



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
DECEMBER 11, 2012**

Approved 1-22-13

11:30 AM - 1:00 PM

MH-141

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

Absent: Randall, Stambough

I. CALL TO ORDER

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

II. URGENT BUSINESS

III. ANNOUNCEMENTS

IV. TIME CERTAIN

12:30 PM

Topic: Program Impaction

**Presenter: Dr. Ed Sullivan, Assistant Vice President - Institutional Research and Analytical Studies
Nancy Dority, Assistant Vice President – Enrollment Services
Jessica Wagoner, Director of Admissions
Ed Trotter, Associate Vice President – Undergraduate Programs**

Chair Bedell welcomed the above-named guests to begin the discussion regarding “Differential Program Impaction”. Dr. Sullivan, using PowerPoint slides, directed the conversation of FTES (actual vs. target) graphs and numbers from 2003-04 projected through 2013-14. Fall 2013 applications have increased across the CSU. Implementing CSU impaction criteria is necessary to control enrollments by limiting the admission of new students. The Impaction Task Force in 2011 compiled guiding principles for implementing impaction at CSUF. Admission strategies are to maintain a mix of lower and upper division students and majors, taking into consideration the historical balance of freshmen and transfer students and the number of students enrolled in campus programs or majors. CSU types of admission impactions are 1) campus impaction and 2) program impaction. Differential program impaction is program specific admission criteria and standards. This will need further discussion to develop a framework for fall 2014 admissions cycle, since all types of impaction methods have academic and fiscal repercussions for students, faculty, departments, and programs. 2013-14 CSUF impaction approach will likely be similar to 2012-13. Provost and President will begin conversations in January regarding methods of impaction to be considered. Departments and programs are on the frontline for planning continuing challenges in the ongoing budget challenges in the State of California.

V. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 11-27-12

M/S/P (Bonney/Matz). Draft minutes 11-27-12 were approved as submitted.

5.2 EC Minutes (Draft) 12-4-12.

M/S/P/ (Matz/Dabirian) Draft minutes 12-4-12 were approved as submitted.

VI. CHAIR’S REPORT (Bedell)

- ✓ An announcement has been made that Mr. Gregory Saks has been hired as Pam Hillman’s replacement as Vice President of University Advancement.
- ✓ My meeting with President García on F, 12-7-13, resulted in receipt of two signed and returned transmittals
 - ASD 12-149 NCPs, Graduate
 - ASD 12-145 Revised Barnes Teaching Award

A follow-up memo was sent to my office with her comments regarding three transmittals the President received from the Academic Senate. Regarding ASD 12-145 (Barnes Award), she gave recommendations that the Academic Senate should begin to separate procedures from policies. This

would allow for a timetable to be changed or change in process without having to revise an entire policy. The memo also indicated that the following transmittal was approved with revisions.

- ASD 12-143 UPS 210.007 Appointment of Administrative Personnel
- ✓ My weekly meetings with Provost Cruz began this morning.

VII. STAFF REPORT

VIII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Bedell] T, 12-11-12 1:15 – 3:30 PM, TSU

The ASI Board of Directors met for the final fall 2012 meeting. They appointed several commissioners, e.g., to Lobby Corps and heard several quarterly reports. They elected new officers for spring 2013:

Yvette Loaeza – re-elected Chair

Harpreet Bath – elected Vice Chair.

Given it was my last meeting, I received *their* coveted key chain.

Curriculum Committee [Bruschke] F, 12-7-12, 2:00 - 4:00 PM

The only course on the table, COMM 358, was approved. Much discussion followed about online education, with increasing concerns about CSU Online and MOOCs generally. The course challenge policy will be reviewed at a future meeting.

Extended Education Committee [Pasternack] M, 12-10-12 3:00-3:15 PM

15-minute meeting. We approved the minutes of the last meeting and received a report on Open University enrollments for 2011-12. Overall such enrollments were up 15% over 2010-11 with over 20% gains in ECS (29%) and MCBE (28%). All colleges experienced gains with the exception of Education (-7%). It was unclear what percentage of the Open University enrollments were due to academic disqualification versus other reasons (e.g. international students). Barry Pasternack asked if such a breakdown could be prepared. Barry Pasternack also reported that as part of the upcoming Senate election to replace Chris Manriquez the Senate will be surveying faculty to get their opinion on moving Intersession to May. He noted that any change would not take effect for at least two years. He also reported that the Board of Trustee item on General Education was revised to one that called on campus programs to bring their degree requirements down to 120 semester units (180 quarter units). He indicated that the way this was worded in the Board packet (giving Chancellor's Office staff the authority to make such reductions) was problematic. Additionally, he reported that CSU Online is asking for an additional \$5 million, and it is not clear where these funds would be coming from.

