



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
SEPTEMBER 20, 2011**

*Approved 9-27-11*

**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 11:31 AM.

**II. URGENT BUSINESS**

- (Walker) Brought up the Academic Programs website and the lack of direct information from the PDF catalog. Members added their concern that the external audience may not know how to navigate links to find department and college information.
- (Randall) Discussed the lack of a centralized process to locate and reserve campus conference rooms. 2010-11 Executive Committee had this discussion following scheduling problems for a debate event in Mihaylo Hall on a weekend. Dr. Hagan distributed a report 4-26-11. This report will be sent to 2011-12 members for review and further discussion.

**III. ANNOUNCEMENTS**

**IV. TIMES CERTAIN**

**11:45 AM – 12:15 PM**

**Topic: Sustainability**

**Discussants: Steve Murray, Willem van der Pol, John Carroll, Scott Hewitt, Kari Knutson Miller**

Chair Bedell welcomed guests with attention focused toward momentum and maintaining a governance perspective to the topic of sustainability.

The President's Task Force was formed after the expiration of the Academic Senate Ad Hoc Committee (and sub-committees) on sustainability. Three areas of focus: 1) ad hoc committee recommendations; 2) curricular issues; 3) administrative structures to advance sustainability on campus.

1.	Bill Barrett	Associate Vice President for Administration
2.	John Bock	Anthropology/ Dept Director of Environmental Studies Program & Center for Sustainability
3.	John Carroll	Chair, Dept. of Geography
4.	Greg Dymant	Director of the Arboretum
5.	Willie Hagan ( co-chair)	Vice President of Finances and Administration and CFO
6.	Jane Hall	Dept. of Economics
7.	Scott Hewitt	Vice chair, Dept. of Chemistry & Biochemistry
8.	Lea Jarnagin	Dean of Students
9.	Jeannie Kim-Han	Office of University Research, Initiatives & Partnerships/Director, Center for Internships & Community Engagement
10.	Chris Manriquez	Associate Vice President, Information Technology
11.	Doug Moody	ASI Environmental Advocacy Coordinator
12.	Frank Mumford	Executive Director, Auxiliary Services Corporation
13.	Steve Murray (co-chair)	Acting Vice President for Academic Affairs
14.	Mike Parker	Acting University Planner

<http://calstate.fullerton.edu/news/Inside/2010/new-center-for-sustainability.html>

<http://calstate.fullerton.edu/news/Inside/spotlight/2010/sustainability/>

[http://calstate.fullerton.edu/news/inside/2007/green\\_campus.html](http://calstate.fullerton.edu/news/inside/2007/green_campus.html)

<http://calstate.fullerton.edu/inside/2011sp/Gordon-Signs-Sustainability-Agreements.asp>

<http://fullerton.edu/senate/documents/forum/Spring10/Chairs%20Report.pdf>

Although our campus is involved in sustainability, there is still much to be done. The group discussion centered around the following issues:

- Varying definitions and perspectives regarding sustainability create a lack of focus and clarity.
- Campus Facilities and Beautification Committee (1 of 16 standing committee involvement)

- There is a 2-year period for action following President Gordon signing the Talloires Declaration in April 2011, and the American College and University President's Climate Commitment, which is a framework to implement comprehensive plans in pursuit of climate neutrality. This is the easy part.
- Short-term goals and long-term commitment for change and structure.
- Curriculum incorporation is the more difficult task.
- How to make it an integrated part of strategic plan – tie to University Missions & Goals Initiatives.

A future direction is needed:

- ✧ Semi-annual campus retreat
- ✧ Executive Committee liaison to each sub-committee of the task force.
- ✧ Campus Sustainability office with a director.
- ✧ Review of other universities and private sectors to use as a positive model.
- ✧ Facilitation of interdisciplinary/cross college/department curricular and hiring efforts

This topic will need to be on a future Executive Committee agenda.

**12:15 – 12:45 PM**

**Topic: Update – Global Competency**

**Presenter: Mikyong Kim-Goh Associate Vice President for International Programs**

Chair Bedell welcomed Dr. Kim-Goh to follow-up on this topic after seemingly no action during the 2009-10 furlough year (ASD 09-171 Resolution Suspending the Ad Hoc Global Competency Committee and the Sustainability Institutionalization Subcommittee for one year). This resolution calls for an ad hoc committee report to the Academic Senate by April 2012.

Items discussed:

- ✧ Definition of globalization of curriculum.
- ✧ Difference in internationalizing student body vs. globalization infused into curriculum.
- ✧ Study abroad for students and faculty
- ✧ Signed agreements and partnerships have increased over past 20 years; active vs. inactive; advantages to whom?
- ✧ Use of technology for partnering (as opposed to traveling abroad).
- ✧ International Education Committee survey, spring 2011, collected faculty responses listing current classes taught having a global component.

