



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 16, 2012**

Approved 10-23-12

11:30 AM - 1:00 PM

MH-141

Present: Bedell, Bonney, Brusckhe, Dabirian, Guerin, Matz, Pasternack, Randall, Walker

Absent: Stambough

Guests: Murray, Faust, Weismuller

I. CALL TO ORDER

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

II. URGENT BUSINESS / TIME CERTAIN

Chair Bedell announced to members of the Executive Committee that he has issued an invitation for the following time certain to discuss specific events that transpired at the open hearing portion of the Graduate Education Committee meeting Friday, 10-12-12. The open hearing was necessary to hear testimony on both sides of the curricular dispute issue of course overlap for the new Degree Proposal for the BS/MS in Computer Engineering.

12:00 – 12:30 PM

**Topic: Open Hearing at Graduate Education Committee meeting 10-12-12, 3:00-4:00 PM
Course Overlap for Proposed Degree Program – BS/MS in Computer Engineering**

**Discussants: Steve Murray, Acting Vice President – Academic Affairs
Jenny Faust, Associate Vice President – Academic Affairs
Penny Weismuller, Chair – Graduate Education Committee**

Chair Bedell welcomed Drs. Murray, Faust and Weismuller to discuss the uncivil behavior of members of the CSUF faculty during the open hearing and outside of the formal proceedings. The course overlap issue was unresolved at the end of spring 2012 semester, and so the dispute continued on the Graduate Education Committee agenda fall 2012. Per [UPS 411.102 Curriculum Guidelines and Procedures: Academic Jurisdiction](#), the open hearing was announced to the campus community by Chair Bedell to be held during the Graduate Education Committee meeting from 3:00 – 4:00 PM on Friday, October 12th following an unsuccessful effort at a dispute resolution meetings held on 9-17-12, 9-24-12, and 10-1-12, as provided under UPS 411.102. The Committee Chair, Dr. Weismuller, gave allowance for presentations on both sides adhering to ground rules focusing on the topic of course overlap as defined in [UPS 411.102](#); parties were allowed to provide contextual information to support justifiable course overlap.

A discussion was held regarding the appropriate response to such events, as well as the role of the Academic Senate and the University administration. It is the Academic Senate's purview to outline the environment and standards for shared collegial governance and reaffirmation of professional responsibility and all individuals respected.

There was agreement that a strong statement on behalf of the Academic Senate should be sent to the campus community ASAP showing support for colleagues who serve on A.S. committees (in this case it is Graduate Education Committee). [UPS 100.006 A Commitment to Civility at CSUF](#) will be referenced in the statement sent by Chair Bedell on behalf of Executive Committee, stating our belief in respectful disagreement as part of collegial governance.

There was suggestion for Chair Bedell to use the **Parliamentary Tip of the Day** portion of the A.S. 10-18-12 Minutes to highlight civil behavior.

Dr. Weismuller, in her recap of the events of 10-12-12 Graduate Education Committee meeting, stated that unanimous approval was given by members of the Graduate Education Committee for the Proposed Degree Program for BS/MS in Computer Engineering, citing "justifiable overlap" of courses. This new program will be sent forward in the approval process to ultimately be debated on the floor of the Academic Senate under new business.

Chair Bedell stated he will be meeting with the Department of Electrical Engineering next week to discuss expectations for civil behavior in the future, as well as considering that other precautions be put in place at future meetings on this subject.

As follow-up to the post *time certain*, Executive Committee members discussed the following ideas:

- all open hearings should be recorded or videotaped
- Important to support our colleagues who serve on all A.S. committees
- Incident can be a case study on many levels
- Review UPS 411.102
 - III, 3 paragraph: “..open hearing on the challenges, to which all interested parties shall be invited.”
 - Additional wording to include “collaborative environment, shared governance, and all individuals respected.”
- Verbal bullying is never appropriate
- Discussion on content of Academic Senate statement to campus community

III. ANNOUNCEMENTS

IV. APPROVAL OF MINUTES

M/S/P (Walker/Matz) Three sets of minutes were approved.

- 4.1 EC Minutes (Draft) 9-25-12 – as submitted
- 4.2 EC Minutes (Draft) 10-2-12 – as submitted
- 4.3 EC Minutes (Draft) 10-9-12 – minor correction

V. CHAIR’S REPORT (Bedell)

- 5.1 A lunch appointment has been scheduled with (me) Frank Mumford, Director-Auxiliary Services Corp, and Barry Pasternack, Executive Committee member. The topic of funding various faculty awards will be discussed.
- 5.2 Reported on a recent telephone conversation with Dr. José Cruz who will be our new Provost/VPAA. He plans to be on campus 12-3-12. An invitation has been extended for him to join Executive Committee for dinner in December.

