



## ACADEMIC SENATE

### Marathon Meeting

#### MINUTES

MAY 17, 2012

ASD 12-104

Approved 8-30-12

8:30 AM

Pollak Library North 130

Present: Balderas, Bedell, Buck, Canchola, Carroll, Chavis, Congalton, Dabirian, Evanow, Fisher, Fitch, Gradilla, Hagan, Huizinga, Jones, Knutson Miller, Manriquez, Martinez, Matz, McConnell, Mead, Meyer, Murray, Myck-Wayne Pasternack, Puri, Randall, Rast, Rhodes, Rhoten, Ruiz-Velasco, Stambough, Stang, Stein, Taylor, Walicki, Walk, Walker, Williams, Yang

Absent: Armstrong, Bonney, Fidalgo, Gratton-Lavoie, Guerin, Hickok, Michalopoulos, Nyaggah

### I. CALL TO ORDER

Chair Bedell called the meeting to order at 8:33 AM.

A moment of silence was observed for Dr. Kolf Jayaweera, Emeritus Dean of Natural Sciences and Mathematics who died 5-16-12.

### II. URGENT BUSINESS

None.

### III. ANNOUNCEMENTS

#### 3.1 (Bedell)

- Thanked Provost/VPAA Murray for providing le petit déjeuner this morning.
- VPSA Search Committee is complete. Meeting with Dr. Garcia this afternoon to discuss the applicant pool.

3.2 (Dabirian) Gave an update on the new phone system replacing the 15-year old system, which will be implemented over summer 2012. A handset will be provided for each phone along with training for all employees.

3.3 (Huizinga) Announced that Office of Grants and Contracts will implement new detailed timelines for submission of grant proposals beginning July, 2012.

3.4 (Murray) gave a brief update on faculty searches, which have been completed. We should welcome between 41-43 new tenure-track faculty for 2012-13. This puts us on track achieving our goal of 75% overall ratio of positions held by tenure-track faculty.

3.5 (Canchola) Reported on a successful year for Associated Students, Inc. A strong budget indicates priorities and progress for 2012-13. Two fully-funded items will be

1. LGBTQ Resource Center.
2. Graduate Assistants staffing and programming in Cultural Resource Centers on campus.

3.6 (Dabirian) Gave an update on the Provost/VPAA Search Committee, which now has two (2) new members replacing Drs. Hagan and Guerin. The committee will meet with the selected (outside) search firm this afternoon to discuss moving forward to engage strong candidates for this important position. The timeline should remain the same: position ads placed over summer, review of candidates in August, September/October campus interviews, with an appointment offer made in November, and a new Provost in place by January 1, 2013.

### SPECIAL PRESENTATION – Presidential Document Signing

Chair Bedell recapped important items of business passed by the Academic Senate in the past year, 2011-12. He thanked President Hagan for the impact he has made as a member of the Academic Senate while serving as Vice President of Administration and Finance, as well as actions taken in the brief 6 months of his interim presidency.

- Special election to add two (2) staff members to the serve on the Academic Senate, ensuring all constituencies on campus are represented [January 2012];
- New UPS 230.020 Policy on Faculty Office Hours (ASD 09-47) [signed 5-22-12].

➤ **Revised UPS 411.104 Policy on Online Instruction (ASD 12-81)**

President Hagan publicly signed transmittal document ASD 12-81 before the body of Academic Senators. Chair Bedell recognized and thanked Senators Randall, Pasternack and Walker who worked together following the January 17, 2012 AA/AS Retreat, which focused on Engaging Faculty in Online Instruction. These colleagues spent countless hours consulting, revising, consulting further, and revising again (at least 9 drafts) to culminate in ASD 12-81, which was passed unanimously by the Academic Senate on 5-3-12 and signed today by President Hagan.

In addition to his signature on this revised UPS Policy on Online Instruction, President Hagan has set aside resources of \$75,000 in support of faculty training for online teaching. Provost/VPAA Murray also thanked our colleagues for their diligent work following the joint retreat in January.

➤ **Resolution (ASD 12-22) for a Smoke Free Campus, Beginning August 1, 2013**

President Hagan signed this Academic Senate Resolution, ASD 12-22, printed on a transmittal form. A Presidential Directive will be forthcoming to include public information and education that is planned over the next year.

