



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
FEBRUARY 26, 2013**

*Approved 3-5-13*

**11:30 AM - 1:00 PM**

**MH-141**

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

Absent: Guerin

Guests: FDCB Chair – Dr. Traci Statler, President García, Provost Cruz, Ms. Ann Camp

## I. CALL TO ORDER

Chair Bedell called the meeting to order at 11:26 AM.

## II. URGENT BUSINESS

### 2.1 Space Planning Advisory Committee

In a memo from Mr. Stephen G. García dated 2-20-13, two faculty members have been requested to serve on a "Space Planning Advisory Committee" to guide the planning process for selecting future CSUF occupants of Building 1111, Western State Law school building. Senator Stambough and Dr. Cheryl Zimmerman have agreed to serve. These two faculty names will be forwarded to Mr. García.

## III. TIMES CERTAIN

**11:30 – 11:45 AM**

**TOPIC:** [UPS 102.001](#) The Faculty Development Center [5-11-12]

**Discussant:** Dr. Traci Statler, Chair – Faculty Development Center Board

Chair Bedell welcomed Dr. Statler, chair of FDCB. She reported that FDCB will complete the discussion begun on 2-5-13 at the upcoming meeting 3-5-13, regarding the budget and proposed changes within the current structure of the Faculty Development Center. A question to ask members of FDCB: "what would be lost if the proposed changes take place?" Dr. Statler stated minutes are still pending from meeting of 2-5-13.

Executive Committee members agreed that timing is critical for decisions to be made for a new model and structure to make the FDC more efficient and able to provide more benefit to faculty. Faculty need to know and understand what paths/routes are available for receiving help with IT issues, such as computer/laptop/iPad functions and integration of pedagogical best-practices for incorporating iPad apps in a classroom setting, as well as help with education and development from the Faculty Development side; i.e., understanding qualitative research methodology.

Dr. Statler asked for clarification on the roles, expectations, and possible overlap between FDC vs. FDCB. The section of UPS 100.001, the A.S. Bylaws (BL 97-6) laying out the functions of the FDCB should be aligned with current UPS 102.001, The Faculty Development Center [5-11-12]. These two documents have been sent to Dr. Statler for revisions by FDCB – to be returned spring 2013 for A.S. action.

Dr. Statler will return after FDCB's full discussion to give an updated report and any recommendations regarding possible future changes to Faculty Development Center structure.

**11:45 AM**

**TOPICS:** Various

**Discussant:** President García

Chair Bedell welcomed guests President García, Provost Cruz, and Ms. Camp who received a list of proposed discussion topics by Chair Bedell. President García thanked the Executive Committee for the invitation to meet as well as for the hard work Academic Senators put into the mission of CSUF. She guided the conversation around the following items:

- ✓ Plans to attend an Academic Senate meeting once a month and Executive Committee once a semester.
- ✓ New CSU Administration: Chancellor Tim White is committed to shared governance and the mission of the CSU. He and the 23 CSU Presidents are reading all documents to learn rules, standards, and procedures in place, while understanding that faculty are given authority over the educational enterprise. Each member of a campus community as well as members of the external community should be heard as well. The CO holds each President accountable to lift his/her respective campus to its highest potential. Decisions will be made at CSUF in a timely manner and explanations given for decisions made. President García reiterated that everyone who works at CSUF is an educator.

- Campus Strategic Plan: Credit was given by President García to Drs. Mead and Faust for co-chairing this important committee that is focused and intentional toward completion. Thanks to the entire campus community for their cooperation and input along the way, keeping to the timetable which has been extended a bit past the original six month projection. Chair Bedell's goal will be for the Academic Senate to endorse the Campus Strategic Plan.
- ✓ Academic Senate: Encouraged to think strategically.
  - All committees should focus their functions around the Strategic Plan.
  - Review policies, especially general education, which needs to be aligned with the University wide Student Learning Outcomes.
  - Follow policies not just procedures and how policies are currently put into practice. Or are currently practiced
  - What obstacles may be preventing student success?
- ✓ CSUF last in student funding: President García will be meeting on this subject with representatives from the Chancellor's Office. She noted that increased funding will be linked to needed assessment and outcomes and rankings within the CSU. Student retention vs. enrollments will be extremely important, along with benchmarks and measurements to explain why any funding change is needed.
- ✓ Academic Affairs Linked with Student Affairs: Seminal work is being done throughout the country on student success with these two areas working in tandem. VPSA Eanes is committed to setting priorities and working together with Provost/VPAA Cruz. Our Graduation Initiative Committee will be looking at data driven innovation and will consider interactions with the K-12 educational community and community colleges, in light of national research to work toward increasing student success in both enrollment and retention.
- ✓ Implementation of smoke-free campus 8-1-13: The committee is working on various strategies for the smoke-free campus fall 2013. Communication is *key* for the entire campus community to be "on board" with this change in campus environment. Postcard handouts, signage, quit kits, and publication ads will project the serious commitment of CSUF to the smoke-free environment. Chair Bedell thanked her for moving forward on this.
- ✓ CalState Online: President García stated she sees this as a tool to give students options. It can be considered as 24/7 tutoring with online chats, advising, and support services. Faculty choose to be involved in this activity. Over 600 applications have been received for MCBE through CalState Online. Choice for involvement is left to deans, departments and faculty. The message to our State Legislators is that online education is not for everyone, and this is just one option to give students access.
- ✓ Advancement priorities: Fund raising priorities will be guided by the Campus Strategic Plan. Building our donor base is critical to success of our fund raising efforts. The entire campus community needs to be involved with a new awareness, interest, and passion for how each working and volunteer individual impacts the mission and goals of CSUF. Increasing the number of campus endowed professors will be a wonderful way to bring in dollars. Mr. Saks will be working with deans and department chairs regarding alumni and fund raising efforts focusing specifically toward faculty disciplines and specialties. We need to communicate with students on *Day 1* that they will be alumni and are building a legacy for future generations. Students who experience connections with individual faculty members throughout their educational journey and encounter positive experiences from each office they visit will be most likely to give back to CSUF as alumni.

