



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 23, 2013**

Approved 4-30-13

11:30 AM - 1:00 PM

MH-141

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

Absent: Dabirian, Guerin, Stambough

Guests: Cruz, Michalopoulos

I. CALL TO ORDER

Chair Bedell called the meeting to order at 11:35 AM.

II. URGENT BUSINESS

III. ANNOUNCEMENTS

- 3.1 ((Pasternack) The LMS survey link sent by Provost Cruz 4-23-13 to faculty for their input seems inappropriate for faculty who do not use an LMS. Suggestions were made by ATEC members, but it appears they were not followed. It might have been more valuable to have two surveys: one for faculty who are currently using an LMS and one for faculty who do not use an LMS to identify reasons why they are not.
- 3.2 (Bonney) Asked for input from colleagues serving as liaisons to any standing committee. There was discussion regarding various styles of faculty members serving as chair. For consistency in committee behavior, next year's Executive Committee could hold a training session for committee chairs, liaisons and Academic Senators serving on a standing committee. This has been done in past years with success, especially for newly elected committee chairs.

IV. TIMES CERTAIN

11:45 AM – 12:15 PM

TOPICS: Various

Discussant: José L. Cruz, Provost and Vice President for Academic Affairs

Chair Bedell welcomed Provost Cruz. Topics discussed:

- Organizational chart indicating the restructuring of VPAA office (chart distributed).
- Operationalization of Strategic Plan Goal #3. In A.S. Chair's Report #8, to be distributed this week, will include distributed memos from A.S. Chair and Provost Cruz regarding this topic. [UPS 300.003](#) University-wide Student Learning Outcomes will also be connected to Goal #3.
- The position currently held by Ed Trotter will be expanded to that of Associate Vice President for Academic Programs with responsibility for both undergraduate and graduate programs. During the fall the office of the VPAA will review and assess how General Education and Online education should be managed under this new position. The job description for this position will allow for flexibility. Job description and ads will be placed over the summer and early fall, with a January 2014 hire date. Dr. Trotter will continue as the Acting Associate Vice President until mid August. The Provost will then serve as the Interim AVP for Academic Programs until the search is completed.
- The administration of the Center for Careers in Teaching will be transferred to the College of Education. This will constitute a change in reporting structure, and will not affect resources and services.
- Faculty hiring plan for 2013-14 is being discussed with each college dean. A multi-year plan will be developed to allow more flexibility in hiring tenure track faculty.

Executive Committee members gave input through discussion of each topic and thanked Provost Cruz for his visit.

12:45 PM

TOPICS: E-mail Accounts for Instructors Separated from CSUF

Discussant: Senator Dimitri Michalopoulos

Chair Bedell welcomed Senator Michalopoulos who outlined his idea to maintain an email account for faculty who have taught at CSUF and have separated. If students need to get in touch with a former teacher and

cannot do so, it becomes a problem. Students keep a CSUF account after graduation through GOOGLE. Why can't a faculty have the same privilege? Chair Bedell asked Senator Michalopoulos to take the next step in the process by writing a resolution to bring to the Academic Senate for support. Senator Michalopoulos agreed to do so; however, he will not be available through the rest of spring. This will be done fall 2013.

V. APPROVAL OF MINUTES

5.1 M/S/P (Walker/Matz) EC Minutes (Draft) 4-9-13 were approved as submitted.

VI. CHAIR'S REPORT (Bedell)

Chair Bedell plans to send #8 Chair's Report via email 4-24-13.

1. Chair's *Penultimate* Report #8 dated 4-24-13 [with links] (ASD 13-97)
2. Statements-of-Opinion for All University Elections, Spring 2013 (ASD 13-34)
3. Memo to Colleagues from Provost Cruz dated 4-16-13
4. Email sent 4-16-13 re Strategic Plan – Goal #3 (ASD 13-96)

VII. STAFF REPORT (Miller)

The process is moving toward the All University Election to be held May 6-9. Candidate statements and photos should be submitted this week. Ballot testing will be completed the week of April 29th to ensure eVoting success.

VIII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Bonney for Stambaugh] T, 4-23-13 1:15 – 3:30 PM, TSU -207

I was able to attend only a portion of the meeting on behalf of Liaison Stambaugh, but the time during which I was present, 23 April 2013, was occupied primarily by a closed session discussion of certain issues relating to events that had been the subject of an article in the Daily Titan that morning. The events themselves, which involved one of the officers, were not the topic for discussion. Rather, the issue was whether staff had acted inappropriately or failed to communicate with the ASI Board effectively regarding responses to those events. Absolutely no details of the events were disclosed.

