



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
NOVEMBER 27, 2012**

Approved 12-11-12

11:30 AM - 1:00 PM

MH-141

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

Absent: Stambough

Guests: DeMaio, Bond, Ferrer, Armstrong

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 (Dabirian) Reported he will be attending a steering committee on the CSU Access Technology Initiative – Senator Stang is the leader in this area, and should be giving an update to the Academic Senate in early spring. Each campus must choose three goals and ways to meet them: 1) procurement ; 2) instructional materials; 3) training. Disabled Student Services currently pays for captioning services. Costs to caption *after-the-fact* are much higher.
Rehabilitation Act of the Federal Government:
Section 508 states all materials *must be* accessible
Section 504 states accommodations should be equal access.

2.2 (Guerin)

- Asked that a reminder announcement be sent to faculty regarding a call for nominations for CSU Faculty Trustee. The ASCSU needs to forward at least two faculty names to the Governor in January.
- Board of Trustees is moving forward on requiring exactly 120 units to an undergraduate degree. The only exception would be a granted request for an exemption by the Chancellor's Office. The ASCSU is drafting a complicated resolution opposing the 120 units to degree; however, the majority of our majors already fit this requirement. Each campus is encouraged to write its own resolution to the BOT ASAP.
- Chancellor White has voluntarily taken a 10% pay cut as he comes onboard to the CSU.

III. ANNOUNCEMENTS

(Pasternack) Chris Manriquez will need to be replaced on Extended Education Committee – Admin/Ex-O.

IV. TIME CERTAIN

12:00 Noon

Topic: Campus Safety Issues – Update from 10-9-12

**Discussants: Dennis DeMaio, Chief of Police - CSUF
Jay Bond, Associate Vice President for Facilities Planning and Management
Joe Ferrer, Director – Parking & Transportation Services
Phil Armstrong, Chair - Campus Facilities and Beautification Committee**

Chair Bedell welcomed the group who are returning to update EC members on campus safety issues.

The outcome of a productive meeting with City of Fullerton engineers re Folino Drive:

- ✓ “No U-Turn” signs to be added
- ✓ Curb to be painted red to help alleviate traffic tie-ups (no stopping/parking)
- ✓ City of Fullerton is reluctant to add signs for unconditional “No Right Turn on Red”; however, City has ordered a sign for northbound on Commonwealth onto Nutwood - “No Right Turn on Red *When Pedestrians are Present*”. This may take awhile.

Traffic counts were done at 7 locations to check traffic volumes. Folino Drive is the focus of a current study – results expected at the close of fall 2012 semester. A pedestrian walkway is being constructed around the campus residence halls (within site of 57 Fwy). This roadway exits to Associated Road, which is a very dangerous area for pedestrians.

	2011 (year)	2012 (to date)		2011 Oct-Nov	2012 Oct-Nov
Total Car Stops	290	271	Total Car Stops	60	97
Total Citations	71	86	Total Citations	5	35

Bikes and skateboards were discussed. The Campus Bicycle Committee received a “forgiveness program” grant, which will begin spring 2013 for student bicycle safety roadway training, education, etc.

Increased bike and skateboard patrols. Skateboards are not allowed on campus.

	2011	2012	2011 Oct-Nov		2011 Oct-Nov	
Bikes	16	19	Total Contacts	14	Total Contacts	72
Skateboard	82	175				
TOTAL	98	194				

Executive Committee members were in favor of the following actions:

- More aggressive ticketing for violations by both drivers and pedestrians to help deter future offenders;
- Education program and/or public announcements regarding increased campus police presence. More signage across campus as well as announcements in Daily Titan, Residence Halls, etc.
- Follow-up with City of Fullerton:
 - Recommend “No Right Turn on Red” at all intersections on Nutwood and Commonwealth;
 - Synchronized traffic lights for better flow of traffic; City of Fullerton Engineers will immediately re-synchronize the Folino Dr. at Nutwood Ave. lights to cycle longer Monday through Thursdays from 3:00 – 7:00 PM, allowing for better egress.
 - Ask if CSUF could be considered a “school zone” which would slow down traffic around campus.

The majority of safety violations tickets were written in the Folino Drive area for distracted drivers and pedestrians (cell phones, texting, etc.). In the future, there will be motorcycle police on Folino Drive at key times of the day.

Chair Bedell thanked the guests for their willingness to meet, listen and collaborate with faculty and Academic Senate to help make our campus safe. This group was asked to return in early March 2013, and again before the end of spring semester for continued updates.

