



ACADEMIC SENATE MINUTES MARCH 21, 2013

ASD 13-52

Approved 8-29-13

11:30 AM - 1:00 PM

Pollak Library North 130

Present: Armstrong, Balderas, Bath, Bedell, Bonney, Brusckke, Buck, Cruz, Dabirian, Evanow, Fidalgo, Filowitz, Fisher, Fitch, Gradilla, Hewitt, Hickok, Jarvis, Jones, Knutson Miller, Matz, Mead, Michalopoulos, Morales, Myck-Wayne, Nyaggah, Pasternack, Puri, Randall, Rhodes, Rhoten, Stambough, Stein, Stang, Taylor, Walk, Walker, Weismuller, Yang

Absent: Carroll, Chavis, García, Gratton-Lavoie, Guerin, Huizinga, Shoar, Walicki, Westgate

I. CALL TO ORDER

Chair Bedell called the meeting to order at 11:30 AM.

II. URGENT BUSINESS

III. ANNOUNCEMENTS

None.

PARLIAMENTARY TIP OF THE DAY

Parliamentary Basics: Fundamental Rights

The rules of parliamentary law are constructed upon a careful balance of the rights:

- of the majority,
- of the minority, especially a strong minority (greater than one third),
- of individual members,
- of absentees, and
- of all these together.

Fundamentally, under the rules of parliamentary law, a deliberative body is a free agent – free to do what it wants to do with the greatest measure of protection to itself and of consideration for the rights of its members.

Source: National Association of Parliamentarians®

IV. APPROVAL OF MINUTES

V. TIME APPROXIMATE

12:00 Noon

Subject: Academic Affairs / Student Affairs / Academic Senate Retreat, August 20, 2012

Topic: Report on *Academic Student Advising* [ASD 13-25]

Report from: Working Group Follow-up + ASI Report on Topic

Presenter ⇨ Senator/Dr. Sean Walker, Associate Professor – Biological Science

Members of Senator Sam Morales, ASI Chief Administrative Officer

Committee Bridget Driscoll, Director, Academic Advisement Center

Julia Cappelli, Assistant Director, Academic Advisement Center

Kandy Mink Salas, Associate Vice President for Student Affairs

Derek Smith, ASI University Affairs Vice Chair

Sean Walker, Executive Committee Vice Chair

Senator Morales presented the ASI assessment results from data accumulated on behalf of the ASI University Affairs Committee from October - December 2012, regarding academic advising research driven in response to the WASC Letter – *portion quoted below.*

The Commission noted with concern indications of continuing challenges in advisement, especially in general education but also at the department level. Unevenness in the effectiveness of and support for, student advisement remains, and the team recommended that CSUF should “analyze academic advising in the colleges for best practices, create closer connections between colleges and the Academic Advisement Center, and provide more adequate staff and resources” at all levels.

The purpose of the assessment survey was to obtain feedback from students about their experiences during their academic advising sessions for both general education and for majors. Report statistics indicated 375 students were surveyed with 90.13% (338) responders to *GE* related questions and 86.13% (323) responses to *major* related questions. 37.5% of students have never visited the Academic Advising Center. Recommendations from survey:

1. A system should be established to ensure students have access to the same advisor(s) throughout their tenure at CSUF to ensure students receive consistent, accurate and timely advising.
2. An academic advising center should be housed with each academic college – staffed with advisors who can address advising from a holistic perspective.
3. All faculty and staff advisors should have access to the Advising Note System to ensure consistent information is provided to students.

Q/A session followed presentation with points made below:

- Distinguish between faculty mentoring and academic advising, and career advising
- Survey results may have excluded students unable to attend various events
- How to engage 37% of students who disregard academic advising
- Differences in GE and major advising

Senator Walker presented on behalf of the Ad Hoc Committee organized as follow-up to the AA/AS Retreat August 2012. The PowerPoint presentation listed members:

Bridget Driscoll, Director, Academic Advising Center	Julia Cappelli, Asst. Director, Academic Advising Center
Sam Morales, ASI Chief Administrative Officer	Derek Smith, ASI Vice Chair, University Affairs
Kandy Mink Salas, Associate VP for Student Affairs	Sean Walker Vice Chair – Academic Senate

An overview of activities from the AA/AS Retreat was given, along with feedback received from the breakout sessions. Ongoing discussions and self-assessment continue to identify positive, negative, and how to do better in the area of academic advising.

Progress has been made. Our goal for academic advising mirrors the statement from The Academic Advisors Professional Development Committee (AAPDC):

“CSUF is committed to academic advising which is accessible, accurate, timely, and provides transparent information as a shared responsibility where the advisor and student are equally invested in academic excellence and steady progress toward graduation.”

Campus Information Technology continues to partner in significant ways toward CSUF advising goals, such as the Titan Advising Network System that provides connection among advising entities.

With more detail given in the PowerPoint presentation, the Ad Hoc Committee recommends the following:

1. Access to high quality accurate advising
 - Integrate developmental and career advising
 - AA and AS collaboration
 - Faculty advisors for majors [needed resources]
 - Faculty and staff properly trained and vetted as knowledgeable [needed resources]
 - Faculty and staff time and effort spent [needed resources]
 - Professional full-time advisors with each college
 - Centralized campus-wide professional advisement centers, as required, with improved communication among entities
2. Planning a path to graduation
 - Student Orientation should be excellent to educate students on the path and process. Orientation activities reviewed and changed based on feedback from faculty, staff, administration & students.
 - Improve accuracy of tools of Titan Degree Audit (TDA). Responsibility of both student and institution. Need ease of process to obtain answers to questions and solutions to problems.
 - “Degree Maps” for every major. Should be interactively linked to TDA.
 - Provide introductory course clusters/exploratory tracks that allow students to explore within a set of majors.
3. Assessment [considerations for development of an advising assessment program]
 - 1) Satisfaction of students; 2) engagement of students; 3) rate of progress toward degree; 4) student understanding of student learning objectives for advising; 5) advisors understanding of advisor learning objectives for advising.
4. Communication

The work of AAPDC needs to be communicated across campus community.

