

CALIFORNIA STATE UNIVERSITY, LOS ANGELES  
ACADEMIC SENATE MINUTES  
April 30, 2013

ASM 12-18  
Approved May 7, 2013

L. Antezana, M. Auwal, C. Eggleston, D. Fazzi, J. Goodrich, B. Guzman, J. Hatfield,  
J. Henderson, E. Moss, T. Nguyen, J. Ramirez, V. Villa

ABSENT

L. Andre-Bechely, L. Judson, S. Ulanoff, N. Warter-Perez, M. Wild

EXCUSED ABSENCE

Chair Baaske convened the meeting at 1:36 p.m.

1. 1.1 The Chair's Announcements:

ANNOUNCEMENTS

- 1.1.1 There is a change to the Senate membership for the College of Natural and Social Sciences. For the remainder of the Spring Quarter, Xin Wen, Department of Chemistry and Biochemistry, will be replacing Elizabeth Miller as the alternate for Michael Soldatenko who is serving as a Senator-at-Large.
- 1.1.2 At the Executive Committee meeting on April 17, 2013, it was m/s/p to approve by Executive Action the recommendation of the Faculty Policy Committee to delete the policy on the Meritorious Performance and Professional Promise Program from Chapter VIII of the Faculty Handbook. A copy is included in your agenda package for today. This action will stand approved at the close of business today, unless there is a request to agendaize it.
- 1.1.3 I am pleased to report that Carlos Gutierrez, Department of Chemistry and Biochemistry, has been elected to serve as a Senator-at-Large for a three-year term ending Summer, 2016.
- 1.1.4 I am also pleased to report that the Academic Senate has elected Frank Gomez, Department of Chemistry and Biochemistry, to serve on the Ad Hoc Advisory Selection Committee for the Dean of Engineering, Computer Science, and Technology.
- 1.1.5 Surveys to gather Faculty Perceptions of Administrators have been distributed via e-mail to all tenured and tenure-track faculty. Faculty response to this survey will form the basis of a report produced by the Executive Committee. Please take a few minutes to complete the survey before the May 6<sup>th</sup> deadline.
- 1.1.6 The 32<sup>nd</sup> Annual Pat Brown Institute of Public Affairs Awards Dinner, Salute to Education, will be held on Thursday, May 23<sup>rd</sup>, at the Millennium Biltmore Hotel, at 7:30 p.m. The honorees this year include President Rosser, Erika Glazer of the Ericka J. Glazer Family Scholarship Fund and Veronica Marquez, the 2012 California Teacher of the Year. I will be representing the Senate at this event.
- 1.1.7 Following is the response from Provost Vaidya to the questions raised by Senator Porter at the Academic Senate meeting on January 29, 2013:

*Question:*

Given that: The University prominently states in its mission that innovative education opportunities for our students include research, and research is part of the requirements for promotion and tenure for full time faculty members, and Article 20.3.b from the CSU/CFA Bargaining Agreement from October 2012 states that in the assignment of faculty workload, consideration shall be given to research, student teacher supervision, and thesis supervision as much as for substantive changes in instructional methods and service on a University committee,

- How does the administration specifically expect students to experience research on our campus if there is no assigned time for faculty to conduct

ANNOUNCEMENTS (*Continued*)

research or supervise students in research?

- What is the justification of the administration to not include research and supervision of students engaged in research as explicitly part of faculty work load?

*Response:*

The administration does not determine the range of research, scholarship, and creative activity (RSCA) experiences that faculty provide for students. Furthermore the CSU does not provide funds to support faculty and student engagement in RSCA except for \$2.5 million in the General Fund provided for RSCA by the system. The Chancellor's Office however, has not allocated this fund for the past two years.

Nevertheless, the University has funded RSCA using the University's Reserve. For 2013-14, the President is stipulating that \$150,000 from Lottery funds and \$150,000 from the University Reserve will be made available and will serve to augment any RSCA funding from the Chancellor's Office with particular emphasis on student involvement in RSCA.

Student engagement with RSCA occurs at Cal State L.A. in several ways – through regular class assignments (research papers, projects, theses, etc.); through grants and contracts obtained by faculty; through internships, service learning activities and other experiential learning activities; through supporting student travel to professional meetings and CSU systemwide competitions; and through University Centers and Institutes.

Faculty at Cal State L.A. support and facilitate student engagement with RSCA through direct and indirect instructional activities. Faculty with grants and contracts also support students in RSCA.

The University provides support for faculty to enable student engagement with RSCA in the following ways:

- The RSCA Awards Program.
- Through cost-sharing and in-kind contributions from research grants and other sponsored projects.
- Supporting student travel to professional meetings.
- Funding support units such as the Office of Graduate Studies and Research, Office of Research Development, Animal Care, the Office of Community Engagement, CETL, and the University Library.
- Support of Centers and Institutes that engage in and promote RSCA
- \$1500 per permanent faculty member for professional development.
- Through annual memberships in system-wide consortia such as CSUPERB, COAST, Summer Arts, etc.

