



**ACADEMIC SENATE  
MARATHON MINUTES  
MAY 16, 2019**

**ASD 19-74**

**Approved 8-29-19**

**8:30 AM - 11:15 AM**

**PLN-130**

Present: Badal, Barros, Buck, Casem, Childers, Dabirian, David, Fidalgo, Fitch, Garcia, Gradilla, Heiner, Hesgard, Holland, Jarvis, Kanel, Matz, McLain, Mead, Meyer, P. Oliver, R. Oliver, Patton, Peissig, Perez, Powers, Preston, Rodriguez, Shahi, Shoar, Stambough, Stohs, Teckchandani, Thomas, Tiwari, Virjee, Wagner, Walicki, Walk, Walker, Wood

Absent: Basil, Brown, Brunelle, Brusckke, Ceisel, Chandler, Torres, Valdez

## **I. CALL TO ORDER**

Chair Stohs called the meeting to order at 8:38 am.

A moment of silence was observed.

### **In Memoriam**

- Charles A. (Charlie) Frazee, Professor Emeritus of History [died 5-14-19, age 89]

## **II. URGENT BUSINESS**

- (Wagner) Read a statement on behalf of Mark Bilby, Chair of Library. [CSUF ORCID Statement](#)

M/S/P (Fitch/Powers) Motion to accept the statement read by Senator Wagner into the minutes. Motion passed unanimously.

- (Powers) Yielded the mic to Rob Watson, Chair of Graduate Education Committee. Rob read a statement from the Grad Ed Committee. [CSU System-Wide Strategic Plan for Research](#)

M/S/P (Walicki/Fitch) Motion to accept the statement read by Rob Watson into the minutes. Motion passed unanimously.

## **III. ANNOUNCEMENTS**

No announcements.

M/S/P (Walker/Casem) Motion to move Item 13.1 ASD 19-41 New UPS 210.XXX - Nepotism & Conflict of Interest in Employment document from a first reading item to the last item of new business.

## **IV. TIMES APPROXIMATE**

**8:45 AM Recognition of Outgoing Academic Senators 2018-19**  
**Senators: Basil, Brunelle, Buck, Chandler, Garcia, Heiner, Hesgard, Jarvis, Perez, Rodriguez, Shahi, Teckchandari, Torres**

Chair Stohs recognized the outgoing Academic Senators and thanked them for the service they provided while serving on the Academic Senate.

There was a special recognition for Senator Nancy Fitch who will be transitioning from serving as a faculty representative to the roll of the Emeritus Faculty on the Academic Senate.

There was a special recognition for Senator Vince Buck for his work on the Academic Senate and his years of service as the Emeritus Faculty serving on the Academic Senate. Chair Stohs read a Resolution of Accommodation for Vince Buck. Vince Buck received a standing ovation from the Senators.

**Acknowledge Standing Committee Chairs 2018-19**

|           |  |         |                    |              |                   |
|-----------|--|---------|--------------------|--------------|-------------------|
| ASC       | Mark Filowitz, F 18<br>Kristi Kanel, Sp 19 | FAC     | Sean Walker        | ISLC         | John Haan         |
| AEEC      | Emily Erickson                             | FDCB    | Sarah Parramore    | ITC          | Chuck Grieb       |
| CF&B      | Deepak Sharma                              | FRPC    | Nikolas Nikolaidis | Library      | Mark Bilby        |
| UCC       | Robert Mead                                | GE      | Brenda Bowser      | PRBC         | Stacy Mallicoat   |
| Diversity | Vita Jones, F 18<br>Aitana Guia, Sp 19     | Grad Ed | Rob Watson         | SALC         | Paula Hudson      |
| Elections | Sarah Hill                                 | Honors  | Craig McConnell    | UAC<br>Laton | Richard (William) |
| EEC       | Jochen Burgtorf                            | IEC     | Dean Kazoleas      | Writing      | Janna Kim         |

Chair Stohs acknowledged this year's Standing Committee Chairs that were in attendance and thanked them for the service they provided to the University.

**Acknowledge General Committee Chairs 2018-19**

|                                      |                                       |                                       |
|--------------------------------------|---------------------------------------|---------------------------------------|
| Faculty Personnel – Reyes<br>Fidalgo | Professional Leaves – Carolyn<br>Coal | Faculty Research – Peter de<br>Lijser |
|--------------------------------------|---------------------------------------|---------------------------------------|

Chair Stohs acknowledged this year's General Committee Chairs and thanked them for the service they provided to the University.

