

# SAN JOSÉ STATE UNIVERSITY ACADEMIC SENATE

2022/2023

Agenda

February 27, 2023/2:00 to 5:00 pm

In Person

ENGR 285/287

- I. **Call to Order and Roll Call:**
- II. **Land Acknowledgement:**
- III. **Approval of Minutes:**  
*Senate Minutes of December 5, 2022*
- IV. **Communications and Questions:**
  - A. From the Chair of the Senate
  - B. From the President of the University
- V. **Executive Committee Report:**
  - A. *Minutes of the Executive Committee –  
Executive Committee Minutes of November 21, 2022  
Executive Committee Minutes of January 30, 2023*
  - B. Consent Calendar –  
*Consent Calendar of February 27, 2023*
  - C. Executive Committee Action Items –
- VI. **Unfinished Business:**
  - Professional Standards Committee (PS):  
*AS 1842, Sense of the Senate Resolution, In Opposition to  
the Exclusion of Faculty Early Retirement Program Faculty  
From Pandemic Compensation (Final Reading)*
- VII. **Policy Committee and University Library Board Action Items (In rotation):**
  - A. University Library Board (ULB):
  - B. Instruction and Student Affairs Committee (I&SA):
  - C. Professional Standards Committee (PS):  
*AS 1844, Amendment I to University Policy S15-8,  
Retention, Tenure, Promotion for Regular Faculty  
Employees; Criteria and Standards (First Reading)*  
  
*AS 1845, Amendment K to University Policy S15-7,  
Retention, Tenure, Promotion for Regular Faculty  
Employees; Procedures (First Reading)*

- D. Curriculum and Research Committee (C&R):  
***AS 1846, Amendment B to University Policy S19-3,  
University Writing Requirements/Guidelines, University  
Writing Committee (Final Reading)***
  
- E. Organization and Government Committee (O&G):  
***AS 1843, Amendment B to University Policy S16-1, Faculty  
Athletics Representative (FAR) (First Reading)***

**VIII. Special Committee Reports:**

**IX. New Business:**

**X. State of the University Announcements:**

- A. Chief Diversity Officer
- B. SJSU Faculty Trustee (by standing invitation)
- C. Statewide Academic Senators
- D. Provost
- E. Associated Students President
- F. Vice President for Administration and Finance
- G. Vice President for Student Affairs

**XI. Adjournment**

**2022-2023 Academic Senate Minutes  
February 6, 2023**

I. The meeting was called to order at 2:00 p.m. and roll call was taken by the Senate Administrator. Forty-four Senators were present.

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|---|---|
| <b>Ex Officio:</b><br>Present: Rodan, Chuang, McKee<br>Absent: Curry, Van Selst                             | <b>CHHS Representatives:</b><br>Present: Sen, Smith, Chang, Baur<br>Absent: None                            |
| <b>Administrative Representatives:</b><br>Present: Teniente-Matson, Day, Del Casino, Bryant<br>Absent: Faas | <b>COB Representatives:</b><br>Present: Chen<br>Absent: None  |
| <b>Deans / AVPs:</b><br>Present: d'Alarcao, Kaufman<br>Absent: Ehrman, Meth                                 | <b>COED Representatives:</b><br>Present: Mathur, Muñoz-Muñoz<br>Absent: None                                |
| <b>Students:</b><br>Present: Saif, Treseler, Maldonado, Herrlin, Sheta, Chadwick<br>Absent: None            | <b>ENGR Representatives:</b><br>Present: Kao, Wong, Sullivan-Green<br>Absent: None                          |
| <b>Alumni Representative:</b><br>Absent: Vacant   | <b>H&amp;A Representatives:</b><br>Present: Khan, Frazier, Kataoka, Lee, Riley<br>Absent: Han               |
| <b>Emeritus Representative:</b><br>Present: Jochim  | <b>COS Representatives:</b><br>Present: French, Muller, Shaffer<br>Absent: Andreopoulos                     |
| <b>Honorary Representatives:</b><br>Present: Peter, Lessow-Hurley<br>Absent: Buzanski                       | <b>COSS Representatives:</b><br>Present: Sasikumar, Haverfield, Pinnell, Raman, Gomez, Hart<br>Absent: None |
| <b>General Unit Representatives:</b><br>Present: Masegian, Flandez<br>Absent: Monday, Higgins               |   |

II. **Land Acknowledgement:** Senator Hojeong Lee presented the Land Acknowledgement.

III. **Approval of Academic Senate Minutes–**  
 The Senate Minutes of December 5, 2022 were approved as amended (38-0-2).

IV. **Communications and Questions –**  
**A. From the Chair of the Senate:**

Chair McKee welcomed all Senators to the first in-person Senate meeting in nearly three years, and wished everyone a Happy New Year and Happy Lunar New Year.

Chair McKee acknowledged the passing of former SJSU Provost and the current President of the University of Northern Colorado, Andy Feinstein's son who was killed recently in a tragic avalanche.

She also remembered the beating of Tyre Nichols on January 7<sup>th</sup> by Memphis police, and the victims of the January 21<sup>st</sup> shooting in Monterey Park.

The Senate acknowledged these losses and others, including any personal losses, with a moment of silence.

This is Black History Month and the theme is Black Resistance.

Chair McKee reminded everyone the Senate Retreat is on February 17, 2023 from 9:30 a.m. to noon in zoom and the topic is "The Future of the Senate." Senate Vice Chair Sasikumar will be in touch with everyone.

Chair McKee commented that the Senate bylaws require that any seat changes be reported to the full Senate. She recognized AVC Kataoka. AVC Kataoka reported changes in Senate seats for the upcoming year (as calculated by the Senate Administrator and verified by the AVC in accordance with Senate bylaws.) There will be an increase of 1 seat in the College of Business from 2 seats to 3 seats. There will be a decrease of 1 seat in both the College of Health and Human Services (from 4 seats to 3 seats) and the College of Social Sciences (from 6 seats to 5 seats). The total number of faculty seats is 36. Faculty seats must be twice as many as all other seats combined (18 seats x 2). After ex officio seats are removed (Chair, Past Chair, 3 CSU Statewide Senators) you have the total number of seats that will be available. This year we had no past chair (there is no Past Chair the second year of a Chair's term) so the total number of elected faculty seats this year increased to 32, whereas next year there will be a Past Chair and the number of elected faculty seats will return to 31. This in addition to changes in the FTEF in each college and General Unit is what has resulted in the seat changes for next year.

Chair McKee announced that she was going to bring up an issue only because it had to do with her running of the Senate meetings as Senate Chair in Spring 2023. In Fall 2021, as most of you will remember, Chair McKee had Sepsis and had to take a leave of medical absence the following semester.

Sepsis happens when you have an infection that causes a chain reaction in the body and becomes a systemic blood infection. Chair McKee was very fortunate in her outcome. Forty percent of people that develop Sepsis in the U.S. die.

There is a medical phenomenon called Post-Sepsis Syndrome. It can last between 6 to 18 months and sometimes much longer. Its symptoms vary from person-to-person. In Chair McKee's case she tires more easily and her balance is affected. Thus you may see her sit for awhile during a 3-hour meeting. Also, when she tires her speech becomes less crisp. You may notice these things. That said, Chair McKee feels well and appreciates the Senate's understanding.

Chair McKee welcomed Senator and President Cynthia Teniente-Matson.

**B. From the President:**

President Teniente-Matson thanked Chair McKee for sharing her personal story and being a role model for us.

President Teniente-Matson welcomed everyone and said she had now been at SJSU for 16 days, but is very excited.

The President started her journey here by speaking with as many people as she can. She acknowledged Senator and AS President Chuang and said speaking with students and being available to them was a priority for her. She wants students to know who she is and that she is accessible to them. She also tells them she is a first-generation college graduate that came from humble beginnings. It is our number one priority to ensure that our students are safe, healthy, and have a positive experience, while they are with us. This applies to faculty and staff as well.

President Teniente-Matson thanked Chair McKee for acknowledging Black History month. This is very important for students and she encouraged Senators to go out and join students in their celebrations this month.

President Teniente-Matson has spoken with the Spartan Daily and intends to meet with them routinely so she can hear about what is going on in the newsroom. This is part of her strategy to meet and greet as many people as possible. President Teniente-Matson is committed to SJSU continuing to be a model of inclusive excellence and social justice.

President Teniente-Matson participated in the opening of the Alexander Exhibit. It is a beautiful reflection on the importance and significance of the Black community.

Earlier in the month President Teniente-Matson went to a Board of Trustees's (BOT) meeting to present the Alquist project. We received approval to proceed with the next steps, which are to go out for general solicitations. Our long-term strategy is all about affordability. We hope to bring that back to the BOT this summer. We are moving in the right direction.

President Teniente-Matson has been meeting people in the community, and recently attended the inauguration of Supervisors Ellenberg and Chavez. She also attended the San José mayoral inauguration. These were all very inclusive events. We need to continue to work with our elected officials as we move forward into the future.

