



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 1, 2013**

Approved 10-8-13

11:30 AM - 1:00 PM

MH-141

Present: Bedell, Bonney, Dabirian, Fontaine, Jarvis, Pasternack, Stambough, Walicki, Walk, Walker

Absent: Guerin

I. CALL TO ORDER

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

II. URGENT BUSINESS

III. ANNOUNCEMENTS

3.1 (Pasternack) Congratulated Dr. Zvi Drezner (ISDS/MCBE) as one of 12 INFORMS Fellows named nationally for 2013. INFORMS is the preeminent professional society in the field of Management Science and Operations Research. He will be invited to a future Academic Senate meeting to be recognized.

IV. APPROVAL OF MINUTES

4.1 EC Minutes (Draft) 9-17-13

M/S/P (Bedell/Bonney) Minutes were approved as submitted.

4.2 EC Minutes (Draft) 9-24-13 [moved to next agenda]

V. CHAIR'S REPORT (Walker)

5.1 Met with VPSA Eanes 9-30-13. The following topics were covered in the conversation:

- ✓ Resident life group event went well. Group is moving forward on several other items.
- ✓ Personnel changes are forthcoming.
- ✓ Cultural centers and success initiatives are areas of continuing efforts by SA.
- ✓ Chair Walker to discuss at a future meeting with VPSA Eanes: 1) Capacity status of dorms. 2) Cost comparisons to other campuses. to build/to occupy. 3) Strategic Plan – students who must leave mid-term – are there monies still owed?

5.2 Meeting 9-24-13 with VPUA Greg Saks, Director of Media Relations Jeff Cook, Immediate Past Chair Bedell, and myself regarding ongoing funding for Academic Senate four (4) faculty awards. Results of the meeting were encouraging with VPUA Saks to pursue major fund-raising efforts. Donors will be contacted.

5.3 Met with Dean of Students Oseguera last week with items discussed:

- ✓ consistency in policies for time, place and manner for both student groups and off-campus individuals and groups (freedom of speech issues, etc.).
- ✓ Standing Committee – Student Academic Life Committee used as consultative body for SA. Idea was well received.

5.4 Met with ASI President Rohullah Latif and Vice President Jonathan Leggett 9-26-13 for the regular monthly meeting. ASI activities were noted. Executive Committee discussed a possible time certain with ASI leadership to plan a joint activity in the future. More discussion is needed for ways in which to engage more faculty interest and involvement in ASI activities.

5.5 ASI students assigned to various committees for fall 2013 semester was discussed with both Dean Oseguera and ASI leaders (during respective meetings). An improved system of tracking student assignments is needed. **[ask for IT support]** ASI Chief Administrative Officer and Senator Carlos Navarro continues to reach out to students to serve on committees.

5.6 Chair Walker asked that standing committee liaisons be sure information is communicated when there are changes to committee dates, times, and locations. This will support the A.S. office staff to be sure students and faculty are kept informed when changes are made. Liaisons are also the A.S. representatives to make committee members feel included and welcomed to the group(s).

5.7 Another item of unfinished business will be UPS 411.102. Academic jurisdiction portion needs to be reviewed for process and flow with attention to process. The service courses portion should be removed and written in another UPS. Program approval process needs to stand alone and be written with specific guidelines.

- 5.8 General Education Committee will not have a representative from LACE this year. We have been unable to fill this position following numerous requests to LACE faculty.