Assessment & Educational Effectiveness Committee [Bonney] W, 4-17-13, 1:00- 2:15 PM, MH-141

Chair Burgdorf announced the approval of the committee bylaws by the Academic Senate. The committee spent the rest of the time discussing issues to be taken into consideration in drafting the new UPS. The committee members agreed that the proposed changes are so extensive that the project requires completely redrafting rather than revising UPS 300.022. The plan is to structure the UPS in ways similar to UPS 210 and UPS 411.100 in that the responsibilities for each of the various parties involved in the process are clearly laid out. The committee also agreed that the UPS should adopt a positive tone emphasizing the ways in which Assessment can be used to enhance program success and reaffirming the ethical standards of assessment, i.e. assessment may not be used in a punitive fashion.

The Academic Standards Committee met on 19 April. The committee concluded its work for the year with final revisions to UPS 420.005 concerning retention of student work. The references to intellectual property have been removed from this document which now addresses only standard course work – papers and examinations – and deferred acting on the intellectual property issues. The committee anticipates that Senate Exec will ask the committee to begin review of that policy next year. There also was a prospective discussion about Challenge Exams and other issues presented by MOOCs and the push for online education as a means for resolving budgetary issues and graduation rates. Mark Filowitz was unanimously reelected chair of the committee for 2013-2014.

Campus Facilities & Beautification Committee [Bedell] F, 4-19-13, 10:00- 11:00 AM, MH-141

Members of CF&B discussed implementation of the smoking ban and its implication for the campus, e.g., removal of all ash trays, signage, etc. They also discussed campus filth in general as well as resultant malappearance. Chair Armstrong will be scheduled for a presentation on 5-9-13 Academic Senate meeting.

University Curriculum Committee [Bruschke] F, 3-29-13 Meeting Cancelled

UCC approved the two (2) remaining courses on the agenda. All courses have now been reviewed. There was general excitement about the streamlined process for next year. It was decided that MOOCs would be a recommended as an agenda item for next year. The only remaining business for the year is a Criminal Justice course that was not approved earlier in the year; the committee awaits a resubmission.

Faculty Affairs Committee [Matz] F, 4-19-13 10:00 AM – 12:00 PM

FAC notes are as follows re UPS documents presently being edited and reviewed:

UPS 260.102 Guidelines for Granting Sabbatical Leaves for Faculty

Discussion continued and will be presented at our next meeting on May 3rd and hopefully ready for the Senate Exec meeting on May 7th.

UPS 108.000 Visiting Scholars and Other Formal Delegations of Visitors from the United States—Revisions were discussed and final draft ready to be sent to Senate Exec. This newly drafted policy will include both international and domestic visitors to the University. Basically, the document was divided into four sections: definitions, procedures, support and special conditions.

UPS 210.XXX Evaluation of Temporary Faculty

Notes and revisions were discussed to incorporate into the draft policy. Topics included the cut-off dates for teaching and non-teaching evidence and the fact that any specific requirements for range elevation must pre-date the hire. Range elevation reviews will address performance during the most recent five years only. Committee discussed several variations on allowing or requiring review of the Personnel File by the DPC, Chair, and/or Dean. Language on the appeal of range elevation denial was clarified to require that three committee members vote for overturning the denial. Once a version of this policy is approved, leftover language on appointments in UPS 210.050 and UPS 210.060 could be incorporated into the existing UPS on appointments.

Graduate Education Committee [Bonney] F, 4-19-13 2:00-4:00 PM, MH-141 Meeting Cancelled

Planning, Resource, & Budget Committee [Walker] F, 4-19-13 12:30-2:30 PM, PLS-299 Meeting Cancelled

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

- 10.1 ASD 13-67 New Course Proposals, Undergraduate [Source: UCC]
[BIOL 480C; COMM 470]
M/S/P (Bonney/Walker) Motion to approve NCPs.
Vote (by Voice) Approved to forward to A.S. agenda 4-25-13.
- 10.2 ASD 13-47 Revised UPS 411.100 Curriculum Guidelines & Procedures: Courses re *Streamlining* Language & Proposed Revisions to UPS 411.200 General Education Guidelines & Procedures [14 pgs]
M/S/P (Bonney/Walker) Motion to approve revisions to UPS 411.100.
Vote (by Voice) approved to add this item to A.S. revised agenda 4-25-13 as a *First Reading* item.
UPS 411.200 General Education Guidelines & Procedures: New & Existing Courses {11-8-06} should also be revised to parallel streamlining. This would be minor revisions for the A.S. to approve under New Business.
- 10.3 Standing Committee Vacancies
Using faculty information submitted online in the Committee Interest Database, Executive Committee members recommended faculty with “high interest” on the various committees be asked to serve for a 2-year period, or to complete terms of those faculty who may be resigning.

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

- 10.4 Miscellaneous Boards/Committee Vacancies

XI. ADJOURNMENT

Meeting adjourned at 1:12 PM.