President Teniente-Matson met some of the faculty on her first visit to SJSU where there was a full day training going on and there were some executives there. The President listened to their reflections on the importance of the work being done at SJSU, and the significance of our students. They spoke about the Internship Program and what they are looking for from SJSU which is not only an excellent academic partner, but one that values inclusive leadership and inclusive excellence in the students that we are producing from our institution.

President Teniente-Matson commented that there are a couple of key areas she will be focusing on. One of these areas is enrollment. The CSU BOT will be looking at a new model for both enrollment and allocations. Although this is not the purpose of today's meeting, the President gave the highlights. Enrollment is a critical initiative from the Chancellor directly to President Teniente-Matson. The President and her cabinet will be examining how they look at enrollment both today and in the future.

President Teniente-Matson has been talking to a number of individuals about a recalibration of the Transformation 2030 Strategic Plan. Our Strategic Plan is vitally important for how we look at our future and how we think about the world post-pandemic, and the goal of our great university and what that means going forward. Over the course of the next several months, the President will be asking leadership to look at and recalibrate the Strategic Plan.

President Teniente-Matson is meeting individually with members of the Tower Foundation Board to talk with them about our foundation and our efforts around fundraising. More information will come on that later.

President Teniente-Matson will be sending out some emails about setting up search committees for two very important positions: the Chief Diversity Officer and the Vice President of University Advancement and CEO of the Tower Foundation.

President Teniente-Matson acknowledged the importance of the work that the Academic Senate does and said she values the opportunity to serve alongside Senators. We as a governing body cannot move our organization forward without a strong solid commitment to shared governance.

Questions:

Q: Shared governance means different things to different people and I'd like to know what it means to you?

A: [President Teniente-Matson] As we move forward, shared governance means consultation. However, I am the one responsible for the final decision making. Therefore, it is my intent that those when we are facing decisions, those dialogues are held in the Senate and the Executive Committee as well as with other critical leaders in the administration. I operate by the no-surprises rule, unless there is an emergency.

Q: I feel obligated to ask if you are uncomfortable with the amount of money being given from the general fund to Athletics?

A: [President Teniente-Matson] I'm going to ask to defer that answer. I've only been here 16 days and don't have the operating fund memorized. I will get back to you at the March 2023 Senate meeting.

Q: Welcome and thank you for your presidential address, particularly about your first 100 days. Can you describe some of the listening opportunities you will take?

A: [President Teniente-Matson] What I am doing now is establishing meetings with the deans of the colleges. I also intend on doing that with the Vice Presidents and their administrative divisions. I have met with and will meet again with AS President Chuang and the AS Board of Directors. AS President Chuang have talked about doing an open forum with students. There are also external stakeholder groups I am meeting with. I am meeting first with the Tower Foundation Board. I have met and will continue to meet with some of the advisory boards. After the state of the union, I may also look at more open forums. I met Friday with the Ethnic Studies Collaboration. That is a great group. We spoke about ethnicity, diversity, and leadership.

**V. Executive Committee Report**

**A. Minutes of the Executive Committee:**

**Executive Committee Minutes of November 14, 2022 – No questions**

**B. Consent Calendar:**

AVC Katoaka presented the Consent Calendar of February 6, 2023. There was no dissent to the consent calendar.

**C. Executive Committee Action Items: None**

**VI. New Business:**

**VII. Unfinished Business:**

**A. Organization and Government Committee (O&G):**

Senator Hart presented *AS 1832, Senate Management Resolution, Update to the Standing Rules (Final Reading)*. Senator Frazier presented an amendment to strike Sections 1 (Full Academic Senate) and 2 (Executive Committee of the Senate). The motion was seconded by Senator Rodan. The Senate voted and the Frazier amendment passed (20-15-4). Senator Sasikumar presented an amendment to be added at the end of sections 3 and 4 to add, “If circumstances make it infeasible to use the preferred modality, then the committee will use the next ranked modality, and so on down the ranking.” The amendment was seconded. Senator Munoz-Munoz presented an amendment that was friendly to the body to the Sasikumar amendment to add, “after consultation with the committee” to the end of sentence. Senator Frazier presented an amendment that was friendly to the body to change the Sasikumar amendment where it reads “committee” to “chair” in the 2<sup>nd</sup> line. Senator Rodan presented an amendment that was friendly to the body to change the sentence beginning, “If circumstances make it feasible...” to read, “If the committee deems that it is infeasible to use the preferred modality then the chair will use the next ranked modality, and so on down the rankings” and delete “...in consultation with the committee.” The Senate voted and the Sasikumar Amendment as amended by Senators Frazier, Munoz-Munoz, and Rodan passed (38-0-0). Senator Rodan presented an amendment to line 2 in Sections 3 and 4 (now 1 and 2) to change it insert, “following discussion at a committee’s first meeting.” The amendment was not seconded. The Senate voted and AS 1832 passed as amended (35-1-3).

**B. Instruction and Student Affairs Committee (I&SA):**

Senator Sullivan-Green presented *AS 1841, Policy Recommendation, Amendment A to University Policy S22-2, Student Excused Absences (Final Reading)*. The Senate voted and AS 1841 passed as written (39-0-0).

**C. Professional Standards Committee (PS):**

Senator French presented *AS 1840, Amendment A to University Policy F17-3, Selection and Review of Department Chairs and Directors (Final Reading)*. Senator Riley presented an amendment that was friendly to the body to add her name as present to the committee members vote on AS 1840. Senator Del Casino presented an amendment to strike everything after “professors” on line 143. The amendment was seconded. The Senate voted and the Del Casino amendment passed (33-0-1). Senators French and Del Casino presented an amendment to lines 144 and 145 to change it to read, “Exceptions should only be made if there are no professors who are both willing to serve and viable candidates as determined by the



**college dean and provost” and to strike “for compelling reasons as determined in consultation with the department.” The Senate voted and the French/Del Casino Amendment passed (20-7-7). Senator Mathur called the question on debate. The Senate voted and the question was called (35-0-0). The Senate voted on AS 1840 and it passed as amended (33-2-0).**

**VIII. Policy Committee and University Library Board Action Items (In rotation)**

- A. Curriculum and Research Committee (C&R):** No report.
- B. University Library Board (ULB):** No report.
- C. Organization and Government Committee (O&G):** No report.
- D. Instruction and Student Affairs Committee (I&SA):** No report.
- E. Professional Standards Committee (PS):** No report.

**IX. New Business:** None

**X. State of the University Announcements:**

**A. CSU Faculty Trustee:**

Faculty Trustee Sabalius announced an opportunity for Senators to provide input into the Chancellor’s search. There will be a couple virtual forums that you can register for this coming Wednesday and Thursday at CSU Bakersfield.

**B. Statewide Academic Senators:**

**C. Provost:** No report.

**D. Associated Students President (AS):** No report.

**E. Vice President of Administration and Finance (VPAF):** No report.

**F. Vice President of Student Affairs (VPSA):** No report.

**G. Chief Diversity Officer:** No report.

**XI. Adjournment:** The meeting adjourned at 5:13 p.m.

**Executive Committee Minutes**  
**November 21, 2022**  
**12 - 1:30 p.m. via Zoom**

Present: Alison McKee (Chair), Karthika Sasikumar, Steve Perez, Vincent Del Casino, Charlie Faas, Patrick Day, Reiko Kataoka, Priya Raman, Julia Curry, Tabitha Hart

Absent: Kathy Wong(Lau), Nina Chuang, Marie Haverfield, Laura Sullivan-Green, Rachael French

Recorder: Reiko Kataoka (AVC)

1. Approval of the Agenda

The committee approved the consent agenda: Executive Committee Agenda of November 21, 2022, Executive Committee Minutes of October 31, 2022, (as amended), Consent Calendar of November 21, 2022. (8-0-2)

2. Update from the Interim President

An article in *Inside Higher Ed* points out that community college enrollment is at its lowest in the past 30 years. We are seeing the impact in our campus and the impact will continue in coming years. CSU funding is partly enrollment-based, so funding will be impacted, too.

Shooting in Colorado, stabbing in Idaho, murders in Virginia and University Mexico – these are troubling and difficult times. You are all good people and I care about you; we need to keep that in mind as we move forward.

Next president, Cynthia Teniente-Matson from Texas A&M-San Antonio, will start her term in January next year. We will work hard on this transition.

Q&A (Q = Question; C = Comment)

[Q]: SJSU has a firearms policy, which is very old, and a year ago we submitted to the police chief a draft updating that policy to align with the current state and federal laws. Does anybody have an update on that?

[Senator Faas]: Chief replied to that. He corrected a number of items in the resolution.

[C]: I want to acknowledge the contribution that you and Tanya have made. Thank you for who you are and what you have done to help heal our campus and for providing a sense of trust.

[Interim President Perez]: Thank you; it really means a lot. This is a great university with great history and great people. Cynthia will do a fantastic job, and I have confidence in everybody here.