Faculty Affairs Committee [Matz] M, 12-7-12 10:00-12:00, MH-141

The FAC committee met on Friday, December 7th and discussed the following items. The Academic Senate approved the revisions to UPS 211.000 Responsibilities of Department and Department Chairs and UPS 270.103 Staffing of 500-Level Graduate Courses. The Subcommittee on UPS 210.000 Faculty Personnel Policy and Procedures gave an update on their progress for revisions and considerations. A discussion on UPS 290.000 Outstanding Professor Award resulted in questions being forwarded to Jack Bedell on streamlining the process and if it would be in the best interest of the award. UPS 291.000 Distinguished Faculty Member Guidelines was discussed and deferred to collecting more information from the colleges regarding their procedures. There appears to be a variety of how this award is given. The last item for discussion was on whether there should be a new UPS procedure on visiting scholars from the United States as there is for visiting scholars from other countries. To be continued.

The committee has 13 documents to review. To date, two have been sent to Senate and approved.

Information Technology Committee [Walker for Randall] F, 12-7-12 10:00-11:00 AM, PLS-299

The Information Technology Committee met on December 7. The committee is rescheduling their February 1 meeting to February 8 to avoid conflict with the President's Inauguration. Rommel Hidalgo briefly reviewed the division's goals for 2012-2013 (same presentation as PRBC). The primary item of discussion was online administration of student opinion questionnaires (SOQ's). This is an item of continued discussion from the previous IT committee meeting. Also, AVP Faust sent an email on Monday Dec 3 (copied below) outlining changes in the CBA that allow online administration of SOQ's. The committee has a number of concerns regarding the administration of online SOQ's.

1. Reduced response rates
2. Bias in Response or Error (e.g. Only angry students who dislike your class responding or a student filling out an evaluation for a biology class and thinking it was their psychology class)
3. Control over access to SOQ's- In online classes where online SOQ's are administered the faculty get little choice on the timing of administration of SOQ's and the SOQ's are available to the students for 3 weeks. We also learned that colleges and departments may vary quite a bit in the procedures and processes

used for SOQ administration. Some colleges choose dates for SOQ administration and others let the faculty choose the date for SOQ administration.

4. Impact on Untenured Faculty-If moving from paper and pencil SOQ's to online SOQ's impacts the scores, this could impact their RTP.

The committee would like to see the data on departments that have switched from paper to online student evaluations in traditional classrooms. Several departments have made this switch (e.g. Mathematics). Care should be taken in this discussion to not confuse differences between evaluation scores for online courses with online evaluations with traditional classes done using paper evaluations. The proper metric is a comparison of different methods of SOQ administration (e.g. paper and pencil vs. online) in a course taught using the same method. Chair Grieb will be forwarding a more detailed report to Executive Committee regarding these issues. Also, Executive Committee should note that we've been invited to participate in this process: "While we hope to move in this direction at CSU Fullerton, electronic administration of SOQs will not take place until we have had ample time to fully engage in the shared governance processes, to review the UPS on SOQs, to hear faculty concerns, put safeguards in place (e.g., to ensure that response rates are robust enough to be statistically significant), and to roll out a marketing campaign to both faculty and students."

--Copy of AVP Faust's Email to the Faculty--

Dear Faculty Members:

As you know, the CSU and the CFA recently ratified a new Collective Bargaining Agreement. That Agreement includes some changes that will affect faculty personnel matters at CSU Fullerton. In this email, I summarize the changes to the Agreement that affect the administration of Student Opinion Questionnaires (SOQs).

Effective Spring semester 2013, all courses, taught by all faculty (regardless of rank or tenure status) will include SOQ administration. Prior to the recently enacted Agreement, the number of courses that included SOQ administration varied from department to department; now, all courses in all departments will include SOQ administration. This means that you should be aware that all of your courses in **Spring** will include student questionnaires.

