



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 12, 2013**

Approved 2-19-13

11:30 AM - 1:00 PM

MH-141

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

Guest: Faust

I. CALL TO ORDER

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

II. URGENT BUSINESS

Before topics under "Urgent Business" were completed, Dr. Jenny Faust, Associate Vice President for Academic Affairs, came into the meeting and joined the discussion on topics below.

- 2.1 (Bonney) The Professional Leaves Committee is charged to read all sabbatical files submitted and to make a recommendation on each. The list of awardees has been finalized and should be made public by Faculty Affairs and Records office sometime this week. An issue was discussed by Executive Committee members that prompted a needed review of [UPS 260.102](#) Guidelines for Granting Sabbatical Leave for Faculty [6-16-10].

Dr. Faust agreed that statistics should be made public [proposals received/reviewed, recommended/denied] by Administration, especially as it relates to historical data. There have been a record number of files to review this year (85). In years when there have been fewer proposals, most or all files have been recommended. Reasons for a sabbatical denial could be a funding issue "recommended but not funded" or peer review denial. All agreed that a "Reviewer Report" should be required when a sabbatical is denied.

There was concern raised when a sabbatical is deferred to the following year because of funding issues.

- 2.2 (Guerin) Members discussed the liaison report from Faculty Development Center Board to restructure staffing in the Faculty Development Center.

Dr. Faust weighed in on this beginning dialogue for possible changes to reduce the director position to half-time, allowing more flexibility for faculty to apply for the upcoming open 3-year position. Research could be moved out of FDC to the Office of Research, since this is not a large part of the FDC director position. More coordinators could be hired to fill in areas of expertise – 1 full-time position, 4 half-time positions. Executive Committee members suggested the following be considered before changes are implemented:

- research other CSU campuses for FDC funding models
- faculty doing two half-time positions often end up working two full-time jobs
- blended pedagogy and technology needed for coordinator positions
- we have too many entities on campus that do not communicate with each other
- more dialogue and research is needed before restructuring decisions are made
- repurpose funds and make sure staff is doing staff work, faculty doing faculty work
- FERP faculty may be available for half-time coordinator positions
- Timeline needed to work with FDCB for decision-making.

- 2.3 (Pasternack) Academic Calendar vs. payroll constraints. Dr. Faust stated that calendars are submitted one year prior to publications. The State Controller's Office works mandated payroll dates (so many days allowed by law in a pay period) around the approved calendar, and campuses have leeway as to starting dates.

- 2.4 (Brusckke) Asked Dr. Faust the status of the investigation of the Graduate Education Committee Open Hearing from October 2012. Per Dr. Faust, the investigation stage has been completed. No further action will be taken on the part of CSUF.

Dr. Faust left the meeting, and discussion continued.

- 2.5 (Randall) Suggested revisiting policy regarding student adds during first week of classes to get faculty input. Students who are not at the first class meeting can change the dynamics and tone of a class that has been set by the instructor at the first meeting.
- 2.6 (Bruschke) Suggested our campus should state our position of dissatisfaction on the lack of a business model as well as other issues regarding CalState Online as the system continues to move forward. Senator Guerin informed members that a meeting is scheduled for 2-13-13, where the multiple issues will be discussed. Information will be forthcoming.

III. ANNOUNCEMENTS

- 3.1 (Dabirian) There is a new section posted on the CSUF [Homepage](http://systemsupdate.fullerton.edu/) or direct link <http://systemsupdate.fullerton.edu/> that will give critical information to the campus community regarding system problems and updates; i.e., problems with Titanium, CMS, Outlook, etc. All information available to the Help Desk will be posted on this site. A typewritten report will be forthcoming.
- 3.2 (Matz) Announced the recap of the Campus Strategic Plan:
 - 2/12 1-3pm - writing group meeting to refine objectives
 - 2/15 12-1:30 - Steering committee & working group lunch meeting
 - 2/19 roll out objectives to campus and ask for strategies
 - 2/21 presentation to Academic Senate (A.Camp will arrange for note taker)
 - 2/28 strategies submitted from working groups
 - 3/1 1-3pm - meeting with Camp, Drs. Koester, Faust, Mead, Matz
 - 3/6 roll out strategies to campus (feedback deadline 3/13)
 - 3/6-7-8 2 mini town hall meetings on strategies
 - 3/27 deliver SP to President

Executive Committee members suggested that information to be discussed at Town Hall meetings should be sent out prior to the meetings for people to have time for effective discussions.
- 3.3 (Walker)
 - Announced the advising report is forthcoming.
 - Meetings re Smoke-free campus by 8-1-13 are going forward. There are things happening behind the scenes, and we should be complying by the 8-1-13 date.

IV. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 2-5-13
M/S/P (Walker/Stambough) Motion to approve. Minutes of 2-5-13 were approved with suggested edits by Pasternack.