#### IV. APPROVAL OF MINUTES

- 4.1 ASD 12-87 Academic Senate Minutes – 5-3-12 (Draft)  
M/S/P (Stang/Dabirian) Approved unanimously as submitted.
- 4.2 ASD 12-100 Academic Senate Minutes – 5-10-12 (Draft)  
**ASD 12-100 will be moved to first meeting of 2012-13.**

#### V. TIMES APPROXIMATE

**8:45 AM**

**Subject: State of the University – Fiscal Address – Spring 2012**

**Presenter: Bill Barrett, Interim Vice President for Administration and Finance**

Bill Barrett was the *messenger* of the not-so-good news from the State of California. Various charts throughout the PowerPoint presentation reflected the dire fiscal realities present and future. The State has shifted burden of costs (65%) to students. Operating fund budget summary, revenue sources, and planning parameters were outlined. The May Budget Revise is worse than expected.

CSUF has significant baseline one-time reserves, and the Chancellor is allowing individual campuses to use their reserves to make it through 2012-13. The Board of Trustees has approved a 9.1% tuition increase for fall 2012. Enrollments are frozen for 2012-13 in spring semester, which is a transition year to the worsening budget in 2013-14, where cuts must be taken as baseline cuts. Enrollment targets must be managed accurately or funding will be taken back by the Chancellor's Office. Our campus is 23 out of 23 campuses in funding on a state allocation per FETF basis (\$300-500 per student less than any other CSU). The answer has been... "we will grow out of it!" That cannot happen with enrollments being constrained. Reductions/limitations are a double whammy to CSUF.

Through continued prudent management in each division, we shall use one-time reduction in 2012-13, baseline reduction of 19.3M in 2013-14. There will be significant challenges for the next several years.

Q/A period followed the presentation.

Noteworthy suggestions from Senators: **1)** disseminate this information to the broader campus community to assist better understanding of what we face; **2)** advocate for equity in support given our very low ranking among peer campuses within the CSU system; **3)** look at shifting CERF/YRO funds.

The central question remains: how do we balance limited funds using the best enrollment plan in order to continue to graduate students with high-quality education?

**9:15 AM**

**Recognition of Outgoing Academic Senators 2011-12**

**Senators: Canchola, Congalton, Martinez, McConnell, Meyer, Ruiz-Velasco, Rast, Williams**

Chair Bedell gave a certificate to each Academic Senator finishing his/her respective elected term, along with a thank you for service in collegial governance.

**9:30 AM**

**Honoree: Dr. Silas Abrego, Retiring Acting Vice President of Student Affairs**

Dr. Abrego was read the Resolution in Commendation for his 27 years of service at CSUF. He was given a standing ovation, along with Academic Senate mementos.

## VI. CONSENT CALENDAR

## VII. CHAIR'S REPORT (Bedell)

Chair's Report should be sent electronically this week.

## VIII. STATEWIDE ACADEMIC SENATE REPORT

No report.

## IX. UNFINISHED BUSINESS

9.1 ASD 12-92 Proposed Revisions to [UPS 320.020](#) University Writing Requirements [6-24-05] [Source: ASC] M/S (Walker/Fitch) Moved revised document for approval on 5-10-12. One *friendly* amendment from 5-10-12 was made as follows:

(Stang) Line 51, *friendly* amendment to add letter "R" to **R** Requirement.

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Discussion and debate resumed regarding deleting "I Examination in Writing Proficiency (EWP) portion within UPS 320.020". Secretary Walker read names from the 5-10-12 Speaker's List.

(Carroll) Line 102, *friendly* amendment to strike "~~and examination components of the requirement.~~"

(Canchola) Line 126, *friendly* amendment to strike "~~by the ASI Board of Directors.~~" Sentence should read "5. One student, selected by Associated Students, Inc."

(Stang) Line 115, *friendly* amendment to correct the department name of English, Comparative Literature, and Linguistics (to parallel section III B - Lines 120-121).

M/S (Carroll/Rhodes) Motion to amend the motion: to create an ad hoc committee to include members from the University Writing Board in order to review, evaluate and recommend options to increase writing proficiency among CSUF students.

M/S/P (Rhoten/Stang) Moved to divide the two questions (motions) in order to keep separate the vote to  
 1) approve ASD 12-92 (revisions to UPS 320.020) with friendly amendments, and  
 2) create an ad hoc committee to review, recommend, and, report back.

VOTE by voice (to divide questions) – approved.

VOTE by hand on original motion to approve ASD 12-92 UPS 320.020 – passed without dissent with 1 abstention).

