



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
AUGUST 28, 2012**

Approved 9-11-12

11:30 AM - 1:00 PM

MH-141

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

Absent: Pasternack

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 Provost/VPAA Murray stopped by to listen to faculty perspective regarding this first couple days of fall semester. Several ideas about the Irvine Campus were mentioned: 1) abbreviation of "IRV" is not understood by some students registering for classes. It needs better demarcation in schedule/catalog or online offerings. to be flagged for students; 2) there is more room capacity in Irvine to take pressure off main campus, so consideration is being given to offering more lower division classes there.

Dr. Murray gave an explanation of the non-resident funding model of SFR, which is currently being misunderstood by the public. California students are not being excluded by non-resident students. There are three streams of revenue given per course for all students. 1) tuition and fees; 2) FTE state subsidy; 3) non resident collected resources from previous year's predicted number. We are using the model for total student population and total funding model. No intent to take non-residents in place of residents. We need to hit the target for non-residents because it provides resources that benefit all students. We are planning and strategizing for full set of student enrollments.

III. ANNOUNCEMENTS

3.1 (Dabirian) Updated members on the Provost-VPAA Search Committee. There were 60 applicants, 33 qualified candidates, 10 diverse candidates will be interviewed (airport) on Sept 8th and 9th. Hiring an outside firm was money well spent in obtaining an excellent pool of candidates for this important position.

3.2 (Guerin) Reported on the airport meeting Monday, 8-27-12, to discuss SB 1440. There are approximately 3,500 systemwide students who self-identify transfer of their AA degree. Interpretations and definition of transfer AA degrees could be problematic. A report of this meeting will also be given at the Academic Senate meeting on 8-30-12.

IV. TIME CERTAIN

11:45 AM – 12:00 NOON

Topics: Faculty Handbook - Update

Discussant: Dr. Jennifer Faust, Associate Vice of Academic Affairs

Chair Bedell welcomed. Associate VPAA Faust and Kinuyo Fujikawa (Faculty Affairs & Records staff member) who have been working over the past year with Dr. Faust on a website redesign covering multiple areas under her purview. Kinuyo navigated the various tabs on the screen in the Website's preliminary *working* design. The multiple tabs would include information and access appropriate to each area such as:

Academic Personnel	Department Chairs	Academic Student Employees
Academic Leadership	Additional Resources	Contact Information

Since a Faculty Handbook is the focus of Executive Committee members for oversight by the Academic Senate, Dr. Faust showed three copies of publications, each titled "Faculty Handbook".

1) pamphlet contains mainly resource material; 2) thin booklet distributed by Faculty Development Center; 3) last printed Faculty Handbook is dated 2000. There was discussion on keeping a printed version of the Faculty Handbook versus maintaining a current and continually updated website for this important information.

Although, the discussion focused on faculty input/approval of a "Faculty Handbook" and/or web-based materials, no clear decision was made by Executive Committee on the issue. Several items were discussed:

- The purpose of a Faculty Handbook is to pull together policies in non-contract language.
- Maintaining a printed copy of Faculty Handbook to simplify committee oversight of handbook content.
- Linking resources on a Website is an excellent idea.
- Problematic having a committee oversee an entire website full of information that constantly changes.
- There is value in having information online and saving money on printed materials that may not be read.
- The role of faculty in the oversight and dissemination of academic standards.
- How do AAUP Guidelines and campus practices relate to what we do at CSUF?
- There needs to be a process for maintenance of any Website – would Faculty Affairs Committee be charged with maintaining currency? If so, FAC would have larger workload.

Faculty Affairs Committee no longer has the FUNCTION of oversight based on the Academic Senate Bylaw 11-02. See ASD 10-178 and minutes of the May 19, 2011 marathon meeting (ASD 11-129).

V. APPROVAL OF MINUTES

- 5.1 EC Minutes (Draft) 8-14-12
M/S/P (Dabirian/Matz) Draft minutes 8-14-12 were approved as submitted.
- 5.2 EC Minutes (Draft) 8-21-12
M/S/P (Dabirian/Matz) Draft minutes 8-21-12 were approved as submitted.

VI. CHAIR'S REPORT (Bedell)

Chair Bedell plans to send his updated Chair's Report this afternoon. He thanked Senator Guerin for her shared role in the New Faculty Orientation on 8-21-12, and Senator Matz for her shared role in the "Surviving Meetings" for new Academic Senators orientation (and campus community) on 8-23-12.

VII. STAFF REPORT

- 7.1 Special Election – HHD
(Miller) Reported that the timeline is being observed for a special election for Health & Human Development constituency to replace Steve Walk on the Academic Senate for a 2-year term. A memo was sent inviting HHD faculty to pick up a nomination petition to run for the A.S. seat. Petitions are due Friday, 9-14-12 at noon. eVoting will take place September 24-27, 2012. Results will be announced on Friday, September 28th.
- 7.2 Academic Senate Budget Account(s) Update
(Benjamin) reported on balances for the three Cal State Fullerton Philanthropic Foundation accounts.
- CSFPF #93400 Faculty Fund. Treasurer Dabirian will send a memo to all faculty requesting contributions for fall 2012 to benefit fellow faculty members.
 - CSFPF #97007 Faculty-Staff Collegiality Fund
 - CSFPF #97042 Scholarship Account. This account was set up in 2000 when A.S. was given Textbook Rewards Program monies. Student Academic Life Committee distributed these monies to applicants who served on committees; however, these funds are now distributed to students through different channels. Members agreed to move the balance of \$3,625 to President's Scholars account.
- 7.3 (Miller) A correction has been made to the Executive Committee 6-12-12 "approved" minutes under Urgent Business for a total of four (4) future search committees. Number 3) should be corrected as follows:
3) Associate Vice President for Undergraduate Programs;

VIII. UNFINISHED BUSINESS

- 8.1 Task Force re Assessment Follow-up
Merged document was discussed. It was the consensus of the Executive Committee members this document is not ready to move forward. It will continue under Unfinished Business next agenda.
- 8.2 Campus Strategic Plan
President García responded to Chair Bedell's memo (ASD 12-117). She agreed with the content, and will address this topic at the Convocation 9-11-12. They will jointly discuss Campus Strategic Plan at a meeting on 9-7-12 at 4:30 PM.

- 8.3 Scholarly and *Creativity* Faculty Award – Draft Document
This document will move forward to an Academic Senate agenda.

Funding and strategies for *named* awards were discussed. Outstanding Professor Committee will be asked to review how other campuses celebrate accomplishments of faculty– look at structure and range of award(s). Funding should preferably be a part of our ongoing budget vs. funding an award by naming it.

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

- 8.4 AA/AS Retreat, M, 8-20-12 – Event Review/Recommendations - Continued

IX. NEW BUSINESS

- 9.1 Goals and Priorities for Academic Senate 2012-13
9.2 Simplifying New Course Approval Process
9.3 [UPS 420.103](#) Protection of Human Participants [7-7-06] [Source: IRB]
9.4 Presidential Selection *Proposed New UPS*
9.5 Action Items from Statements-of-Opinion (ASD 12-96) [All University Election Results 2012]
9.6 New UPS re Visiting Scholars from U.S. [Rev. UPS 108.000 Visiting Scholars from Abroad, effective 5-11-12]
9.7 [UPS 320.020](#) University Writing Requirements [5-25-12] re Writing Board Composition

IX. ADJOURNMENT

Meeting adjourned at 1:05 PM.