



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 4, 2011**

Approved 10-11-11

11:30 AM - 1:00 PM

MH-141

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

Absent: Pasternack, Stambough

Guest: Huizinga

I. CALL TO ORDER

Chair Bedell called the meeting to order at 11:31 AM.

II. Urgent Business

2.1 Dorota Huizinga, Associate VP for Graduate Programs and Research, asked Executive Committee members for input regarding monies that have been made available to faculty for release time – spring 2012. This was announced by President Gordon in his 9-13-11 convocation address. Funds are *in addition* to incentive grants and intramural grants.

Issues discussed:

- ❖ Very short timeline.
 - call for applications – Monday, 10/10/11. 2-page application (modeled after intramural grant application).
 - application deadline – due Friday, 10/28/11.
 - file review/awards announcement. Wednesday, 11/16/11.
 - Department chairs would be notified of the faculty member awarded release time; college deans would review applicants chosen by review committee.
- ❖ Teaching schedules already set for spring 2012/case-by-case to defer to future semesters.
- ❖ 10% of faculty (75) *could* apply for funds to release them 3-4 WTUs.
- ❖ Pilot/model first year as an addition to intramural grant funds over a 5 year period
- ❖ Committee reviewing files should be Faculty Research Committee (elected Unit 3 faculty). If an FRC member is unavailable during this compressed timeline, a subcommittee of FRC should be formed to review faculty applications.

There was unanimous agreement among Executive Committee members that these grant funds for release time should be pursued and disbursed for SPRING 2012.

III. Announcements

3.1 (Guerin) CFA is attempting to make faculty aware that contract negotiations are in the “fact-finding” stage. A 1-day strike is planned for Thursday, 11-17-11, and CFA will be looking for faculty to support a better union contract.

IV. APPROVAL OF MINUTES

4.1 Executive Committee Minutes (Draft) 9-27-11 approved with one edit.

V. CHAIR’S REPORT

(Bedell) 2-day special election will end at 4:00 PM today. All Unit 3 faculty are eligible to vote to elect 2 faculty members to serve on the BOT Advisory Committee for the Selection of President.

ASI asked the Board of Trustees for an additional student to serve on the Advisory Committee for the Presidential Search and was told no. Students plan to pass a resolution directed to BOT in support of augmenting the Advisory Committee.

VI. STAFF REPORT

6.1 Facilities Use Coordination Report (by J. Smart/W.Hagan) Spring 2011

This 15 p. report was sent as an informational item. It contained no plan of action.

VII. LIAISON REPORTS

Associated Students, Inc. BOD [Dabirian] T, 10-4-11 1:00 – 3:30 PM

ASI passed a resolution asking CSU Board of Trustees to have an additional student to President Selection Advisory Committee. They want to collect a total of 1000 signature to support the resolution. They currently have collected 400 signatures (3:30 PM 10-4-11).

General Education Committee [Fidalgo] F, 9-30-11 12:00 – 2:00 PM, MH-141

David Bowman was elected vice chair. Bridget Driscoll gave an update on GE realignment conversion table. No dates have been set for 2011-12 GE workshops.

A volunteer team from GE Committee will be attending the Berkeley Symposium. along with a faculty member from Liberal Studies Dept. GE Committee members were encouraged to attend the 11-4-11 all-day Assessment Workshop led by Gerald Patton with (GE) Category B as the focus.

GE Com will reexamine university wide learning outcomes at the request of A.S. Exec Comm.

Members were encouraged to read the 2010-11 GE Com Annual Report located in Dropbox. General Education Committee will propose revisions to UPS 100.001 Bylaws: 1) Composition: increase the current 2-year term to 3-year term for faculty; 2) Functions to include assessment. Adding an assessment committee was also suggested (rejected by the Academic Senate several years ago).

Agenda items: new course proposals reviewed; UPS 300.004 Policy on Course Outlines [7-28-09]; UPS 411.201 General Education: Goals for Student Learning [6-20-11]

International Education Committee (Fidalgo for Randall) F, 9/28/11, 11:00-12:00 AM, MH-141

Announcements:

- International Education Forum on November 1, 2011, divided into three sections:
 - 1) Opportunities for global learning (collaborative faculty & student research)
 - 2) Fulbright
 - 3) Student panel to promote study abroadFlier is forthcoming intended for broad advertising and request for faculty support. Lunch will be provided.
- There was brief discussion of the campus strategic plan.
- International Honor Society held a luncheon to promote international scholarship. There was a mix of faculty and students in attendance.
- Discussed revisions to UPS 100.001 Academic Senate Bylaw BL 98-1 IEC Functions as well as revisions to UPS 320.102 International Education Policy. Page 4 (UPS 320.102) under Curriculum and Responsibilities--approval of new course supplements should be deleted from the UPS and responsibility for that task delegated elsewhere, (e.g., the Study Abroad office).
- Reviewed IEC Annual Report for discussion and planning:
 - UPS on visiting scholars.
 - review the different types of programs so that the new members understand them better
 - List of courses with international or global competency. Definition of globalization according to the National Association of International Education. 20% of the faculty responded to survey.
 - New web page for international education, with committee members and maybe a list of the courses with a link to them.
- Next 2 meetings are scheduled for W, 10-12-11 and W, 11-2-11 with discussion of UPS 320.102 [7-6-09] on the agenda.