### 3. CSU Faculty Trustee Nominations

On behalf of AVC Kataoka, Chair McKee informed Senate Exec of the following: the CSU policy and the SJSU policy call for Senate Exec to be informed and to confirm that all required components are included in the eligible application packets, The only application material received was from Romey Sabalius and the completeness of his application materials was confirmed. His nomination will be announced at the next Senate meeting on December 5, after which there will be a two-week period as required by policy when additional nominations can be submitted. The nomination(s) will be forwarded to ASCSU by January 9.

#### Q&A

[Q]: What are the action items for Senate Exec to take?

[Chair McKee] It is to confirm that all components are present and the applicant is eligible. This application was verified by the Chair, the AVC, and the Senate Administrator.

[Q]: Is his application confidential?

[Chair McKee] No, but I want to make sure we follow policy procedures carefully and in order. I will announce it at the Senate on December 5, and it will become public.

### 4. Policy Committee Updates:

- a. From Instruction and Student Affairs (I&SA):  
[Senator Laura Sullivan-Green] No report, not present
- b. From Professional Standards (PS):  
[Senator Rachael French] No report, not present
- c. From Organization and Government Committee (O&G):  
[Senator Tabitha Hart] – There are three policy updates:
  1. Modality of Senate meetings – final reading at the 12/05 meeting.
  2. Faculty Athletics Representative (FAR) – reconsider length of the term and possibly modify the policy on assessment of the FAR.
  3. Creation of a steering committee in response to the Fall 2020 SoS resolution to promote racial equity. This committee will be responsible for locating and inviting speakers for a senate speaker series.

## 5. University Updates

### a. Update from Vice President of Finance

[VP Faas]: No update. Any questions?

#### Q&A

[Q]: At the Council on Ethnic Studies, there was a discussion on the procedure for the State funding for Area F from the AB1460 initiative. There is only one campus where the faculty of Ethnic Studies received information. How do the campuses get informed about what the money is and what are the procedures of expenditure?

[Provost Del Casino]: There are \$812,000 as a base funding into the division. VP Faas converted it to an operational fund (one-time fund). Each department was asked to discuss what to do with it. There is also a permanent fund. There is a draft memo on the Ethnic Studies Collaborative that outlines tenure track hires, full-time lecturers, staff support, etc. Each program will receive one-time funding. Happy to share the information including the draft memo.

[C]: Thank you for the presentation. The group will report back to the Council of Ethnic Studies and ask for the Chancellor's Office for accountability and transparency.

[Provost Del Casino]: I want it to be a bottom-up process. I want Area F people to drive the conversation. I ask Chair McKee to distribute the email with the information to the Senate. I also want to thank VP Faas for his partnership.

### b. Update from Vice President of Student Affairs

[VP Day]: This is a heads up: California State Student Association will meet in SJSU on 28-29 Jan. 28-29. It's very exciting to host it. AS President Nina Chuang will be a central part of this.

[Interim President Perez] Applications are up by 7%. Frosh are up by 14%. However, transfer applications are down by 17-18%. In sum, we are down by 506 applications. This is a statewide challenge. Students are making a choice to work rather than coming back to school. The "COVID class" is not bouncing back yet.

#### Q&A

[C]: This is an inflection point. If we don't adapt, we will get smaller. Things will change. The historical way of doing things. won't work. Existential conversation is needed, as growth is the way to get funding.

[VP Day] We are in a position to make choices and strategic decisions.

[Q]: How does it relate to modality?

[VP Day]: We need to be flexible. We need to move strategically. Where do students line up to enroll ? They are the classes that are hybrid or virtual. We need to create flexible pathways for students; we need to think about what makes sense for us.

[C]: Things are not the same anymore, though our mission remains the same – to educate our students. We do have choices, but these choices will have impacts. Where and whether we fit in will be up to us.

[C]: Traditional learners are in the minority now. The majority is different. A 15-week program doesn't attract adult learners. If we don't have a strong marketing communication plan, we will lose. We have to be public and engaging. We need to organize ourselves to sell our best assets and our brand. To do that, we need to make a few radical decisions so that we can position ourselves for the long term.

c. Update from Provost and Senior Vice President

[Provost Del Casino]: Dean searches are ongoing, including for CoSS and the College of Business.

I've been in a systemwide conversation on PaCE.

I put out a call for a new position: the Vice Provost of Academic Innovation and Institutional Effectiveness. Junelyn Peebles left, and I moved Marco Antonio Cruz to report directly to the provost. Academic Innovation and Institutional Effectiveness were merged, which means that one MPP was dropped from the Provost's Office.

d. Update from AS President

[AS President Chuang]: No report, not present

e. Update from Chief Diversity Officer

[CDO Wong(Lau)]: No report, not present

f. Update from Statewide Senate

[Senator Curry]: Women's Leadership Workshop took place on 11/29 at CSUDH, hosted by Senator Laura Talamante. It included the Interim Chancellor and the President of the Board of Trustees.

Before the January meeting, there will be an interim meeting of the policy committees of the ASCSU on 12/4, for which we need feedback on the policies before they go to second reading, maybe especially on modality and long-term permission for emergency situations on changes.

Q&A

[Q]: There are a lot of resolutions coming from the Statewide Senate, including the recent Sense of Senate resolution on faculty participation. Can you give me some context or motivations for them?

[Senator Curry]: Background: True, not every CSU campus has a Faculty Senate. So the policy will read "senate" This issue has to do with Cal State LA's President who refused to allow the Senators to participate in the decision-making process in a collegial manner. All Senators should be able to engage in collegial conversations and management should respond to policies in a timely manner..

## 6. Discussion on the Faculty Athletics Representative (FAR) policy led by Senator Hart

[Senator Hart]: I would like to solicit input on the FAR Policy. What I heard is that the FAR is the eyes and ears of the President and the Senate. Given that, how do we assess the success of the FAR? How do we ensure that the person feels empowered in doing this difficult job? How can we keep balance in the policy?

[C]: The role of the FAR is different across campuses. It addresses part of student athletes' well-being, academic success, and NCAA compliance. What's difficult is to "ensure." No FAR is in position to "ensure" anything. The FAR also needs to strike a delicate balance; they work with student athletes and coaches but they may also be viewed as police when it comes to compliance.

[C]: The FAR is not responsible for student athletes' well-being. Responsibility lies with the campus, not with any individual. Responsibility is a partnership among various areas. If we don't comply with the NCAA rules, that's a problem. The FAR is not an MPP; it's a faculty member serving for the president. It's meant to be independent from the president, and that's important.

[C]: Another way to look at it is as an ombudsperson for student athletes. When students, faculty, or teams have an issue, the FAR can function as a clearinghouse of information.

[Senator Hart]: Thank you so much.

## 7. Adjournment

[Concluding Remark from Chair McKee]: The last Exec is 11/28, the last Senate meeting is 12/5. Thank you.

The meeting adjourned at 1:32 p.m.

The minutes were edited by Chair McKee on November 27, 2022.

The minutes were approved by the Executive Committee on February 13, 2023.

**Executive Committee Minutes**  
**January 30, 2023**  
**Noon - 1:30 p.m. via Zoom**

Present: Alison McKee (Chair), Karthika Sasikumar, Cynthia Teniente-Matson, Vincent Del Casino, Charlie Faas, Patrick Day, Patience Bryant, Reiko Kataoka, Julia Curry, Nina Chuang, Priya Raman, Hiu Yung Wong, Laura Sullivan-Green, Tabitha Hart, Rachael French

Absent: None

Recorder: Reiko Kataoka, Associate Vice Chair

1. The Meeting Agenda:

A motion was made to move the order of agenda items, bringing “Policy Committee Updates” before the “University Updates” item. It was seconded and approved by the Committee (12-0-0)

2. Consent Agenda:

The committee approved consent agenda items (Consent Calendar of January 30, 2023 and Executive Committee Minutes of November 14, 2022 (12-0-0).

3. Welcome and Introductions:

Chair McKee welcomed President Cynthia Teniente-Matson and Interim Deputy Diversity Officer Patience Bryant to the Executive Committee. Each member’s self-introduction followed.

4. Chair’s Announcement:

Chair McKee announced that Senate meetings will go back to in-person modality this Spring semester. The first meeting will be on Monday, February the 6th, and the Meeting Packet will be distributed shortly.

5. Update from the President:

President Teniente-Matson shared the work she has done :

- Started the presidency on January the 16th, Martin Luther King Jr. Day.
- Attended meetings including the University Leadership Committee, California State Student Association (CSSA) hosted by SJSU, and Board of Trustees meeting.
- Met community leaders, including Mayor Matt Mahan, Council person Omar Torres, who is a SJSU alumnus, and Supervisor Cindy Chavez.
- Met Associated Students (AS), took interviews from student reporters and editorial board. Will have monthly meetings with the student newspaper and digital media to have transparent and engaging communication. Will also have a media day on 1/31 with local press.
- Attended the African Diaspora Art Exhibit and the BASE (Black Alliance of Scientists and Engineers) event.
- In response to last Friday’s incident in Memphis, events were prepared with members of African American communities and students to acknowledge issues

empathically. President acknowledged and thanked UPD Chief Carroll for the note to the campus and the Interim Deputy Diversity Officer Bryant for her work.

