**FACULTY COUNCIL MEETING MINUTES**

Wednesday, September 8, 2021

3:30-5:00 p.m.

Zoom link: <https://csulb.zoom.us/j/82883674031>

Meeting ID: 828 8367 4031

1. Call to Order: 3:34pm
2. Approval of Minutes from April 7, 2021

Motion to approve the minutes

Moved by: David Wallace

Seconded by: Jessica Brooks

Vote: 28 approved; 1 abstention

1. Approval of Agenda

Clarification – that discussion of conflict of deadline for RSCA HEERF funding with RTP deadlines will be discussed under Dean’s report

Motion to approve the agenda: Anand Commissiong

Seconded by: Tina Matuchniak

Vote: 33 approved

1. Reports:
   1. **CLA Dean’s Report:**

**Return to campus**: The return to campus has been going relatively well, with less that 30 students testing covid+. We seem to be managing much better than other CSUs. Although it can be stressful getting notified that a Covid+ student was in one of your F2F classes, the system does seem to be working.

**Employee vaccination certification process**: If you haven’t uploaded your vaccination record, please do so ASAP. Those who have not done so have already received an email from Dean Wallace. The next level of response will be someone from Faculty Affairs contacting faculty who have not completed the process. CFA & Faculty Affairs have come to agreement on the vaccine certification issue, so you do need to complete it.

**Strategic Plan Update:** Deferred for Justin Gomer to discuss later in the meeting.

**Budget update:** Last year, 5% of our budget from the state was cut. We had to pay Academic Affairs back for some moneys. This year, AA can back-fill any cuts, and we will not have to pay back. Instead of starting to with a $1,000,000 bill, we’re starting with $3.4 million that has to be spent on covid-related issues. The underlying bad news is that while the college and university are in a good budget situation this year, the permanent situation is not as good as it might be. 2022-2023 may be challenging without covid-relief funds. Dean Wallace will follow up on this in annual budget report later in the year. All expenditures have been approved by the budget committee. We will have a robust carry-forward for next year.

One complication: system & campus financial situation will be affected by whatever general salary increase is approved. CO suggesting 2% retroactive; CFA asked for 12%, 4% retroactive 2020; 4% retroactive July; 4% this year. So, size of the salary increase could affect budget picture. State did not give CSU more money for compensation.

**RSCA supplemental funds**. There are lots of calls for one-time money this year, stemming from HEERF funds. The RSCA-HEERF were announced 9/7/2021. The underlying ideas is to help faculty whose RSCA activities were halted or slowed during pandemic. The majority will be funded by HEERF funds, which means they MUST be to mitigate covid-related impact. To be eligible, faculty need to have been on contract with CSULB last year. There will be three options for fund: 1) Money in people’s pockets $3,000 additional employment; 2) 3 units assigned time in Spring 2022; 3) $4,000 in actual research expenses (as listed in the Faculty Small Grants rules);

Given the conflict with RTP deadline, Dean Wallace will work with Kimberly Davis to give all those with RTP deadlines a later longer deadline for this funding. The proposal is as stripped down as possible, just 1250 words plus CV material.

CLA will elect a special committee to review applications. Committee will ensure there is a reasonable Covid-impact statement and a feasible project. They will also look to see if applicant has a RSCA history. They will make recommendations to the Dean; Dean makes final decisions.

Questions for Dean Wallace:

* + - 1. Review committee members can apply
      2. What counts as RSCA? Not necessarily that you couldn’t use a RSCA award. Just that any research, scholarly, creative activity was impacted
         1. Does not affect what you already got or what you’re eligible for
      3. What about new faculty who were on contract with other CSU campuses? Will look into it
      4. If I had a RSCA last year and couldn’t make much progress can I use this money to continue that project? YES
      5. President & Provost will be announcing that each college will have opportunity to receive faculty proposals to work on equity projects. CLA will have two. Still developing review committee.
  1. **FC Chair’s Report and introduction by Exec Committee members**
     1. Welcome from Gwen. This year presents a unique opportunity to make change. We are at an inflection point in CLA. We will be searching for a new Dean. We already have a committee working on procedural aspect of 5 year strategic plan. We have an opportunity to craft clear policies, for example on alternative modes of instruction
     2. We hope you all will bring questions, concerns, and ideas that we need to address as a faculty council
     3. Exec Intros:
        1. President: Gwen Shaffer, JPR, last served on FC in 2018
        2. Vice-chair: Justin Gomer, American Studies;
        3. At-large: Jessica Brooks, Classics
        4. At-large: Caitlin Fouratt, I/ST
  2. Standing and Ad-Hoc Committee Reports:
     1. Educational Policies and Curriculum: We don’t have a report from EPCC, we will follow up
     2. Budget: Steven Rousso-Schindler: There have been 2 budget meetings since last FC meeting (May 5); First, unfunded RSCA assigned time/small grants that were approved, but not funded will be funded by CLA; Scholarly Intersections will have a full budget; Discussion of travel call (Aug 25); Terie Bostic’s 9/7 email has all the details; Aug 25: Terie & Dean Wallace gave a presentation on budget report, and discussed travel call & RSCA HEERF call. There are lots of one time funding opportunities this year.
     3. Graduate Council: Suzanne W. reported to Gwen that the committee hasn’t undertaken major work yet this year and will report back at the Oct. meeting
     4. Committee for Pedagogy and Inclusive Excellence: (Justin Gomer) Last Spring the committee began discussion to move committee from ad-hoc to standing committee. However, that conversation is still ongoing. They will keep us updated.

