



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 22, 2013**

Approved 10-29-13

11:30 AM - 1:00 PM

MH-141

Present: Bonney, Dabirian, Fontaine, Guerin, Jarvis, Stambough, Walicki, Walk, Walker
Absent: Bedell, Pasternack
Guests: Mason, Johnson Eanes, Cruz

I. CALL TO ORDER

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

II. URGENT BUSINESS

(Guerin) The Governor still has not appointed a faculty trustee to the Board of Trustees.

III. ANNOUNCEMENTS

3.1 (Dabirian) Announced availability of two new iPads. 1) iPad Air; 2) iPad Mini with retina display.

3.2 (Walker) Executive Committee and Academic Senate will invite administrators and faculty to attend the Titan Women's Basketball Game on W, 12-4-13, playing San Diego State.

➔	Wed.	Dec. 4	VS. San Diego	Fullerton, CA	TITAN GYM	7:00 pm
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IV. TIME CERTAIN

11:30 – 11:45 AM

Topic: Male Success Initiative – Strategic Plan

Guests: Dr. John L. Mason, Ph.D., Adjunct Professor in Higher Education at Mercer University and Director of Special Projects for the Urban Male Initiative of John Jay College of Criminal Justice
Dr. Berenecea Johnson Eanes, Vice President for Student Affairs

Chair Walker welcomed guests. VPSA Eanes introduced visiting consultant, Dr. Mason, who has been a colleague for over 20 years, then introductions were made around the table. Dr. Mason is visiting CSUF for several days to converse with various groups to collect and exchange information for a future report on the subject of how to increase the number of students of color, specifically males from the black and Hispanic communities, to navigate the academic system to attain their degree. Executive Committee members contributed excellent comments and perspectives from their various backgrounds and service in multifaceted areas of academe. The complex issues were discussed in the extended *time certain*. Dr. Mason thanked the group for contributing to his understanding of CSUF to assist in the forthcoming report of observations and recommended actions.

- 2% black student population, fewer males than females. Where is CSUF in the curve of national averages?
- System-wide issue regarding student enrollments that are limited to “in area” and fewer from “out of area”. CSUF turned away 11,000 CSU-eligible students fall 2013 semester. Political environment is difficult.
- How to mesh academic advising with career advising.
- Pigeon-holing male students (athletics, career goals, advising re majors)
- A safe place to report experience is needed. Limited and honest feedback from 2% of student population may not be accurate (lack of anonymity).
- Cultural differences – same message may be heard differently. Family expectations are different. May be expediency of economic circumstances to leave university.
- How to retain students to complete degree.
- How to “close the deal” for students who are enrolled in specialty programs but do not actually attend CSUF after graduation from high school.
- Need degree completion options.

- Statistics by discipline may show imbalance between male and female, but *could* be more balanced if statistics shown by degree.
- Building relationships and mentors early in life, grade school, middle and HS, as well as earlier at university.
- Engaging with faculty is a critical need and is key to student success.
- Road mapping process – is CSUF aggressively recruiting males of color?

CSUF looks forward to putting into place a roadmap of our intentionality with a plan to aggressively recruit males of color. Looking at alliances and circulating throughout the educational areas, transforming New Student Orientation, using legislative transfer degree programs, nurturing current students from entering to exiting university, and spot-on advising are some of the ways to increase numbers and bring the student male population of color into the center of our university context.

V. APPROVAL OF MINUTES

- 5.1 EC Minutes (Draft) 10-8-13
M/S/P (Jarvis/Dabirian) Minutes of 10-8-13 were approved as submitted.
- 5.2 EC Minutes (Draft) 10-15-13
M/S/P (Walicki/Stambough) Minutes of 10-15-13 were approved as submitted.

VI. CHAIR'S REPORT (Walker)

- 6.1 Gave a brief report on his meeting with Provost Cruz this morning.
- Draft of the joint collegial governance document has been received from the Provost and will be forwarded for review by EC.
- 6.2 Chair's Report for 10-24-13 A.S. meeting will be sent to the campus community prior to this week's meeting.

VII. PROVOST REPORT (Provost Cruz)

Reported updates on the several searches in progress. Neutral site interviews have been completed for Vice President of Administration and Finance and Dean of NSM. Both search committees elected finalists for campus visits. This week the three finalists for AVP Academic Programs are on campus for meetings and open forums. [Filowitz, Kohli, Nwosu]. Coordination for campus visit dates are in progress among finalists for VP Administration and Finance and NSM Dean.

Searches will take place for Dean of HSS and Dean of College of the Arts in spring 2014.