President shared immediate priorities::

- First and foremost is enrollment. Next week the University Leadership Council will meet and discuss the enrolment, target, etc. Will look at both state-support and self-support.
- Will visit BAC (Budget Advisory Committee ) to understand the fiscal strategy to move out from the deficit position we are in now that intersects with enrollment. It may be re-structured with more members. It may be more like a Task Force.
- At a Cabinet level, the President will look at the strategic recalibration of the Transformation 2030 plan, with more clarity in our institutional vision, shared values, and goals so that action plans and road maps will be known by the campus community. The goal is to set values before the spring semester ends.
- The leadership team will prepare for the State of the University address of March with discussions on important issues.

Question & Comment from Chair McKee:

Q: Could you talk more about the briefing book that comes from the Cabinet?

A: [President Teniente-Matson] It hasn't been created, but it is common to create a briefing statement that includes an org chart, goals, initiatives, etc. This is for my learning, and I would like the Cabinet to create these statements for me.

C: In its current form, BAC is co-chaired by the Senate Vice Chair Karthika Sasikumar and VP Charlie Faas. My suggestion is to have a conversation with the current co-chairs.

A: [President Teniente-Matson] Thank you.

Questions

Q: As a co-chair of the BAC, I'm intrigued by your new approach to budgeting, which seems to be coming from the CSU level. Could you speak more on this?

A: [President] I would encourage you to review last week's Board of Trustee (BOT) meeting. There was a proposal to the BOT and presidents to consider aligning resource allocation and the enrollment. It says in 2024-2025, resources would be reallocated if universities do not meet or exceed the enrollment targets.

A: [VP Faas] If over-enrolled, we'd get more money; if under-enrolled for 10% or more, the money will be taken away; if in between, then somewhere neutral for the money.

A: [President] CSU is down in enrollment this year, 7% or so below the enrollment target, but we have budget issues in our own campus, too, and that's what I was talking about as what's to discuss with the BAC.

Q: I'm excited to hear about this playbook, and the new Cabinet is the best place to start with. Do you think any part of the playbook work might be extended to the Senate as many policies may affect that work?

A: [President] At this point, it's all about operations and practicality, not making any policy changes. Collaboration is critical, but this is for my own learning.



Q: Regarding the recalibration of Transformation 2030, you are involving students for shared value statements. How would you share the timelines and roadmaps to the student community?

A: [President] Great question. Preliminary discussions on values were made at the first University Council meeting, and the Cabinet will work on them to craft value statements. Then that preliminary work will be shared with all the groups, especially students. When it comes out, I will ask you to work with me on the student consultation.

Q: We are looking towards bringing more students to University, but what's your focus on current students?

A: [President] All of our students are the highest priority. I met with residence advisors, orientation leaders, student athletes and more. I'm trying to understand what's important to them, important services like the San Jose Cares program. I also hear from students about course scheduling, guided roadmap, etc. I've also heard about campus safety. We are looking at these things for existing students. But the intent of a long-term fiscal plan is to secure resources for students.

Q: Professional Standards is interested in your views on the roles of the Provost and the President on making final evaluations on the RTP process.

A: [President] I'll have to talk with the Provost, but my intent is not to change anything at this time. The Provost will review and provide information to the President's Office. If you like, I'll talk more and come back to you.

Q: This is a question/request on campus climate, specifically on workplace bullying. There was a Sense of the Senate resolution that was passed in 2018, which called for a task force combating bullying among other things. There is a web page and resources for bullying among students but I haven't found the same information for workplace bullying. Will you review the resolution and share with us what plans you might have in response to this resolution?

A: [President] I will review the resolution and visit with the Cabinet this resolution and perhaps actions taken since then and will be happy to share my thoughts at that point. Also, we have a couple of searches: for the Vice President of Advancement and the Chief Diversity Officer. I will prepare with input and calibrate the positions if needed, and will do so quickly to maximize the faculty input.

## 6. Policy Committee Updates:

### a. Curriculum and Research Committee (C&R):

- C&R will be discussing feedback on revising the university policy S19-3 by eliminating the WST. It was presented by C&R past chair Haverfield as a first reading and received good feedback. We are now discussing the issue of funding the Testing Center if the WST is removed.
- We reviewed and passed a few programs: (1) BS in Computer Science and Linguistics, (2) BA in Geographic Information Science, (3) MA in Multilingual, Multicultural Literacy Education, and (4) BA in Women, Gender, Sexuality Studies .
- We also discussed the revision to the policy S17-11 to clarify the relationship between C&R and the Program Planning Committee. This is a new referral.

No question was asked.

b. Instruction and Student Affairs Committee (I&SA):

- I&SA is working on updating S16-16 regarding calculation of GPA and disqualification for both graduate and undergraduate students.
- We also want to address other referrals such as language updating on short-term student loans.
- We will also review the advising policy and try to bring it to the Senate.

No question was asked.

c. Professional Standards Committee (PS)

- PS has been working on the Sense of the Senate resolution for inclusion of FERP faculty in the special one-time payment for the extra work for online teaching during the COVID.
- Also working on the revision of the policy on appointments of chairs and directors to clarify languages.
- Also working on a new referral on F18-8 on faculty requesting recusal of a member on RTP committee. In April 2018, there was a policy recommendation to separate Academic Freedom and Professional Responsibility components of S99-8 from one another and to have a specific policy on academic freedom. It wasn't signed by the president. The PS is trying to compose another version of the proposal. After that, PS wants to take the Professional Responsibility components and refine it.
- We will also review and give feedback on RTP guidelines.

Questions:

Q: [Provost Del Casino] Regarding RTP, some people request multiple years earlier than normal. What are the expectations: how early is too early? The policy is silent about that expectation. Has there been any conversation on that?

A: No. At the moment we are talking about a single year – coming up in five instead of six years. However, a conversation about expectations for those seeking even earlier tenure/promotion will take place.

d. Organization and Government (O&G)

- An update on the modality policy: In the last December meeting, O&G brought up the policy on modality for the Senate meetings: (1) Exec., (2) full Senate, (3) Policy committee; and (4) Other committee meetings. The proposal was for each group to use ranked-choice to decide the modality. There was an intense discussion. In today's meeting, we will discuss the option of splitting the resolution into multiple resolutions. O&G would gain more time and chance for further revisions between the two resolutions.
- O&G continues working on the referral of staff representations in the Senate, a very important topic.
- Another referral is on FAR – Faculty Athletics Representative.

Questions:

Q: Is the plan to split the modality resolution into four separate pieces?

A: It would be more like two – one on the Exec. and full Senate meetings, and the other on the Policy and other committee meetings.

Q: Are there any specific reasons for that particular grouping?

A: No. It's just separating the resolutions would help robust deliberation.

C: [Chair McKee] Reminder: the original final reading of O&G's SMR resolution will come back to the Senate as a final reading on February 6, 2023.

## 7. Cozen O'Connor

Chair McKee's updates:

- I was approached by Cozen O'Connor to facilitate the discussions at the SJSU. I don't think the Senate is the place for debate, but I told them that I'll be happy to keep talking with them.
- There are concerns about possible conflict of interest, relating to the relationship between Cozen O'Connor, CSU, and SJSU, and who's paying whom.

Discussions:

C: From the beginning, I've only heard of Cozen O'Connor from CSSA. If there is any future information, I'd like to be in the loop. Also, I heard about the feedback survey coming up and that the information is already out on some other campuses. Is there any plan for outreach to students and community for feedback before mid-February, when it closes?

A: [Chair McKee] I will forward the email from the Cozen with the link to the survey. I share the concerns of outreach, because the Academic Senate was not informed of their last year's visit.

C: It was surprising that the survey was already sent out but I didn't receive any communication.

C: There have been concerns regarding the relationship with Cozen O'Connor and the Title IX Office and its Deputy Director, such as who evaluates the Director; and if there is a conflict of interest, and lack of transparency in communication. SJSU is one of the campuses that launched the investigation with the DOJ and the State legislature on Title IX operations. So, these are extremely important concerns.

C: [President Teniente-Matson] I will look into the outreach, because all campuses are participating in the survey. Provost and I will look into it and get back to you.

C: [Chair McKee] I will forward the email on the survey and the distribution of the results to both the AS President and the President.

C: [Provost Del Casino] The email came on 12/21. That was forwarded from the Chancellor, stating that the survey is being open till 2/15. It was the last week of the semester, so we waited until everybody came back to inform everyone that the survey was open. Lisa Millora and her team are working on it, so more strategic communication will come.

## 8. University Updates:

### a. Statewide Senate

- Senate Curry thanked Senators Hart and Kataoka for attending the Plenary as her substitute when she needed to attend the department retreat with the new chair. Senator Curry could attend the Policy Committee Meeting on the 18th, for the Faculty Affairs Committee.
- The statewide Senate met Jan. 18-20. Cozen O'Connor made investigative updates, and promised to revisit the three campuses: San Jose State, Sonoma State, and Fresno State.

