



**ACADEMIC SENATE  
MINUTES  
NOVEMBER 21, 2013**

**ASD 13-172**

*Approved 12-12-13*

**11:30 AM - 1:00 PM**

**Pollak Library North 130**

Present: Armstrong, Balderas, Basil, Bedell, Botsford, Brusckke, Buck, Carroll, Chavis, Cruz, Dabirian, Evanow, Fitch, García, Gradilla, Hassan, Kanel, Kwok, Lartey, Matz, Mead, Michalopoulos, Myck-Wayne, Navarro, Pasternack, Perez, Puri, Randall, Rhodes, Rhoten, Rodriguez, Stambough, Stang, Walicki, Walk, Walker, Watson, Weismuller,

Absent: Bonney, Fidalgo, Filowitz, Fontaine, Guerin, Jarvis, Jones, Knutson Miller, Stein, Westgate, Yang

## **I. CALL TO ORDER**

Chair Walker called the meeting to order at 11:33 AM.

## **II. URGENT BUSINESS**

## **III. ANNOUNCEMENTS**

3.1 In Memoriam – a moment of silence was observed for former CSUF colleague:

- Max Nelson, Ph.D., Professor Emeritus - Speech Communication, College of Communications (9-22-13, age 95)

3.2 Other Announcements

- (Weismuller) On-site evaluators from the Commission on Collegiate Nursing Education (CCNE) have been on campus to evaluate the new CSU Doctor of Nursing Practice (DNP) program. The exit interview went very well, and final narrative/report will be known in the spring. There was applause from the body as complement to Chair Walker's congratulations to Senator Weismuller.
- (Carroll) Gave a reminder announcement that the Geography Department is hosting the annual research symposium "All Points of the Compass" on 11-22-13 in the TSU, featuring research presentations by students, faculty, and alumni, with keynote speaker at noon, Dr. Ken Martis, who is an electoral geography specialist.
- (Walker)
  - A card is being circulated for "get well" wishes to Professor Gordon Bakken (History Dept) who is recovering from cancer surgery.
  - Full-time faculty members in College of Arts and College of HSS will receive an email this week to self-nominate to serve on their respective dean search committees. We are seeking broad-based participation for these two search committees that will work in spring semester.
- (Walk) Congratulations to our women's soccer team for a great season. They won the Big West Conference tournament but lost to Stanford in the first round of the NCAA. Applause was given.
- HRDI VP Lori Gentles made an announcement at the end of the meeting regarding the Diversity Task Force that has been working over the past several months toward accomplishing the first objective of strategic plan goal #3, which is to *assess the campus climate and utilize results to identify and implement retention and engagement strategies*. The Task Force is made up of faculty, staff, students, and administrators. The first step in the process is to collect data. CSUF has contracted an external consulting firm, Rankin & Associates, who will be instrumental in the development of the survey vehicle to be administered to campus community in spring 2014. Qualitative data is needed from focus groups (well represented faculty/staff) for usage to inform a survey questionnaire and instrument. The Task Force is working on a very compressed schedule. President García will be sending invitations to a broad base of individuals to serve in focus groups that will begin work 12-10-13. Information received from focus groups will be used in the following year to create that comprehensive diversity action plan which will address future retention and recruitment efforts.

## **IV. TIMES CERTAIN**

**11:45 AM**

**Subject: State of the University**

**Presenter: President Mildred García**

**BL 83-9****“STATE OF THE UNIVERSITY” ADDRESS BY PRESIDENT**

*At a Senate meeting as close as possible to the beginning of the academic year, the President shall be invited to present to the Senate an address on the State of the University, indicating policies which the President believes the Senate should adopt during the year to come. Following this address, the Chair of the Academic, Senate, the Vice President for Academic Affairs, the Deans, and other top administrators and other members of the Academic Senate may present proposals for Senate action. The Senate shall, in the year following consider all matters thus presented to it.*

Chair Walker welcomed President who provided information on the important progress since the August Convocation address. The President framed the fiscal state of CSUF for interim VP Garcia's presentation. Enrollment: We have a student headcount of 38,325 for fall 2013, which makes us the largest campus in the CSU system and the second largest public university in California, behind UCLA. As we prepare for spring 2014, registration as of this morning is 31,361, which is 5% higher than a year ago. There has been good progress with our 6-year graduation rate (cohort of over 53% - highest in our history).

