

THE MINUTES OF THE ACADEMIC SENATE  
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(AS-11)

March 12, 2018

Members excused: M. Botwin, L. Burger, Q. Chen, N. Chowdhury, N. Delich, P. Ho, D. Law, D. Lewis, P.L. Martinez (ASI), A. McKeith, N. Nisbett, R. Raya-Fernandez, M. Richaud, J. Smith-Warshaw, A.M. Tawfik, C. Yun, B. Zante (ASI)

Members absent: P. Adams, N. Akhavan, A. Alexandrou, M. Golden, L. Kensinger, K. Mcbee, M. Raheem, E. Waldman, W. Wu

The Academic Senate was called to order by Chair Ayotte at 4:06pm in HML 2206.

1.) Approval of the agenda

MSC approving the agenda

2.) Approval of the Minutes of February 26, 2018

MSC approving the Minutes of February 26, 2018 as amended

3.) Communications and announcements

a. Provost Zelezny

The Provost reminded Senators about the upcoming First Amendment Forum at the Satellite Student Union featuring Dr. Veena Howard and a discussion panel. Refreshments will be provided.

The Provost additionally announced that there had been a delay at the Chancellor's Office in issuing RSCA release time funding to the campus, and funding for the coming year has been reduced by

half. Some money has been found through the work of Vice Provost Nef. In addition, funding for student research projects has been reduced but partially augmented by Dean Hornbuckle of the Henry Madden Library.

b. CIO Orlando Leon

CIO Leon briefed the Senate on the recently-announced theft of a hard drive containing personal info of 15,000 people. Most of the data dated from 2001-2016. Several hundred people affected by the breach are still affiliated with the campus and those individuals have been notified. A call center has been established to answer questions from those who may be affected. The hard drive was used for disaster recovery/business continuity and the amount of data varies by individual. The theft appears to be incidental and not specifically targeted to stealing this data.

Senator Miele (Finance and Business Law) asked whether it was standard procedure to store this type of information on an unsecured hard drive. CIO Leon clarified that university policy requires encryption of all Level 1 personally-identifying information, but in this case an employee evidently did not ask the relevant questions and was not aware that confidential information was being stored on the hard drive.

c. Shane Moreman (Department of Communication; Academic Council on International Programs Campus Representative)

Dr. Moreman announced that two Fresno State faculty members had been selected by the Chancellor's Office to take part in the International Faculty Partnership Seminar in Legon, Ghana. Eight faculty applied from Fresno State of 66 total applicants. Next year's event will be held in France and faculty are once again encouraged to apply.

d. Chair Holyoke

Reminded senators that two additional meetings have been added to the Academic Senate calendar.

4.) Installation of new senators

The following senators were installed and formally welcomed to the Senate:

Mathieu Richaud  
Department of Earth and Environmental Sciences

Shabnam Pooya  
Department of Food Science and Nutrition

5.) New business

There was no new business for the Academic Senate.

6.) Consent Calendar

- a. Proposal to change Department Name. Kathleen Dyer, Chair of Child, Family, and Consumer Sciences.
- b. Elevation from Option to Independent Program for Speech Pathology. University Graduate Committee.
- c. APM 405 Student Records Administration Policy. Academic Policy and Planning Committee.
- d. APM 215 and Chancellor's Office Executive Orders. Melissa Jordine, Director of Assessment.

There were no objections to the items on the consent calendar. All items approved by unanimous consent.

7.) APM 206 Policies and Procedures on Technology-Mediated Courses and Programs - Academic Policy and Planning.

AP&P Chair Mullooley was recognized and explained that this APM governs how technology is applied in the classroom.

Senator Ong (Marketing) asked whether this policy affects where students take exams for online classes. AP&P Chair Mullooley stated that this would probably be covered by policies surrounding final exams and not in APM 206. The Provost clarified that policies relating to exams are not university-level policies but may have been set by individual colleges. Some online courses offer fully online exams. Vice Chair Nef further

clarified that there were no university policies constraining what faculty do in their courses.

Senator Wilson (Computer Science) stated that he was uncomfortable being asked to vote in the present meeting given the number of changes to the document. Chair Holyoke stated that this would be treated as a first reading and would be back on the Senate calendar next week.

Chair Holyoke reordered the agenda to move the Item concerning APM 327 to the end.