V. APPROVAL OF MINUTES

- 5.1 EC Minutes (Draft) 11-6-12
M/S/P (Walker/Matz) Minutes were approved with an additional announcement.
- 5.2 EC Minutes (Draft) 11-13-12
M/S/P (Walker/Matz) Minutes were approved as submitted.

VI. CHAIR’S REPORT

None

VII. STAFF REPORT

None

VIII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Bedell] T, 11-27-12 1:15 – 3:30 PM, TSU No Report

Academic Standards Committee [Bonney] F, 11-16-12, 1:00 2:00 PM

ASC forwarded three revised documents for A.S. approval and are on the 11-29-12 agenda: UPS 300.010, UPS 300.013, and UPS 300.015.

Academic Appeals Board has asked ASC to review UPS documentation regarding the need for timely and regular evaluation of student work (especially as it relates to “participation” grades). Students who appeal grades, claiming they were never apprised of their grades/progress, substandard participation, etc. were never given the opportunity to improve their final grade. There was more discussion on this today and we agreed to ask advice from the Academic Senate Executive Committee and/or the University Curriculum Committee. We are not sure how to achieve a means to do this other than clear syllabi with measurable student learning outcomes and how homogenous rules might be seen to infringe on academic freedom.

Extended Education Committee [Pasternack] M, 11-26-12 3:00-4:00 PM Meeting Cancelled.

Faculty Affairs Committee [Matz] M, 11-16-12 10:00-12:15

I suggested that the chair develop a “speakers list” borrowed from Chair Bedell’s efficiency in conducting meetings. She has now incorporated it into our meeting procedures.

UPS 270.103 Staffing of 500-level graduate courses was discussed and no substantive changes were made to the draft that was unanimously approved and forwarded to the Senate Exec.

UPS 240.200 policy on romantic or sexual relationships between faculty, staff and students was discussed. The committee reviewed questions regarding how it differs from Executive Orders 927 and 1074. A subcommittee will examine these EOs and make revisions and provide an updated draft at the next meeting.

UPS 261.000 Emeritus Status was discussed and clarified language of lecturer eligibility for emeritus as well as years of full-time requirements. Motion was made that full-time lecturers must have at least 15 years of full-time employment. Committee is continuing discussion at the next meeting.

UPS 210.000 Faculty Personnel Policy and Procedures is being discussed in areas that are unclear. Discussion is ongoing.

The next meeting will continue discussion on UPS 240.200; 261.000 and 210.000. Adjourned after 2 ¼ hours

Planning, Resource, & Budget Committee [Walker] F, 11-16-12 12:30-2:30 PM, PLS-299

PRBC unanimously approved the following programs following presentations from the proposers:

- 1) Integrated BS/MS Computer Engineering
- 2) History MA with concentration in Chicana and Chicano Studies
- 3) Spanish MA with concentration in Chicana and Chicano Studies

There was discussion of UPS 411.104 and 410.103. There is currently some confusion about conversion of existing programs to online. This could be remedied by small changes to UPS 411.104 which Sean will bring up to executive committee. There was no consensus on whether the program approval document needed amending.

Steve Murray presented the goals for the Academic Affairs Division which I have attached below.

Division Goals Academic Affairs (November 16, 2012) – Presented to PRBC

The Division goals listed below represent the major challenges to be addressed by the Division in AY 2012-13 and beyond. These goals are not presented in prioritized order.

Goal 1. Completion of the Campus Strategic Plan. Work with the President's cabinet, the deans, the President's Strategic Planning Committee, the campus and the President's facilitator to finalize the campus strategic plan in a manner that results in an effective tool that guides campus decision-making and informs resource allocation over the next five years.

Goal 2. Development and Implementation of a Campus Plan for Effective Academic Advisement. Work with the Division of Student Affairs, the deans, the Academic Senate, the President's cabinet, and other campus constituents to develop and implement a comprehensive university plan for achieving effective academic advisement.

Goal 3. Finalize Reorganization of International Programs and Develop a Strategic Plan for International Activities. Work with the Associate Vice President for International Programs to finalize program responsibilities and administrative infrastructure and reporting lines, including funding streams, and develop a strategic plan designed to achieve university goals in this the arena. This strategic plan should include but not be limited to the following: recruitment, admission and enrollment, and support for CSUF international students; central administrative support for and facilitation of college-based international programs; improved support for and development of study abroad opportunities for CSUF native students; development of opportunities and support for CSUF faculty with international scholarly agendas, administration of visiting international scholars, and facility planning to take advantage of the recent purchase of the Western States Law College building.