- Laura Massa was appointed to serve as Interim Associate Vice Chancellor, while there is a national search to replace Dr. Alison Wrynn.
- ASCSU Chair Steffel provided highlights at the Board of Trustee meeting on Jan. 24<sup>th</sup>. These updates were shared with all of the Senate colleagues.
- I will miss the Senate meeting in January and possibly in February due to my Search Committee obligations. I will lean on Senators Rodan and Van Selst for the report on my behalf.

No question was asked.

b. VP of Administration and Finance

- In January, the Governor came out with a Budget message. It was relatively good news. If he is providing 5% compact, 200 plus million dollars would be going to CSU (though we asked for 500 million). We are not getting a billion, as our Billion Dollar Man Mr. Sabalio always asks for infrastructure improvements, but SJSU, and CSU in general, have massive deferred maintenance, so we really need funding. Lobbying continues in Sacramento to get us more money.
- We got the Alquist project approved by the Board of Trustees – a massive step forward to get faculty, staff, and graduate students affordable housing near campus. Our new president made a great presentation on that.

Questions

Q: In our last Senate meeting, I heard that somebody from IT was testing hybrid equipment in the ENG 285/287. Did that happen?

A: [VP Faas] That's what's supposed to be happening. I will ask Bob Lim and make sure that's happening.

C: [Chair McKee] The Vice Chair, Associate Vice Chair, Senate Administrator, and I are going to check the ENG room for specific set-ups and capabilities this Thursday, although for Spring 2023, Senate monthly meetings are in person.

C: There are concerns coming from student leaders regarding the enrollment and funding. Deferred maintenance can impact student resources.

A: [VP Faas] We have limited dollars for deferred maintenance, and every year it piles up and it will impact all of us. With a billion dollar deficit, it's not the right year to address it.

Q: I heard that many classes were canceled close to the beginning of the semester and the budget shortfall was said to be the reason. Was it indeed the case? If so, when was that shortfall known?

A: [VP Faas] It's the Provost's realm, so I'll ask the Provost to answer the question.

A: [Provost Del Casino] Several things are going on. One, we are slightly under-enrolled. Two, we made a serious investment in research and strategic planning, 7 million dollars in an Assigned Time project for example. And we had a lot of small classes under ten. There were many small classes in the fall, and the consequences came to spring as less flexibility. Here is the enrollment today. Four colleges are above the goal, and four are under. I wasn't handed a budget cut, but it was how the enrollment works in relation to a lot of small classes. That's where we are. (This also constitutes the update I would give today.)

c. VP Student Affairs

- On the enrollment theme, there are some emerging challenges. We are at 99% of our FTES target now. We won't be 100 plus % but better than some other campuses. We see challenges in continuing students; we are losing juniors and seniors. Other areas – new students, returning students – are up. Our target number, FTES, are both individual students and Average Unit Load. We see a decline in AUL. If AUL is at a pre-pandemic level, we are at target now. So, in addition to enrollment, we need to keep students and keep them enrolled to allow them to graduate in an appropriate time frame.
- We had a wonderful CSSA meeting here. I appreciate Nina's leadership.
- Weeks of Welcome - It's a great way to start the spring semester.
- Housing has a 92% occupancy, which is good for spring.
- Lunar New Year campus celebration will be on Thursday, 2/2 on the Paseo.

In the interest of limited remaining time, Chair McKee suggested all questions be sent to VP Day by email.

Chair McKee also suggested that any reports from AS President Chuang and the Interim Deputy Diversity Officer Patience intended for today be sent to Chair McKee so that they can be circulated to the Executive Committee of the Senate.

The meeting adjourned at 1:30 pm.

The minutes were edited by Chair McKee on January 31, 2023.

The minutes were approved by the Executive Committee on February 13, 2023.

|                      |                         |  |  |  |  |  |  |  |  |
|----------------------|-------------------------|--|--|--|--|--|--|--|--|
| SJSU 2022-2023       | ACADEMIC SENATE         |  |  |  |  |  |  |  |  |
| <b>2-27<br/>2023</b> | <b>CONSENT CALENDAR</b> |  |  |  |  |  |  |  |  |

|           |              |  |  |  |  |  |  |  |  |
|-----------|--------------|--|--|--|--|--|--|--|--|
| 2022-2023 | SENATE SEATS |  |  |  |  |  |  |  |  |
|-----------|--------------|--|--|--|--|--|--|--|--|

| ADD TO VACANT SEATS |                             |      |                      |                 |      |       |               |                  |                  |
|---------------------|-----------------------------|------|----------------------|-----------------|------|-------|---------------|------------------|------------------|
| COMMITTEE TYPE      | COMMITTEE NAME              | SEAT | SEAT TITLE           | NAME            | ZIP  | PHONE | TERM ENDS     | CONSENT CALENDAR | FACULTY AT-LARGE |
| POLICY              | Curriculum & Research       | H    | General Unit         | Vishnu Pendyala | 0135 | 42729 | 2023          | 2/20             |                  |
| OPERATING           | Program Planning            | U    | General Unit --> FAL | Wenbin Wei      | 0061 | 43206 | 2025 --> 2023 | 2/13             | FAL              |
| SPECIAL AGENCY      | Strategic Planning Steering | L    | Staff                | Andrea Tully    | 0246 | 45440 | 2024          | 2/13             |                  |

| REMOVE FROM SEATS |                             |      |                               |                 |      |       |           |             |                  |
|-------------------|-----------------------------|------|-------------------------------|-----------------|------|-------|-----------|-------------|------------------|
| COMMITTEE TYPE    | COMMITTEE NAME              | SEAT | SEAT TITLE                    | NAME            | ZIP  | PHONE | TERM ENDS | CONSENT CAL | FACULTY AT-LARGE |
| POLICY            | Curriculum & Research       | H    | General Unit                  | Wei-Chien Lee   | 0035 | 45910 | 2023      | 2/13        |                  |
| OPERATING         | Graduate Studies & Research | J    | Humanities & Arts --> FAL     | Vishnu Pendyala | 0135 | 42729 | 2025      | 2/20        |                  |
| OPERATING         | Program Planning            | P    | Science                       | Rosemary Hardin | 0100 | 44847 | 2024      | 2/13        |                  |
| OPERATING         | Student Fairness            | K    | Social Sciences               | Ruma Chopra     | 0117 | 45515 | 2024      | 2/13        |                  |
| OPERATING         | Student Fairness            | L    | Staff Member (Non-Management) | Robert Davis    | 0271 |       | 2023      | 2/13        |                  |

1 **San Jose State University**  
2 **Academic Senate**  
3 **Professional Standards Committee**  
4 **February 27, 2023**  
5 **Final Reading**  
6

**AS 1842**

7 **Sense of the Senate Resolution**

8 **In Opposition to the Exclusion of Faculty Early Retirement**  
9 **Program Faculty From Pandemic Compensation**

10 **Whereas:** The Chancellor’s Office of the California State University (“CSU”), in conjunction with  
11 the California Faculty Association, negotiated, and their constituents ratified, a new Collective  
12 Bargain Agreement (“CBA”) on March 22, 2022, which in part provides for faculty of the CSU to  
13 receive additional pay for having to spend time, transforming face-to-face classes into online  
14 courses during the 2020 pandemic period, and

15 **Whereas:** the CBA specifically calls out in section 31.7 that faculty shall receive a one-time  
16 \$3500 payment per fulltime faculty, and a proportionate share of that amount pro rata for part  
17 time faculty, based on the hours worked during the period in question, and

18 **Whereas:** Faculty Early Retirement Program (FERP) faculty, per the CBA, were to be included  
19 in such payment, subject to CalPERS approval, which subsequently has ruled such payment is  
20 not allowed, based on a prohibition of “extra pay for extra work”, FERP faculty being constrained  
21 per CalPERS law to 960 hours per year, and

22 **Whereas:** FERP faculty worked just as hard to convert their classes to online instruction as did  
23 any other faculty, and

24 **Whereas:** both the Academic Senate of the California State University (“ASCSU”) and the  
25 California State University Emeritus and Retired Faculty and Staff Association (“CSU-ERFSA”)  
26 have issued resolutions supporting this FERP payment under the CBA; therefore be it

27 **Resolved:** That the Academic Senate of San José State University (SJSU) strongly supports  
28 the sentiments expressed in the resolution of CSU-ERFSA; be it further

29 **Resolved:** That the Academic Senate of San José State University (SJSU) urges both the CSU  
30 Chancellor and the President of CFA to direct their relevant professional staff and legal counsel  
31 to work collaboratively to address CalPERS’ interpretation of regulations that negate the clear  
32 language and intent of the CBA to compensate FERP and other RA faculty; be it further

33 **Resolved:** That copies of this resolution shall be distributed widely to students, faculty, and staff  
34 members of the SJSU community, to the Academic Senate of the CSU, to the CSU Chancellor,  
35 Executive Vice Chancellor for Academic Affairs, President of CFA, Faculty Trustee of the Board  
36 of Trustees, the CalPERS Board of Administration, the CalPERS Chief Executive Officer, and  
37 the CalPERS Deputy Executive Officer, Customer Services & Support.  
38

39 **Approved:** November 21, 2022  
40  
41

42 **Vote:** 7-0-0

43

44 **Present:** French, Gómez, Kazemifar, Monday, Rapanot, Smith, Wang

45

46 **Absent:** Barrera

47

48 **Financial Impact:** None foreseen

49

50 **Workload Impact:** None foreseen



7  
8 **Policy Recommendation**  
9 **Amendment I to University Policy S15-8**  
10 **Retention, Tenure and Promotion for Regular Faculty**  
11 **Employees: Criteria and Standards**

12 Legislative History: This is the second of two policy proposals intended to add  
13 information about administrative recusal of RTP committee members to S15-7 and S15-  
14 8.

