



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 23, 2012**

Approved 10-30-12

11:30 AM - 1:00 PM

MH-141

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

Absent: Stambough

Guest: Muse

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 New Course Proposals: CHIC 500, AMST 410, GERO 527 [Source: Grad Ed Com]

These three courses were approved (1 document) to forward for A.S approval. Note: courses are being forwarded as they are approved by committees as a part of the NCP process acceleration.

2.2 University Learning Outcomes (ULOs)

The document endorsed at the A.S. meeting on 11-10-11 (ASD 11-176) is moving to a final stage after a very consultative process which began in 2007. As a faculty member serving on the ad hoc committee, Senator Guerin respectfully offered an historical perspective of the ULOs document. The strategy is to proceed with completing the process and have the ULOs approved as a UPS.

Executive Committee members discussed and agreed to proposed changes for each outcome (number) mindful of the time and thoughtful consideration put into these by the ad hoc committee. Members agreed to reword Learning Outcome VI by deleting “a world in which international exchange produces” and replacing “understand” with “identify” in the subsections under each Learning Outcome. The goal is to add the ULOs document as a time certain on the Academic Senate agenda 11-1-12. A follow-up discussion will tentatively take place at the A.S. meeting 11-29-12. The campus community will be asked for input and suggestions. This reformatted document (ASD 12-146) being circulated to the campus community may be turned into a University Policy Statement that will include a preamble.

Campus-wide Student Learning Goals (Historical perspective)

To address the mission of creating a preliminary set of student learning goals that are held in common campus-wide, the SLA task force dedicated most of 2009-2010 to work in two subcommittees—a “top down” and a “bottom up”—to review documents for the purpose of identifying intended learning outcomes from curricular and co-curricular programs at CSUF. The “top down” subcommittee reviewed the following documents: CSUF Mission, Goals and Strategies; General Education: Goals for Student Learning; AAC&U LEAP Goals; Student Affairs Mission Statement/Services to Students and the Campus Community and the Student Affairs Student Learning Domains and Characteristics. The “bottom up” subcommittee examined academic program reviews in the Office of Assessment and Educational Effectiveness and academic college websites to identify college, department, and program learning outcomes and create a draft document of where competencies were found. The following year, 2010-2011, the reports from each subcommittee were compared to identify the themes common to the curricular and co-curricular learning objectives. The full Task Force reviewed both documents, and over a series of meetings identified six learning domains shown in Table 6 that represented curricular and co-curricular learning outcomes at CSUF. To explain and capture what is included, the SLA Task Force drafted several competencies for each domain. The competencies were reviewed numerous times to ensure breadth and relevancy within each domain while reducing redundancy.

During the spring 2011 term, the Task Force presented the draft learning domains and competencies to several campus leadership groups including the WASC Steering Committee, Council of Deans, Academic Senate, Department Chairs, and the Student Affairs Executive Committee. Feedback from all groups was overwhelmingly positive. Suggestions provided by members of these groups were used to continue the work of the Task Force in finalizing the learning domains (Table 6) and clarifying the competencies within each domain. The Task Force completed a preliminary set of University Learning Outcomes (ULOs) held in common campus-wide at the end of Spring 2011 and created the Learning Synthesis Model displayed in Figure 4, which maps the process by which students who complete their education at CSUF achieve the desired outcomes.

In early Fall 2011, the Academic Senate Executive Committee unanimously endorsed the ULOs and forwarded them to the three university-wide curriculum committees (University Curriculum Committee, Graduate Education Committee, and General Education Committee) for review (CFR 2.4, 2.5, 2.6, 2.11). By November, these committees as well as the Academic Senate also endorsed the ULOs.

[WASC Educational Effectiveness Review](#)

III. ANNOUNCEMENTS

- 3.1 (Dabirian) CalState Online is moving forward. He requested time for a special announcement at a future A.S. meeting to invite faculty feedback for the CSU ad hoc committee. Input gathered from each campus is needed to guide future plans. The system-wide CalState Online is looking to move fully online programs from each campus to the new CSU online program.
- 3.2 (Pasternack) Reported that he and Chair Bedell met with Frank Mumford (ASC) to discuss future funding for the Academic Senate's faculty awards, i.e., Shields Scholarly & Creative Award and Barnes Teaching Award. All have different compensation amounts. The Outstanding Professor Award and Faculty Leadership Award are funded by the President's office.
- 3.3 (Guerin) Reported that a small group of Librarians are concerned about the Pollak Library gallery space being turned into a Starbucks, construction to begin after Christmas. In their opinion, the process did not seem to be transparent and done through appropriate channels. Chair Bedell, liaison to Campus Facilities & Beautification Committee, will report back to Executive Committee following their meeting Friday, 10-26-12.
- 3.4 (Dabirian) An email was sent today containing TITANIum statistics that tracks student participation. It is automated for trending, that is, giving raw data. This can give faculty aggregate data (showing per clicks) for student usage as weekly activities via graphs but has not yet been rolled out. Faculty data are being filtered out since they can't be measured accurately. Senator Guerin suggested this be added to the Chair's Report.

IV. TIME CERTAIN

12:30 PM

Topic: Irvine Campus Update
Discussant: Dr. Van Muse
Associate Dean, Irvine Campus

Dr. Muse was introduced and welcomed to the meeting. He updated the group on his role at the Irvine Campus to build relationships, do data analysis, and implement strategies to manage student services and academic operations. A major focus is to improve enrollments which have decreased this semester. He plans to meet with department chairs and deans to manage program offerings at the Irvine Campus and to develop multi-year curriculum planning to better serve students.

