



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 5, 2013**

Approved 2-12-13

11:30 AM - 1:00 PM

MH-141

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

Absent: Dabirian

Guests: Buck, Cruz, Huizinga, Powers, Unnikrishnan, Barua

I. CALL TO ORDER

Chair Bedell called the meeting to order at 11:32 AM.

II. URGENT BUSINESS

2.1 (Stambough) The *Faculty Response Inquiry* for HSS regarding follow-up action with regards to 12-12-12 campus lock down has begun. It was suggested that Police Chief DeMaio could expand information when he returns to Executive Committee for an update on continuing safety issues later this spring.

III. ANNOUNCEMENTS

- 3.1 Members agreed that all the events related to President García's Inauguration on Friday, 2-1-13, were extremely well done, very classy! Link: [Spotlight: Presidential Inauguration](#)
- 3.2 (Pasternack) Suggested Chair Bedell send an inquiry to Gail Brooks, CSU Vice Chancellor for Human Resources. Ask for specific allowable academic calendar dates for January in 2014, 2015 and beyond. Find out what is fact or fiction as to what is required by law, payroll date constraints, etc.

IV. TIMES CERTAIN

11:30 AM – 12:00 NOON

TOPIC: UPS 261.000 Emeritus Status (ASD 06-11 Rev 11-16-12)

Discussant: Dr. José Cruz, Provost/Vice President – Academic Affairs

Chair Bedell introduced this piece of legislation which has been on the *recent* books since 2006. The current policy is dated 1995. Senator Buck shared the history of this policy since he was A.S. Chair during 1996-98, and his frustration that neither President Gordon nor President Hagan signed any of the revised versions. There are currently 500 emeriti, some of whom are staff who have been given emeritus status. Inconsistencies abound in standards and criteria for granting emeritus status.

Provost Cruz posed the question of how CSUF processes for setting policy strengthen collegial governance. What is the analytical framework used in the process of formulating policy? In the present instance the questions that should be asked include the following: 1) who qualifies for emeritus status; 2) who will be left out under the proposed process; 3) over the past 4 years, if we look at the proposed criteria for eligibility, who among those who received emeritus status would have been omitted; 4) what are projections for faculty, diversity of faculty and how these numbers affect eligibility thresholds?

Discussion continued through the 30 minute *time certain*. The document will, once again, be sent back to the Faculty Affairs Committee for further revisions using the following notes for consideration of UPS 261.000 Emeritus Status. Revisions to be forwarded to Academic Senate by 3-15-13.

- Reorganize the document into separate sections.
 - Clear articulation of the process and standards for granting emeritus status.
 - Benefits for receiving emeritus status.
- End this document at Line 62 to deal with faculty only.
- Why increase the number of years for status - recommend keeping it at 10 years.
- Maintain 10 years for all faculty (no difference for lecturers and part-time lecturers).
- D4 Remove "Internet" – keep email access.
- Include in policy the reason(s) for denial of emeritus status
- Include the possibility for revocation of emeritus status under certain circumstances.
- Exceptional circumstances should be maintained.
- Debate "shall" vs. "may" (Line 18), "shall normally" be granted...number of years.

There was discussion regarding benefits of keeping UPS 261.000 for faculty only, and creating a separate document to award emeritus status for administrators and staff. Information and input for a separate policy could be addressed by

- ✓ Separate committee.
- ✓ Open hearings for campus community.

Both policies should have specific standards to be applied in a uniform way.

Senator Guerin forwarded the link from [ASCSU Resolution](#), spring 2012, "Calling for the Review or Creation of Campus Policies on Emeriti Faculty". The Emeritus Policy from each CSU Campus is listed in the Resolution.

12:15 – 12:30 PM

TOPIC: MS/BS Degree in Computer Engineering

**Discussants: Dr. R. Unnikrishnan, Dean – College of Engineering & Computer Science
Dr. Susamma Barua, Associate Dean – College of Engineering & Computer Science
Dr. Dorota Huizinga, Associate Vice President – Graduate Programs & Research**

Chair Bedell welcomed the group. Dr. Huizinga distributed a 1-page Academic Plan as she explained the process for each campus degree proposal master plan/prospectus, which is then approved by the CSU as part of a system-wide 5-year master plan that is updated each January. M.S. in Computer Engineering has been on our master plan, approved by the CO. When this degree proposal was discussed and, subsequently, unanimously approved on 12-6-12 by the Academic Senate, the "Blended B.S./M.S. Proposed Degree" was explained as a *pathway* process from a B.S. to M.S. The Chancellor's Office does not approve pathways, which is how the transmittal was sent to and signed by President García on 1-7-13. The Chancellor's Office needs the M.S. portion *only* in order to approve this new degree program aligned with the Master Plan. Drs. Barua, Unnikrishnan and Huizinga asked that a revised transmittal be sent to President García for her signature, so the Proposed New Degree in Computer Engineering can move forward for approval. Associate Dean Barua will forward the M.S. portion of the paperwork to the Academic Senate to attach to the new transmittal.

