



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 25, 2011**

Approved 11-8-11

11:30 AM - 1:00 PM

MH-141

Present: Bedell, Dabirian, Fidalgo, Guerin, Pasternack, Randall, Stambough, Walicki, Walk, Walker

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 (Bedell) Went into Executive Session.

III. ANNOUNCEMENTS

3.1 (Randall) Reported she felt a sense of pride attending The World Premier of “Just Like a Dream Experience” by Ken Walicki for Choir, Percussion, Harp and Organ (Long Beach Camerata Singers) on Saturday, 10-22-11. It was an excellent performance.

IV. APPROVAL OF MINUTES – moved to next agenda

4.1 Executive Committee Minutes (Draft) 10-18-11

V. TIMES CERTAIN

11:30 AM

Topic: 1) Streamlining RTP Process, 2) Early Promotions [New Business Items 10.7 & 10.9]

Discussant: Irena Praitis, Chair – Faculty Personnel Committee

Chair Bedell thanked Dr. Praitis for taking time to address these two topics. Faculty Personnel Committee (9 elected members representing each college) is working extremely hard reviewing an increasing number of faculty files turned in for early promotion each year. FPC purview is to objectively review files for faculty teaching in departments with no approved Department Personnel Standards or when there are differences of opinion at the different levels of review. When a DPS document is not sufficiently specific or as they become outdated, UPS 210.000 is the document used for the review standard. Workload of FPC members would be cut in half if every department had their own DPS document in place and up-to-date. It is time intensive for members of FPC to review an outdated Department Personnel Standard. Possible streamlining techniques were discussed.

The changes to UPS 210.000 (2007) to include abbreviated reviews in certain years have been positive.

- Chairs need to be mindful, especially during abbreviated reviews, to guide new faculty in the tenure process
- Abbreviated review years should be used constructively to encourage a faculty member who might need to focus on areas that may need bolstering for the full review in years 3 & 5 in order to guarantee “on-track” tenure outcome
- Develop RTP mentors within colleges. These point people would be specifically available to address RTP questions
- Encourage faculty members to seek help with RTP process in Faculty Development Center as well as in Faculty Affairs & Records office
- Faculty using eRTP (appendix) allows FPC members flexibility when reviewing files
- Faculty should understand early tenure is an *exception*, and files should be *exceptional*.

On behalf of Executive Committee, Chair Bedell will make recommendations to Associate VPAA, Jennifer Faust:

- Current Faculty Handbook distribution
- Plan to encourage all departments to have Department Personnel Standards in place
- Workload support for FPC members

Senator Dabirian committed Information Technology Division to work with FPC and Faculty Affairs & Records office to increase capabilities for eRTP process. He asked for a list of items. It was suggested that Dr. Praitis and Robin Graboyes be invited to Executive Committee to discuss this in more detail.

12:30 PM

Topic: CSFPF Account #97042 Student Scholarship Fund

Discussant: Ira Unterman, Chief Financial Officer, Cal State Fullerton Philanthropic Foundation

Mr. Unterman explained that an account set up with a particular intent must remain constant. Our Account #97042 is designated for scholarships, so disbursements must be scholarship related. Options could be

- ✓ Leave monies in #97042 account and determine appropriate candidates to which the dollars could be awarded.
- ✓ Close #97042 and distribute monies to accounts with the same donor intent (scholarship). There are over 200 scholarship accounts across campus. Monies cannot be returned to the donor (Titan Shops).

A decision will need to be made by Executive Committee with paperwork to follow through CSFPF.

In reference to questions raised by the Committee, Mr. Unterman shared that the campus' focus in recognition of President Gordon will be through the Milton A. Gordon Fund for Research and Creative Activity. He also shared that President Gordon had approved the creation of a scholarship endowment in his name being coordinated through the African-American Faculty-Staff Association.

VI. CHAIR'S REPORT (Bedell)

- SENATE FORUM - Fall 2011 edition will be dedicated to President Gordon. Articles (300 words or less) should be returned by 11-5-11, from those who have been asked to write a tribute.

VII. STAFF REPORT

No report.