In response to the question asked by Executive Committee members, "What can the main campus do to help promote Irvine Campus?" Dr. Muse asked that lines of communication remain open. There needs to be consistent partnerships between academic departments and Irvine campus working collegially with faculty to meet student's needs on their path to graduation. We need to identify and develop unique curricular options that take advantage of the Irvine and South County regions. Irvine Campus is more susceptible to enrollment changes, schedule variations and section losses.

Q/A period.

Members of Executive Committee suggested in the upcoming "Irvine Campus Update" to the A.S. 10-25-12, that Dean Cooper and Dr. Muse take into consideration the impression that many faculty at the main campus have that Irvine Campus creates resource allocation issues, which can discourage the positive interaction being sought. Honest dialogue with the historical perceptions will further our commitment to serve students in the best possible way.

V. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 10-16-12 – approved as submitted.

VI. CHAIR'S REPORT (Bedell)

A meeting with President Garcia is scheduled for this afternoon. This will be an opportunity to discuss the two UPS documents on the A.S. agenda for 10-25-12: UP 210.007 Appointment of Administrative Personnel and UPS 210.500 Procedures: Search Committees for Administrative Personnel.

VII. STAFF REPORT

None.

VIII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Bedell] T, 10-23-12 1:15 – 3:30 PM, TSU

The ASI Board considered the proposed fee increases regarding course repetition, units above 150, etc., and decided to support a Resolution against all that the BOT will hear shortly. Political activities, tables, increasing dramatically over the next 2 weeks. Many efforts to support Prop 30. Buying a car too expensive for their travels so they are sticking with a rental. They had a report regarding the finances of Athletics, and it contained many cross-Conference references concluding with invidious comparisons in terms of what CSUF does for the student athletes and what others do for theirs. As you would expect, programs with football, skew the data.

Academic Standards Committee [Walker for Bonney] F, 10-19-12, 1:00 - 2:00 – 4:00 PM

Revisions to UPS 300.015 Repetition of Courses were approved and will be forwarded by A.S. Chair Filowitz to Executive Committee / Academic Senate.

Revisions to UPS 300.010 Final Grade Reporting were approved and will be forwarded by A.S. Chair Filowitz to Executive Committee / Academic Senate.

There was a lively discussion on UPS 300.013 Late Add Policy. ASC members will continue to work on this document and it should be coming to executive committee soon.

There have been problems with participation grades and academic appeals. There are also other issues regarding grading and timely feedback. Is there a policy about how faculty are to report grades and/or give feedback to students? Are faculty giving the students regular updates on their grades? In the appeals process if faculty aren't giving them regular feedback, the student generally wins. In addition, timely feedback is very important to prevent students having problems with repetition of courses (e.g. EO 1037).

Executive committee should give guidance to Academic Standards Committee on several items:

- 1) Does a policy on timely feedback exist?
- 2) If it does, does it need to be revised, made more prominent, put into the course outline UPS?
- 3) If it does not, should there be such a policy, and should it be a new UPS or put into an existing UPS?

Extended Education Committee [Pasternack] M, 10-22-12 3:00 -4:00 PM; Meeting Cancelled

Faculty Affairs Committee [Matz] F, 10-19-12 10:00 – 12:00

Discussion continues on the following UPS documents:

UPS 261.000 Emeritus Status

Several areas continue to be discussed in consideration of the guest emeritus professors' insights given at our last meeting. We are working on whether to have a separate document for faculty and staff or if it could be under the same UPS document with different sections. Criteria for each employment are being discussed, also. These decisions are, along with other points, to be decided before writing the final draft for submission. Thank you to those who offered your thoughts on the document.

UPS 240.200 Amorous or Sexual Relationships Between Faculty, Staff and Students

The subcommittee gave its recommendations for revisions to this document. The FAC is still working on the final draft, and most of the original policy has been deleted in favor of new language. This should be finalized by our next meeting on November 2nd.

UPS 270.103 Staffing of 500 Level Graduate Courses

Finally, we have begun working on this document reviewing qualifications for those assigned to teach graduate-level courses.

Planning, Resource & Budget Committee [Walker] F, 10-19-12 12:30-2:30; PLS-299 Meeting Cancelled

Moved to the following two (2) "New Business" items:

X. NEW BUSINESS

10.1 Athletics Advisory Council Bylaws – Suggested Revision to Membership
Edit was approved by E.C. members and will be forwarded to the Athletics Advisory Council (Dr. Steve Walk) requesting an amendment to their document to include "or designee" to The Chair of the Academic Senate.

10.5 [UPS 293.000](#) The Carol Barnes Excellence in Teaching Award [12-12-06]

Chair Bedell explained the reasons for revisions to this policy. It allows more flexibility in time and place to honor recipients of the award and also removes "each year", which was recommended by the Outstanding Professor Committee. The document was approved as an agenda item on 10-25-12 A.S.

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

IX UNFINISHED BUSINESS

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

X. NEW BUSINESS

- 10.2 [UPS 211.000](#) Responsibilities of Departments and Department Chairs [Source: FAC]
- 10.3 [UPS 100.700](#) Formation, Operation, and Discontinuation of University Institutes [4-24-78] [Source: PRBC]
- 10.4 New UPS re Visiting Scholars from U.S. [Rev. [UPS 108.000](#) Visiting Scholars from Abroad, effective 5-11-12]

XI. ADJOURNMENT

The meeting adjourned at 1:20 PM.