Goal 4. Finalize and Assess Program Learning Goals at All Levels in the University and Develop a Process to Use Assessment Results to Improve Student Learning. Priority attention must be given to: (1) finalizing University-wide student learning outcomes; (2) developing student learning goals for the University's General Education program; (3) developing and implementing procedures for assessing General Education student learning outcomes; (4) aligning student learning outcomes at all levels; and (5) developing a mechanism for tracking improvements in student learning. In addition, work must be done to continue to develop where necessary improve learning outcomes for majors and programs and to improve the effectiveness of Program Performance Reviews.

Goal 5. Develop Appropriate Infrastructure and Support for the Development, Offering, and Assessment of On-line Courses and Programs. The University needs to develop an effective, centralized infrastructure that takes advantage of the Faculty Development Center and Online Academic Strategies & Instructional Support (OASIS) that: (1) provides strategic leadership, expertise, and services (for students and

faculty) to facilitate development and delivery of high quality on-line and distance education programs, (2) provides for stable funding for these purposes, and (3) ensures that all parties are working together to advance the development, offering, and assessment of online courses and programs.

Goal 6. Recruit and Support New Tenure-Track Faculty to Achieve a Campus Wide Ratio of 75% Tenured and Tenure Track Faculty to Full-Time Equivalent Faculty Positions and Increase the Diversity of Fullerton's TTF. The University has been working since Fall 2005 to increase the percentage of Tenured and Tenure-Track Faculty (TTF) to Full Time Equivalent Faculty (FTEF) Positions to 75% in the colleges and to support new hires with course releases, professional development funds, stipends, and start-up expenses (discipline dependent) to maximize opportunities for success and retention. An additional goal was recruit new TTF from Under-represented groups to increase the diversity of Fullerton's TTF. To achieve these goals, the University will need to continue to search for new TTF in the coming years, develop improved plans to recruit faculty from under-represented groups, and to make revenues available to support newly hired faculty during their initial years on campus.

IX. UNFINISHED BUSINESS (see below)

X. NEW BUSINESS

Chair Bedell requested these items be added under Consent Calendar in order to comply with the accelerated course process the A.S. has committed to. They have passed unanimously from their respective committees.

- 10.1 New Course Proposals, Graduate (HIST 460C; EDD 611; EDD 612, EDD 613) [Source: Grad Ed Com] M/S/P M/S/P (Walker/Matz) Approved for Consent Calendar on A.S. Agenda 11-29-12.
- 10.2 Proposal for Concentration in Organizational Leadership within MBA Program-MCBE [Source: Grad Ed Com] M/S/P (Bonney/Walker) Approved for Consent Calendar on A.S. Agenda 11-29-12
- 10.3 Proposal for a Concentration in Business Analytics within MS in ISDS Program-MCBE [Source: Grad Ed Com] M/S/P (Walker/Bonney) Approved for Consent Calendar on A.S. Agenda 11-29-12
- 10.4 New Programs
 - a. Integrated B.S./M.S. in Computer Engineering [Source: Various]
There was discussion regarding the 4-year "integrated" program. Prior to agendaing for the 12-6-12 A.S meeting, follow-up with the Chancellor's Office is needed regarding mixing mandatory Extended Education courses with semester tuition fees.
 - b. History M.A. with concentration in Chicana and Chicano Studies [Source: Various] (Walker/Bonney) Approved for Consent Calendar on A.S. agenda 12-6-12.
 - c. Spanish M.A. with concentration in Chicana and Chicano Studies [Source: Various] (Walker/Bonney) Approved for Consent Calendar on A.S. agenda 12-6-12

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

IX. UNFINISHED BUSINESS

- 9.1 University-wide Student Learning Outcomes [ASD 12-146]
- 9.2 Report Back AA/AS Retreat, M, 8-20-12 – Event Review/Recommendations re Academic Advisement – Continued [Walker]
- 9.3 Course Overlap Electrical Engineering and Computer Engineering [Source: Grad Ed]

X. NEW BUSINESS

- 10.5 UPS 290.000 Outstanding Professor Award [5-3-11] [Source: OPA Com]
- 10.6 UPS 293.000 The Carol Barnes Excellence in Teaching Award [12-12-06 pending President's approval ASD 12-145] [Source: OPA Com]
- 10.7 Proposed Amendments to UPS 100.000+UPS 100.001 [Source: Ad Hoc Committee on Assessment, Fall 2012]
- 10.8 Campus LabSpace

XI. ADJOURNMENT

Meeting adjourned at 1:15 PM.