Regarding your second question, faculty workload is addressed by the Collective Bargaining Agreement (CBA) and not by the administration. Under the CBA, the professional responsibilities of faculty members include RSCA, which contributes to their currency, and the contributions made within the classroom and to their professions. The CBA also specifies that these professional responsibilities are fulfilled by participation in conferences and seminars, through academic leaves and sabbaticals that provide additional opportunities for scholarship and preparation, and through a variety of other professional development activities. While the University does not receive separate funding to support these activities, they may be taken into account when assigning workload.

1.2 The Vice Chair's Announcements:

Kristiina Hackel, Department of Television, Film and Media Studies, has accepted appointment by the Nominations Committee to serve as an alternate for Gar Culbert on the Fiscal Policy Committee for the remainder of the Spring Quarter.

ANNOUNCEMENTS (*Continued*)

2. None.

INTENT TO RAISE QUESTIONS

3. It was m/s/p (Hunt) to approve the minutes of the meeting of April 23, 2013 (ASM 12-17.

APPROVAL OF THE MINUTES

4. It was m/s/p (Peterson) to approve the agenda.

APPROVAL OF THE AGENDA

5. Chair Baaske presented his report and responded to questions.

SENATE CHAIR'S REPORT

6. It was m/s/ (Peterson) to approve the recommendation (12-26).

PROPOSED POLICY MODIFICATION: GRADE APPEALS/ACADEMIC GRIEVANCE POLICY, FACULTY HANDBOOK, CHAPTER V (12-26) *First-Reading*

7. 7.1 It was m/s/ (Peterson) to amend document 12-21 as follows:

PROPOSED POLICY: ACADEMIC SENATE CSU SUBSTITUTES AND ALTERNATES, FACULTY HANDBOOK, CHAPTER II (12-21) *Second-Reading Forwarded to the President*

NO MORE THAN TWO WEEKS AFTER THE ELECTION OF THE A CSULA REPRESENTATIVES TO THE ACADEMIC SENATE OF THE CALIFORNIA STATE UNIVERSITY, EACH ASCSU SENATOR SHALL NOMINATE AN ALTERNATE ***SUBSTITUTE TO SERVE IN THE EVENT A SENATOR IS UNABLE TO ATTEND A STATEWIDE SENATE MEETING DURING FOR THE YEAR. PERSONS NOMINATED AS ALTERNATES SUBSTITUTES MUST BE CURRENT OR PAST SENATORS. THE ALTERNATES SUBSTITUTES MUST WILL BE CONFIRMED RANK ORDERED BY THE FULL ACADEMIC SENATE; IF A NOMINATION IS REJECTED BY THE SENATE, THE SENATOR MUST SUBMIT ANOTHER NAME.***

WHEN A SENATOR IS UNABLE TO ATTEND AN ASCSU MEETING OR OTHER ACTIVITY, THE ALTERNATE ***FIRST SUBSTITUTE*** SHOULD ATTEND INSTEAD. IF THE ALTERNATE ***FIRST SUBSTITUTE*** IS NOT AVAILABLE, THE SENATOR MAY REQUEST ONE OF THE OTHER ALTERNATES ***WILL FOLLOW THE LIST OF SUBSTITUTES TO SUBSTITUTE FIND SOMEONE ABLE TO ATTEND. IF NO ALTERNATE SUBSTITUTE IS AVAILABLE, AND THERE IS NOT SUFFICIENT TIME FOR A VOTE OF THE FULL SENATE TO ELECT A SUBSTITUTE, A CURRENT CSULA SENATOR WILL BE SELECTED BY THE SENATE EXECUTIVE COMMITTEE (OR THE VICE CHAIR OF THE SENATE OR DESIGNEE SHALL TO SERVE AS THE SUBSTITUTE).***

IF FOR ANY REASON A VACANCY OCCURS IN THE A STATEWIDE ACADEMIC SENATE SENATOR POSITION AND THERE IS LESS THAN ONE YEAR REMAINING, THE VACANCY WILL BE FILLED BY AN ELECTION WITHIN THE FULL ACADEMIC SENATE. IF THE VACANCY HAD MORE THAN ONE YEAR REMAINING TO BE SERVED, THERE WILL BE A GENERAL FACULTY ELECTION ***IS UNABLE TO COMPLETE A PORTION OF THEIR SENATE TERM, THE VACANCY WILL BE FILLED USING THE RANK ORDERED LIST OF ALTERNATES FROM THE MOST RECENT ELECTION FOR STATEWIDE SENATOR. IF NO ALTERNATE IS AVAILABLE, A NEW ELECTION WILL BE CONDUCTED FOR THE STATEWIDE SENATE POSITION.***