Outstanding Professor Lecture: On 11-20-13, Dr. Sora Tanjisiri, Professor of Health Science and 2012-13 Outstanding Professor Award winner, highlighted the importance of disaggregating data. Lecture statistics revealed 6-year graduation rates for students as follows: Asian American – almost 60%; Caucasian – 56.5%; American Indians – 55.5%; Latinos – 49%; African Americans – 45.8%. Work will continue toward increasing graduation rates as well as closing the achievement gap.

Strategic Plan (SP): Progress is being made through 11 task forces working on strategies that include faculty, staff, students and administrators. Implementing the first year's SP work is foundational, non-linear, overlapping, multi-layered, and extremely important as we move forward in a joint strategic direction. Input from active as well as more silent community members must be sought. It is exciting to know that as the university SP is being implemented, the colleges, divisions, and departments are busy aligning their work to the university SP. ASI has completed its first SP, which is also aligned with the university SP. A *Town Hall* meeting is scheduled for February 4<sup>th</sup> 2014, where progress reports from each of the 11 task forces will be heard between 10:00 AM to Noon. All are encouraged to attend.

Graduation Initiative Committee is headed by Drs. Lynn Sargeant and James Rodriguez with help from both Information Technology and Strategic Communications developing a PREZI presentation showing who are students are and the progress they are making. A final product will be ready for presentation spring 2014.

Searches: Hiring of 133 new faculty over the next two years has begun. An appointment has been made for Associate Vice President for Academic Programs – Mr. Peter Nwosu. Candidates for Dean of NSM and three candidates for the position of Administration and Finance have visited campus, so we look forward to those appointments in the near future.

Student Success Initiative: Vice President for Student Affairs is leading discussions and collaborative efforts with students.

Areas of friend-raising and fund-raising: Our total philanthropic commitments to date total approximately \$7,818,490.44 – 5 months into the fiscal year, while last fiscal year we finished at \$8,576.136 and \$7.1M in 2011-12.

Visibility of CSUF: In an effort to continue increased visibility and to aid in our fund-raising efforts, beginning December 2013, an increased number of billboards, posters, and radio spots will help promote the excellent work of CSUF throughout Orange County, Southern California, and the State of California.

Budget allocations: The 2012-13 budget is aligned with our SP. The good news is this is the first year in many that we don't have to deal with budget cuts. 2013-14 budget of \$31M has been allocated to support strategic missions. \$7.1M one-time money, thus far, is available from carry-forward monies that will be available to support strategic initiatives.

Anticipated 2015 WASC Visit: Evidence will be shown that a) CSUF has completed a SP; b) SP is being implemented; c) demonstrating that our budget is aligned to SP.

Facilities and deferred maintenance: There is a need of approximately \$150M. We will begin a multi-year plan to chip away on a plan. A system-wide effort is also being reviewed for ways to work on deferred maintenance together. Priority list will be available on the CSUF website.

President Garcia publicly thanked Mr. Steve Garcia for his commitment to CSUF.

**Follow-up**

**Subject:** Fiscal State of the University — Fall 2013

**Presenter:** Stephen Garcia, Interim Vice President of Administration and Finance/CFO

Mr. Garcia acknowledged his cabinet colleagues, his staff, and PRBC Chair De Land and the entire Planning, Resource, Budget Committee for their work on the annual budget as well as this presentation, which can be found on the Administration & Finance Website at [http://finance.fullerton.edu/documents/budget/budgetreports/fy\\_13-14/Fall2013CFOUpdateAcademicSenate-v3.pdf](http://finance.fullerton.edu/documents/budget/budgetreports/fy_13-14/Fall2013CFOUpdateAcademicSenate-v3.pdf) The strategic plan is at the forefront of every budget decision.

