CALIFORNIA STATE UNIVERSITY, FULLERTON

ACADEMIC SENATE	
Marathon Meeting	**ASD 14-122**
MINUTES	*Approved 8-28-14*
MAY 15. 2014	

11:30 AM - 1:00 PM   **Pollak Library North 130**

Present: Balderas, Bedell, Bonney, Botsford, Bruschke, Buck, Carroll, Cruz, Dabirian, Evanow, Fidalgo, Filowitz, Fitch, Fontaine, Gradilla, Hassan, Jarvis, Jones, Kanel, Knutson Miller, Matz, Mead, Myck-Wayne, Puri, Randall, Rhodes, Rhoten, Rodriguez, Stambough, Stang, Stein, Walicki, Walk, Walker, Watson, Weismuller, Yang

Absent: Armstrong, Basil, Chavis, García, Guerin, Lartey, Michalopoulos, Navarro, Pasternack, Perez, Smith, Westgate

I.   CALL TO ORDER

Chair Walker called the meeting to order at 8:30 AM. He thanked Provost Cruz for underwriting the morning breakfast. He also thanked all the members of the Academic Senate for their hard work to help create a successful year of collegial governance.

II.   URGENT BUSINESS

Chair Walker asked permission to bring an item from the Consent Calendar under urgent business. In conversation prior to this meeting, Senator Filowitz, ASC Chair, suggested the following document be referred back to Academic Standards Committee to reconsider fall 2014 semester. The complicated issues within this document should be further reviewed by the new ASC committee. Chair Walker thanked ASC for their work during this year.

7.1   ASD 14-22 UPS 300.005 Final Examinations [3-9-11] [Source: ASC/EC]

The body agreed to remove this item from the agenda. It will be brought back to the A.S. next year.

III.   ANNOUNCEMENTS

3.1   (Matz) Colleagues were invited to attend the retirement party for Dean Arnold and Dean Briggs on Monday, 5-19-14, held in SGMH Terrace from 3:00-5:00 PM. The program will begin at 3:30 PM. A reception in June will be held for Dean Norman.

IV.   INFORMATIONAL ITEMS

Chair Walker spoke to each informational item with explanations. This is not normally a numbered subject on an A.S. agenda; however, these are items FYI.

4.1   ASD 14-118 Budget Update – Spring 2014 [VPAF Kim PowerPoint Presentation]

4.2   ASD 14-104 Resolution– Academic Programs to Review Course Numbering ["Jarvis" Resolution 4-24-14]

4.3   ASD 14-98 Assessment & Educational Effectiveness PLAN [Source: AEEC] VERSION 1

4.4   ASD 14-119 Update on Programmatic General Education Learning Goals and Outcomes [Source: GE Com]

V.   TIMES APPROXIMATE

9:00 AM
Honoree: Dr. Joseph H. Arnold, Jr., Retiring Dean, College of the Arts
   Resolution ASD 14-121

Chair Walker read an engaging resolution (ASD 14-121) honoring Dr. Joe Arnold for over 41 years of service at Cal State Fullerton. The A.S. keychain was presented to this well-respected faculty member/ administrator, along with a green sustainable bag.

9:05 AM
Honoree: Dr. Harry Norman, Retiring Dean, Extended Education
   Resolution ASD 14-117

Senator Bedell read an entertaining resolution (ASD 14-117) honoring retiring Dean Norman who joined the CSUF family in 1991. The areas/programs of Extended Education and International Programs have seen much growth under Dr. Norman's leadership. He was given the A.S. keychain and green sustainable bag.

9:10 AM
Honoree: Dr. William Briggs, Retiring Dean, College of Communications
   Resolution ASD 14-120

Senator Dabirian read a witty resolution (ASD 14-120) honoring Dr. "Bill" Briggs who has been part of the CSU for 27 years and Dean of the College of Communications at Cal State Fullerton since January 2011. He was given the A.S. keychain and green sustainable bag.

Provost Cruz offered individual remarks regarding the three honored retiring deans to give his personal thanks for their counsel, leadership, and guidance, not only for himself since he came to CSUF, but to the community, the university and for the many thousands of students who have benefited from their direct work in the classroom and also in their administrative capacity.

9:15 AM	Recognition of Outgoing Academic Senators 2013-14
	Senators: Bedell, Evanow, Jarvis, Jones, Matz, Pasternack, Rhodes, Stambough, Weismuller, Westgate

Chair Walker presented his personal thanks along with a certificate to each of the outgoing Senators.