1. **Old Business:**
   1. Policy guidance for changes to RSCA due to COVID-19: We have extended and updated the guidance for 2021-2022 AY
      1. Last year, FC created policy guidance around Covid impact on RSCA; The guidance asked RSCA committee member to take into account when people state they were unable to complete RSCA activities due to Covid; the guidance also proposes that faculty can resubmit a pre-pandemic RSCA application (if they were unable to complete the project) to new RSCA calls. We will look into posting on CLA website. No new language was added to the guidance, just dates were changed to extend the guidance for this year.
2. **New Business:**
   1. Nominations from the floor for Faculty Council Secretary
      1. No nominations for Secretary last spring, so we need new nominations; No nominations from the floor
      2. Jeannette Acevedo Rivera offered her perspective that it was a rewarding experience to serve as Secretary. It was a great way to have a voice in the college, meet people, and understand how the college works. Faculty Council is an important aspect of shared governance. Jeannette is happy to answer any questions. Other FC members pointed out that Jeannette’s work and leadership as Secretary was outstanding.
   2. Nominations from the floor for 2 Elections Committee members
      1. We need updated rosters; need to keep track of who’s on what voting list; Michael will teach the software, etc. Technically there are 2 other people still on committee till the end of fall, so these are positions that start in Spring.
      2. No nominations from the floor.
   3. Nominations from the floor for 4 members and 1 alternate for the ad hoc Committee on Equity in Pedagogy & Curriculum (formerly the ad hoc Committee for Pedagogy and Inclusive Excellence)
      1. Motion to table nominations because the Committee is still discussing moving from ad-hoc to standing committee
         1. Moved by: Jeffrey Blutinger
         2. Seconded by: Steven Rousso-Schindler
         3. Vote: Aye:28 Nay:0
   4. Changes in language to CLA Constitution
      1. Creation of a new standing committee called the Committee on Equity in Pedagogy & Curriculum (formerly the ad hoc Committee for Pedagogy and Inclusive Excellence). Will be comprised of 4 members and 1 alternate. However, there is concern over the acronym as well as the charge and work of the committee. So, item should be tabled because we are not moving to make the ad hoc committee a standing committee yet.
   5. CLA Dean search update
      1. The search forms are in process; The search will not be undertaken until November. We will ask for nominations for the committee shortly from all CLA faculty.
   6. Call for Scholarly Intersections proposals
      1. General reminder that we will need to put out a call very soon. Did anyone serve of SI committee in previous years? Michael Eisenstadt offered his experience and suggested encouraging colleagues in our departments to apply for it when the call goes out. Last year there were fewer applications than funding; Bill Mohr added that odds are very good to be funding, so urges us to apply
      2. Several people are interested in nominating themselves
   7. Motion to amend agenda to nominate Scholarly Intersections committee members
      1. Moved: Caitlin Fouratt
      2. Seconded: Tina Matuchniak
      3. Vote: Aye: 26 Nay: 0 out of
      4. This item ended up being irrelevant as Barbara LeMaster explained that Scholarly Intersections Committee nominations should come from the whole CLA faculty, not just Faculty Council. This will be added to the call for nominations.
      5. **Scholarly Intersections concern:** Kevin Johnson mentioned the difficulty and paperwork involved in paying off-campus speakers for Scholarly Intersections events. Others offered details on the speaker packet needed for compensation. Gwen Shaffer will look into whether it is possible to streamline the process.
   8. **CLA Strategic Plan update (Justin Gomer and Sabrina Alimahomed)**
      1. Both Justin and Sabrina served on the planning support team that is planning the strategic planning process for the college. The prior strategic plan expired in 2020, so we have gone a whole year without a strategic plan. There is a feeling among faculty that past strategic plans haven’t really “done” anything. They tend to be top-down plans or developed from one or two college-wide faculty retreats, but have no real action items. So, the planning support team is working to structure a participant-led strategic plan that is inclusive and equitable. The idea is for the plan to be centered around equity both in process and outcome. The process began in March 2021 and will continue into Spring 2022.