Relief has been received with the passage of Proposition 30, and the State of California is heading in a positive direction.

Operating fund budget numbers were reviewed with Q/A session following these two *times certain* regarding the budget. Transparency is a key component of the Administration and Finance area of the CSUF Website. Budget Reports Available Online: <http://finance.fullerton.edu/Budget>

Contents include the following information:

- University Revenue Budget
- Operating Fund Budget Summary
- Operating Fund Quarterly Budget and Expenditure Reports
- State Allocation Summary
- Operating Fund Budget, Allocation and Revenues
- Operating Fund Budget, Expenditures by Division
- Operating Fund Budget, Expenditures by Program
- Operating Fund Budget, Expenditures by Division by Program
- Operating Fund Allocation by Division
- Operating Fund FTE Summary by Division
- Operating Fund Budget Detail
- Operating Fund by Cost Center
- Lottery Budget

Other Information Available Online: <http://financefullerton.edu/Budget>

- Classroom Refurbishment Project List as submitted by Academic Affairs
- Instructional Facilities Project List as submitted by Academic Affairs
- Deferred Maintenance Backlog
- FY 2013-14 Deferred Maintenance Project List

Chair Walker thanked President García and VP García for sharing the above information and answering questions.

## V. APPROVAL OF MINUTES

5.1 ASD 13-161 Academic Senate Minutes 11-7-13 (Draft)

M/S/P (Bedell/Matz) ASD 13-161 A.S. draft minutes from 11-7-13 were approved as submitted.

## VI. CONSENT CALENDAR

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

6.1 Nominees to Committees

### **NOMINEES TO SEARCH COMMITTEES**

#### **SEARCH COMMITTEE – ASSOCIATE VICE PRESIDENT FOR FACULTY-STAFF LABOR RELATIONS [3 faculty/2 tenured]**

Nominees: Chris Meyer (NSM); Binod Tiwari (ECS); Shelly Arsneault (SOC SCI)

### **NOMINEES TO AD HOC COMMITTEES**

#### **AD HOC COMMITTEE – SCHOOL OF RISK MANAGEMENT AND INSURANCE WITHIN MIHAYLO COLLEGE OF BUSINESS AND ECONOMICS**

Nominees: Irene Lange (MCBE); Armando Martinez-Cruz (NSM); Penny Weismuller (HHD)

## VII. CHAIR'S REPORT (Walker) Report was sent to the campus community 11-20-13.

The Great American Smokeout occurs on the third Thursday of November every year. This day is to encourage smokers "to use the date to make a plan to quit, or to plan in advance and quit smoking that day. By quitting – even for one day – smokers will be taking an important step towards a healthier life – one that can lead to reducing cancer risk." From: <http://www.cancer.org/healthy/stayawayfromtobacco/greatamericansmokeout/index>

We are in the fourth month of CSUF being a smoke-free campus. At our last Academic Senate meeting we recognized the hard work of the committee that developed our campus implementation plan. Their work is not complete. The committee continues to meet and is constantly evaluating feedback from the campus community, both the good and the bad. Our mission, as an educational institution, is to educate and inform the community in a civil and collegial atmosphere. While we have not eliminated smoking on campus, we have instituted a policy that will, albeit slowly, change the culture at CSUF. In the first four months of our smoke-free educational campaign, I have observed a noticeable decline in the number of people smoking on campus. There is still a lot of work to be done, and this will be a long process.

The Titan Toy Drive will continue until December 12. Please donate if you can.

