

ACADEMIC SENATE MEETING MINUTES

April 8, 2019

11:45 AM – 1:00 PM

4th Floor Conference Room, LRC

CHAIR: Joshua Cameron

VICE CHAIR: Malika Kachani

SENATORS: Keith Boyer, Beth Boynton, Donna Emanuele, Ed Goering, Eric Gupta, Shalechia Hunt, Lindsay Liggan, Kabir Luffy, Craig Kuehn, Linda, Pang, Yawen Peng, Beatrice Saviola

ABSENT:

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Actions
<p>REPORTS</p>	<ul style="list-style-type: none"> • Academic Standards & Policy – The committee is waiting for the next program review from the OIRE. Jonathan Daitch will be attending the meeting next week regarding online learning and his future vision at the University and how this committee could help and better inform him. Still structuring the narrative for the April committee with the Curriculum Committee Chairs across Campus. • Academic Support Services and Planning/OPS Council – The committee is still trying to find a time and date where the members can meet. The students have asked for the recycling bins to be placed back in the buildings. Todd Clark, Director of Facilities, found the bins and had them put back. • University Faculty Affairs – Dr. Guidry has asked for a written draft regarding the Posthumous Degree policy. The Faculty Award season is coming up. Each college can submit for three different categories. The nominations have to come from the Dean, one faculty member, per college, per award. The due date is May 1. It will be announce at Deans Council as well. • Board of Trustees – Saturday, March 9, was the Board of Trustees meeting. Dr. Clive Huston-Brown, Vice President, CTO and Jonathan Daitch, Director of Online learning were introduced. Dr. Huston-Brown will be attending a future Senate meeting. Accolades for the MSMS program were given and the report from the Academic Standards and Policy Committee was really well received. The Board of Trustees has established a scholarship endowment for students, a dollar amount has not been given but it is currently in the millions of dollars. Received and approved the economic impact report for the both the Pomona and Lebanon campus. An outside body spent over a year pulling this report together and it will be sent to everybody. Tuition dependence has went down this year this past year, we are now at 88.8%. The PhD of Pharmaceutical Sciences has been deferred until the next meeting at the end of May. • Evaluation Task Force – The task force has been trying very hard to meet. Ms. Rodriguez has sent out a few doodle polls. Documents have been exchanged for review. Zoom video 	

	conferencing will be in place for members that cannot attend as well as working together via email.	
1. Call to Order	Meeting was called to order at 12:06pm by the Chair, Joshua Cameron	
2. Approval of minutes of previous meeting 3-11-19	Amendment – “ <i>The president isn’t super supported supportive of the idea.</i> ”	Dr. Chaney motioned to approve the minutes as amended, Dr. Gupta seconded, all were in favor.
3. Announcements	<p>Executive Development Workshop – The workshop will be held on March 28 at the Double Tree in Pomona.</p> <p>Academic Assembly – The Academic Assembly will be held on Thursday, April 18 in Classroom A.</p> <p>AAUP Summer Institute – The AAUP summer institute will be in Chicago, Illinois at Roosevelt University on July 25th – 28th. The Provost sponsors one senator and one faculty member at large to attend.</p>	
4. Ombuds Office/Staff Council	<p>Staff Council - For the Staff Council, documents from 2003-2005 staff council have been recovered. A faculty member and a staff member have been working to put together a document to present and submit.</p> <p>Ombuds Office – There has been one person on campus who has reached out about wanting to get training on being an Ombudsmen. We’re not getting direct opposition, it’s a question of how do we make it happen. When it was brought up before, the concern was that there wasn’t enough need for a full time position for it.</p>	
5i. Convocation Study Group	Dr. Beverly Guidry is chairing the committee, Dr. Cameron is representing the Faculty. The purpose is to explore the purpose, meaning, of convocation. Questions such as “Do we need to keep doing convocation?”, “How should convocation look?” “Are there things we should change about it?” are being asked. They are exploring both the cost and attendance of it. Convocation attendance has been decreasing over the years. Surveys will be sent out to the whole campus community. There will also be focus groups. SGA will reach out for student volunteers.	
5ii. Grievance Committee Amendments	<p>Grievance Committee Proposal 1 The grievance committee would like to change the term of office from one year to three years</p> <p>Old language The term of office is for one year:</p> <p>New language The term of office is for three years; The terms will be staggered to provide continuity.</p> <p>Rationale: To maintain experience and a reminder to administrative memory for follow through of decisions.</p>	Dr. Chaney motioned to approve the amendments made by the Grievant Committee, Dr. Kachani seconded; all were in Favor.

Grievance Committee Proposal 2

The grievance committee would like to change that the grievance committee meets only when there is a grievance.