#### 8.) Grades Due Deadline

Vice Provost Nef reminded Senators of previous discussions about when grades need to be submitted to meet financial aid deadlines. A task force was convened to explore the question. Following those discussions, the new fall grades deadline is 8 a.m. on January 2, which is the latest grades could be posted to meet other campus functions. In the spring, the deadline will be 8 a.m. on the Tuesday following Memorial Day to give faculty more time for grading.

Senator Thatcher (Public Health) asked what the penalty is for faculty who fail to submit grades by the deadline. Vice Provost Nef told Senators that the initial consequence would be repeated email reminders to file grades. The Provost stated that the small number of faculty who are habitually late with their grades would be receiving letters in their files beginning in the Fall.

AP&P Chair Mullooley reminded Senators that these deadlines were for financial aid purposes and to meet Federal mandates.

Chair Holyoke called for a vote on the proposal.

Senator Sanchez (CLAS) stated that there had been a case in the past where grades could not be submitted because of a problem at the Registrar's Office and asked about what precautions are in place to prevent letters from being erroneously placed in files. The Provost clarified that there were procedures in place to protect against letters being errantly placed in files.

The motion to approve the new grading deadline was moved and seconded. Passed unanimously.

9.) APM 415 Dispute Resolution Policy. Academic Policy and Planning.

AP&P Chair Mullooley was recognized and introduced the item. This APM section was seemingly never fully enacted and in some cases no longer corresponds with Federal law and other legislation. The Dispute Resolution Board mentioned in the APM appears to have never existed. The proposed Draft Student Concerns Table was introduced to Senators.

Chair Holyoke reminded Senators that this was considered a first reading of the item and that there would be more time to consider the proposed changes before a vote was held.

Senator Bryant (University-wide) asked whether or not this policy has been cross-checked with existing policy to see if any existing protections were lost ~~there were other references in the APM that would need to be changed as part of this~~. AP&P Chair Mullooley stated that the table was designed to imagine every scenario in which a student might file a complaint related to a dispute, and to point to the relevant sections of the APM.

Senator Hens~~o~~en (English) expressed worry that the section on Disruptive Classroom Behavior was oriented toward what faculty should do, rather than what students should do. AP&P Chair Mullooley answered that APM 419 spells out more specifics, but that the chart could be enhanced to add additional cases.

Senator ~~Hensen~~Henson (English) expressed concern about abolishing the policy without a clear replacement. AP&P Chair Mullooley answered that the table was designed to lay out possible courses of student action, not to lay out every specific remedy within the university.

Senator Cady (History) asked what protocols are in place to protect faculty if erroneous or malicious complaints were brought. AP&P Chair Mullooley replied that this was potentially one reason why the APM section should be abolished because it creates contradictions with other APM sections and policies. In addition, the abolition of the AOM section had been proposed initially by Student Affairs.

Senator Karr (Music) stated that the chart seemed to suggest possible courses of actions rather than solutions or process to achieve conflict resolution. AP&P Chair Mullooley stated that there are recourses in place for grade disputes and some other complaints, but there is no across-the-board policy.

Senator Miele (Finance and Business Law) stated that some APM sections do seem to have full processes in place for dispute resolution.

Senator Bryant (University-wide) suggested that there was no need for new policy because APM 415 could function to provide a last recourse in conflict situations.

Senator Ram (University-wide) suggested switching the columns on the table to more clearly indicate the relevant APM sections that a student or faculty member might consult.

Senator Karr (Music) asked whether due diligence had been done to ensure that the APM sections being referenced actually do contain procedures and policies to remedy a dispute.

Senator Jones (Communication) suggested that the existing policy seemed to exist as a catch-all dispute resolution procedure.

Senator Wilson (Computer Science) asked whether there were any circumstances in which removing APM 415 would leave some possible scenarios uncovered. AP&P Chair Mullooley answered that the chart had been developed to account for those scenarios.

Senator Ram (University-wide) asked whether the Dispute Resolution Board had ever actually existed. Chair Holyoke stated that there was no evidence the board had ever met.

Senator Gillewicz (English) observed that the policy was written in 1976 and may have been shaped to account for cases that existed at the time and were not covered by other APM sections or legislation. Senator Gillewicz encouraged Senators to consider retaining the board to account for future cases that may emerge.

Given that this item was a first reading, it was referred to the Senate's next meeting agenda.

The Academic Senate adjourned at 5:10pm. The next meeting of the Academic Senate will be on Monday, March 19, 2018.

Submitted by  
Bradley Hart  
Vice Chair  
Academic Senate

Approved by  
Thomas Holyoke  
Chair  
Academic Senate