M/S/P (Jones/Rhoten) motion to call the question.

VOTE by voice to call the question – passed (need two-thirds).

Return to M/S/P (Carroll/Rhodes) Motion to amend the motion: to create an ad hoc committee to include members from the University Writing Board in order to review, evaluate and recommend options to increase writing proficiency among CSUF students. The ad hoc committee should consist of University Writing Board members *and* members appointed by the Executive Committee to ensure each campus constituency is represented (including College of Education). The ad hoc committee shall report back with recommendations to Academic Senate by the beginning of April, 2013.

VOTE by voice on motion to create an ad hoc committee to review, evaluate, recommend and report findings to the Academic Senate April, 2013 – passed unanimously.

Ideas mentioned throughout the discussion to help students with their writing skills:

- Departments responsible to teach writing throughout curriculum.
- Model of MCBE in Business Writing classes – faculty volunteering time in a center for a specific time weekly throughout the semester to work with students on grammar, sentence structure, etc.
- Encourage students early to use the Writing Center in the Library.
- Establish a culture that writing is a process.
- A lack of writing skills is not unique to CSUF.
- Return UPS 320.020 to committee to correct grammatical errors within revised document.
- A system is needed for communal action.
- Pursue and adopt best practices on our campus and other campuses.

## X. NEW BUSINESS

- 10.1 ASD 12-102 Proposed Constitutional Amendment, Article III, Section 13 [re transmittals]  
 M/S (Walker/Pasternack) Motion to revise Article III, Section 13 in UPS 100.000 Academic Senate Constitution (ASD 12-102). This revision changes 30 days to 45 days for the President to act upon transmittals. This increased timeframe is more realistic for consultative process.  
 VOTE by voice: ASD 12-102 Constitutional change was passed unanimously. An announcement will be sent to the campus community regarding this revision. If there is no challenge within two weeks, Article III, Section 13 in UPS 100.000 will reflect the change from 30 days to 45 days for the President to act upon a transmittal.
- 10.2 ASD 12-93 Proposed Revisions to [UPS 300.015](#) Repetition of Courses [9-27-04] [Source: ASC]  
 M/S/P (Fitch/Walker) Moved to approve this document reviewed and forwarded by the Academic Standards Committee. Revisions are to align our policy with Executive Order 1037.  
 M/S/P (Pasternack/Stang) Motion to change wording of first sentence - Lines 39-40 to replicate wording in EO 1037. Replace first sentence as follows:  
~~Students will only be allowed to repeat the same course two times, for a total maximum enrollment of three times, regardless of whether these takes occur under Grade Forgiveness or Averaged Grades.~~  
*Undergraduate students may repeat an individual course for grade forgiveness no more than two times.*  
 Following debate, Vote by voice: Motion passed to change the sentence in Lines 39-40.  
 (Pasternack) Lines 43-44, *friendly* amendment to strike ~~The registration system will not allow a student to register for a 4<sup>th</sup> take of the same course.~~  
 (Pasternack) Lines 53-54, *friendly amendment* to revise wording of this sentence to read: "The repetition of course policy for grade forgiveness shall not be applicable for courses in which a grade of "C minus" (1.7) or lower was given for the disciplinary reasons of academic dishonesty."  
 (Walker) *Friendly amendment*, Line 15, add words for clarification: "...units at CSUF can be repeated for 'grade forgiveness' for grade point average calculation."  
 (Walker/Stang) *Friendly amendment*, Lines 36-38: Dividing the sentence into two parts helps clarify. Paragraph will read as follows: "Therefore, the overall maximum limit for repeated units is 28. Of those 28 units, no more than 16 units may be taken for 'grade forgiveness' and no more than 12 units maximum may be applied after forgiveness units are exhausted.  
 VOTE by voice to approve ASD 12-93, Revised UPS 300.015 Repetition of Courses, as amended – passed without dissent (1 abstention).  
 M/S/P (Rhodes/Walker) Motion made to return this UPS 300.015 to the Academic Standards Committee to rewrite document for clarity, succinctness and compliance with EO 1037. Students should be identified as "undergraduates". Document should be returned for Academic Senate action by March 1, 2013.  
 VOTE by voice on motion to return document to Academic Standards Committee for review: Passed unanimously.

## XI. ADJOURNMENT

M/S/P (Martinez/Pasternack) Meeting adjourned 11:04 AM.