

Senate Executive Committee Meeting (11/15/2022)

Attendees: Elizabeth McNie (Chair), Sarah Senk (Vice Chair), Matthew Fairbanks (Secretary), Victoria Haller (Student Rep), Frank Yip, Wil Tsai, Christine Isakson, Ariel Setniker, and Provost Lori Schroeder

- Minutes Review and Approval
 - *Minutes from 11/10/2022 were reviewed and approved by unanimous consent after small adjustments for accuracy.*
- Provost's Report
 - Provost Schroeder ceded her time for today and asked if there were any questions for her.
 - Fairbanks asked about the process of finding an interim Library Dean. She said it remains challenging. She's exploring using The Registry as an option for finding an interim. Time is short, so any ideas for recruiting an interim replacement for our Library Dean would be appreciated.
- General Education Issues (Sarah Senk and Victoria Haller)
 - There was a meeting about General Education requirements for transfers, etc. Victoria recalls there was a comment to the effect that very few UC students transfer to Cal Maritime. Haller noted that her experience is UC to Cal Maritime so that she could obtain a Coast Guard license. She was not given much help and was essentially told to sort it out herself in some instances.
 - Eventually, she learned that she's currently enrolled in two classes that she didn't need to take. She's also experienced a variety of related issues with her transfer credits and whether certain courses would be accepted at Cal Maritime. For example, she petitioned the Registrar to accept some of her UC credits and was denied at that time.
 - Right now, she has these two classes on her schedule. She can't drop both for financial aid reasons. Her next semester is 13 units. She thinks it's possible she could have finished her Cal Maritime a whole semester earlier if these transfer issues had been properly handled from the start.
 - This has been a long saga, since at least 2020. Apparently at that time, her ethics course from UC was deemed not adequate (not upper division), and now it's fine.
 - Senk stated that she doesn't want to play the blame game, but there are some clear errors here. We've essentially cheated Victoria out of a semester's tuition! And a lot of the people involved in this saga are competent and well-meaning, but were operating with poor or incomplete information in terms of what counts and what doesn't, which is vexing given that Haller's credits are coming from another public university within CA.
 - Provost Schroeder apologized to Haller that this has occurred, and said that Natalie Herring will be informed about this situation because she supervises both offices (Registrar and Admissions) that appear to be involved here. Herring has previously mentioned to the Provost that we as an institution have serious issues in the organization of these sorts of transfers.
 - Further discussion: Tsai noted that Engineering also has post-bacs like Haller. There's always questions about upper-division GE and GE in general. Senk noted that the rules just don't seem to be written down. Anywhere. Tsai said that the new GE transfer requirements coming in (AB 928 and its effects) will further change this process. We

need to get our ducks in a row so that we have a clear plan and pathway for these students.

- McNie stated that it's a real problem that no one in this meeting (generally knowledgeable people) has any idea on the specifics of how this works. She continued, saying that training should be required for faculty advisors.
 - McNie also commented that it wasn't simply a single semester's tuition that Haller is having to pay, but a significant amount of potential income Haller would have realized if she had graduated earlier.
 - Isakson commented as well on the general lack of guidance or procedure on all these questions regarding transfer courses/credits. IBL has discussed the possibility of having a faculty member serving as a student advising specialist for transfers and that they would get all the transfers to handle. This particular idea received pushback for other reasons, but the fact remains that the knowledge needs to be present in advising these students.
 - Tsai noted that other institutions do have a person or office who/which are specifically trained to handle GE program issues along these lines. We probably don't have the scale to have a person, but there needs to be resources, perhaps amongst faculty.
 - Further discussion of these issues: It was noted that there has been significant turnover in admissions, etc, which may have exacerbated these issues, but that Haller's case is not the only one in which there's been a mishandling.
 - Tsai suggested that we get an outside-of-campus perspective on these issues, perhaps Alison Wrynn from the Chancellor's Office.
- Library Department Chair Response
 - Michele van Hoeck, Library Dean, is visiting us.
 - She noted that there's not a clear process for creating a Chair or similar position. If we arrive at that process during this, that would be excellent.
 - She said she had a good discussion with Amber Janssen about the library department chair proposal back in April of Spring 2022.
 - Dean van Hoeck noted that mostly larger CSUs have Library Chairs. Channel Islands does have one and is small, but they also have faculty within the 'library' that aren't librarians (writing center instructors, etc.) which makes the Channel Island's Chair more understandable. The whole department is of significant size.
 - Dean van Hoeck's initial reaction to the proposal was that we're too small, but she did acknowledge some of the issues raised by the librarians' proposal (the lack of a Department Chair letter in RTP reviews for instance). Her current position is that she does not support the Chair idea. She's written her response document to the proposal detailing her reasoning, but she views the issue as something for her successor to take up.
 - Dean van Hoeck says that Cal Maritime needs to grapple with the duties, responsibilities, workload, etc. of department Chairs across the University. This is broader than the Library Chair issue.
 - Setniker – do all the CSUs have faculty librarians? Michele – yes, and they all have Library Deans. Setniker noted that as a junior faculty member, having the Chair letter is an important additional piece of constructive criticism during an RTP review.
 - McNie asked whether van Hoeck has asked other CSUs about how they handle the RTP issue. Dean van Hoeck said no, but it would be interesting to know. She added that libraries at other CSUs have department committees that are all or mostly librarians

because of their size whereas here most department RTP committee members are external to the Library.