12:30 – 12:40 PM

TOPIC: Proposed Revisions to UPS 320.020 University Writing Requirements [Grad Ed Com]

**Discussant: Dr. Dorota Huizinga, Associate Vice President – Graduate Programs & Research
Dr. Katherine Powers, Director – Graduate Studies**

Drs. Huizinga and Powers spoke to the requested revisions by Graduate Education Committee regarding UPS 320.020 from Graduate Programs perspective. When the EWP was removed spring 2012, it removed one of the writing proficiency tools used by at least 16 graduate degree programs. The EWP gave flexibility for departments offering these graduate degrees. Graduate Education Committee sent a request to the Academic Senate in December 2012 to approve revisions to UPS 320.020 that would return language to give this needed flexibility to graduate degree programs for students to meet the required writing skills. [Executive Order 514](#) is still in force.

The Academic Senate created an ad hoc committee to review, evaluate, recommend and report findings to the Academic Senate by April 2013; however, this transition period is creating issues for graduate students in the departments referred to in above paragraph.

Executive Committee members asked that A.S. minutes from the meeting where UPS 320.020 was approved be reviewed since their recall was that the EWP would remain in place for graduate programs.

NOTE added after EC meeting – reviewed process of approved UPS 320.020

- Executive Committee 5-8-12, approved document for revised A.S. agenda 5-10-12 [Source: ASC]
- ASD 12-92 UPS 320.020 discussed under New Business at A.S. meeting 5-10-12. Academic Standards Committee Chair spoke to revisions.
- ASD 12-92 UPS 320.020 continued under Unfinished Business at A.S. meeting 5-17-12. Document approved with friendly amendments and creation of an ad hoc committee to report back to A.S. April 2013.
- ASD 12-92 Transmittal forwarded to President 5-24-12 (A.S. approved 5-17-12).
- ASD 12-92 President Hagan signed transmittal 5-25-12.

Further discussion is needed for Graduate Education Committee's proposed Revisions to UPS 320.020. Item will be added to the next Executive Committee agenda.

V. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 1-29-13

M/S/P (Pasternack/Matz) Motion to approve. Minutes of 1-29-13 were approved as submitted.

VI. CHAIR'S REPORT (Bedell)

- Outstanding Professor Committee meeting coincides with this meeting. OPC members are deliberating on the Shields Award recipient for 2012-13. From 15 nominations, 13 files were submitted, 12 were fully reviewed. There needs to be uniformity in submission standards and award amounts for recipients. Chair Bedell has met with Mr. Greg Saks and others regarding future award monies.
- During our meeting this morning with Provost Cruz, he asked that two of the four agenda items be postponed for a future A.S. meeting since he will be absent 2-7-13.

Executive Committee members agreed that Academic Senate meeting for February 7, 2013, should be cancelled.

Chair Bedell will send an email to the campus with the following reminders:

- 1) A.S. meeting is cancelled for R, 2-7-13.
- 2) Importance of attending the Town Hall meeting to give input into Campus Strategic Plan, Objectives & Goals. The SP information link will be included in the message.
- 3) Reminder for FT faculty, Administration & Student Affairs constituencies to vote through R, 2-7-13, 4:00 PM.

VII. STAFF REPORT (Miller)

The Special Election is going on this week for the At-Large A.S. seat vacated by Chris Manriquez. Results will be announced Friday, 2-8-13.

VIII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Stambough] T, 2-5-13 1:15 – 3:30 PM, TSU

The ASI Board met on Tuesday, February 5th. The students gave reports about Homecoming. Many students were not able to get the tickets their fees already paid for and were told that they had to pay for GA tickets. The turnout was great but AD Donovan is looking into this and will contact as many of the students who were charged or turned away as possible.

The Board approved \$20 million for TSU expansion from various funds following a report on the financial plan and statement of approval from VP Eanes and President García.

We received an update on ASI productions including spring films. We then received an update on Arboretum events and ways to get students to use it plus how to integrate it into campus with things like partnering with gastronomie for composting. There was also encouragement and a reminder that the Arboretum has facilities that are very nice for faculty activities as well.

The students announced a new initiative to increase both student turnout and candidate emergence by hiring a few students to perform more outreach. The cost is \$4,000 and will focus on reaching students constituency groups and potential student leaders who previously have not been engaged in campus activities.

Announced open forums for students with Dr. Eanes on Feb 20th 10-12.

Faculty Affairs Committee [Matz] F, 2-1-13 10:00 – 12:00 AM, Meeting Cancelled

Faculty Development Center Board [Guerin] F, 2-5-13 2:30 – 4:00 PM

Nathalie Carrick spoke about the upcoming event on undergraduate research support and development.

New FDC administrative coordinator is Dave Barrera.

Upcoming events:

Author Awards 2/25

Faculty Recognition for scholarly and creative activities 3/27

Outstanding Professor Lecture 4/18

Grants available in spring

Faculty Enhancement and Instructional Development - 9 grants available this semester

International Travel Grants

Jenny Faust suggested more publicity for the FEID projects selected.