Other discussion topics and input from President Garcia included:

- Both Front & Center and Vision & Visionaries were community-based events labeled "fund raisers" that were not successful in actually raising funds. President García is looking into bringing back Concert Under the Stars as a community event that could be profitable in the long run.
- Organizational change was announced by President García. After three unsuccessful searches for an Associate Vice President for Human Resources, there will be a new search for a **Vice President for Human Resources, Equity, and Inclusion** this spring semester. This will help advance Goal #3 of our Strategic Plan – *recruit and retain a high-quality and diverse faculty and staff* – and will allow for greater campus-wide synergies related to the functions of human resources, professional development, diversity and equity. Efficiency in staff time will save money for the extra it may cost for a VP position. A 6-month time frame should allow the appropriate transitions and coordination needed between the cabinet level position and the Provost's office.

#### IV. ANNOUNCEMENTS

- 4.1 (Bonney) Reminded Executive Committee members to review the revisions to UPS 100.001 A.S. Bylaws. Chair Bedell acknowledged and thanked Senator Bonney for the work done on this document, which has been "interim" status since revisions to UPS 100.000 A.S. Constitution several years ago. The document

has been rearranged with the same content. This document will be a "First Reading" agenda item at the A.S. meeting 3-7-13.

- 4.2 (Walker) The ad hoc committee 26-page report on Student Academic Advising has been sent for review to the Executive Committee members. This is work left over from the AA/AS Retreat on 8-20-12. It will be agendaized for next E.C. meeting 3-5-13.
- 4.3 (Dabirian) An update has been given to President's Advisory Board regarding CalState Online. After discussion, members agreed with Chair Bedell that a written report to the Academic Senate would suffice as a clerical function in place of giving Senator Dabirian a *time certain* at an A.S. meeting.

## V. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 2-19-13  
M/S/P (Matz/Walker) Motion to approve EC Draft Minutes 2-19-13 – approved as submitted.

## VI. CHAIR'S REPORT (Bedell)

In responding to a request to review the structure of the Academic Senate, one model would be not replacing the 15 at-large seats (3-year terms) when terms end. Five (5) at-large seats are elected each year, so it would take four (4) years to complete the cycle. Chair Bedell has spoken to Dr. Zvi Drezner, Professor of ISDS, for a model of this possibility.

## VII. STAFF REPORT (Miller)

The announcement for the annual Academic Senate CSU Election will be sent on 2-28-13, regarding Senator Guerin's term ending May 2013, on the Statewide A.S. Petitions will be available in the Academic Senate office for any CSUF full-time faculty member to run for this seat. eVoting will be held March 25-28, 2013. Continuing ASCSU Senators from CSUF are Barry Pasternack and Steve Stambough.

## VIII. COMMITTEE LIAISON REPORTS

**ASI Board of Directors** [Stambough] T, 2-12-13 1:15 – 3:30 PM, TSU No Report

**Curriculum Committee** [Bruschke] F, 2-22-13 2:00 – 4:00 PM, MH-141

Heard an update on curriculum streamlining. UCC members divided who will review which class for the subsequent reviews, which begin on the 3-22-13.

**Planning, Resource, & Budget Committee** [Walker] F, 2-22-13 12:30-2:30 PM, PLS-299

Committee members discussed whether or not PRBC should be involved in program reviews for minors and concentrations. There was also some discussion on the strategic plan and how PRBC will use their time over the spring semester. There is almost no business for the March 1 meeting and it will likely be cancelled. Two program proposals are currently being voted on electronically.

## IX. UNFINISHED BUSINESS

- 9.1 Revisit Proposed Revision of [UPS 320.020](#) University Writing Requirements [Source: Grad Ed Com]  
There are 16 programs that do not have writing requirements in their master's program curriculum and have relied on the Examination in Writing Proficiency (EWP) in the past for graduate students to meet the CSUF writing requirement for graduation. Acceptable language added to UPS 320.020 has been an issue as to who will be responsible for writing and grading a special test that would replace the EWP. Executive Committee members discussed writing a resolution to keep the EWP for a specific period of time and encourage departments and programs to identify courses that could be used as an alternative to the EWP for student demonstration of English writing proficiency. A resolution will be forthcoming to be approved by the Academic Senate.
- 9.2 General Committee Nominations – FPC, FRC, FLC / Committee Interest Lists  
Faculty names were discussed as possible "Senate Nominees" for ending terms on General Committees.
- 9.3 [Statements of Opinion](#) for All University Elections, Spring 2013 [BL 12-4 states to A.S. by 3-20-12]  
Members discussed questions regarding online teaching. Item will return to agenda next week.

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The following items will be moved to the next E.C. agenda:

- 9.4 [UPS 293.000](#) The Carol Barnes Excellence in Teaching Award [1-4-13] [Source: Exec Com]

## X. NEW BUSINESS

- 10.1 UPS 300.017 Incomplete Authorized (I) and Incomplete Charged (IC) [11-8-06] [Source: ASC]
- 10.2 UPS 300.050 Recognition of Superior Student Performance [4-17-00] [Source: ASC]
- 10.3 UPS 261.000 Proposed Faculty Emeritus Policy [Source: FAC]

## X. ADJOURNMENT

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