Continuing conversation of this topic will be needed.

## V. APPROVAL OF MINUTES

5.1 Executive Committee Minutes (Draft) 9-6-11 – **Moved to next agenda.**

## VI. CHAIR'S REPORT

- Elections Committee unanimously endorsed ASD 11-155 Faculty Representation on the Presidential Selection Committee. This document has been added to the Academic Senate agenda 9-22-11 – new business.
- Two *times certain* for 9-22-11: 1) Campus Strategic Plan; 2) Campus Master Plan.
- Discussions with VPAA Murray:
  - ✧ A larger venue may be needed for Academic Senate meetings, especially if the gallery continues to be "standing room only".
  - ✧ Follow-up meetings needed for outcomes of AA/AS Retreat regarding Library
  - ✧ Academic Advising Council Committee is being formed to pull together advising areas across campus.
  - ✧ Susan Cooper, Irvine Campus Dean, is scheduled to give an update at our Academic Senate meeting 10-27-11. Our Social Science Research Center has been asked to prepare statistics on faculty teaching at Irvine only vs. teaching at the main campus *and* at Irvine.

## VII. STAFF REPORT

Faculty names were discussed for the recent vacancy on the Library Committee.

A *time certain* to honor Betsy Gibbs has been planned for Academic Senate meeting 10-13-11.

## VIII. LIAISON REPORTS

**Academic Standards Committee** [Walk] F, 9-16-11 1:00 – 2:00 PM, MH-166

The purpose of the meeting was to acquaint new members with the functions of the Committee as well as with a summary of business from AY 2010-2011. Mark Filowitz, Chair of the Committee, was not aware of immediate business for the committee but anticipated that the Academic Senate Exec Committee might be aware of issues that may come before the committee prior to the next meeting, which is scheduled for Friday, October 21.

**Campus Facilities & Beautification Committee** [Bedell] F, 9-16-11 10:00 – 11:00 AM

Laura Lohman continues as Chair. We had a Master Plan presentation pursuant to our By-law. The need to maintain/increase green space was discussed as was what happens if the Plan's 35,000 FTES goal is reduced. There would be a reduction in projects. In addition, the needs of McCarthy Hall were mentioned. The Committee will continue its interest in maintenance and cleanliness and awaits further direction from the Executive Committee. The meeting adjourned at 11:00 A.M.

**Curriculum Committee** [Guerin] F, 9-9-11 12:00 – 2:00 PM, MH-141

Joe Burgtorf is chair, Renae Bredin is vice chair, and Pam Oliver is secretary. The following new course proposals will be reviewed at the next meeting on October 7<sup>th</sup>.

- RTVF 457 Advanced Scene Study (Fall 2011) Robert Engels
- EGGN 100 Intro to Engineering (Fall 2011) Binod Tiwari
- ASAM 230 Civic Engagement through AAPIS (Fall 2011) Jennifer A. Lee
- ENGL/CPLT 345T Trends in Eng and CPLT (Fall 2011) Erin Hollis
- VIET 310 Vietnamese for Business (Fall 2011) Trang Le, Reyes Fidalgo

The status of four additional courses (RTVF 429, COMM 470, RTVF 345, ASAM 362B) from last year is being followed up by Ed Trotter.

NOTE: When the forthcoming proposal for a name change to Afro-Ethnic Studies is received, per UPS 100.601 an announcement to campus will be needed from Academic Senate. Ed Trotter stated that Human Services is adding an online bachelor's degree (which is not reviewed by UCC). A minor in Chinese is in the works, probably this semester. A minor in Vietnamese is expected spring 2012.

There are questions about the online policy revision that was started in the ad hoc committee last year. Exec should move forward on this if a new ad hoc is being formed. Last year's members should be thanked ASAP.

Ed Trotter is working with IT Div. to create an interactive course proposal form in Adobe.

**Elections Committee** [Stambough] F, 9-14-11 11:00 AM – 12:00 PM, MH-141

Adolfo Prieto (LACE) was elected Chair. After discussion about the Election Process for the Presidential Search Committee, the Elections Committee approved the process and language forwarded by the Academic Senate Executive Committee with a recommendation to add a line about how to handle ties. It was agreed that language from our existing election procedure be added that indicates ties to be broken by random lot.

