



General Faculty Senate Meeting

Time: 11:00 am – 12:15 pm

Minutes

3/25/2021

In attendance: Dinesh Pinisetty (Chair), Wil Tsai, Matt Fairbanks (interim Secretary), Mike Holden, Julie Simons, Cynthia Trevisan, Frank Yip, Margot Hanson, Steve Browne, Colin Dewey, Christine Isakson, Tamara Burbach, Margaret Ward, Ali Moradmand, Tony Lewis, and guests/observers.

Senators absent: Assis Malaquias, Elizabeth McNie, and Keir Moorhead.

1. Call to Order and Minutes Approval

- Chair called the meeting to order.
- Minutes approval for 12/17 minutes. *Senator Hanson moved to approve. Simons seconded. No objections.*
- Minutes approval for 2/18 minutes. *Senator Trevisan moved to approve. Seconded. No objections.*

2. LRPG (Long-Range Planning Group) Shared Governance Model and 2021-2022 Calendar

- Dean Van Hoeck presenting on the calendar and shared governance model for LRPG.
- LRPG 2021 meets every Friday at 9am.
- It is a large group – Cabinet, Senate Chair, and three different working groups: Academic Pathways, Cadet Life, Health & Safety. Leads: Van Hoeck, David Taliaferro, and Craig Dawson respectively.
- Each consists of about 15 members. Have 4 faculty on Academic Pathways, and Taliaferro is in the process of recruiting faculty for Cadet Life. *Please contact Dinesh Pinisetty, Senate Chair to volunteer for the Cadet Life working group.*
- Review Process outline: each working group reviews/endorses, then there's a decisional memo, then there's consultation with Faculty Senate Exec and student groups (Triad), and then forwarded to Cabinet.
- Planning work so far: cruise, commencement, campus vaccinations, and now academic calendar.
- The Fall semester calendar is somewhat compressed. Shorter than spring (14.8 weeks). Final exam period includes a Sunday. Short Thanksgiving break.
- Four options were reviewed. A fifth option was made of a fusion of two of those options and that is the one that is being presented.
- Not an ideal calendar, but functional, and approval was unanimous.
- Spring semester (2022) is improved. No conflicts between class and USCG exams. Spring break is 5 days, commencement not too late in the summer.
- Presented the relevant dates for fall/spring (class start dates, etc.)

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- Priorities: preserve a ‘dead day’ between end of classes and final exams, sufficient winter break, preserve early commencement as much as possible. Include a spring break.
- Students indicated that they preferred a dead day and then straight through finals rather than a broken up final exam period and no dead day.
- Talked about the competitive advantage of having an early commencement due to a variety of summer activities – commercial cruises, etc.
- Dean Van Hoeck asked the Senators (and other attendees) for questions and feedback.
- Steve Runyon asked a question - Grading deadline is then the 23rd of December, which is awful for faculty with late final exams. Is this due to effects from COVID and thus not indicative of future planning?
- Dean Van Hoeck – yes, this is a recovery calendar, and is a special case. Graham can weigh in to explain further.
- Graham Benton (AVP) confirmed that this is a special case and we will be looking to go back to a more normal calendar - Fall break, plus exams clear of very late December.
- Runyon – have we resolved the number of instructional days issue?
- Van Hoeck – short answer is yes.
- Runyon – thoughts on cruise 2022? Two or one?
- Van Hoeck – I’ll tell you what I know, which is that we’re making the assumption of one cruise, but with something extra to make up small amounts of sea-time.
- No further questions.
- Van Hoeck – one more thing to mention. She wants to emphasize that she’s trying to over-communicate on these planning efforts. There are minutes from all Academic Pathways meetings. If any faculty would like to have access to these, please let me or a faculty rep know. Thank you!

3. Senator Categorization Scheme

- Senator Frank Yip is presenting.
- There will be a live dice roll to ‘draw’ into each category. Tomorrow at noon via Zoom, lottery style.
- Each department will ‘roll’ within that small group.
- All Senators currently serving can, of course, run for re-election.
- This will only happen this once because of the recent change to a representative Senate, and then the positions will be even/odd years going forward.
- Addressing at-large positions: there will be a dice roll to determine the category of the remaining three at-large Senators.
- The exception to all this is the lecturer position, which has a vacancy, so Senator Ali Moradmand will be in category (Class) 2.
- Senator Yip noted that this scheme is dictated by the by-laws to have staggered terms to create some continuity in the Senate.
- Chair Pinisetty noted his approval of Yip’s good work.

4. Department Chairs’ Policy (Second Reading)

- Senate Chair Dinesh Pinisetty presenting.
- Reminded Senators that we had our first reading during the last meeting.
- Senate Exec took a “stab” at implementing the feedback given during that meeting and since.
- Chair Pinisetty paused to allow any immediate input on the new draft. None was offered at this time.

