



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
OCTOBER 29, 2013**

*Approved 11-5-13*

**11:30 AM - 1:00 PM**

**MH-141**

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

Absent: Guerin, Pasternack, Stambough

**I. CALL TO ORDER**

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

**II. URGENT BUSINESS**

Chair Walker announced the urgent need for an Arts faculty member to serve on the Assessment & Educational Effectiveness Committee to be added to the A.S. agenda 11-7-13. Name of faculty member is still undetermined.

**III. ANNOUNCEMENTS**

- 3.1 (Dabirian) Announced that the IT Division is looking at segregation of various groups in our email systems on campus; i.e., Emeriti. VP Dabirian plans to discuss with various groups, such as the Emeriti faculty. This should not affect their email access. Questions can be sent to VP Dabirian.
- 3.2 (Walk) Reported on attending last week's Athletic Advisory Committee meeting. Athletic Director, Jim Donovan, announced a proposal to implement a new student "excellence fee" to be used to enhance campus facilities. Other CSUs include an "excellence fee" added to regular semester tuition fees. These additional funds would offer increased flexibility for campus improvements and building much-needed athletic facilities to be used throughout the A/Y. "Excellence Fee" proposal is in the consultation phase.
- 3.4 (Bedell) thanked everyone for notes and cards sent during his recent surgery.
- 3.5 (Walicki) Invitation was extended for tonight's orchestral concert with a Halloween focus. It should be an enjoyable event with duel pianos and specialty pieces rarely performed.

**IV. APPROVAL OF MINUTES**

- 5.1 EC Minutes (Draft) 10-22-13  
M/S/P (Jarvis/Bonney) Spelling of candidate's name – Nwosu - was corrected. Minutes of 10-22-13 were approved as amended.

**V. CHAIR'S REPORT (Walker)**

- 5.1 EC had a short discussion on Student Excellence Fees.
- 5.2 Provost has offered funding for four (4) EC members to attend the annual meeting of AAC&U 1/22-25/14 in Washington, D.C. "How Educational Innovations Will Make or Break America's Global Future". It is the first week of spring semester classes.
- 5.3 Notification has been sent to CSU Biology Department Chairs regarding EO 1084 (January 2013) affecting system-wide nursing programs. The curricular interpretation by the CO is a concern that biology courses are counted as general education. The issue is about how decisions are made and the process for interpreting discipline-specific curriculum.
- 5.4 Information Technology Committee will review and return input regarding adds/drops policy for online courses.
- 5.5 UPS 300.004 Policy on Course Outlines will be forthcoming with minor changes for updated links and names. This should be a consent item on a future A.S. agenda.
- 5.6 EC will be meeting with candidates on campus over the next few weeks: Dean-NSM + Director of Assessment.
- 5.7 A.S. Organizational Chart: Chair Walker used the screen to project his version of the Academic Senate organizational chart. Much discussion ensued regarding the 20 standing and general committees, policy-making functions and those committees used in an advisory capacity. EC members were asked to review comments made and contemplate use in future discussions on how to streamline both composition and functionality with meaningful use of faculty time and service on the [appointed] 17 standing committees

and [elected] 3 general committees under the purview of the Academic Senate per UPS 100.000 A.S. Constitution and UPS 100.001 A.S. Bylaws.

This item will continued under Unfinished Business on 11-5-13 EC agenda.

**VI. PROVOST REPORT** No report.

**VII. STAFF REPORT** No report.

**VIII. COMMITTEE LIAISON REPORTS**

8.1 **ASI Board of Directors** [Stambough] T, 10-29-13 1:15 – 3:30 PM, TSU -207 No Report.

8.2 **Assessment & Educational Effectiveness Committee**: W, 10-23-13 1:00-2:15 PM Meeting Cancelled.

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 **University Curriculum Committee**: F, 10-25-13 There was no quorum – voting will be done online. UCC is working on UPS 411.102 to rewrite academic jurisdiction policy for service courses.

8.8 **General Education Committee** [Bonney] F, 10-25-13, 2:00 - 4:00 PM, MH-141  
Liaison Bonney was unable to attend meeting.

**IX. UNFINISHED BUSINESS**

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

Chair Walker reported ASC Chair Filowitz was not available to meet with EC today. There was discussion regarding the benefit from a first reading at the 11-7-13 A.S. meeting in order to receive a “sense of the Senate” on this issue for feedback for Academic Standards Committee. Special invitation should be extended to campus department chairs. ASC Chair Filowitz is a Senator and will return comments from the First Reading on 11-7-13 to Academic Standards Committee.

9.2 Follow-up to ASD 13-101 Reaffirmation of Commitment to Shared Governance, Spring 2013 [5-16-13]

Chair Walker projected the document “Shared Governance Memo” returned by Provost Cruz on the screen for discussion. Senator Bonney volunteered to make EC members’ suggested edits and return by email prior to forwarding to Provost Cruz for his approval and input. With a quick turn-around, this document will be appropriately added to the 11-7-13 A.S. agenda. At the 5-16-13 A.S. meeting, Resolution ASD 13-101 was “postponed” until November 1<sup>st</sup>. Both ASD 13-101 (original resolution) and ASD 13-162 (2-page shared governance memo) will be sent to Senators with 11-7-13 agenda.

9.3 Spring Retreat Date: F, 2-7-14; Organizing Committee: Topic – General Education

Puri, Sargeant, and Walker will be part of conversational meetings. Senators Jarvis and Fontaine volunteered to be part of organizing and giving structure to this AA/AS Annual Spring Retreat to be held 2-7-14. There was a suggestion to review CSU Northridge as a model for general education courses.

9.4 LACE Constituency Represented on Faculty Personnel Committee

Chair Walker will ask Faculty Personnel Committee for review and input. Report back by end of fall 2013 semester.

9.5 ASD 13-152 Revised Track Changes Version of UPS 280.000 Intramural Research Grants [4-25-03] [Source: Research Com] From EC discussion 10-15-13

Chair Walker will complete information to forward document to Research Committee.

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

Faculty names were discussed; however, Lori Gentles has been given a *time certain* for EC agenda 11-5-13 to discuss this position in more detail.

## 10 **NEW BUSINESS**

### 10.1 Search Committee: Dean – College of Humanities and Social Sciences [5 faculty/3 tenured]

There was discussion on various models for choosing faculty to serve on this important search committee from a very large number of faculty members in this college. Chair Walker will send an email to HSS faculty members asking for a return email from those faculty willing to serve. They need to provide 1) name; 2) department; 3) rank. Email message will make clear that Executive Committee will consider a balanced committee made up of five faculty, at least three must be tenured from both humanities and social sciences disciplines. A *thank you* email will be sent to faculty willing to serve but not chosen for this search committee.

### 10.2 Search Committee: Dean – College of the Arts [5 faculty/3 tenured]

College of the Arts (COTA) has three (3) departments; however, an email request to all COTA faculty asking for T/TT faculty to notify Chair Walker if they are willing to serve on the dean search committee in spring 2014. Email message will make clear that Executive Committee will consider a balanced committee made up of five faculty, at least three must be tenured from all ARTS disciplines. A *thank you* email will be sent to faculty willing to serve but not chosen for this search committee.

### 10.3 January 2014 EC Meeting Schedule

First meeting of Executive Committee will be January 21, 2014.

## 11 **ADJOURNMENT**

M/S/P (Dabirian/Walicki) Meeting adjourned at 1:00 PM.