In March 2021, the group reviewed feedback from faculty on the strategic plan gained from Faculty Council meetings, reports from affinity and identity group meetings, and more. They then wrote a 30 page report that assessed the feedback on the plan (report was sent out by Faculty Council to faculty college-wide). **Action item: Justin will resend.**

Then, the planning support team developed lists of stakeholder groups that need to be involved in the process. At this point, they are ready to move forward with the strategic planning process. To be clear, the planning support group is NOT actually developing the plan. Rather, they will facilitate the process of the college developing strategic plan in collaboration with the Dean’s office, steering committee, and Faculty Council.

The Steering Committee will have 50-100 members, comprised of faculty, staff, students, and community members. There will be a lot of information from the Planning Support Team soon about the strategic planning process.

The Dean will write a memo for RTP committees about how important this work is. Sabrina adds that while we often think about how service counts for our record or how it will help us learn the university, this is a unique opportunity to slow things down, sit with colleagues and discuss what we want for our college and where we want to go.

* 1. **Academic Senate Task Force on COVID Equity in Faculty Evaluations** Presentation (Sabrina Alimahomed & Emily Berquist-Sole; Jessica Russell)
     1. Sabrina and Emily shared a presentation about the Academic Senate Task Force on COVID Equity in Faculty Evaluations. This started with a petition and academic senate meeting where many faculty joined the meeting with our kids on camera asking for the university to pay attention to the disproportionate impact on faculty caregivers during COVID, particularly with the intersections with other forms of inequality.

The task force has 13 representatives from all colleges and different divisions. They have been looking for ways to ensure a more equitable read of RTP files. The priority has been on tenure-track faculty because their RTP file deadline is September. This fall, they will work on lecturer evaluations.

The task force advocated for graders & RSCA supplemental funding. Task force members will attend RTP workshops to help candidates figure out how to use these Covid impact statements, etc. Covid-impact statements are optional, as is disclosing personal information. Such disclosure can serve as context for evaluators but cannot change RTP criteria. Task force members will also attend workshops for evaluators to help them interpret these guidelines. Evaluators can’t nullify RTP documents but can interpret these documents with a more flexible and compassionate approach.

* 1. **CLA hyflex teaching policy (Caitlin Fouratt)**
     1. There is a lot of confusion about Hyflex teaching – in terms of expectations for faculty as well as students, scheduling, and more. The college is trying to clarify for faculty and bring our interpretations in line with ATS. Associate Dean Thien will be asking for feedback from faculty about what they would like a hyflex policy to consider as well as their experiences teaching in this mode. Caitlin will update in October.
  2. **Finalizing call for College committee nominations.** We will send out a call for nominations for college committees to CLA faculty. Please encourage your colleagues to self-nominate. Open seats include:
     1. College Equity in Pedagogy & Curriculum Committee: 4 members and 1 alternate
     2. College RTP Committee: 3 members (one can be assoc rank) plus 2 alternates
     3. College Academic Awards Committee: 1 alternate
     4. College Grade Appeals: 1 member and 1 alternate
     5. CLA Dean Search Committee: 4 TT members and 1 lecturer w/ 3-year contract or more
     6. College Restarting or Reinvigorating RSCA Award (ad hoc): 6 members and 1 alternate
     7. College Budget Committee: 2 members and 1 alternate
     8. College EPCC: 1 alternate
     9. College Sabbatical Leave Committee: 2 members and 2 alternates
     10. College Grade Appeals Committee: 1 member and 1 alternate
     11. **Adding: Scholarly Intersections Committee 8 open seats**

* 1. **Finalizing call for University committee nominations.** Calls for nominations for the following university committees will also go out. Open CLA seats include:
     1. Program Assessment & Review Council (PARC): 1 alternate
     2. University Resources Council (URC): 1 rep
     3. Curriculum & Educational Policies Council (CEPC): 1 rep
     4. Academic Senate: 2 alternates

1. **Motion to adjourn the meeting: 5:01pm**
   * 1. Moved: Aparna Nayak
     2. Seconded: Jeffrey Blutinger
     3. Vote: Aye:27 Nay:0