**Recognition of the Executive Committee Members 2018-19**

**Senators: Bruschke, Dabirian, Fitch, Gradilla, Perez, Powers, Rodriguez, Shahi, Stambough**

Chair Stohs recognized this year's Executive Committee Members and thanked them for the service they provided to the University.

**V. APPROVAL OF MINUTES**

*Both sets of minutes were approved by acclamation.*

- 5.1 ASD 19-54 Academic Senate Minutes 5-2-19 (Draft)
- 5.2 ASD 19-61 Academic Senate Minutes 5-9-19 (Draft)

**VI. CONSENT CALENDAR**

- 6.1 CSUF ORCID Statement

An email was distributed to the Senate on May 14<sup>th</sup> notifying everyone this document had been removed from the agenda. This document was read as a statement under urgent business.

**VII. CHAIR'S REPORT**

No report.

**VIII. PROVOST REPORT - written report distributed 5-15-19.**

[1 page report](#)

**IX. STATEWIDE ACADEMIC SENATE REPORT**

No report.

**X. ASI REPORT**

No report submitted.

**XI. CFA REPORT**

No report.

**XII. NEW BUSINESS**

## 12.1 ASD 19-67 Internships and Service Learning Committee Report

M/S/P (Heiner/Walker) Motion to receive ASD 19-67 Internships and Service Learning Committee Report and refer to the Faculty Affairs Committee. Motion passed unanimously.

## 12.2 ASD 19-68 SOQ Committee Report

M/S/P (Kanel/Stambough) Motion to receive ASD 19-68 SOQ Committee Report. Motion passed unanimously.

- (Walker) To have the Executive Committee reconstitute the SOQ Task Force. *Considered friendly.*

## 12.3 ASD 19-65 Resolution in Support of the Fullerton Arboretum

M/S/P (Walker/Casem) Motion to approve ASD 19-65 Resolution in Support of the Fullerton Arboretum. Motion passed unanimously.

## 12.4 ASD 19-69 Revisions to UPS 300.016 - Withdrawal Policy

M/S/P (Kanel/Childers) Motion to approve ASD 19-69 Revisions to UPS 300.016 Withdrawal Policy. Motion passed unanimously as amended.

- (Jarvis) Line 106: move to strike the word "legitimate". *Considered friendly.*
- (Dabirian) Lines 105-107: reword the language to read: "Signatures/approvals (e.g., of instructor or Department Chair) obtained through verifiable electronic means, shall satisfy the required signed approvals/permissions in this document. *Considered friendly.*

## 12.5 ASD 19-48 Revisions to UPS 230.020 - Policy on Faculty Office Hours

M/S/P (Walker/Stambough) Motion to approve ASD 19-48 Revisions to UPS 230.020 - Policy on Faculty Office Hours. Motion passed unanimously as amended.

- (Tiwari) Line 19: add the word "to" after the word encouraged. *Considered friendly.*
- (Shoar) Lines 42: change the word "should" to "are recommend to". *Considered friendly.*
- (Stambough) line 42: reword "in person and online" to "in person and/or online". *Considered friendly.*
- (Gradilla) Line 41: begin a new section "F" before the wording "Instructors teaching online....". *Considered friendly.*

## 12.6 ASD 19-49 New UPS 2XX.XXX - Classroom Observations

M/S/P (Walker/Casem) Motion to approve ASD 19-49 New UPS 2XX.XXX - Classroom Observations. Motion passed unanimously as amended.

- (Walker) Change title to Classroom Observations. *Considered friendly.*
- (Walker) Line 17 add UPS 210.002. *Considered friendly.*

M/S/P (Walker/Casem) Motion to strike current wording in Section II (lines 20-29) and replace with the amended language below. Motion passed unanimously.