VI. PROVOST REPORT

VII. STAFF REPORT (Miller)

- 8.1 eVoting began M, 9-30-13 at 7:00 AM and will end 4:00 PM Thursday, 10-3-13. Elected candidates will be announced Friday 10-4-13. Reminders to vote will be sent daily through Thursday morning.
- 8.2 The unanimously approved Resolution (ASD 13-148) Regarding the Appointment of a Faculty Trustee to the CSU Board of Trustees [Source: Executive Committee] by the Academic Senate 9-26-13, was distributed as noted in the document.
- Governor Brown, Assemblywoman Sharon Quirk-Silva, Senator Lou Correa, the CSU Board of Trustees, Chancellor White, the ASCSU, CSU Fullerton President Garcia, and CSU campus Academic Senates.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 **ASI Board of Directors** [Stambough] T, 10-1-13 1:15 – 3:30 PM, TSU -207 No Report
- 8.2 **Campus Facilities and Beautification Committee** [Jarvis] F, 9-27-13 10:00 –11:00, LH-804
Agenda items were mostly organizational. In the absence of a chair (the elected chair having resigned), I convened this meeting. Stephen Neufeld was elected as chair by unanimous vote.
A tentative schedule of meeting dates was agreed upon. The committee spent much of the meeting discussing BL 06-2
1. To serve in an advisory capacity to the Associate Vice President of Facilities Management and the Academic Senate on the following matters:
 - a) the long range campus Master Plan major and minor capital outlay programs for the campus and off-campus centers;
 - b) the review of preliminary architectural designs of major new building and major modifications to existing buildings;
 - c) the review of plans for campus roads, parking, and bicycle paths;
 - d) the naming of rooms and buildings;
 - e) the design of landscapes, plantings, and the selection and placement of public art and signage;
 - f) the allocation and reallocation of space;
 - g) policies and criteria regarding the institutionalization and implementation of non-curricular issues of sustainability as they relate to items a through f above;
 - h) other matters referred by the Executive Committee and/or The Academic Senate.The Committee shall be informed in a timely manner of proposed major changes in campus facility development and beautification so that it may review and comment as appropriate.

An amended version of this bylaw was proposed and agreed to at the meeting. Specific language will be forthcoming, but the general outline is:

- the addition of "the review of campus cleanliness and general appearance" as 1.g
 - the current 1.g and 1.h becoming 1.h and 1.i, respectively
 - the inclusion of the new (g) as part of the new 1.h list (so, "as they relate to items a through g above")
- The committee agreed that much of this year's agenda will follow the suggestions for future items in the 2012-2013 annual report, particularly items 1 & 2 (Item 6 having already been dealt with at this meeting)

Other issues regarding the appropriate role of committee members in reporting (or being points of contact for) comments/complaints about issues regarding campus facilities/appearance were discussed.

- 8.3 **International Education Committee** [Walicki] T, 10-1-13 10:00 –11:00 PM, MH-141
IEC Chair Rhodes sent a Doodle Poll to members to find another meeting time. Meeting time was changed from Wednesdays, 11:00-12:00 to Tuesdays, 10:00 – 11:00 AM. IEC had no quorum, so no official business was conducted.
- 8.4 **Student Academic Life Committee** [Guerin] T, 10-1-13 9:00 –10:00 AM, MH-141
Liaison report is taken from the SALC minutes. Members were asked to review UPS 300.002 Academic Advising Policy [3-9-11] to discuss at the 11-5-13 meeting possible revisions to align with the Strategic Plan. A.S. Executive Committee has asked SALC to discuss future committee interaction directly with Student Affairs. Check the Website tab "[Get Involved](#)". This will be a future discussion. VPSA Eanes shared the division's annual report as well as Student Affairs Strategic Plan.

IX. UNFINISHED BUSINESS

- 9.1 Follow-up to ASD 13-101 Reaffirmation of Commitment to Shared Governance, Spring 2013 [5-16-13]
Full draft is still forthcoming.