Our General Education (GE) program is extraordinarily important to the entire campus community. We are currently doing a program performance review for GE and are in the process of developing programmatic learning goals. The Academic Affairs/Academic Senate spring retreat will be dedicated in part to a discussion of programmatic GE learning goals and the future of GE. **Please save the following date: Friday February 7 for the AA/AS retreat!** Vice President Gentles asked that I help inform the campus about the work of the Diversity Action Plan Task Force. The task force is working to accomplish the first objective of Goal 3 of the Strategic Plan to "assess the campus climate and utilize results to identify and implement retention and engagement strategies." To accomplish this goal, Cal State Fullerton has contracted with Rankin & Associates to conduct a comprehensive assessment of the campus climate. A team from Rankin & Associates will be coming to campus on December 10 to speak with small Focus Groups of faculty and staff about how they experience the environment at CSUF. These focus groups will be comprised of various forms of diversity including but not limited to gender, ethnicity, disability, etc. The results of the conversations will be used by the Diversity Action Plan Task Force to inform the questions on a survey that will be distributed to all faculty members and staff members of the CSUF community this spring. This process will better enable us to both develop programs and policies that will increase inclusivity in areas which may present opportunities for development and enhance and replicate programs and policies in areas which are shown to be successfully meeting the needs of the community. President García will be sending invitations to the focus group nominees on November 25 with RSVPs requested by December 4. A list of the Diversity Action Plan Task Force members may be found at <http://planning.fullerton.edu/planning/task-force-members.asp#SP-Goal3>. Please contact Vice President Gentles or any member of the team if you have any questions.

As we are well into the fall semester, I also wanted to update you on the activities of the Academic Senate and Academic Senate Committees.

On this and upcoming agendas for the Academic Senate we will be discussing:

- 1) UPS 300.023 – Grade Changes
- 2) UPS 411.102 – Academic Jurisdiction
- 3) UPS 411.104 – Policy on Online Instruction
- 4) A new UPS for Challenge Exams
- 5) A new UPS for the Evaluation of Temporary Faculty (tentatively UPS 210.070)
- 6) Associate Vice President - Labor Relations Search Committee
- 7) Dean - College of the Arts Search Committee
- 8) Dean - College of Humanities and Social Sciences Search Committee

I have met with the Constitution Committee about a number of issues, and we will be developing a sabbatical replacement policy for AS committees and senators for future discussion. We continue to develop processes for training committees and committee chairs and hope to have developed a formal procedure or structure for the next academic year. The Planning, Resource, and Budget Committee is working to revise their bylaws and the associated UPS. We are also continuing our efforts to simplify our policies and procedures, when possible, and will likely be restructuring AS committees in the spring. I continue to attend the Council of Deans and President's Advisory Board and to have weekly meetings with the Provost. On December 5, I will be meeting with the other campus senate chairs at the Chancellor's Office. As always, I am deeply thankful for all of the wonderful work people do at CSUF and hope that you are all able to have a productive and rejuvenating fall break.

Items VIII through XIII will be moved to next A.S. agenda 12-12-13.

## **VIII. PROVOST UPDATE**

## **IX. STATEWIDE ACADEMIC SENATE REPORT**

## **X. ASI REPORT**

## **XI. CFA REPORT**

## **XII. UNFINISHED BUSINESS**

## **XIII. NEW BUSINESS**

13.1 ASD 13-157 UPS 300.023 Grade Changes [6-17-05] [Source: ASC]

13.2 ASD 13-164 UPS 411.102 Curriculum Guidelines and Procedures: Academic Jurisdiction [6-17-08]  
[Source: UCC]

13.3 ASD 13-165 UPS 411.104 Policy on Online Instruction [5-17-12] [Source: UCC]

## **XIV. ADJOURNMENT**

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

**CALENDAR of remaining meetings: Thursdays, 11:30 – 1:00, PLN-130  
ACADEMIC SENATE 2013-2014**

<b>FALL 2013</b>	<b>SPRING 2014</b>
<b>December 12</b>	<b>January 23 cancelled</b>
<b>December 19</b>	<b>February 6 if needed</b>
	<b>February 13</b>
	<b>February 27</b>
	<b>March 6</b>
	<b>March 27</b>
	<b>April 17</b>
	<b>April 24 if needed</b>
	<b>May 1</b>
	<b>May 8</b>
	<b>May 15 Marathon/Electoral</b>