Note that Fall 2012 SOQ administration will follow whatever policy was in place in your department prior to this Agreement--so there will be no changes to our practice this semester.

In addition to the change in the frequency of SOQ administration, the new Agreement permits campuses to utilize online SOQs and store results electronically. While we hope to move in this direction at CSU Fullerton, electronic administration of SOQs will not take place until we have had ample time to fully engage in the shared governance processes, to review the UPS on SOQs, to hear faculty concerns, put safeguards in place (e.g., to ensure that response rates are robust enough to be statistically significant), and to roll out a marketing campaign to both faculty and students. Thus, our expectation is that your SOQs will be administered the same way as in the past, for now. However, if the faculty in your department are interested in exploring options for electronic SOQ administration, please contact the FAR office; we hope to help those departments that are ready to move in this direction to do so, when they are ready.

If you would like more information about these changes to the Agreement, please reference Article 15 (15.15 and 15.34, in particular) of the CSU/CFA Collective Bargaining Agreement, which can be found here:

http://www.calstate.edu/LaborRel/Contracts_HTML/CFA_CONTRACT/2012-2014/

As we near the end to the Fall semester, I wish you each a relatively smooth finish and a relaxing and rejuvenating holiday break.

Jenny

International Education Committee [Dabirian] W, 12-7-12, 11:00 AM - 12:00 PM, MH-141

Very successful events with high student attendance, but not many faculty attended the various events of the past week. IEC members also discussed the study abroad population of 79% female students. International Audit had four findings, which will be discussed next meeting.

Internships & Service Learning Committee [Stambough] W, 12-10-12, 9:00 - 10:00 AM No Report

Library Committee [Dabirian] M, 12-10-12 1:00-2:00 PM

Members discussed the Starbucks café that is scheduled to replace the East Atrium Gallery in the Pollak Library. They would like to be involved with what goes on the walls in the new Starbucks.

A sub committee was formed to consider areas for exhibit space on the south side of the Library, which could include the current exhibit space. Librarian Pollard recommended the subcommittee report be sent to A.S. Chair Bedell and Provost Cruz ASAP.

The next Library Committee meeting is scheduled for W, 2-11-13, 1:00-2:00 PM.

Planning, Resource, & Budget Committee [Walker] F, 12-7-12 12:30-2:30 PM, PLS-299 Meeting Cancelled

IX. UNFINISHED BUSINESS

- 9.1 ASD 12-168 Assessment Ad Hoc Committee –Response to “Charge” ASD 12-120 [EM to Faculty 11-27-12]
Proposed Amendments to UPS 100.001 [Source: Ad Hoc Committee on Assessment, Fall 2012]
Members discussed best way to present this at the A.S. meeting in order to maintain faculty involvement in the assessment process. There was consensus of the importance to create a standing committee to carry out the functions suggested in the part of the ad hoc committee. Some of these suggested actions could be revised on the floor of the A.S.
- 9.2 University-wide Student Learning Outcomes [ASD 12-146]
Members discussed strategies for presentation at A.S.
- 9.3 Report Back AA/AS Retreat, M, 8-20-12 – Event Review/Recommendations re Academic Advisement – Continued [Walker] – Not discussed.

X. NEW BUSINESS

- 10.1 New Course Proposals – Graduate [Source: Grad Ed Com] [PSYC 550]
Approved for A.S. 12-13-12 revised agenda.
- 10.2 New Course Proposals – Undergraduate [Source: UCC]
[ASAM/AFRO/CHIC/WMST 101; CHIC 325; CPRL 333; LBST 323; LING 102]
Approved for A.S. 12-13-12 revised agenda.
- 10.3 UPS 290.000 Outstanding Professor Award [5-3-11] [Source: OPA Com]
Approved for 12-20-12.A.S. agenda with minor edits to be made on the floor. The Outstanding Professor Committee should be notified that minor changes will be offered at the Academic Senate meeting.

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

- 10.4 UPS 293.000 The Carol Barnes Excellence in Teaching Award [12-12-06 pending President's approval ASD 12-145] [Source: OPA Com]
- 10.5 ASD 06-11 Rev 11-16-12 Emeritus Policy [Source: FAC]
- 10.6 Campus LabSpace

XI. ADJOURNMENT

Meeting adjourned at 1:05 PM.