 - A.S. liaison position on AAPDC with an annual report from AAPDC to A.S.
 - Disseminate best practices that work well; e.g., early in major, incorporate academic and career advising as part of the course and assessments of the learning objectives.

Q & A session followed.

- ✓ Student choices of courses could be enhanced by development of expert information systems prior to each registration period.
- ✓ System needed for student accountability for actions following advisement
- ✓ Academic Advising Center collected data from students using the Center and is highly positive.
- ✓ Attention and resources need to be focused where needed.
- ✓ Coordination of advising is a major challenge with needed follow-up to prevent students from getting lost.
- ✓ Identify what CSUF does well in academic advising and integrate that into resource commitment.
- ✓ "Dashboard" is a pilot tool used by HHD this semester to follow student progress toward graduation. Although resource dependent, this is a valuable tool for CSUF.
- ✓ Encourage student preparation prior to academic advising, so there is a dual commitment for their success.
- ✓ We measure student retention as well as proportion of students who reach senior status. Measurable change has taken place toward measuring graduation rates.
- ✓ How resources will be applied for work to be done.

Senator Walker noted that Executive Committee will review these data for future discussions for excellence in advising for our students and to be sure faculty have needed resources.

Chair Bedell stated this is closure for the AA/AS August Retreat topic of academic advising.

VI. CONSENT CALENDAR

M/S/P (Stang/Pasternack) Consent Calendar was approved.

6.1 NOMINEES TO GENERAL COMMITTEES

FACULTY PERSONNEL COMMITTEE (9 faculty)

AS Nominees: Mike McGee (ARTS); Anthony Fellow (COMM); Peter de Lijser (NSM);
Joe Weber (SOC SCI); Brad Starr (HUM); Mohinder Grewal (ECS) Kristi Kanel (HHD)

Continuing: Ofir Turel (MCBE); Ron Oliver (EDUC)

PROFESSIONAL LEAVES COMMITTEE (10 faculty)

AS Nominees: Jing Yang (MCBE); Tim Green (EDUC); Irena Praitis (HUM)

Continuing: Barbara Miller (LACE); Scott Annin (NSM); James Choi (ECS); Christine Scher (SOC SCI); David Shepard (HHD); Mitch Fennell (ARTS); Ying-Chiao Tsao (COMM)

FACULTY RESEARCH COMMITTEE (10 faculty)

AS Nominees: Terri Patchen (EDUC); Shahin Ghazanshahi (ECS); Emily Bonney (HUM);
Lynn Sargeant (SOC SCI); Ya-Shu Liang (LACE)

Continuing: Elizabeth Holster (ARTS); Pawel Kalczyński (MCBE); Mark Wu (COMM);
Merri Lynn Casem (NSM); Truyen Nguyen (HHD)

VII. CHAIR'S REPORT (Bedell)

To be sent electronically.

VIII. STATEWIDE ACADEMIC SENATE REPORT

(Pasternack) The summary of actions taken at the ASCSU meeting has been distributed.

(Stambough) Communication and advertising by the CSU was encouraged regarding the many online classes taught throughout the CSU. Educating both the public and CA legislators will be important.

The 50th anniversary of the Statewide Academic Senate (ASCSU) was celebrated on March 14th.

IX. UNFINISHED BUSINESS

9.1 ASD 13-34 Statements of Opinion, Spring 2013 [First Reading 3-14-13]

(Walker) The "First Reading" sentence regarding intersession produced complexities far beyond a S-O-O; therefore, Executive Committee is returning to the body for further discussion.

Chair Bedell directed attention to permissive language in UPS 100.001 A.S. Bylaws that allows a pass for S-O-O for the annual All University Elections. Following discussion on the floor, the body charged the EC to revise/revamp/improve a S-O-O for the ballot.

X. NEW BUSINESS

10.1 ASD 13-40 [UPS 293.000](#) The Carol Barnes Excellence in Teaching Award [1-4-13] [Source: Exec Com] M/S/P (Randall/Matz) Motion to approve revised document that includes eligibility of part-time faculty and broadens criteria to include activities that further promote student learning.

Chair Bedell spoke on behalf of the Outstanding Professor Committee regarding a possible inclusion of a friendly amendment to the document, taken from UPS 290.000, Outstanding Professor Award. The body agreed this is friendly.

Line 23: *Friendly amendment*: Nominations section, addition of “e”

“e. A person nominated shall remain in nomination for three consecutive years, unless he/she received the Barnes Award or unless he/she declines to remain in nomination.”

(Pasternack) Line23, *Friendly amendment* to addition of “e”. Sentence to include “if currently employed by the University,”

“e. A person nominated shall remain in nomination for three consecutive years, if currently employed by the University, unless he/she received the Barnes Award or unless he/she declines to remain in nomination.”

VOTE (by voice) ASD 13-40, UPS 293.000 was unanimously approved.

XI. ADJOURNMENT

M/S/P (Walk/Fisher) Meeting adjourned at 1:00 PM.