X. NEW BUSINESS

- 10.1 Faculty member for TSU Governing Board (not MCBE)
Faculty names were discussed for committee service.
- 10.2 Two (2) Faculty Members to Serve on Miscellaneous Committee – Student Health Advisory Committee
Faculty names were discussed for committee service.
- 10.3 ASD 13-150 New Course Proposals from Academic Programs, Fall 2013 [18 courses]
Discussion revolved around course catalog inconsistencies and department jurisdiction over descriptions for new courses being proposed. There should be a difference in general descriptions in the catalog and specific descriptions in semester class schedules. Academic Programs office will be consulted for clarification on several NCPs, and this list (ASD 13-150) will return under Unfinished Business prior to going forward to Academic Senate 10-24-13.
- 10.4 Should OPC Revise Eligibility Criteria [UPS 294.000](#) L. Donald Shields Excellence in Scholarship and Creativity Award? Must have been at CSUF at least 5 years. It is the only award with this specification. The other three faculty awards have no time requirement for eligibility; however, after discussion by EC members, there was agreement to send this issue to Outstanding Professor Committee for input.
- 10.5. Resolution re Revised UPS 260.102 Guidelines for Granting Sabbatical Leaves for Faculty [A.S. approved 9-26-13 sans preamble]
Senator Bonney agreed to compose a draft resolution from the original preamble for input that has been omitted from UPS 260.102. The final draft from EC will then be forwarded to both Professional Leaves Committee and Faculty Affairs Committee for their review and possible revisions.
- 10.6 Sabbatical Replacements for Standing Committees
There are no procedural guidelines in the A.S. Bylaws when a faculty member will be on sabbatical for the current semester and wants to continue serving on a committee the following semester, therefore, does not want to resign. Following discussion without resolve, EC members agreed to refer this to the Constitution Committee for input on how to proceed.
- 10.7 Intrasystem Concurrent Enrollment (ICE) [Pasternack]
There was much discussion regarding implementation of AB 386 (cross-enrollment for online education) recently signed by Governor Brown to take effect 1-15-14. Senator Pasternack requested that Chair Walker get information from Ed Sullivan (CSUF Director of Institutional Research & Analytical Studies) regarding the following:
- 1) Were any of our native students denied access in the online course for which transfer students gained access?
 - 2) What was the cost to the campus in terms of support given to the instructors of the courses that participated in this program? What was the estimated administrative cost of this program to the campus?
 - 3) What difficulties are faculty who are teaching transfer students encountering?
 - 4) What difficulties are students who are in the classes (both transfer and native students) encountering?
 - 5) How does the drop rate of students from outside campuses compare with native students in these courses?
- 10.8 LACE Constituency Represented on Faculty Personnel Committee [Guerin] Move to a future agenda.
- 10.9 UPS 100.700 Formation, Operation, and Discontinuance of University Institutes and Centers [4-29-13] [Senator Brusckhe] 1) Resource Conflicts; 2) Interdisciplinary Centers; 3) Ownerships of Disciplines within Centers – Can there be a challenge process?
There was discussion regarding Senator Brusckhe's email question. The UPS gives authority to Council of Deans and the Provost to work out the formation, operation and discontinuation of Institutes and Centers.
- 10.10 Enforcement of University Policy Statements [A.S. meeting 9-26-13 - Hassan]
The question originated from Senator Hassan under CFA Report at the 9-26-13 A.S. meeting. What happens when administrators aren't following rules? EC members discussed drafting a response to

Senator Hassan when 9.1 (above) is completed. It will contain our shared governance projects, examination of our practices and policies.

10.11 Executive Committee Questions for two (2) upcoming searches:

1. NSM Dean
2. VP for Administration & Finance/CFO
3. AVP Academic Programs

A Doodle poll will be generated for EC members' involvement in each search in order to give the appropriate administrator information for best times for most EC participation. Senator Bonney agreed to email updated questions from past searches with revisions requested from all EC members.

10.12 Miscellaneous Boards & Committees – How many are we missing?

UPS 100.001 A.S. Bylaws will be reviewed. Return to New Business on next agenda.

10.13 UPS 280.000 Intramural Research Grants [Source: Research Committee]

Return to New Business on next agenda.

10.14 Email Access for Separated Part-Time Faculty [source: Senator Michalopoulos]

Senator Dabirian stated giving email to separated faculty, both part-time and full-time lecturers, is a legal issue related to liability, which is not the case with faculty given emeritus status. Senator Walker will draft a response to Senator Michalopoulos.

10.15 Spring Retreat Date and Organizing Committee. Return to New Business on next agenda.

XI. ADJOURNMENT

M/S/P (Walicki/Bedell) Meeting adjourned at 12:57 PM.