Old language

The Grievance Committee meets only when there is a grievance.

New language

The Grievance Committee meets when there is a grievance, as well as to address other business.

Rationale: discussion of procedures and other issues are needed

Grievance Committee Proposal 3

Old language

This Procedure DOES NOT APPLY to complaints involving allegations of discrimination and/or harassment, or concerns/issues of an interpersonal nature between or amongst faculty members. Please contact Human Resources for the applicable policies/procedures.

New language

These procedures include complaints involving allegations of discrimination, harassment, bullying, and issues of an interpersonal nature between or amongst faculty and staff members. One may also contact Human Resources for the applicable policies/procedures, but it is recommended that a grievance be filed with the grievance committee to ensure the issue will be addressed.

Rationale: There are no other venues for recourse to address such issues, outside HR.. The deficits and conflict of interest in having these issues dealt with by human resources are clear

Grievance Committee Proposal 4

The grievance committee would like to add language to the following statement

Old language

Before filing a formal grievance, a faculty member should seek to resolve the dispute by discussing it informally with the person(s) who made the disputed action/decision or actively participated in it or who has authority to provide redress.

New language

Before filing a formal grievance, a faculty member should seek to resolve the dispute by discussing it informally with the person(s) who made the disputed action/decision or actively participated in it or who has authority to provide redress. However, this is not required.

Rationale: Bullying etc., authority, etc. may preclude a grievant to do this

Grievance Committee Proposal 5

The grievance committee would like to change the number of days a grievant has to respond from 6 months to 180 working days.

Old language

The grievant has six months to call for a Grievance Committee meeting following the receipt of the Dean's response.

New language

The grievant has one hundred and eighty (180) working days to call for a Grievance Committee meeting following the receipt of the Dean's response.

Grievance Committee Proposal 6

The grievance committee would like to change the six (6) months to 180 working days.

Old language

The grievant must request review by the Grievance Committee within six (6) months

New language

The grievant must request review by the Grievance Committee within one hundred and eighty (180) working days.

Grievance Committee Proposal 7

Old language

Adding new language to the timeline and development.

New language

The action and submission time-line, in reference only to the Grievant and stated herein, may be modified and relaxed based on new information or other circumstances for the Grievant timeline alone. Examples include, but are not limited to, new information supporting bias against the Grievant, possible double standard application towards the Grievant, amendments of the decision, revelations in decision impact, etc.

The examples include, but do not limit, the issues that may relax time-line restrictions for the Grievant.

Grievance Committee Proposal 8

The grievance committee would like to change the six (6) months to 180 working days.

Old language

and in those circumstances, with supporting evidence, the faculty will be given an opportunity for an extended timeline. At no time will there be less than six (6) months

New language

and in those circumstances, with supporting evidence, the faculty will be given an opportunity for an extended timeline. At no time will there be less than one hundred and eighty (180) working days

Grievance Committee Proposal 9

The grievance committee would like to add “the grievance committee and the grievant agree to an extension.” to letter D.

Old language

The Grievance Committee meeting shall be called no later than ten (10) working days after the request has been filed. Generally, all proceedings will be conducted within sixty (60) to ninety (90) working days of the first meeting unless all parties involved agree to an extension.

New language

The Grievance Committee meeting shall be called no later than ten (10) working days after the request has been filed. Generally, all proceedings will be conducted within sixty (60) to ninety (90) working days of the first meeting unless the grievance committee and the grievant agree to an extension.

Grievance Committee Proposal 10

The grievance committee would like to add “and submitting the reason for the delay” to letter M.

Old language

The Provost shall decide the grievance, within fifteen (15) working days, which can be extended after notice to all parties, taking into consideration the recommendation of the Grievance Committee and other factors that the Provost may deem appropriate and/or relevant to the matter.

	<p>New language The Provost shall decide the grievance, within fifteen (15) working days, which can be extended after notice and submitting the reason for the delay to all parties, taking into consideration the recommendation of the Grievance Committee and other factors that the Provost may deem appropriate and/or relevant to the matter.</p> <p>Grievance Committee Proposal 11 The grievance committee would like to add a time limit to step four.</p> <p>Old language A written decision will be issued to the grievant in as early a time-frame as possible.</p> <p>New language A written decision will be issued to the grievant in 60 days of receiving the appeal.</p> <p>Rationale: These issues are serious and time sensitive and there is electronic means to meet outside regular board meetings, as needed.</p>	
5iii. Good and Welfare	We will be inviting Dr. Clive Huston-Brown to our April meeting for him to come and introduce himself.	
6. Next Meeting	April 8, 2019 Academic Assembly meeting: April 18, 2019	
7. Adjournment	The meeting was adjourned at 12:45pm.	