**Extended Education Committee** [Pasternack] M, 9-19-11

The primary purpose of the meeting was to acquaint new members with the functions of the Committee. As such, relevant sections of UPS 100.001 were reviewed and the other UPS documents that affect UEE were referenced. The Committee voted to have its next meeting on Monday, November 28<sup>th</sup>. One suggestion which was made by a committee member was to have, for those committees which have a defined meeting time, the day/time at which the Committee meets listed on the Committee Interest Form sent to faculty. One member of the Committee has a scheduling conflict this semester which possibly could have been avoided if the meeting day/time had been known in advance.

**Faculty Affairs Committee** [Bedell] F, 9-16-11, 12:00-1:00 PM

Following introductions, continuing member, Brent Foster (Communications), was elected Chair. There was extensive discussion of the office hours policy last year's Committee presented to the Academic Senate which it ultimately did not approve. Just what does "regular office hours" mean per the CBA Contract? How have other campuses implemented this? Because of the interest of this year's Executive Committee in matters online, the 2011-12 Faculty Affairs Committee will revisit this office hour issue with the goal of getting a document to the Academic Senate before the end of fall 2011 semester.

N.B. this committee did not have a predetermined meeting time and we lost close to ½ hour setting on future meeting dates/times. *This needs to be remedied for next fall.* Future fall meeting dates will be held Fridays, 11:00-1:00 PM.

**Faculty Development Center Board** [Walker] T, 9-13-11, 2:30-4:00 PM  
A chair was elected: James Hussar from Modern Languages.

Members reviewed the duties of the Board and discussed the annual report for 2010 2011. Revision continues on UPS 102.001. Last year's committee completed approximately ½ of the revisions needed.

There was a spirited discussion about having student-faculty creative awards for both undergraduate and graduate students. Follow up is required and a proposal will come forward to the VPAA. The annual report should reflect that the proposal was not submitted.

The FDC will continue to offer training for Moodle, Ipad2, and Social Media. The second part of the SLATE academy for last year's participants will begin soon and a new set of faculty will be included in the new SLATE academy.

J. Faust brought a program from Sony to the attention of the Board. The VPAA will send a call out for proposals for faculty who are using technology innovatively and are helping to save students money. C Manriquez and S. Walker are planning to help with this process.

**General Education Committee** [Fidalgo] F, 9-16-11, 2:00-4:00 PM MH-141 **Meeting Cancelled**

**Graduate Education Committee** [Walker] F, 9-16-11, 2:00-4:00 PM KHS-221

Several items were discussed that will be of interest to the Academic Senate and Academic Senate Executive Committee.

1) Discussion of changing UPS 410.106 to allow inclusion of CR/NCR courses on graduate study plans for courses where it is difficult to assign grades. In particular practicum courses that where students are out in the field with professionals are problematic.

2) There is concern over what to do with proposals when proposers are asked to respond to comments from the committee but never do. What are the procedures to send things back to the college committee or proposer?

Courses approved as follows:

EDEL/EDSC 502E Pedagogy, Assessment and Support for New Teachers; EDEL/EDSC 502F Pedagogy Assessment and Support for New Teachers (Semester 2) EGEE 435 Microwave Engineering; ENST 540 Professional Practice in Environmental Studies; GEOG 480 Field Mapping with GIS and GPS

Courses that Motion to Approve was Tabled Pending Revisions from Proposers:

ART 500C Graphic Design Graduate Seminar; ART 500D Graphic Design Thesis; COMM 458 Advertising Creative Strategy & Execution III; READ 511 Survey of Educational Research; EGCP /EGEE 461 Low Power Digital IC Design; HIST 425D Magic, Mysticism and Witchcraft in Early Modern Europe

**Information Technology Committee** [Randall] F, 9-9-11, 10:00 – 11:00 PM PLS-299

- ❖ As past chair, Sean Walker called the meeting to order.
- ❖ The committee elected Chuck Grieb from Visual Arts to serve as this year's chair.
- ❖ Amir Dabirian provided a report and update on IT activities:
- ❖ Moodle has been a great success. We are one of only a few institutions using version 2.1. Tremendous work on the part of IT to bring this project to fruition and achieve a high level of performance.
- ❖ We are receiving money from Cal State LA for providing a Moodle infrastructure. Other campuses are getting on line for support.
- ❖ Committee will reconsider rebranding Titanium because students are becoming confused between the names Moodle and Titanium.
- ❖ Adobe Design 5.5 is available for \$90 for students. Contact Chris Abelardo regarding software distribution.
- ❖ TitanCloud.fullerton.edu is the way to access the virtual lab.
- ❖ Dragon Dictate is free on your iPad.
- ❖ We will be looking at bulk MS purchases for students. It is now \$90 in bookstore, but the goal is to provide it for \$14.