9:20 AM	Recognition of Standing Committee Chairs 2013-14				
ASC –	Mark Filowitz	FAC –	Laura Lohman	ITC –	Chuck Grieb
AEEC –	Jochen Burgtorf	FDCB –	Traci Statler	Library –	Sharon Chappell
CF&B –	Stephen Neufeld	GE –	Emily Bonney	PRBC –	Paul De Land
UCC –	Mark Fischer	Grad Ed –	Penny Weismuller	SALC –	Paul Levesque
Elections –	Robey Callahan	IEC –	Brady Rhodes	UAC –	Joshua Yang
EEC –	Mark Goodrich	ISLC –	Lezlee Hinesmon-Matthews		

The names of committee chairs were read along with personal thanks given from Chair Walker for their leadership on the respective 17 standing committees of the A.S.

9:25 AM	Recognition of General Committee Chairs 2013-14	
Faculty Personnel – Kim Norman	Professional Leaves – Scott Annin	Faculty Research – Terri Patchen

Drs. Norman, Annin and Patchen were recognized for their hard work and dedication in service to their faculty colleagues as they served respectively as elected faculty members and chair on these important general committees.

Chair Walker recognized each Executive Committee member and thanked them individually for their support over the past year. A CSUF certificate was given to each member of this respected leadership team.

EXECUTIVE COMMITTEE	2013-14
Chair	Sean Walker
Vice-Chair	Emily Bonney
Secretary	Steve Walk
Treasurer	Matt Jarvis
At-Large	Amir Dabirian
At-Large	Sheryl Fontaine
At-Large	Ken Walicki
CSU Senator	Steve Stambough
CSU Senator	Barry Pasternack
CSU Senator	Diana W. Guerin
Immediate Past Chair	John W. Bedell

9:30 AM	
Subject:	**Planning, Resource, & Budget Committee Update, Spring 2014**
Presenter:	**Dr. Paul DeLand, PRBC Chair**

Dr. DeLand, PRBC Chair, presented a PowerPoint presentation highlighting 2014 semester activities, along with the budget outlook, Chancellor's Office RFP Programs, and proposed 2014-15 investments per Strategic Plan priorities identified by PRBC and the President's Cabinet.

Recommendations presented in the PP:
- Continue faculty hiring targeting high quality and diverse candidates using rolling multi-year hiring plans
- Invest in a robust, user-friendly online recruitment platform for faculty searches (replace Brassring)
- Fund "active recruiting" plans, especially in hard-to-hire areas
- Develop and Academic Master Plan by the end of 2015-16
- Develop a plan to improve the professional experience of our contingent faculty
- Alignment of budget allocations to practices demonstrated to support student success
- Support assessment of student learning
- Implement mandatory student advising
- Begin co-curricular program expansion and use of co-curricular transcripts

- Allocate resources for expenditures deemed essential to a successful Interim WASC Report; e.g., for a Director of Writing position.

10:30 AM
Subject: CSU Election to Replace Steve Stambough – Resignation Received April 2014
**   A.S. to Elect a Full-Time Unit 3 Faculty Member to Serve Remainder of Term [May 2015]**

Chair Walker opened nominations from the floor for full-time Unit 3 faculty nominations for this position. Senator Bedell nominated Senator Jarvis to fill the position. No other nominations were received. Senator Jarvis was elected by acclimation.

VI. APPROVAL OF MINUTES
6.1   ASD 14-14-103 Academic Senate Minutes 5-1-14 (Draft)
        M/S/**P** (Rhoten/Dabirian) 5-1-14 A.S. Minutes were approved as submitted.
6.2   ASD 14-113 Academic Senate Minutes 5-8-14 (Draft) Moved to next meeting

VII. CONSENT CALENDAR
M/S/**P** (Bedell/Walicki) Consent Calendar was approved as amended.
(Mead) Requested ASD 14-94 (Item 7.4) be pulled from Consent Calendar and added as the first item of New Business.

Chair Walker gave a brief synopsis on why the following items were considered "non-controversial" for the Consent Calendar.

7.2   ASD 14-91 UPS 410.103 Curriculum Guidelines & Procedures: New Programs [6-17-08] [Source: EC]
        Executive Order 1071 delegates presidents the authority to approve options, concentrations, and emphases within a major.   The Chancellor's Office must be notified of changes without the additional step of CO approval.

7.3   ASD 14-92 UPS 410.104 Undergraduate Options, Concentrations, and Emphases [6-17-05] [Source: EC]
        [Same as 7.2] Executive Order 1071 delegates presidents the authority to approve options, concentrations, and emphases within a major.   The Chancellor's Office must be notified of changes without the additional step of CO approval.