- Resolution on the Technology Upgrade of Classrooms
 - Tsai wrote the draft resolution and is reviewing it with us today. He thanked others for their comments and corrections.
 - He briefly summarized the motivations behind each Resolved. He noted that one thing he included was making sure that faculty training on the new tech is an important piece of the upgrade.
 - Fairbanks asked about the plan specifics. Not that it should be in the resolution, but more for information so that faculty can know whether or not they want to support the plan. Tsai answered that there's a lot of specifics that can be shared, but he wants to have that stuff come from Jase Teoh, Senior Director of Academic Technology, who is spearheading this effort.
 - Further discussion: we want to have faculty and student engagement and feedback, and Setniker noted we want to have Jase Teoh in the loop so she not blindsided by this resolution. Tsai said he had already spoken to her, and she's aware of the draft resolution.
 - McNie suggested that student feedback be explicitly included in the resolution if possible. Tsai said he would think about how to do that prior to its first reading at the General Senate meeting.

- Checking-In on Senate Exec Plans for the Academic Year
 - Senk suggested reviewing the big document from the SharePoint. She's added a lot as issues come up from faculty.
 - Fairbanks admitted that he hadn't reviewed that document recently, but has the impression that a refocus is a good idea, because we haven't addressed some of the items on our original list as yet.
 - Yip noted that there were a lot of issues surrounding the Cruise that are still outstanding. McNie said some of these are in progress, but yes, there are some outstanding items there.
 - Isakson followed up on the Cruise issues, noting in particular the issue of watchstanding and the quality of the cruise training. Additionally, we need to understand how we got to the point of students cleaning up sewage without PPE and falling through the deck last AY. That examination really needs to happen so that we avoid returning to these situations in the future.
 - Discussion of hiring for the ship's officers: Captain and Chief Engineer are apparently both interim. Hiring for other ship officers continues apace. A search for permanent folks is underway.

- Haller's Petition
 - Petition to change open registration times!
 - She noted that there are various issues with registration, but this is quite focused – change the registration time from midnight to something else.
 - The current time is late and conflicts with sleeping schedules. Also, there's no IT support at that hour if something goes wrong. She also suspects that mistakes are made by students because of the late hour.

- Haller said that Julia Odom (Registrar) knows about this petition, and she was at an AS meeting where it was presented. She was supportive and wants to use it as leverage to make the change within the Deans and Chairs meeting.
 - The petition currently has 135 responses. The majority seem to want an 8pm registration time, which doesn't solve all the problems (for example, having IT support).
 - Senate Exec member expressed general support of the petition's goals.
 - Tsai noted that noon could also work, but cuts into lunch.
 - Haller explained that she based the suggested times on times Julia Odom had previously considered. Another option was 6:30am. And there's a write-in blank on the petition as well.
 - Haller's plan is to gather all the responses and give it to Julia before her Thursday presentation to the Deans and Chairs. She doesn't want to adjust its language and options now since it has so many responses.
 - *Senate Exec voted unanimously to support the idea with a preference for a noon registration.*
 - Fairbanks asked how long registration takes. Answer: very quick if you're all ready to go and nothing goes wrong. However, the prep work, done properly, takes maybe 2 hours for a student.
 - Requisites were brought up as a big problem for ease of registration.
 - Julia Odom has an idea to base requisites on prerequisites. If you've passed the pre-requisite, then the course is open to you automatically.
- Open Floor
 - Colin Dewey (Chair of C&C) has stated that Registrar's Office is the source of many problems, but nothing ever seems to change when problems are pointed out. He has also noted they apparently have some separate source of information about how many students are in what cadre, and it *never seems to be right* in Dewey's experience.
 - Yip – there's no accountability. Get it wrong or right, nothing happens. Spreadsheets that get sent out are in some cases from 2015. Retirees are on there. So many adjustments have been made since then and yet this practice continues.
 - Tsai notes that (1) there's definitely a software issue that definitely makes all these problems worse, and (2) we don't have policies for any of this. Shari Smiljanic-Villa (the scheduler) is getting requests for certain professors to be in certain time slots, all sorts of detailed stuff along these lines, and it definitely constrains her. But should it? We need standards, policies.
 - Others present were under the impression that making requests of the type Tsai mentioned was forbidden. This suggests that there's an asymmetry across departments on how these requests are handled, which further illustrates the need for written policies, not oral traditions.
 - Tsai wanted to clarify that SmartPlanner (student curriculum planning tool) is bad, but another problem is that faculty don't enforce that students use it so that the data is better. CSU desires a better tool system-wide, especially since it is no longer supported by Oracle, but the proposed replacement, EAB Schedule Planner, fell through. The CO has a request for proposals for a new online curriculum planner tool.
 - Yip noted that reasonable schedule requests used to be honored. Our current problems are at least partially a personnel issue.

- Meeting Adjourned