PRBC received revised organizational charts for each division at their meetings on 10-4-13 and 10-18-13.

Note: these were forwarded to EC by PRBC Liaison Bonney.

The Human Resources / Faculty Affairs transition is moving forward according to the email update sent on 10-10-13. There will be approximately 6-7 staff remaining for operations in FAR. Robin Graboyes will serve in both divisions of Human Resources, Diversity and Inclusion and Academic Affairs (FAR) to ensure a smooth transition of the work. The next step in the process will be to hire an Associate Vice President of Labor Relations to help manage transition and structure. Input from Council of Deans and Executive Committee will help determine where RTP files will reside.

Ed Sullivan will contact Senator Pasternack to answer his questions regarding the Online Concurrent Enrollment (OCE) program.

VIII. STAFF REPORT (Miller)

- 8.1 Nominations are closed for 2013-14 Faculty Leadership in Collegial Governance Award with 7 nominations received. Files are due 12-1-13.
- 8.2 Nominations are closed for 2013-14 L. Donald Shields Excellence in Scholarship & Creativity Award with 9 nominations received. Files are due 12-1-13.

IX. COMMITTEE LIAISON REPORTS

- 8.1 **ASI Board of Directors** [Stambough] T, 10-22-13 1:15 – 3:30 PM, TSU -207 **PENDING**
- 8.2 **Campus Facilities & Beautification Committee** [Walk for Jarvis] F, 10-18-13 11:00 – 12:00
Meeting began with call for member items. Among them, the need for signage for Performing Arts Building paths from the North Parking Structure was noted, particularly for older adults attempting to arrive for events. The process for adding new signs will be explored with J. Bond. The possibility of

reopening Humanities Bldg 7th floor outdoor space for social use was also broached. Reasons for closures and barriers to such spaces (including similar ones in CP and LH) and the possibilities of their reopening will be explored. Pedestrian Safety on adjacent campus streets and lots is still a major concern. Will get info on campus ability to police these issues; however, members questioned if safety issues are within CF&B purview. Continuing a previous item of business, campus cleanliness initiative letters were examined. Conduct of student cleanup days was discussed. Cultural norming strategies, budgeting and logistics were also discussed. A representative from ASI will be invited to next meeting.

8.4 **Extended Education Committee** [Pasternack] M, 10-14-13 3:00 –3:25 PM

EEC approved the Certificate in Digital Marketing Revision Proposal as well as the minutes of the May 6, 2013 meeting. Mark Filowitz indicated that the Academic Affairs Committee has proposed a new UPS dealing with Challenge Exams.

There was a discussion of the Open University Report (see attached). In terms of the increases in open university enrollments over the past three years in both Business and Engineering/Computer Science, Dean Norman indicated this was primarily due to the increase in international students who have been taking these courses. Barry Pasternack asked for a breakdown in enrollments in open university courses by category (international, probationary students, and domestic non-CSUF students). Dean Norman indicated that this will be provided to the Committee at its next meeting along with a discussion of 2013 summer school enrollments. Barry Pasternack indicated at some point during the semester the Executive Committee would like the Committee to examine its membership and charge and to recommend possible changes.

8.5 **Faculty Affairs Committee** [Bonney] F, 10-18-13 10:00 – 12:00, MH-141, MH-141

The Faculty Affairs Committee spent another two hours working on the revisions to the proposed UPS 210.060 on the evaluation of part-time faculty. There was some discussion about whether part-time faculty should be evaluated in the first semester they teach, but this seems impractical and the CBA does not provide for this. The other issue of interest was that Jenny Faust pointed out that CSUF is the only campus to use the so-called portfolio in the RTP process. The Portfolio takes some of the material that already is in the Personnel Action File that is maintained for each faculty member (but not all) and combines it with material that the faculty member gathers together to create what the CBA refers to as the Working Personnel Action File. Dr. Faust recommends eventual elimination of the artificial construct that is the Portfolio and reliance on the PAF supplemented with materials the faculty member provides. This would eliminate a considerable amount of the busy work attendant on the RTP submission. The new UPS for lecturers will greatly streamline the process for them and eliminate a lot of burdensome work. The lecturers who were present and even CFA President Hassan seemed happy with this resolution. Personnel committees already have the right to access the PAF. The committee is nearing closure on this document.