15  
16 Rationale: S15-8 includes a recommendation on self-recusal in the case of bias (or  
17 appearance of bias), but the availability of administrative recusal is not  
18 described in policy (nor widely known among faculty). This proposal would  
19 amend S15-8 to include information that such a procedure exists and how  
20 to report a suspected conflict of interest or bias.

21  
22 Resolved That section 3.2 of S15-8 (Retention, Tenure and Promotion for Regular  
23 Faculty Employees: Criteria and Standardssjsu s) be modified as follows:  
24

25 **3.0 Evaluation of Achievements**

26 3.1 At each level of review, committees and administrators will provide written  
27 recommendations or decisions that evaluate levels of achievement in each of  
28 the three categories. These evaluations shall classify the candidate's level of  
29 achievement in each category by describing it in terms of one of the four  
30 levels described below (3.3) and provide a detailed rationale for the  
31 classification.

32 3.1.1 In extraordinary times when the campus community is impacted by an  
33 emergency that would hinder the typical career (e.g., natural disaster,  
34 campus closure, and similar events), the President may declare that a  
35 serious campus-wide disruption to normal faculty activities has  
36 occurred. If so, committees and evaluators shall adjust their analysis of  
37 the levels of achievement of candidates in the following way: in addition  
38 to evaluating all documented achievements of candidates as per  
39 normal, they shall also consider the trajectory of each candidate's  
40 professional development prior to the disruption and determine whether  
41 that trajectory would normally have allowed the faculty member to meet  
42 the policy standards.

43 3.2 It is the role of evaluators to judge the level of achievement regardless of  
44 the form it takes, while respecting the academic freedom and professional  
45 choices made by each candidate. Evaluators should not substitute their own  
46 preferences for policy and should recuse themselves if necessary to avoid  
47 the possibility (or the appearance) of bias. **If any faculty member, including a**  
48 **candidate, believes a committee member may have a bias or conflict of**  
49 **interest that could affect their impartiality, that person should report their**  
50 **concerns to their college Dean and/or Faculty Services before deliberations**  
51 **begin. Faculty Services will determine whether recusal is necessary**  
52 **following administrative recusal guidelines.**

53 Evaluators who ~~recuse themselves~~ **are recused** ~~should~~ **shall** abstain from  
54 voting and absent themselves from discussion of a case. Examples of  
55 attitudes that would warrant recusal include (but are not limited to)

56 3.2.1 Hostility toward a candidate's ideology as expressed in a research  
57 agenda.

58 3.2.2 Opposition to a candidate's choice of pedagogy when the pedagogy is  
59 exercised appropriately under curricular policy.

60 3.2.3 Dislike of a candidate's emphasis in professional development when  
61 the emphasis is permitted by policy.

62 3.2.4 Any personal or professional conflicts-of-interest such as those  
63 delineated in the University's policy on Academic Freedom and  
64 Professional Responsibility.

65

66 Approved: February 13, 2023

67 Vote: 9-0-1

68 Present: Barrera, French, Gómez, Kazemifar, Maldonado, Monday, Pruthi, Riley,  
69 Smith, Wang

70 Absent: None

71

72 Financial Impact: None

73 Workload Impact: None anticipated

74

1 San José State University  
2 Academic Senate  
3 Curriculum and Research Committee  
4 February 27, 2023  
5 Final Reading  
6  
7

AS 1846

8 **Amendment B to University Policy S19-3**  
9 **University Writing: Requirements/Guidelines**  
10 **University Writing Committee**  
11

12 **Whereas:** The March 24, 2022 Chancellor [Memorandum](#) regarding CSU  
13 Policy on the Graduation Writing Assessment Requirement (GWAR) states,  
14 “the use of a stand-alone examination may no longer be used to  
15 demonstrate competence in writing under the GWAR”; and  
16

17 **Whereas:** University data, collected between Fall 2019-Fall 2021, highlight  
18 minimal differences in 100W grades among students who completed the  
19 WST versus those who completed the directed self-placement assessment;  
20 and  
21

22 **Whereas:** The CSU Credit for Prior Learning [policy](#), revised in October  
23 2021, requires that when applicable, students shall earn academic credit  
24 for prior learning; and  
25

26 **Whereas:** Completion of 100W is intended to strengthen writing skills,  
27 which supports student success in advanced courses and culminating  
28 experiences; and be it further  
29

30 **Resolved:** That the following amendments to S19-3 be adopted.  
31  
32

33 Approved: February 13, 2023  
34

35 Vote: 9-0-0  
36  
37 Present: Thalia Anagnos, Marc d'Alarcao, Megan Chang,  
38 Collin Onita, Hiu Yung Wong, Stefan Frazier, Scott  
39 Shaffer, Marie Haverfield, Safiullah Saif  
40  
41 Absent: Richard Mocarski, Ellen Middaugh  
42  
43 Workload Impact: ~~None.~~ Elimination of workload for the administration  
44 of WST; New workload for the administration of Upper Division Writing  
45 Directed Self-Placement (UDW-DSP); Management of 100W placement  
46 process moves from the Testing Office to Academic Affairs.  
47  
48 Financial Impact: ~~None.~~ Reduction of testing fees for students.  
49 Testing Office will lose two-thirds of its income due to the removal of WST.  
50  
51  
52  
53  
54

55 **UNIVERSITY POLICY**  
56 **University Writing: Requirements/Guidelines**  
57 **University Writing Committee (UWC)**  
58 (from <https://www.sjsu.edu/senate/docs/S19-3.pdf>)  
59

- 60 **1. Graduation Writing Assessment Requirement (GWAR), undergraduate level.**  
61 a. Demonstration of competence in written communication shall be a  
62 requirement for graduation with any bachelor's degree. Competence shall  
63 be demonstrated by satisfaction of the university requirement for Writing in  
64 the Disciplines (WID). ~~Written Communication II (Area Z).~~ Students shall  
65 satisfy the WID ~~Written Communication II~~ requirement either by passing a  
66 course approved as provided below in (c), ~~or, if permitted by the~~  
67 ~~requirements of their major, by passing at the designated level the Writing~~  
68 ~~Skills Test (WST) provided for below in (d)~~, or by satisfying the CSU  
69 Graduation Writing Assessment Requirement (GWAR) prior to

70 matriculation at San José State University, or through credit for prior  
71 learning as applicable.- Completion of General Education lower-division  
72 requirements for written communication and a formal placement  
73 mechanism~~passage of the WST~~ shall be the prerequisites for taking the  
74 WID~~Written Communication II~~ course.

- 75 b. Normally, students shall satisfy the WID~~Area Z~~ requirement as soon as  
76 possible after completion of 60 units. Departments should include a WID  
77 course (100W) between 60 units and 90 units in their curricular roadmaps.  
78 The Provost or designee ~~shall take appropriate measures to assure that~~  
79 ~~students satisfy the requirement before completion of 90 units. In~~  
80 ~~exercising this authority, the Provost or designee may allow~~ WID courses  
81 (100W) to appear in the roadmaps~~satisfaction of the requirement~~ after  
82 ~~completion of 90 units if they finds/he finds~~ that curricular patterns and  
83 requirements in particular majors justify the postponement, ~~and also give~~  
84 ~~adequate assurance that the requirement will be duly satisfied.~~

- 85 c. Courses fulfilling the WID requirement:~~Area Z:~~

- 86 i. Every department (or equivalent unit) responsible for an  
87 undergraduate degree program shall either offer an upper-division  
88 Writing in the Disciplines (100W~~writing workshop (Written~~  
89 ~~Communication II)~~ course for its majors or designate for its majors,  
90 by agreement with that department, such a course offered by  
91 another department. College deans shall coordinate department  
92 offerings to assure that students will be accommodated. The  
93 primary responsibility for offering such courses is that of the major  
94 department and college. A department shall not designate a  
95 course in another college without notice to and consent of both  
96 college deans.