- ❖ New phone system has VoIP so we will have soft phones for desks and laptops. There will also be an iPad application to allow you make calls. You'll be able to double click on a phone number in Outlook and make a phone call.
- ❖ Also looking at supplying cameras for all desktops so you can make video calls.
- ❖ Also applying a new form strategy; Adobe Forms can be filled out with iPads. IT will convert paper forms to Adobe Forms this year on request. Also possible to do a hand signature.
- ❖ Making a deal with Dropbox.com for licensing for about 4 gigs of space.
- ❖ MyBox.Fullerton.edu is available today as a secure drop box.
- ❖ Upgrading to Lion Mac OS and Windows 7 across campus. Desktops will be getting increased memory.
- ❖ Faculty can access CourseSmart via a portal tab and access your textbooks digitally. IT is negotiating for lower prices on electronic textbooks. Goal is to get it for 28% of print cost for 6 months availability and 120% printing.

**Library Committee** [Bedell] M, 9-19-11, 1:00-2:00 PM

Professor C. Peterson (Music) was elected chair. There was a presentation of the CSUF data presented earlier at the annual Academic Affairs/Academic Senate Retreat in August. Space for quiet study, computers, collaboration and social activities was mentioned and will occupy future meetings. There were no action items and the meeting adjourned around 1:55 P.M.

N. B. these space discussions need to be folded into the conversations we are having in CF & B.

**Planning, Resource and Budget Committee** [Walicki] F, 9-16-11, 12:30 – 2:30 PM PLS-299

Bob Mead was elected vice chair.

Steve Murray discussed assigned time and how he is dedicated to it for research and creative activities. Service was mentioned, but mainly for personnel committees. He said this is an Academic Senate decision. Willie Hagan gave a presentation on the budget.

The meeting ended with a final review of the Strategic Plan draft.

**Planning, Resource and Budget Committee** [Walicki] F, 9-9-11, 12:30 – 2:30 PM PLS-299

PRBC discussed a proposal for an on-line degree completion program in sociology. Given that we already have a degree in sociology, this is being treated as a non-substantive program change. It was an interesting conversation to have, given that it is (1) all on-line; (2) only through UEE; (3) extra pay for extra work for faculty; and (4) taught in a cohort framework in 8-week sessions. PRBC did not take action on it, given that it is not viewed as a substantive change.

Kim Apel and Jay Bond gave the same presentation on College Park development that we had at Exec Com on 9-6-11.

**University Advancement Committee** [Walk] W, 9-14-11, 9:00-10:00 AM

The purpose of the meeting was to acquaint new members with the functions of the Committee and establish continuity with committee efforts from the prior academic year. VP for University Advancement Pam Hillman provided a number of announcements, including that the band Heart would perform at Front and Center in February 2012. Chair Sue Sy provided a summary of business from AY 2010-2011, which included a discussion of a proposed survey on faculty awareness of alumni relations activities and efforts to stimulate alumni giving. A lively discussion of the potential benefits of such a survey ensued, with a consensus forming that any such survey should be put on hold as other options are explored. These options included making alumni contacts via existing and new community advisory boards, disseminating information on campus alumni activities via associate deans at college chairs meetings and/or via FDC sponsored meetings for department chairs, and providing streamlined avenues for alumni giving, including, especially, gifts-in-kind. The next meeting is scheduled for October 12.

**Items will be moved to next Executive Committee agenda.**

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**IX. UNFINISHED BUSINESS**

- 9.1 Annual Academic Senate Orientation – Discussion
- 9.2 Online Task Force [S. Walker]
- 9.3 Ad Hoc Committee to Follow-up – AA/AS Retreat 8-16-11 Action Items
- 9.4 Update on Special Election(s) [ASD 11-155]

## **X. NEW BUSINESS**

- 10.1 Proposed Name Change: Afro-Ethnic Studies to Department of African American Studies
- 10.2 Global Competency
- 10.3 Goals and Priorities for Academic Senate 2010-11  
(Review 2009-10 Goals-Priorities and bring your top goals/priorities for next year to meeting)
- 10.4 Executive Committee/Academic Senate Priorities List to PRBC
- 10.5 Early Promotions (Dietz e-m exchange)
- 10.6 PAB/AS Executive Committee Retreat – Spring 2012 (?)
- 10.7 Streamlining RTP Process
- 10.8 Election Results – Statements-of-Opinion
- 10.9 403(b) PerezLinggi [Fidalgo]
- 10.10 Update Mission and Goals
- 10.11 Statement on Professional Ethics

## **XI. ADJOURNMENT**

Meeting adjourned at 1:10 PM.