8.8 **Planning, Resource, & Budget Committee** [Bonney] F, 10-18-13 9:00 –10:00 AM, PLS 299

Another round of slide shows was presented to PRBC by Vice Presidents Eanes, García, Saks, and Gentles, along with organizational charts for their respective re-engineered divisions. VPSA Eanes emphasized the transition to a new format focused on the functionalities of the various positions which have been organized in clusters related to student engagement, retention and transition. VPAF Garcia's presentation emphasized that every VP must meet his or her goals and objectives which connect to the President's goals and objectives with the ultimate aim of achieving the mission of the University, which will need to operate more like a business. He expects considerable change with hiring of a new CFO. VPUA Saks highlighted the innovations regarding expanding advancement into the colleges with a heightened emphasis on stewardship and keeping current donors. He noted that advancement must double its receipts under the Strategic Plan. VPHRDI Gentles emphasized the need for reorganization in this newly formed division. All the HRDI directors are currently reporting directly to Ms. Gentles until key positions are filled. There will be creation of an AVP position for Faculty-Staff Labor Relations with two managers under this to cover Faculty-Staff Talent Acquisition/Faculty-Staff Relations & Compliance/Faculty Recruitment Liaison/Faculty-Staff Emeriti/FERP planning/Investigation analyst. Ms. Gentles noted that RTP will remain in Faculty Affairs. She affirmed Robin Graboyes would continue to operate in both areas of HRDI and Faculty Affairs.

At its' 11-1-13 meeting, PRBC will 1) revisit the president's budget letter; 2) discuss the Strategic Plan Initiative; 3) review information on the task force portion of the Strategic Plan Website.

X. UNFINISHED BUSINESS

- 10.1 Follow-up to ASD 13-101 Reaffirmation of Commitment to Shared Governance, Spring 2013 [5-16-13]
Provost Cruz provided a revised draft to be forwarded by Chair Walker ASAP. Discussion will follow.

10.2 Spring Retreat Date and Organizing Committee: Topic – General Education

The date has been set for Friday, February 7, 2013.

10.3 LACE Constituency Represented on Faculty Personnel Committee

There was limited discussion with the Provost regarding this topic. Item will return to Unfinished Business.

10.4 ASD 13-152 Revised Track Changes Version of UPS 280.000 Intramural Research Grants [4-25-03] [Source: Research Com] Returned to FRC from Exec Com 10-15-13

Chair Walker will prepare the full set of notes from EC members (EC meetings 10-8+10-15) and send to Research Committee for review and input.

From 10-8-13 EC Minutes: document needs to be incorporated into UPS 280.000 using track changes feature. Investigation is needed on why some of the changes were made by FRC. Chair Walker will ask for input from Council of Deans on wording within document.

From 10-15-13 EC Minutes: Document with tracking changes was thoroughly discussed and revisions made by EC members, some friendly, some substantive. With no EC liaison to general committees (FPC, FRC, PLC), there is no cross-discussions when process/procedural changes may be needed to a given policy. Chair Walker will discuss with FRC Chair Patchen the list of EC's questions and suggested revisions regarding UPS 280.000 sent forward by the Research Committee. Item will continue under Unfinished Business.

XI. NEW BUSINESS

11.1 Search Committee: Associate Vice President for Faculty-Staff Labor Relations [3 faculty/2 tenured]

VP Lori Gentles has been given a *time certain* for 11-5-13 to discuss this upcoming search. To prepare for this conversation, EC members were asked to consider faculty who could be asked to serve on this committee.

11.2 Online Policy Problems – Report Back to A.S. January 2014

Chair Walker suggested this item be referred to Information Technology Committee to sort out various issues regarding consistency for online courses and catalog descriptions. The January date to report back to A.S. needs to be adjusted to later in spring semester.

11.3 ASD 13-156 UPS 300.020 Grading Practices [7-11-11] [Source: ASC]

EC members agreed to add UPS 300.020 to 11-7-13 A.S. meeting under New Business.

11.4 ASD 13-157 UPS 300.023 Grade Changes [6-17-05] [Source: ASC]

EC members agreed to add UPS 300.023 to 11-7-13 A.S. meeting under New Business.

11.5 ASD 13-158 NEW UPS 300.xxx Credit by Examination (Challenge Exams) [Source: ASC]

EC members discussed concerns and issues that could arise from what has historically been one reference in the course catalog regarding challenge exams that most students are unaware of its existence. Academic Standards Committee Chair Filowitz will be invited to meet with EC for further discussion.

- How does this apply to international students? i.e., impact in terms of required residency, etc.
- Wording in proposed UPS is taken from EO 1036.
- Consider future impact on departments and colleges if *many* students request a challenge exam.
- How do other CSUs handle this?

XII. ADJOURNMENT

M/S/P (Stambough/Bonney) Meeting adjourned at 1:03 PM.