V. CHAIR'S REPORT (Bedell)

- There were 557 full-time votes spring 2012. This recent Special Election tallied 415 votes, which is a very good turnout for this first Special Election to fill an at-large position. The Bylaw was recently changed to elect a vacated at-large A.S. seat as soon as practicable throughout the year, which is the same as when a constituency seat is vacated.
- Meeting with Provost Cruz this morning provided conversation about
 - ✓ MOOCs. He has taken several MOOC courses and was impressed with content and teaching with most.
 - ✓ Assessment Committee kick-off should be in the near future. Provost Cruz suggested that when departments are meeting standards, especially regarding general education, they should be encouraged to keep doing what they are doing.

VI. STAFF REPORT (Miller)

- Working on timelines for ASCSU Election March 25-28, All University Elections are scheduled for May 6-9.
- A memo from the A.S. office will be sent this week to faculty elected to the three general committees whose terms are ending as well as continuing. All constituencies must be represented, so faculty unable to complete their full term (through May 2014, 2015) must be replaced in the All University Elections in May.

VII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Stambough] T, 2-12-13 1:15 – 3:30 PM, TSU

The two main action items were the approval of a new ASI Concerts Coordinator who was unanimously approved. A discussion followed about the upcoming schedules. The second item was the unanimous approval of support for DACA (Deferred Action for Childhood Arrivals). Discussions about future events from the college continued including an early note on the upcoming ASI Olympics.

Campus Facilities and Beautification Committee [Bedell] F, 2-8-13 10:00 – 12:00 AM, No Report

Extended Education Committee [Pasternack] M, 2-11-13 2:30 – 4:00 PM Meeting Cancelled

Chair Bedell asked liaison Pasternack to follow-up with University Extended Education on what steps are being taken to include in their materials the implementation of no smoking policy to be effective 8-1-13.

Information Technology Committee [Walker for Randall] F, 2-8-13 10:00-11:00 AM; PLS-299

There was a lively discussion about the problems with Titanium and how to prevent such things in the future. Several suggestions were also made regarding how to organize faculty courses in Titanium to make transitions from semester to semester. There was a short discussion about the recommendations that the committee made regarding online course evaluations and what the next steps will be. Rommel Hidalgo presented new program that involves Course Smart and e-books. The program would allow students to rent 12 books for approximately \$200 per semester. The rentals would be on a per semester basis. The committee gave feedback on how this program might be piloted.

International Education Committee [Dabirian] W, 2-6-13 11:00-12:00 No Report.

Library Committee [Dabirian] M, 2-11-13 1:00 – 2:00 PM, Meeting Cancelled

Planning, Resource & Budget Committee [Walker] F, 2-8-13 12:30 – 2:30 PM, PLS-299 Meeting Cancelled

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- 9.1 Proposed Revision of UPS 320.020 University Writing Requirements [Source: Grad Ed Com]
Members agreed to edit the proposed language from Graduate Education Committee prior to taking this to the A.S. floor.
Under section II. B. 6. By passing an examination in writing, overseen by the [University Board on Writing Proficiency](#). ~~AVP, Graduate Programs and Research.~~
- 9.2 Faculty Nominee for 3-year Term on Academic Council on International Programs (ACIP)
Juan Ishikawa has agreed to serve another 3-year term through the Chancellor's Office.
- 9.3 General Committee Nominations – FPC, FRC, FLC
Faculty names will be needed for confirmation as "Senate Nominee" on the A.S. Consent Calendar 3-21-13. Item will continue under "Unfinished Business" until completed.
- 9.4 Statements of Opinion for All University Elections, Spring 2013 [BL 12-4 states to A.S. by 3-20-12]
BL 12-04 states that one or more S-O-O may be included on the ballot for the All University Elections in May. These need to be on the 3-21-13 A.S. agenda as "First Reading Item". Item to continue under "Unfinished Business".
- 9.5 Faculty Award for Part-Time Lecturers
Members agreed that UPS 293.000 The Carol Barnes Excellence in Teaching Award be revised to include eligibility of part-time faculty members. Chair Bedell will meet with Associate VPAA Faust for guidance on this issue of eligibility of part-time faculty. He will bring back to Executive Committee the UPS 293.000 with possible revisions.
NOTE: The proposed revisions to UPS 293.000 received from Outstanding Professor Committee will be removed from the A.S. agenda 2-21-13 in order to incorporate possible proposed revisions regarding part-time faculty inclusion. It will be returned to a future A.S. agenda under New Business.
- 9.6 Naming of Campus Buildings – Item will return to NEW BUSINESS on next E.C. agenda.

X. ADJOURNMENT

M/S/P (Bonney/Walker) Meeting adjourned at 1:00 PM.