- 97 i. — Courses satisfying the WID~~Written Communication II~~ requirement  
98 are submitted for approval to the ~~Board of~~ General Education  
99 Advisory Committee (GEAC) Studies~~in the same manner as lower~~  
100 ~~divisional~~ other GE and SJSU Studies courses. For approval,  
101 GEAC~~the Board~~ must be satisfied that the proposed course will  
102 require substantial appropriate writing, that a high standard for  
103 successful completion of the course will be maintained and that the  
104 course complies with all other applicable criteria. GEAC~~The Board~~  
105 shall periodically review all approved courses and may recommend  
106 withdrawal if, in GEAC's~~the Board's~~ judgment, sufficiently high

standards have not been maintained or the course has otherwise become deficient. ~~The University Writing Committee (UWC) shall be consulted for advice at the Board's request.~~ The University Writing Committee (UWC) shall be consulted for advice at GEAC's request.

~~b. Writing Skills Test (WST):~~

- ~~i. If permitted by the requirements of a major, the Writing Skills Test referred to above in (a) may also serve as a waiver examination for Written Communication II. The UWC shall designate the score on the WST necessary to satisfy the Written Communication II requirement.~~
- ~~ii. The specific form and content of the WST and the minimum passing score shall be as approved by the Curriculum and Research Committee on the recommendation of the UWC.~~
- ~~iii. The WST shall be administered by the Testing Office at least twice a semester and once each summer. Students taking the WST shall pay a fee sufficient to cover the costs of providing, administering, and grading the test.~~
- ~~iv. The Provost or designee shall appoint a faculty member recommended by the UWC as Writing Skills Test Coordinator. The duties of the Coordinator shall include appointment and training of faculty or other readers for the essays.~~

**2. Graduation Writing Assessment Requirement (GWAR), graduate level.  
[Unchanged]**

**3. University Writing Committee (UWC) Charge and Membership**

- a. Charge: The charge of the UWC shall be to develop and support writing instruction at SJSU. To do this, the UWC shall study and support the teaching of writing at all levels, all across the curriculum. The UWC shall be a resource for the teaching and learning of writing all across campus, in support of student writers' university careers from beginning to end.

Members of the UWC serve a vital role as representatives of their colleges and departments. UWC members shall communicate with faculty

144 members in their home colleges and departments, keeping them informed  
145 of the activities of the UWC; act as conduits between their colleges and  
146 departments and the UWC, helping the committee understand the various  
147 (and varied) needs of departments and programs on campus; and help  
148 develop policies and programs to address these needs.

149  
150 The UWC may sponsor workshops and training programs for instructors of  
151 approved courses and shall use these and other appropriate means to  
152 provide guidance on the uniformity of composition standards throughout  
153 the University.

154  
155 The UWC will be consulted as necessary for the following:

- 156 • assessment of the writing core competency
- 157 • placement of students in writing ~~classes as part of the Directed Self-~~  
158 ~~Placement program~~
- 159 • supplementary writing support for students
- 160 • writing in General Education and GWAR courses, especially Areas  
161 A2, A3, and R; and writing in capstone and other courses as part of  
162 a student's degree program

163  
164  
165 b. Committee membership: [Unchanged]

166

7 **POLICY RECOMMENDATION**  
8 **Amendment B to University Policy S16-1**  
9 **Faculty Athletics Representative (FAR)**

10 **RATIONALE**

11 This policy recommendation concerns the term limits for SJSU's Faculty Athletic  
12 Representative, or FAR.

13  
14 Prior to 2016, the Academic Senate's policy on the FAR role allowed them to serve a term of  
15 three years, *renewable with approval of the President in consultation with the Academic Senate*  
16 *Executive Committee*, stipulating that, "Additional years of service may be added if service on  
17 national committees result in a significant benefit to the University."

18  
19 In Spring 2016, an update to the FAR policy, [S16-1](#), was approved by the Senate and signed by  
20 then-Interim President Martin. In the interest of encouraging more regular turnover, the updated  
21 policy limited SJSU's FAR to a maximum five year term, a term limit that has now been in  
22 practice for approximately seven years.

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24 The downsides of this term limit, communicated to O&G by the current FAR and the Chair of the  
25 Athletics Board, include the following:

- 26
- 27 1. SJSU's term limit makes it difficult for SJSU's FAR to serve on a national committee, as  
28 those committees typically require that candidates have at least five years' experience in  
29 the role.
  - 30 2. The three-year term limit hinders the FAR's ability to fully learn the job, or to serve at  
31 their fullest capacity as an advocate for student athlete well-being and institutional  
32 control. Within the first three years the FAR is typically just beginning to understand the  
33 complexities of the role and to develop the perspectives they need to best serve the  
34 university.
  - 35 3. The term limit seems not to accord with term limits for other roles at SJSU. For example,  
36 Departmental chairs have a term of 4 years, which is renewable without a term limit.
  - 37 4. Prior to 2016, the review process required for a FAR's reappointment was not sufficiently  
38 outlined. However, S16-1 successfully implemented detailed guidance to provide a much  
39 more robust review of the FAR prior to reappointment.
  - 40 5. The 2016 term limits for the FAR were implemented to address concerns about  
41 potentially lengthy terms. However, the improved guidance on review and reappointment  
42 that S16-1 provides allay these concerns.



43 6. In 2013 the NCAA published the FAR Study Report: Roles, Responsibilities and  
44 Perspectives of NCAA Faculty Athletics Representatives. The report stated that the  
45 typical FAR had been in their role for seven years. Further, most FARs reported that  
46 their term had no specific limit, and sixty-five percent of Division I FARs reported having  
47 no fixed term. Within the Mountain West Conference, of which SJSU is a member  
48 institution, there are no term limits among the FARs.

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51 With this input in mind, O&G therefore recommend that S16-1 be amended as described herein.

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3.1 The Senate Chair, Chair of the Athletics Board and the President are responsible for establishing, regularly reviewing, and updating as needed, the position description for the FAR.

~~3.2 The FAR will serve a 3-year term. The FAR could be re-appointed for up to 2 years by the President. An example of a situation when an extension might be appropriate would be where an NCAA investigation begins during the FAR's last semester but extends into the following year.~~ **The term of a FAR's appointment shall be three years, renewable for additional three-year terms at the President's discretion, with input from the Chair of the Academic Senate and the Chair of the Athletics Board.** Recruitment of applicants to serve as the Faculty Athletics Representative will be done through the President's Office. All full time tenured faculty interested in the FAR position will be required to submit a 1-page application detailing their experiences and qualifications to serve as SJSU's FAR. All applications will be forwarded to the Executive Committee of the Senate and the Athletics Board for review. In review of applicants consideration should include (a) the candidate must be a full time tenured faculty member, (b) the candidate should have prior successful faculty leadership experience, unrelated to intercollegiate athletics, (c) there should be no conflict of interest, and (d) the candidate should have experiences and skills likely to enhance their effectiveness as SJSU's FAR.

The Senate Executive Committee and the Athletics Board each will forward its recommendations to the President who will arrange for the individuals nominated to be interviewed by the Chair of the Academic Senate, Chair of the Athletics Board, and the President. The President shall appoint a FAR following the interview process.

3.2.1 Reappointment of a FAR. Reappointment should not be automatic, **but rather shall be carefully considered by the President in consultation with the faculty members of the Executive Committee of the Academic Senate and the Athletics Board.** ~~Reappointment for up to 2 years would be appropriate in special cases where continuity is needed.~~

3.2.1.1 Timeline for re-appointments: At the conclusion of the second year of ~~the~~ **an initial** 3-year term, the President ~~will~~ **would** consult with the faculty members of the Executive Committee of the Academic Senate and the Athletics Board if considering the re-appointment of an incumbent FAR.

**3.2.1.2 Review process.** ~~At the conclusion of the second year of a FAR's three-year term, Following a decision to consider re-appointment of a FAR,~~ the Chief of Staff ~~will~~ **would** initiate and complete a review of the performance of the FAR in sufficient time to identify a FAR elect if the incumbent is not re-appointed. Review of the performance of the FAR

95 includes a review by the Athletics Board and faculty members of the  
96 Executive Committee of the Academic Senate, and input from other  
97 members of the Senate.

98  
99 3.2.1.3 Reappointment. The president makes the final decision on  
100 reappointment.

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102 3.2.2 Interim appointments. When a FAR will be unable to serve for just one  
103 semester (e.g., sabbatical) an interim appointment can be made by the  
104 President in consultation with the Executive Committee of the Academic Senate.  
105 If a FAR will be unable to serve for a year or more, recruitment of a new FAR will  
106 be needed.

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108 4. Recruitment and appointment of the FAR-elect.

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110 At the start of the **final** last year of a FAR's term, the President's Office will put out a call  
111 for applicants to serve as FAR-elect in the final semester of the FAR's term and  
112 subsequently assume the FAR role. The selection and appointment process followed is  
113 that noted above in section 3.2.