VI. STAFF REPORT

Nominations deadline for two faculty awards was Monday, October 15, 2012, 5:00 PM. Letters of invitation to apply have been sent to each nominee from Chair Bedell.

Eight (8) nominations have been received for [UPS 292.000](#) Faculty Leadership in Collegial Governance Award. File submission deadline is 12-3-12.

Fifteen (15) nominations have been received for the new [UPS 294.000](#) The L. Donald Shields Excellence in Scholarship and Creativity Award. File submission deadline is the last day of fall 2012 classes (12-17-12).

VII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Bedell] T, 10-16-12 1:15 – 3:30 PM, TSU No Report

Bicycle Committee [Randall] T, 10-16-12 2:00 – 3:00 PM

ASI approved the installation of 3 “fix-it” stations near the recreation center.

Environmental Health and Safety has developed a new online bicycle safety program that will be available on the portal. The committee members had an opportunity to view the training tutorial and it was excellent. This project was governed by a Mission and Goals Initiative.

Bicycle and skateboard use is governed by President’s Directive 16. There is also a CSUF Bicycle Use Statement.

There was a discussion of how to incentivize students to take the training. One possibility is to provide Tuffy bucks that could be used to purchase bike lights, helmets, and U-Locks.

Curriculum Committee [Bruschke] F, 10-12-12 2:00-4:00, MH-141

Discussed some ideas about streamlining the review process; the general feeling was that there should be an electronic submission form that would auto-complete the required syllabus elements and include fields for other required information. Carry-over courses were discussed after I had to leave.

General Education Committee [Bonney] F, 10-12-12, 2:00-4:00 2:00 – 4:00 PM Meeting Cancelled

Graduate Education Committee [Bonney] F, 10-12-12 2:00 -4:00 PM; PLS-330

An open hearing was part of today's Graduate Education Committee from 2:00-3:00 PM regarding the issue of course overlap between Electrical Engineering and Computer Engineering. Chair Weismuller repeated the previously announced parameters for the presentation of evidence, i.e. spokespeople for both sides were to address only course overlap, that is, whether the overlap between the proposed CPE courses and existing EE courses was justifiable as prescribed under UPS 411.102.

Following the open hearing, committee members approved new course proposals as well as unanimously approved the Proposed BS/MS Degree in Computer Engineering citing "justifiable" course overlap. This ECS proposal will be forwarded to the Academic Senate to consider the course overlap issue.

Student Academic Life Committee [Guerin] T, 10-16-12 9:00 – 10:00 AM

Chair Levesque has requested college action plan updates, and he received responses from HHD and ARTS thus far. A few years ago, the colleges were asked to develop an action plan in response to the NSSE (National Survey of Student Engagement) results.

Amir visited the committee to discuss the presidential committee on high impact practices (HIPs). Goal is to document or tag our HIPs on Peoplesoft using "class attributes." In some cases, other data collection/documentation methods may be superior. No timeline established yet.

Only one faculty member had heard of the term "HIPs." Clearly, faculty professional development is needed.

University Advancement Committee [Walker] W, 10-10-12 9:00-10:00

This was the first meeting of the UAC this semester. An alumni relations survey was sent out but several colleges have not responded. This will be remedied. There was a long discussion about how to improve alumni relations and outreach.

Particular attention was paid to the faculty/department resource page (<http://www.fullerton.edu/alumni/uac/>), Student Outreach page (<http://www.fullerton.edu/alumni/student/index.asp>) and Alumni Association page (<http://www.fullerton.edu/alumni/index.asp>).

Several members expressed interest in having an alumni of the year award. There will soon be an online "Development 101" available for the campus.

The following items will be moved to the next Executive Committee agenda.

VIII. UNFINISHED BUSINESS

- 8.1 January 2013 AA/AS Retreat – Assessment of Student Learning: Date? Structure?
- 8.2 Simplifying New Course Approval Process - Update
- 8.3 Presidential Selection *Proposed New UPS* – Draft Document (ASD 12-136) Revisited
- 8.4 Action Items from Statements-of-Opinion - Continued (ASD 12-96) [All University Election Results 2012]

IX. NEW BUSINESS

- 9.1 New Course Proposals: CHIC 500, AMST 410, GERO 527 [Source: Grad Ed Com]
- 9.2 [UPS 293.000](#) The Carol Barnes Excellence in Teaching Award [12-12-06]
- 9.3 Athletics Advisory Council Bylaws – Suggested Revision to Membership
- 9.4 New UPS re Visiting Scholars from U.S. [Rev. UPS 108.000 Visiting Scholars from Abroad, effective 5-11-12]
- 9.5 UPS 211.000 Responsibilities of Departments and Department Chairs [Source: FAC]

X. ADJOURNMENT

The meeting adjourned at 1:09 PM.