PRBC [Dabirian for Walicki] F, 9-30-11 12:30–2:30 PM, PLS-299

Chair Knutson Miller announced she had a productive meeting with the President on the strategic planning document, which should be posted on the website soon.

- ✧ UPS 100.700 Formation and Operation of University Institutes [4-24-78] was discussed. Guest Gerald Patton discussed practices on centers and institutes. Currently CSUF has 44 centers and 7 institutes among 7 colleges.

There was a task force for centers and institutes, which looked at several campuses and came up with "Guidelines for Establishing Research Centers and Institutes". This was distributed to PRBC members. This was presented to Council of Deans in June 2011. Executive Order 751 has the guidelines for establishing Centers and Institutes. The EO 751 requires a review every 2-3 years. Chancellor's Office has the list for every campus. Every Center and Institute requires an annual

review. PRBC created a subcommittee to align the UPS 100.700 with EO 751 and Academic Affairs Guidelines and Practices.

- ✧ UMGI topic of sustainability
 - There was discussion regarding a definition on sustainability in the memo to the campus. John Bock and Willem van der Pol discussed the definition of sustainability.
 - A clearer process is needed for writing UMGIs. A UMGI subcommittee will discuss how to generate the forthcoming memo and communication.

VIII. UNFINISHED BUSINESS

8.1 Committee Nominations

Titan Student Center Board of Directors: 1 faculty member is needed for a 2-year term. Names were discussed.

Irvine Campus Advisory Board – 2 faculty are needed to serve. Suggestion made: A department chair might be a valuable asset to the committee.

8.2 Annual Academic Senate Orientation – Discussion

An orientation meeting has been set aside at the start of a new academic year since 2006. It began for the benefit of newly elected senators and was appreciated by both new and continuing senators. With an annual dwindling number of attendees, this tradition needs to be revitalized. Discussion:

- ❖ Offer food (lunch?)
- ❖ Although orientation slides are posted to the A.S. Website, it does not replace face-to-face interaction
- ❖ Appeal directly to new senators – add note on the petition form that orientation meeting is required
- ❖ Revamp mechanics of presentation – use a model of a real meeting showing action of Robert's Rules of Order (motions/privilege/amend/friendly/table/call the question/postpone, adjourn, etc)

8.3 Online Task Force [S. Walker]

AA/AS Retreat date will be Tuesday, January 17, 2012. Possibility of engaging the same people who came for the Library Research at our August Retreat (8-17-11). Matthew Pellish, Director of Strategic Research - Education Advisory Board – Washington, D.C. Professional services are free to CSUF because we are members of this research group that has already gathered online data. A meeting was suggested prior to the retreat (teleconference?) to share reports/information.

The prior ad hoc committee report gave few insights, guidance or revisions to UPS 411.104 Policy on Online Instruction. In the report, committee members asked to continue on toward completion.

It will be important to identify goals for the retreat day as well as to define “robust online learning” class. Point of information: CSU plans to hire a director, 501c to deal with fully online programs.

A subcommittee (balance of faculty to serve) will be formed to discuss:

- ❖ Setting up open forms regarding online teaching
- ❖ How online classes fit into department planning
- ❖ Impact on student learning
- ❖ Impact on faculty teaching culture – mindset of meeting in the middle
- ❖ UPS 411.104 needs to separate operations from guidelines and standards

8.4 Next step re Special Election ending T, 10-4-11 [2 faculty elected to BOT Presidential Search]

Names of two elected faculty will be given to Steve Murray to pass on to CSU Board of Trustees prior to the deadline of October 5, 2011. One staff member will be elected by 3:00 PM Wednesday, 10-5-11.

Items will be moved to next Executive Committee agenda.

IX. NEW BUSINESS

9.1 Faculty Survey Links – Refer to Faculty Affairs Committee: (Guerin)

<http://www.fullerton.edu/analyticalstudies/surveys/index.html>

9.2 Student Academic Life Committee – Student Scholarship Monies in CSFPF Acct 97007 [Guerin Liaison]

9.3 Goals and Priorities for Academic Senate 2010-11

(Review 2009-10 Goals-Priorities and bring your top goals/priorities for next year to meeting)

9.4 Executive Committee/Academic Senate Priorities List to PRBC

9.5 Early Promotions (Dietz e-m exchange)

9.6 PAB/AS Executive Committee Retreat – Spring 2012 (?)

9.7 Streamlining RTP Process

- 9.8 Election Results – Statements-of-Opinion
- 9.9 403(b) Perez-Linggi [Fidalgo]
- 9.10 Update Mission and Goals
- 9.11 Statement on Professional Ethics

X. ADJOURNMENT

Meeting adjourned at 1:03 PM.