THE MINUTES OF THE ACADEMIC SENATE

CALIFORNIA STATE UNIVERSITY, FRESNO

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October 12, 2020

Members excused: P. Hooshmandrad, R. Sias

Members absent: G. Brar, L. Brillante, B. DerMugrdechian, S. Fulop, M. Hernandez, K. Jordan, Y. Luo, H. Qutob, A.M. Tawfik

Academic Senate was called to order by Chair Holyoke at 4:01 p.m. via Zoom video conferencing.

1. Approval of the Agenda.

MSC

1. Approval of the Minutes of 09/28/20

MSC approving the Minutes of 09/28/20 as amended.

1. Communications and Announcements

Provost Jiménez-Sandoval announced the appointment of Dr. Xuanning Fu as Vice Provost, and updated the Senate with news that the three dean’s search committees will convene this Friday. He also noted that he will announce the process for the search for Dean of Undergraduate Studies soon. The Provost thanked the Face-to-Face Instruction Taskforce and its Chair VP Astone and explained that the Taskforce is finalizing their report and it looks like we will have a 30% increase in the number of students with access to face-to-face classes as compared to Fall 2020. Finally, he advocated for all faculty to respond the call for feedback to the Chancellor’s Office concerning the process of adding the three unit Ethnic Studies course mandated by the passage of AB1460, and requested all who send such feedback to please CC Interim Dean Muscat with your response. He also reminded the Senate that we have in place a fully authorized plan for the reestablishment of research activities on campus, and those in need of this plan, or that have any questions about the plan, should contact Dean Marshall who led that Taskforce.

Sen. Schlievert in her role as Statewide Senator gave a brief update on the negotiations concerning AB1460 and that she is participating in a series of Zoom meetings with AB1460 authors. In brief she reports: this should be a lower division requirement, It can be taught at Community Colleges, it cannot link into social justice courses, and that something in GE “is going to lose”. She encouraged all to provide the requested feedback mentioned by the Provost and sent to all faculty in an email.

Chair Holyoke introduced newest voting member, Elizabeth Zuñiga as this academic year’s ASI Executive President. The Senate welcomed her warmly.

Chair Holyoke also noted that the next Senate meeting will likely be solely devoted to implementation of AB1460 and that members of our campus Taskforce and its chair, Dr. Muscat, will participate in the discussion. In addition we will be joined by Dr. Wrynn from the Chancellor’s Office.

* 1. **Invitation to discuss internship and Service-Learning waivers of liability.**

Chair Holyoke introduced the issue of liability waivers for internship students. He referenced the multiple emails distributed to Senators and available on the AS website.

VP Astone stated that she and the administration takes faculty and student feedback very seriously, and introduced two staff members with relevant campus responsibilities: Lisa Kao (Risk Management) and Mary Willis (Internships). A document entitled “Key Points” was shared to the Zoom session screen and the document is available in the documents section of the AS website.

In brief, VP Astone stated that the July 31st policy from the Chancellor’s Office could have had a bit more clarity, and that she has been working with the Chancellor’s Office along with the Provost and Vice Provost to gain further clarity. She told the Senate that we should have been requiring waivers pre-COVID for internships. She stated in the comments for clarity: “The waiver serves as an acknowledgement and understanding of the risk of the activity and that students agree not to seek damages if they are injured or harmed in any way. CSU insurance will cover if the University is in any way responsible.”

Ms. Kao also mentioned that a questionnaire is now part of the internship application, and will help ascertain the need for the waiver. The goal is to protect the student by means of University insurance for students, faculty, and staff. She described that if a student goes off campus and gets hurt, we have secondary insurance coverage and the point is that we have many layers of protection in place.

Dr. Delcore was invited to speak by Sen. Mullooly on behalf of his department. Dr. Delcore started by sending his appreciation to the Vice Provost, Provost, and VP Astone, and applauded their efforts to date. He identified what he termed a critical omission from the new APM policy, that it was missing needed Executive Order recommended language. The needed language was supplied by Sen Mullooly who identified Section IV C of the APM to include “If the internship placement is not required as part of the student's academic program, the student must complete the liability waiver form (see Executive Order 1051)”. This was later part of the motion introduced under New Business in these minutes (see below).

Sen. Bryant inquired whether or not students understand what they are signing, and expressed concern about the inequity of how some students can take a course as an “elective” and be required to sign a waiver, but other students that take the same course as “required” do not. Ms. Willis address the initial question that with 846 current students, and given the current level of staffing, the situation does not allow for individual contact with each student applicant.

Sen Maldonado inquired if the “required” status includes minors? Dean Muscat indicated that minor requirements would count.

Sen Ram asked for clarification about how it is determined that a particular internship is “not required.” For example, an internship might be the only viable option for a student to complete a required Capstone course, hence required for that student to graduate, but the internship itself may not be listed as required for the major. Lisa Kao told the senate that she and her team have been asking for clarity from the Chancellor’s Office and that they are just trying to be in compliance. Dr. Muscat added that if a course is required in the General Catalog, then no waiver will be mandated.

Sen Wise asked that with all exceptions mentioned, how many students are signing? Ms. Willis told the Senate that there are currently 826 students in internship courses, and of those 306 are in person, 143 are remote, 247 alternative assignments in lieu, and for 150 students she has no idea due to lack of compliance with required paperwork.

Dr. Parra expressed his concern that it is important to inform students of potential risk, so he advocates to keep language to enforce acknowledgement of risk, but stated his opposition to liability waivers.

1. New Business.

Sen Mullooly made the following motions.

Moved to open APM(not yet designated with number) concerning Student Internships.

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Amendments added

MOTION: To add the following to Section IV of the APM to read:

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**IV Placement and Orientation**

Before the student begins the internship experience, managing campus offices or faculty ensure that the following steps are completed:

* 1. Student orientation that includes conduct expectations, identified potential hazards and steps to minimize risks, and campus emergency contacts. This may be provided by the agency if there is a proper agreement in place;
	2. Student Emergency Contact form should be completed.
	3. f the internship placement is not required as part of the student’s academic program, the student must complete the liability waiver form (see Executive Order 1051).
	4. Internship Learning Plan Agreement (Appendix E) is signed by the student or the student’s legal guardian or parent if the student is under 18 years of age, learning site representatives, and faculty member;
	5. Documentation of the above items shall be retained by the office of the University Internship Coordinator.

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Waive second reading.

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Amend the APM.

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The Academic Senate adjourned at 5:32 p.m.

The next meeting of the Academic Senate will be October 26, 2020.

Submitted by Approved by

Raymond Hall Thomas Holyoke

Vice Chair Chair

Academic Senate Academic Senate