- Chair Pinisetty noted the adjustments to the language around recruitment activities (under Advocacy and Leadership of the Department heading).
- Julie Chisholm – what is the ‘appropriate’ amount of partnering with admissions?
- Senator Julie Simons suggested “in collaboration with” instead of “as requested by” to avoid the sound of faculty being subservient to admissions, etc.
- Senator Christine Isakson – I’m assuming that the Chair may delegate some of these responsibilities to department members. Some departments are quite overloaded. Should we add “As resources allow” at the end of the “participate in the recruitment...” statement?
- Chair Pinisetty asked for other feedback from Senators.
- Senator Browne – to avoid “as resources allow” we could just have a catch all like the current one.
- Senator Isakson – I think it should be in the document as people are reading through.
- Chair Pinisetty made some adjustments to the language in response to these criticisms, and moved on to other adjustments that have been made to the policy.
- Senator Simons – noted that Chairs do not schedule classes, they determine course offerings and instructor assignments (not time of day, etc.)
- Senator Browne suggested the “course offerings and instructor assignments” language.
- Some discussion on who had ultimate authority on the number of sections, etc. Provost noted there are budgetary constraints that Deans would need to implement.
- Senator Isakson – those budgetary constraints should be shared with Chairs for communication and transparency reasons. Provost – noted.
- Senator Simons – “Consider qualitative and quantitative feedback from student evaluations to foster curricular and pedagogical growth, in collaboration with faculty.” Instead of “be attentive to student qualitative...”
- Chair Pinisetty – if everyone is satisfied with this, can we move to a vote?
- *Senator Hanson motioned to approve. Senator Lewis seconded.*
- Any objections? No. **Chair responsibilities document is approved.**
- Moving on to the department Chair policy document.
- Voting rights issue – Chair Pinisetty agrees that we shouldn’t disenfranchise lecturers, but we need to balance that with making sure the lecturers are invested in the department. Presented new language.
- Senator Colin Dewey clarified that Senate Chair would figure out who was eligible? Chair – yes.
- Senator Moradmamand clarified an important and/or clause.
- Chair Pinisetty continued presenting changes to the policy made in response to feedback. He noted the clause about the President meeting with the affected department if the Chair is removed and other small changes. Senator Hanson suggested some small corrections, which were made.
- Senator Browne – why are we writing out and putting in numerals in parentheses? Seems unnecessary and is at least inconsistent.
- Dean Neto – numerals below ten would get this treatment in publications.
- Senator Hanson – Suggestion for Section 1: Eligibility "If a department has no tenured faculty, probationary faculty are eligible to serve as department chair." (remove "However, in extenuating circumstances the President may choose to appoint a probationary faculty to serve as a Department Chair.")
- Chair Pinisetty made this replacement.
- Senator Wil Tsai - Just wanted to double check, Section 15 was added to be like Appendix K in RTP?

- Chair Pinisetty – yes, this was a suggestion by library faculty. Not exactly like Appendix K. Can you provide an example of this, Margot?
- Senator Hanson – seemed like a reasonable option and we borrowed language from another institution to afford this flexibility.
- Senator Moradmand – regarding the lecturer enfranchisement clause, how many lecturers would it affect? Unknown, but small numbers are suspected.
- *Senator Hanson moved to approve* as amended and asked about voting and whether it is appropriate here.
- *Senator Browne and Senator Moradmand seconded.*
- Senator Browne agreed that voting is appropriate on substantive matters.
- Voting by chat. **All Senators present voted to approve along with McNie’s proxy vote.**

5. University Admissions Update

- Marc McGee presenting and is time constrained due to the previous agenda items.
- Shared screen, showing admissions and application data.
- Noted that some improvements, though there are drops in a lot of majors outside of engineering programs.
- Presenting some projections on enrollment and enrollments targets.
- Projection is 261 and target is 335 across all majors.
- [Secretary hopes these slides will be shared afterward.]
- Currently running ahead of last year’s numbers of confirmed students at a very similar date (late March). They’re looking to improve admissions yields (applications -> student at Cal Maritime rate)
- There are a variety of current and planned yield improvement activities.
- McGee noted his appreciation of the efforts that faculty and Chairs have made in improving admissions numbers.
- Senator Isakson – timing of admission packet? How soon is this done?
- McGee – email goes out immediately. Letters (paper) go out within 4-5 days.
- Senator Lewis – what’s your read on the data there? Increase in enrollment? Decline? Is this a ‘bounce-back’?
- McGee – goal is pull out of the decline and start an incline. Targets are ambitious. Expect that these efforts will pay off.
- Senator Lewis – reiterated his original question for this year’s admissions.
- McGee – hard to say at this point, trying to squeeze as much juice out of the orange as possible and efforts to get admitted students continue. In most programs, we’ll be taking applications and continuing yield efforts throughout the summer.
- McGee – thanked Senators for their work in admissions.

6. IBL Chair Response to Response – Follow Up Letter

- Cancelled for this due to time constraints.

7. Good of the Order

- Cancelled for this meeting due to time constraints.

8. Adjournment [~12:20 pm]