FDC coordinators for next year

Jenny Faust provided a budget summary: \$600,000 annually spent on faculty development.

She discussed changing the FDC Director to a half-time appointment and having 3.5 half-time coordinators (there are currently 3 half-time coordinators). She also mentioned a new leadership program for faculty this summer.

Executive Committee should discuss moving the FDC director position to half-time instead of full-time.

Graduate Education Committee [Bonney] F, 2-1-13 2:00-4:00 PM

Grad Ed Committee assigned the courses and the committee agreed that members reviewing documents would contact proposers/departments about issues prior to the review in the meeting. [As an aside this would appear to be a departure from the SOPs of the curriculum committees on this campus.] There was an extended discussion about a management course that has been proposed as satisfying the graduate writing requirement which Dorota Huizinga emphasized as baccalaureate level competency. The committee also is working on revisions to UPS 410.106 that would allow students doing internships or experiential coursework to enroll for Credit/No Credit.

Planning, Resource, & Budget Committee [Bonney] F, 2-1-13 12:30-2:30 PM

The 1 February PRBC meeting was devoted largely to a review of the proposed objectives for the four goals for the University's strategic plan. The discussion was lively to say the least both on the part of the members of the committee and some of the members of the gallery. For Goal 1 on advising there were questions as to why the objective was to have 75% of students receiving integrated advising in 5 years and whether the objective of 75% of students participate in HIPs was appropriate – why not more? With respect to the second goal on persistence discussants wanted to know why no baselines were provided in the objectives which propose percentage increases and also wanted to know about discrepancies with the graduation initiative. Comments on the third goal dealing with faculty and staff retention challenged the aggregation of the two groups for hiring purposes, and there was strong sentiment that the objectives should be consolidated. Finally as to Goal 4 the comments were that most of the objectives sounded more like strategies and needed focus. Discussion was followed by the budget review.

Student Academic Life Committee [Guerin] T, 2-5-13 9:00 – 10:00 AM,

Julia Cappelli shared the new Advisor tab on the campus portal. There is a table for designated advisors as well as students. Students can find out who their advisor is and connect directly with their most recent Titan Degree Audit. Advisor notes are available.

Members are checking with the colleges, following up on the interventions to improve student engagement.

Lea Jarnagin, Juanita Razo Duenas, and Ken Ly presented the Student Engagement Database called "Get Involved." This database was built here at CSUF to capture student involvement in extra-curricular and co-curricular activities. There is an involvement campaign and a research plan. A dictionary or inventory of student engagement activities has been developed (this is huge!). The database is tied to others on campus that feed verified info into it. Students can enter their own data through the Portal tab "Get Involved" that will create a Titan Pride Record. Students can print individual records, and staff can look at student engagement using filters to understand who is doing what. This will allow research on student engagement and student success. Since January, about 51,000 students have visited the site. The challenge of getting the information into the database is very real.

Next meeting is March 5th. Ed Sullivan is scheduled.

IX. UNFINISHED BUSINESS

9.1 ASD 06-11 Rev 11-16-12 Emeritus Policy [Source: FAC] [*see above Time Certain*]

X. NEW BUSINESS

10.1 Implementation of Smoke-Free Campus on 8-1-13 A.S. [Resolution](#) + [Presidential Directive #18](#), signed by President Hagan, June 2012

Chair Bedell updated the group, as did Vice Chair Walker who serves as liaison to the President's Committee. May Wong is now chairing this committee. There is emphasis on moving forward using the UCLA model – procedures being put into place. The Union piece still needs to be worked out. There will be a "soft roll-out" over the first year recognizing that a culture change is needed. Campus signage, available cessation programs, other education programs, student mentors, peer support will all help toward an eventual smoke-free campus. Enforcement will always be a problem; however, over time the needed culture change will happen.

10.2 Investigation of Massive Open Online Courses [[MOOCs](#)] [Challenge Exams, etc.)

Faculty members are concerned that departments will be confronted with students who have completed a MOOC in a subject and want credit. The topic seems particularly relevant as the governor has expressed support for online courses, possibly including MOOCs, as a way to streamline education. The immediate solution to this would appear to be the challenge exams which are administered by the individual departments. There was concern that it seemed unfair to ask a student to pay for a course for

credits that he/she might not need. It was agreed that the matter needed further consideration and noted that Joann Carter-Wells has also done research on the challenge exam issue. .

Issues to be worked out: 1) IT; 2) credit; 3) transfer

(Guerin) noted that the Chancellor's Office has put together a Task Force to review MOOC materials. The charge of this task force is being reworked, which is significantly more detailed than that provided by the ASCSU. It will be completed by May 22.

Items will be moved to next Executive Committee agenda.

X. NEW BUSINESS

10.3 Faculty Award for Part-Time Lecturers

10.4 Naming of Campus Buildings

10.5 General Committee Nominations – FPC, FRC, FLC

10.6 Statements of Opinion for All University Elections, Spring 2013 [BL 12-4 states to A.S. 3-20-12]

XI. ADJOURNMENT

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