7.4   ASD 14-94 University Advancement Committee – Revised Bylaw from UPS 100.001 [Source: UAC]

7.5   ASD 14-96 Resolution in Support of Using EWP for 2014-2015 for Select Graduate Programs
        [Source: EC]
        A similar resolution was passed last year to continue use of .Examination in Writing Proficiency for students to meet the graduate writing requirement. This resolution will continue use of the EWP for one more year – through 2014-15. Academic departments and programs are strongly encouraged to identify courses in their respective master's programs that could be used as an alternative to the EWP for student demonstration of English writing proficiency.

7.6   ASD 14-97 UPS 320.020 University Writing Requirements – Revised [Source: EC]
        The Executive Order does not stipulate timing for graduate students to fulfill writing requirements. The revision removes a self-imposed requirement for graduate students to complete the writing requirement within the first nine units of graduate work.

7.7   ASD 14-82 UPS 100.700 Formation, Operation & Discontinuance of University Institutes and Centers [4-29-13] [Source: PRBC]
        Executive Order 729 covers university centers, institutes and similar organizations. The EO states these are subject to approval of the campus president, following appropriate faculty consultation in accordance with campus policy. PRBC approved recommended revisions to this UPS, aligned with EO.

7.8   ASD 14-88 UPS 210.000 Faculty Personnel & Procedures + Memo [Source: FAC]
        Revisions to this document are related to alignment with the CBA and faculty recruitment (see item 13.3 below).

7.9   ASD 14-114 International Education Committee – Revised Bylaw in UPS 100.001 – Composition
        [Source: IEC]
        Titles have been corrected throughout the document, and the composition of IEC includes a member from the campus risk management team.

7.10   ASD 14-22 UPS 300.005 Final Examinations [3-9-11] [Source: ASC/EC]

VIII. CHAIR'S REPORT (Chair Walker)
Chair Walker thanked colleagues for their hard work and many accomplishments this past year.

IX. PROVOST UPDATE (Cruz)
Provost Cruz reminded the body of this weekend's commencement ceremonies – May 17 & 18. This should be the largest graduating class in the history of CSUF with 10,615 students scheduled to walk over the 2-

day period. The youngest graduate is 19 and the oldest is 79. It's an exciting time, and he hopes to see everyone there!

NOTE: There was a "photo op" between Provost Cruz and Senator Bruschke when budget matters were reviewed in a collegial conversation with complete delight amongst all in the room! The body was gobsmacked!

X. STATEWIDE ACADEMIC SENATE REPORT

Senator Stambough gave a brief overview of what Statewide Senators will be working on through the next year or so. He also clarified his recent resignation from the Statewide Senate – thus the need for today's 10:30 AM *time certain* election when the body will elect a new Statewide Senator to complete the Stambough term through May 2015.

XI. ASI REPORT No Report.

XII. CFA REPORT No Report.

XIII. NEW BUSINESS

Item 7.4 moved from Consent Calendar.

7.4   ASD 14-94 University Advancement Committee – Revised Bylaw from UPS 100.001 [Source: UAC]
M/S (Mead/Stang) Motion to return the number to two (2) student members serving on UAC. This will be a *friendly* amendment with no objection to this revision.
VOTE (by Voice) ASD 14-94 revision to A.S. Bylaw for UAC was approved as amended.

13.1   ASD 14-83 UPS 210.050 Personnel Policy for Full-Time Temporary Faculty [6-16-04] [Source: FAC]
M/S/**P** (Bonney/Jarvis) Motion to approve ASD 14-83, revised UPS 210.050 with a name change to "Recruitment and Appointment of Temporary Faculty" because it now represents consolidation of the recruitment and appointment of temporary faculty. This document is linked with the new UPS 210.070 Evaluation of Temporary Faculty approved by this body 5-8-14. Senator Bonney explained that UPS 210.050 is "contract-driven" and basically replicates language from the CBA. Faculty Affairs Committee has drafted a clear set of guidelines and procedures for this process. The current process for both recruitment and appointment is now codified in this document.
VOTE (by Voice) ASD 14-83 UPS 210.050 Recruitment and Appointment of Temporary Faculty was approved as submitted by Faculty Affairs Committee.

Following the morning break, Chair Walker reconvened the meeting at 10:00 AM.

M/S/**P** (Walk/Weismuller) Motion to reconsider ASD 14-83 UPS 210.050 Recruitment and Appointment of Temporary Faculty (title changed from Personnel Policy for Full-Time Temporary Faculty).
Chair Walker confirmed that both Senators Walk and Weismuller had voted in the affirmative to approve ASD 14-83.
VOTE (by Voice) Motion was approved to reconsider ASD 14-83, UPS 210.050.