7.2 It was m/s/ (Cleman) to amend the first sentence of the Peterson amendment by deleting A SUBSTITUTE and inserting ***A MINIMUM OF TWO SUBSTITUTES.***

PROPOSED POLICY: ACADEMIC  
SENATE CSU SUBSTITUTES AND  
ALTERNATES, FACULTY HANDBOOK, CHAPTER II (12-21)

(Continued)

PROPOSED POLICY MODIFICATION:  
FINAL EXAMS, FACULTY HANDBOOK,  
CHAPTER IV (12-22)

*Second-Reading*

*Forwarded to the President*

- 7.3 The Chair read the first sentence as amended back to the Senate, and it was agreed by consensus to further amend the sentence by deleting the words NO MORE THAN TWO WEEKS AFTER THE ELECTION OF A CSULA REPRESENTATIVE TO THE ACADEMIC SENATE OF THE CALIFORNIA STATE UNIVERSITY and inserting the words EACH YEAR, and inserting CSULA before “Academic Senate CSU Senator.”
- 7.4 The motion was approved.
- 7.5 The recommendation was APPROVED as amended (12-21). Copies of the document are available in the Senate Office.
8. 8.1 It was m/s/p (Classen) to substitute the following language for document 12-22:
- COURSE ACTIVITY, INCLUDING ASSESSMENTS, SHALL CONTINUE THROUGH THE WEEK DESIGNATED FOR FINAL ASSESSMENTS. FINAL EXAMINATIONS, IF REQUIRED BY THE INSTRUCTOR, WILL BE GIVEN AT TIMES PUBLISHED IN THE ON-LINE SCHEDULE OF CLASSES. ONCE ESTABLISHED, THE FINAL EXAMINATION TIME SCHEDULED MAY NOT BE CHANGED UNLESS THE DEPARTMENT/DIVISION CHAIR OR SCHOOL DIRECTOR APPROVES THE CHANGE AND THE APPROPRIATE DEAN IS NOTIFIED. STUDENT EXCEPTIONS IN TIME OR PLACE OF THE FINAL EXAM PERIOD ARE WITHIN THE INSTRUCTOR’S DISCRETION. AN INSTRUCTOR MAY NOT SHORTEN THE ACADEMIC QUARTER BY SCHEDULING AN IN-CLASS OR ON-LINE FINAL EXAMINATION OR ITS EQUIVALENT BEFORE THE WEEK SCHEDULED FOR FINAL EXAMINATIONS. WHEN THE FINAL EXAMINATION IS TO BE A TAKE-HOME EXAMINATION, IT SHALL BE DUE NO EARLIER THAN THE DAY SCHEDULED FOR THE FINAL EXAMINATION IN THAT CLASS. DEPARTMENT/DIVISION CHAIRS OR SCHOOL DIRECTORS AND THE DEANS OF EACH COLLEGE SHALL BE RESPONSIBLE FOR ENSURING THAT THIS POLICY IS FOLLOWED.
- 8.2 Senator Bernal indicated that the substitute motion included the phrase “and the appropriate dean is notified” which was an amendment that was defeated the last time the document was before the Senate.
- 8.3 The phrase “and the appropriate dean is notified” was removed from the motion.
- 8.4 It was m/s/f (Klein) to amend the first sentence of the motion by deleting the word assessments and inserting the word EVALUATIONS after the word “final.”
- 8.5 Debate continued and Senator Benedict suggested amending the first sentence by deleting the word assessments and inserting the word EXAMINATIONS.
- 8.7 Senator Benedict’s suggested was accepted as a friendly amendment.
- 8.8 It was m/s/p (Peterson) to amend the penultimate sentence of the motion by inserting the words OR A FINAL PROJECT IN LIEU OF AN EXAMINATION after the words “take-home examination.”
- 8.9 It was m/s/p (Hunt) to reconsider the motion to add the words AND THE APPROPRIATE DEAN IS NOTIFIED that was defeated the last time the document was before the Senate.
- 8.10 It was m/s/p (Hunt) to amend the third sentence of the motion by inserting the Words AND THE APPROPRIATE DEAN IS NOTIFIED after the word “change.”

- 8.11 It was m/s/ (Peterson) to amend the motion by inserting the following statement before the last sentence: FINAL EXAMINATIONS IN ON-LINE CLASSES SHALL BE DURING THE SCHEDULED FINAL EXAMINATION WEEK.
- 8.12 Debate ensued.
- 8.13 The Peterson motion was withdrawn.
- 8.14 It was m/s/p (Whitcomb) to amend the first sentence of the motion by deleting the words including assessments.
- 8.15 The recommendation was APPROVED as amended (12-22). Copies of the document are available in the Senate Office.
- 9. It was m/s/p (Peterson) to adjourn at 3:08 p.m.

PROPOSED POLICY MODIFICATION: FINAL EXAMS, FACULTY HANDBOOK, CHAPTER IV (12-22)  
(Continued)

ADJOURNMENT