Article 15.14 of the Collective Bargaining Agreement states:

*When classroom visits are utilized as part of the evaluation of a faculty unit employee under this Article, the individual faculty unit employee being evaluated shall be provided a notice of at least five (5) days that a classroom visit, online observation, and/or review of online content is to take place. There shall be consultation between the faculty member being evaluated and the individual who visits his/her class(es) regarding the classes to be visited and the scheduling of such visits.*

At CSUF, the individual being observed shall be given notice of the day, time, and class that will be observed at least five days prior to the visit. These observations shall be scheduled after consultation between the faculty member being observed and the observer. Consultation need not

occur in person. The observations should also be scheduled during a class session that reflects regular class topics and instruction, not the first day of class or when an exam is being administered or returned.

For online classes departments shall determine the most appropriate methodology. Online classroom observations shall be scheduled in the same manner as in-class observations. The duration of the online observation shall be determined after consultation between the faculty observing and the faculty member being observed. Consultation need not occur in person.

Back to main motion

- (Jarvis) Amend title of Section III to "Eligible Classroom Observers". *Considered friendly.*
- (Powers). Section II add ",etc." to the end of the sentence. *Considered friendly.*
- (Casem) Remove colon from title in Sections I and II. *Considered friendly.*

#### 12.7 ASD 19-50 Revisions to UPS 210.020 - Periodic Evaluation of Tenured Faculty

##### 1. UPS 210.020 - Periodic Evaluation of Tenured Faculty

M/S/P (Walker/Stambough) Motion to approve ASD 19-50 Revisions to UPS 210.020 - Periodic Evaluation of Tenured Faculty. Motion passed as amended.

- (Walker) Line 35: add an additional sentence to read..."Should the chair be unavailable the Department Personnel Committee should elect the other member of the post-tenure review committee".  
*Considered friendly.*

M/S/P (Patton/Kanel) Motion to add the wording "or separately" to line 42, after the word "together". Motion passed.

Back to main motion

- (Powers) Department Chair is sometimes capitalized and sometimes not throughout document, maybe someone can check on the style.
- (Walker) Lines 22-23: reword to read... "In the Faculty Early Retirement Program (FERP) shall not be required to submit a post-tenure review file unless the faculty member requests to be reviewed or the appropriate administrator requests that the faculty member be reviewed". *Considered friendly.*

#### 12.8 ASD 19-51 Revisions to UPS 410.104 - Undergraduate Subprograms: Concentrations

M/S/P (Mead/Gradilla) Motion to approve ASD 19-51 Revisions to UPS 410.104 - Undergraduate Subprograms: Concentrations. Motion passed unanimously.

#### 12.9 ASD 19-66 Revision to UPS 410.103 - Curriculum Guidelines and Procedures: Academic Programs

M/S/P (Mead/Walker) Motion to approve ASD 19-66 Revision to UPS 410.103 Curriculum Guidelines and Procedures: Academic Programs. Motion passed unanimously.

M/S/P (Kanel/Casem) Motion to extend the meeting. Motion passed unanimously.

#### 12.10 ASD 19-55 Revisions to UPS 300.050 - Recognition of Superior Student Performance

M/S/P (Powers/ Teckchandani) Motion to approve ASD 19-55 Revisions to UPS 300.050 Recognition of Superior Student Performance. Motion passed unanimously.

#### 12.11 ASD 19-56 Revisions to UPS 330.124 - Leaves of Absence for Graduate and Credential Students

M/S/P (Powers/Fidalgo) Motion to approve ASD 19-56 Revisions to UPS 330.124 Leaves of Absence for Graduate and Credential Students. Motion passed unanimously.

The following UPS documents were not acted upon by the Academic Senate of 2018/2019 and will be returned to committee:

- 12.12 ASD 19-63 Revisions to UPS 220.000 - Policies, Procedures, and Guidelines for the Administration of SOQ Forms

M/S/ (Walker/Fidalgo) Motion to approve ASD 19-63 Revisions to UPS 220.000 Policies, Procedures, and Guidelines for the Administration of SOQ Forms.

- 12.13 ASD 19-64 Revisions to UPS 610.000 - Conflict of Interest Policy for Externally Funded Projects

### **XIII. FIRST READING**

- 13.1 ASD 19-41 New UPS 210.XXX - Nepotism & Conflict of Interest in Employment

### **XIV. ADJOURNMENT**

Before adjourning, President Virjee addressed the Senate and thanked the outgoing Senators for their work on the Senate this year. President Virjee distributed personal bags of M&M candy to the Senators.

M/S/P (Dabirian/Mead) Meeting adjourned at 11:30 AM.