(Hassan) Apologized for missing the consideration and discussion of this document. Senator Hassan suggested the following revisions to ASD 14-83 in track changes version:

- ✓ III.C. Lines 56-59: *Friendly* amendment to add "the CBA and" in the sentence that reads "Such exceptions must be authorized the Provost/Vice President for Academic Affairs and be consistent with the CBA and applicable equal employment opportunity policy and procedures currently in place."
- ✓ V.E. Lines 126-127: *Friendly* amendment to change last sentence to read: "A copy shall ~~also be provided to the Office of Faculty Affairs and Records for placement~~ be placed in the Personnel Action File of the temporary faculty member."
- ✓ V.F. Line 131: *Friendly* amendment was suggested to remove the time-base number of 1.0 since a part-time lecturer could, in special circumstances, exceed 1.0 by .25. Sentence would read: *"In any given semester, the actual workload of a part-time temporary faculty member may exceed his or her contractual time base."* The body did not consider this *friendly*.

M/S/**P** (Stang/Matz) Motion to change V.F. Line 132: change the number from 1.0 to 1.25. Last sentence will read "In any given semester, the actual workload of a part-time temporary faculty member may exceed his or her contractual time base, but may not exceed ~~1.0~~ 1.25."
VOTE (by Voice) Motion to approve change from 1.0 to 1.25 was approved.

VOTE (by Voice) Main motion to approve *reconsidered* ASD 14-83 UPS 210.050 as amended was approved.

13.2   ASD 14-106 Rescission of UPS 210.060 Personnel Policy for Part-Time Lecturers [1-10-00] [Source: EC]

         M/S/**P** (Knutson Miller/Stang) Motion to rescind this outdated 2000 policy statement.

         VOTE (by Voice) Motion to rescind UPS 210.060 was unanimously approved

13.3   ASD 14-107 UPS 210.001 Recruitment and Appointment of Tenure-Track Faculty [6-18-03] [Source: FAC]
EC offered an amendment within ASD 14-107 [5-13-14]

         M/S/**P** (Bonney/Walk) Motion to approve ASD 14-107 revised UPS 210.001 retitled from "Recruitment of Faculty". Senator Bonney spoke on behalf of the revisions sent forward by Faculty Affairs Committee, which have been outlined in the 5-3-14 cover memo from FAC Chair Lohman. No major substantive changes have been made but brings document into compliance with CBA. Revisions continue to separate the recruitment and evaluation of faculty.

         M/S/**P** (Bonney/Myck-Wayne) IV.A., Lines 140-141: motion to strike "Chair of the" DSC to align with lines 168-169. Sentence will read "The Department Chair, in conjunction with the ~~Chair of the~~ DSC, is responsible for reviewing the applicant pool and making recommendations regarding finalists to the Dean."

         VOTE (by Voice) Motion to strike 3 words on line 141 "Chair of the" from the sentence was approved.

         (Hassan) Motion to add language to IV.D., Lines 189-190: The Dean authorizes which candidates will be invited for campus interviews <u>from the list of finalists submitted by the DSC</u> and recommends appointment of faculty to the Vice President.

         Motion died for lack of a second.

         M/S/**F** (Jarvis/Bedell) IV.D., Line 190: Motion to add language to clarify which vice president referred to in this sentence. Add words underscored …. "to the <u>Provost/</u>Vice President <u>for Academic Affairs or the Vice President of Student Affairs, as appropriate.</u>"

         VOTE (by Voice) Motion to clarify language of vice president in this section FAILED.

         M/S/**P** (Fontaine/Rhodes) Section II, Line 46: add the following 3 words to begin sentence, "<u>Unless otherwise noted</u>, Vice President refers to the …."

         VOTE (by Voice) Motion to add clarifying language regarding vice presidents (line 46) was approved.

         M/S/**F** (Hassan/Randall) VI, Line 224-225: strike the last line in that paragraph – "….process; ~~however, the DSC may not be comprised solely of faculty who are participating in the FERP~~." Add a period following the word *process.*

         VOTE (by Voice) Motion to strike this portion of the sentence FAILED.

         VOTE (by Voice) Motion to approve ASD 14-107 UPS 210.001 as amended was unanimously approved.

13.4   ASD 13-101 Resolution re Collegial Governance [Spring 2013] + ASD 13-163 Joint Memo

         Chair Walker discussed the progress made over this past year with regard to collegial governance and stated this resolution had been postponed to assess the need for the resolution at the end of 2013-14.

         M/S/**P** (Bedell/Mead) Motion to respectfully request that ASD 13-101 be referred back to Executive Committee for Academic Senate records.

         VOTE (by Voice) Motion was unanimously approved to refer ASD 13-101 back to Executive Committee.