VIII. LIAISON REPORTS

Associated Students, Inc. BOD [Dabirian] T, 10-11-11 1:00 – 3:30 PM

WASC report: Kandy Mink Salas reported on the status of the upcoming EER (March 2012) and encouraged student involvement in this process.

New Director of Children's Center, Jenny Taylor, reported.

I reviewed an edited version of Willie Hagan's presentation 10-13-11 to the Academic Senate "State of the University" budget to the students.

I echoed Exec's concern about the lack of student participation on Academic Senate committees. ASI plans to begin a campaign toward student involvement on committees.

Academic Standards Committee [Walk] F, 10-21-11 1:00 – 2:00 PM, MH-166

The committee was asked to consider ways to include the principle of sustainability in its functions. Chair Eve Himmelheber will draft proposed language for the next meeting. Members discussed the fact that revisions to UPS 300-18 have awaited the President's signature since 2008. ASC originally reviewed this UPS after the issuance of Executive Order (EO) 1037 limiting students to 18 units of withdrawals. Chair Filowitz believed it necessary to consider whether the policy was fair to students, particularly community college transfers. Though there was considerable discussion, the group did not believe action necessary. Chair Filowitz will be at a conference in November, so it is possible the next meeting will be in December or after the new-year.

Curriculum Committee [Guerin] F, 10-21-11, 12:00-2:00 PM MH-141

The UCC met on 10/21/11 and held a hearing on the proposal to change the name of the Department of Afro-Ethnic Studies to the Department of African American Studies. The UCC voted unanimously to endorse the proposal.

Internships & Service Learning Committee [Stambough] W, 10-19-11, 9:00-10:00 AM, LH-702 **No Report**

Student Academic Life Committee [Guerin] T, 10-25-11, 9:00-10:00 AM, MH-141

SALC will forward an amendment to their functions to review student engagement survey results, design interventions, and monitor progress. To follow up on the college plans to improve NSSE scores in two areas (Student-Faculty Interaction, Educationally Enriching Environment), the committee decided to ask deans/designees to attend the first meeting in November and provide a progress report. At the next meeting on 10-25-11, Ed Sullivan will review NSSE 2011 spring results.

IX. UNFINISHED BUSINESS

- 9.1 Proposed Name Change: Afro-Ethnic Studies to Department of African American Studies [Source: UCC]
This will be added under "Consent" to the 11-10-11 A.S. agenda.

X. NEW BUSINESS

- 10.1 Committee Nomination – Extended Education Committee – ARTS
Faculty from College of Arts will be asked to serve.

10.2 Assigned Time

There is enough assigned time available to support 15 3-unit course releases for spring 2012. Allocations need to be taken by the individual personally. Audits are possible. N.B.: this allocation is inflated because the Academic Senate Chair (as FERP) cannot take assigned time. Chair Bedell will report back to Executive Committee after follow-up with specific committee members who can actually use the available assigned time dedicated for spring 2012. This allocation is for the entire year but only recently has been made available for spring 2012 utilization *only*.

Items will be moved to next Executive Committee agenda.

UNFINISHED BUSINESS

- 10.3 Staff Serving on Academic Senate

NEW BUSINESS

- 10.4 GE Committee – Assessment and Recertification, Etc. [A.S. TC 10-13-11: GE Update]
10.5 UPS 320.010 University Writing Requirements [6-24-05] EWP + Upper Division Writing Course
10.6 Goals and Priorities for Academic Senate 2010-11
(Review 2009-10 Goals-Priorities and bring your top goals/priorities for next year to meeting)
10.7 Executive Committee/Academic Senate Priorities List to PRBC
10.8 Early Promotions (Dietz e-m exchange)
10.9 PAB/AS Executive Committee Retreat – Spring 2012 (?)
10.10 Streamlining RTP Process
10.11 Election Results – Statements-of-Opinion
10.12 403(b) Perez-Linggi [Fidalgo]
10.13 Update Mission and Goals
10.14 Statement on Professional Ethics

XI. ADJOURNMENT

Meeting adjourned at 1:05 PM.