9.1. [Senator Allocation](#)
 - 9.1.1. College of Education gains one additional Senate seat.
 - 9.1.2. Zachary Powell to:
 - 9.1.2.1. Launch Spring Senate elections by approximately March 1.
 - 9.1.2.2. Conduct Lecturer Electorate election and ASCSU-related elections (aligned with April 1 reporting requirement).
 - 9.1.2.3. Continue notifying individuals with expiring Senate and committee terms.
10. President's Report
 - 10.1. No report from the president.
11. Provost's Report
 - 11.1. EC will place a discussion item on the next meeting agenda to consider procedures and expectations regarding Senate decorum and leadership responsibilities in maintaining respectful dialogue.
12. Chair's Report
 - 12.1. Chair will:
 - 12.1.1. Remind Senators at the next Senate meeting of established rules of decorum and order.
 - 12.1.2. Add Senate decorum procedures to the next EC agenda for further discussion.
13. FAC Report
14. [EPRC Report](#)
15. [Academic Senate of the California State University \(ASCSU/Statewide Senate\) Senators' Report](#)
16. Discussion Items

16.1. Deferred to the next meeting (Senate decorum procedures).

The meeting was adjourned at 4:16 PM.