Chair Walker gave an overview of the next two documents that are related. Both UPS 411.600 and UPS 411.601 policies were not aligned with the Executive Order related to internships. Internships & Service Learning Committee was asked to review these policies to consider aligning with the EO 1064. Senator Knutson Miller, spoke on behalf of ISLC regarding revisions (in red) made to UPS 411.600 and UPS 411.601 using language from EO 1064.

13.5   ASD 14-115 UPS 411.600 Policy on Service Learning [6-17-08] [Source: ISLC]

         M/S/**P** (Knutson Miller/Dabirian) Motion to approve revised ASD 14-115 UPS 411.600.

         VOTE (by Voice) ASD 14-115 revised UPS 411.600 was approved without dissent (1 abstention-Filowitz).

13.6   ASD 14-116 UPS 411.601 Policy on Academic Internships [6-16-10] [Source: ISLC]

         M/S/**P** (Knutson Miller/Evanow) Motion to approve revised ASD 14-116 UPS 411.601.

(Carroll) Line 89 *friendly* amendment to delete the #10; Line 91 change #11 to #10.
VOTE (by Voice) ASD 14-116 revised UPS 411.601 was approved.

13.7   ASD 14-112 UPS 300.002 Academic Advising Policy [3-9-11] [Source: SALC]

M/S/**F** (Jarvis/Walk) Motion to spend 10 minutes to discuss ASD 14-112. This revised policy may need more lengthy discussion than time might allow. Student Academic Life Committee has put in good work, but it may need to carry over next year. Debate.
VOTE (by Voice) Motion for a 10 minute discussion was not definite. There was a call for division vote.
VOTE (by Division) Motion failed for a limited discussion of 10 minutes.

M/S (Rhoten/Weismuller) Motion to approve ASD 14-112 UPS 300.002 as revised by SALC. Senator Rhoten spoke to revisions approved by SALC which were based from input received from Academic Advising Committee and Graduate Education Committee. There are substantive revisions to this advising policy to guide advising practices at both undergraduate and graduate levels that strives for a 75% level of student advising, helping to meet requirements of the Strategic Plan.
Debate.

M/S/**P** (Bonney/Fitch) Section II.D., Lines 94-100: Motion to strike D. (lines 91-93).
VOTE (by Voice) Motion to delete II.D. was approved (lines 91-100).

M/S/**P** (Rhoten/Weismuller) Add the following sentence under I.A. University Responsibilities. The University shall provide resources and establish and maintain collaborative relationships among all entities involved in academic advising. The current 'A' would become 'B', through J.

VOTE (by Voice) Motion to re-letter University Responsibilities, adding new I.A. and move B forward through J was approved unanimously (lines 30-31).

VOTE (by Voice) Motion to approve ASD 14-112 UPS 300.002 as amended was approved without dissent (1 abstention–Rhodes).

13.8   ASD 13-158 rev. 3-21-14 Proposed New UPS – Challenge by Examinations [Source: ASC]

Chair Walker reminded the body this document had a First Reading 11-7-13 obtaining comments for Academic Standards Committee to deliberate.
M/S (Filowitz/Kanel) Motion to approve ASD 13-158 rev. 3-21-14 Proposed New UPS regarding challenge exams. Senator Filowitz highlighted the history of this document requested by Executive Committee when MOOCs (Massive Open Online Courses) emerged in 2012 and presented a potential for an onslaught of challenges in various departments and disciplines. Although an onslaught has not happened, Executive Order 1036, approved in 2008, states that each campus shall develop procedures governing awarding credit for challenge examinations, and campus policy should be consistent with the conditions set forth in EO 1036. The Cal State Fullerton catalog (p. 72) contains written verbiage regarding procedures for credit by examination. A form for students to complete is available through Admissions & Records.

VOTE (by Voice) Motion to approve ASD 13-158 rev. 3-21-14, was approved unanimously. An appropriate number will be assigned to this new policy statement in the 300 level "Student Related Policies" section index.

> The following three documents were not discussed due to time constraints. These documents will be referred to the 2014-15 Executive Committee for follow-up. [ASD 14-99, ASD 14-100, ASD 14-101]

13.9   ASD 14-99 New UPS 4xx.xxx Project and Thesis at the Undergraduate Level [Source: UCC]

13.10   ASD 14-100 New UPS 4xx.xxx Service Courses [Source: UCC]

13.11   ASD 14-101 UPS 411.102 Academic Jurisdiction – Revision Related to Item 13.10 [Source: UCC]

XIV. ADJOURNMENT

M/S/**P** (Mead/Stang) Meeting adjourned at 11:25 AM.