114  
115 4.1 FAR-elect responsibilities. Confer and work with the outgoing FAR the semester  
116 before assuming their role as FAR. To facilitate a smooth transition, efforts should be  
117 directed toward gaining a solid understanding of and ability to assume their FAR  
118 Responsibilities. **Timing and release time should be considered to provide the incoming  
119 FAR with sufficient on-the-job training, ideally from the outgoing FAR.**

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121 4.2 FAR-elect term. A FAR-elect serves for one semester as FAR-elect followed by a 3-  
122 year term as SJSU's FAR.

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125 **Approved:** February 13, 2023  
126 **Vote:** 8-0-0

127  
128 **Present:** Andreopoulos, Baur, Han, Hart, Herrlin, Higgins, Lee,  
129 Muñoz-Muñoz  
130 **Absent:** Jochim, Tan

131  
132 **Financial impact:**

133 **Workload impact:**

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8 **Policy Recommendation**  
9 **Amendment K to University Policy S15-7**  
10 **Retention, Tenure and Promotion for Regular Faculty**  
11 **Employees: Procedures**

12 Legislative History: This is the first of two policy proposals intended to add information  
13 about administrative recusal of RTP committee members to S15-7 and S15-8.  
14

15 Rationale: S15-8 includes a recommendation on self-recusal in the case of bias (or  
16 appearance of bias), but the availability of administrative recusal is not  
17 described in policy (nor widely known among faculty). This proposal would  
18 amend S15-7 to indicate the existence of a procedure for administrative  
19 recusal of RTP committee members.  
20

21 Resolved That section 3.0 of S15-7 (Retention, Tenure and Promotion for Regular  
22 Faculty Employees: Procedures) be modified as follows:  
23

24 3.0 Procedures for Retention, Tenure, and Promotion

25 3.1 Procedures and principles for all personnel committees

26 3.1.1 Training. All committee members must be thoroughly trained in the use of  
27 the present university policies on Criteria and Standards and for  
28 Procedures for Retention, Tenure, and Promotion. Department chairs,  
29 college deans, and the Associate Vice President for Faculty Affairs shall  
30 arrange for appropriate training in the application of this policy.

31 3.1.2 Charge. Prior to deliberations, all members of a personnel committee shall  
32 sign a statement prepared by the Office of Faculty Affairs indicating that  
33 they have been trained appropriately, that they have read and understood  
34 the relevant policies, and that they will apply the policies fairly and  
35 accurately to the best of their ability. The statement shall also include their  
36 agreement to keep confidential all content of committee deliberations. The  
37 charge will be delivered by the Senior Director, Faculty Affairs, or the  
38 Dean, or the Chair, corresponding to the level of the committee.  
39 Committee members may not view dossiers or deliberate until after having  
40 signed the agreement.

- 41           3.1.3 Election of RTP members
- 42           3.1.3.1 At all levels, faculty shall be elected to serve on RTP committees by  
43           secret ballot.
- 44           3.1.3.2 Faculty elected to serve on RTP committees should consider that  
45           their participation affects the careers of colleagues as well as the  
46           well-being of students and the health of the University more  
47           generally. This service shall be their highest professional priority.
- 48           3.1.3.3 Candidates should verify their ability to serve during the scheduled  
49           meeting times. If necessary and feasible, Deans and Chairs should  
50           adjust members' teaching schedules to accommodate their ability to  
51           attend the scheduled meetings. If an elected member has  
52           unresolvable conflict with the meeting schedule, that member should  
53           promptly notify the Dean and Chair who should arrange to replace  
54           the member via a special election prior to the beginning of committee  
55           deliberations.
- 56           3.1.3.4 No one may serve during the same review cycle on more than one  
57           level of committee; membership on the University committee, a  
58           college committee, or a department committee precludes  
59           membership on the other two.
- 60           3.1.3.5 All departments with four or more active Professors are expected to  
61           provide members/nominees to higher level committees. Departments  
62           with three or fewer active Professors may provide  
63           members/nominees to higher level committees by supplementing  
64           their department level committee with external faculty (if needed) as  
65           per 3.2.7. A department with insufficient faculty to provide a  
66           representative to a College level committee may elect a  
67           representative from outside its department in a related discipline, or it  
68           may elect another department's elected representative as a designee  
69           to explain the department's criteria and context to the College  
70           committee.
- 71           3.1.3.6 Only faculty who will be on academic assignment for both semesters  
72           of the Academic Year are eligible to serve on RTP committees.
- 73           3.1.3.7 Faculty members who are enrolled in the early retirement program  
74           (FERP) are eligible to serve on RTP committees if they meet all other  
75           criteria, including holding the appropriate rank, being active for both  
76           semesters of the academic year, and being elected by secret ballot.  
77           Elsewhere where this policy says "tenured faculty" it includes FERP  
78           faculty in that definition, as per the Collective Bargaining Agreement.

79 3.1.4 Recusals: A procedure to request the administrative recusal of  
80 committee members in cases of bias or conflict of interest will be  
81 developed by Faculty Services in consultation with the Professional  
82 Standards Committee.

83 3.1.5 Quorums

84 A simple majority of the full membership of the committee must be  
85 present to obtain a quorum necessary in order to conduct business.  
86 In all personnel recommendations, a simple majority of those voting  
87 prevails. A quorum is determined at the beginning of the meeting,  
88 prior to any members removing themselves for purposes of  
89 abstention.

90 3.1.56 Voting procedures for all decisions

91 3.1.56.1 Voting. College and University committees and any Department  
92 committees consisting solely of tenured Professors may devise their  
93 own voting procedures. Department Committees with members of less  
94 than full rank shall always vote by written secret ballot. Regardless of  
95 the voting method, the results shall be immediately announced in the  
96 committee and recorded. If written secret ballots are used, they shall  
97 be retained and sealed and stored in the Department / College /  
98 AVP's office until after the following stage of review has been  
99 completed, then they shall be destroyed. Electronic voting may not be  
100 used unless it is implemented in a manner that provides the same  
101 degree of secrecy and security as paper ballots. No member may vote  
102 (electronically or any other way) who has not participated in the full  
103 discussion of any case.

104 3.1.56.2 Abstentions

105 3.1.56.2.1 Permitted reasons for abstention include if a member has a  
106 conflict of interest concerning the candidate, or if a member has  
107 failed to do due diligence in reviewing the dossier. Committee  
108 members shall not abstain simply because they find a case  
109 difficult to decide.

110 3.1.56.2.2 Committee members who abstain must declare their intention  
111 in advance and must absent themselves from committee  
112 deliberations. Abstaining members may not contribute to the text  
113 of the committee's explanation (majority or minority) for its  
114 decision.

115 3.1.67 Voting for Tenure and Promotion

116 3.1.~~67~~.1 For tenure and promotion decisions, committees will conduct  
117 separate votes to determine the candidate's level of achievement in  
118 each category of achievement.

119 3.1.~~67~~.2 The final committee recommendation for tenure and promotion will  
120 be determined by comparing the three levels of achievement to the  
121 standards described in the policy on Criteria and Standards.

122 3.1.~~78~~ Voting for Retention

123 For retention there will be one vote to "retain" or "do not retain." using the  
124 standards described in the policy on Criteria and Standards.

125 3.1.~~89~~ Recording Committee recommendations. Committees shall write reports  
126 for each case stating the reasons for all votes cast. (An abstention is not  
127 considered a "vote" for this purpose.) A statement of these reasons shall  
128 be included in a single report from the committee, with the possibility of a  
129 separate "minority" report. In either case, the confidentiality of voting shall  
130 be maintained, and signatures on the report(s) shall not indicate how  
131 individual members voted when recommendations are not unanimous.

132 3.1.~~910~~ Confidentiality. All personnel materials, proceedings, and  
133 recommendations are confidential, except (a) that positive final decisions  
134 may be announced; (b) that each faculty member shall have access to  
135 materials in his/her personnel files as provided by law, the Agreement,  
136 and Trustee policy; and (c) that any individual may voluntarily disclose  
137 materials from his/her personnel file at an appropriate proceeding, such as  
138 a grievance or court hearing.

139 3.1.~~101~~ Deadlines. Deadlines for the procedural steps provided herein shall be  
140 established at the start of the academic year by the Associate Vice  
141 President for Faculty Affairs. Deadlines shall include a specific closing  
142 date "at which time the Personnel Action File is declared complete with  
143 respect to documentation of performance for the purpose of evaluation,"  
144 as required by the Agreement (Section 15.12.b). If any stage of the review  
145 has not been completed within the specified time, the performance review  
146 shall automatically be transferred to the next review level and the faculty  
147 member shall be so notified. The calendar with deadlines shall be  
148 communicated to all faculty subject in a given academic year to personnel  
149 actions governed by this policy.

150 Approved: February 13, 2023  
151 Vote: 10-0-0  
152 Present: Barrera, French, Gómez, Kazemifar, Maldonado, Monday, Pruthi, Riley,  
153 Smith, Wang  
154 Absent: None

155

156 Financial Impact: None

157 Workload Impact: A small amount of work by UP/FS and PS to develop the procedure

158 described here.