



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
NOVEMBER 19, 2013**

Approved 12-3-13

11:30 AM - 1:00 PM

MH-141

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

Absent: Bedell

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 Honorary Degree Committee per [UPS 106.000](#)

Two past chairs of the A.S. are needed to serve as well as the current chair of Outstanding Professor Committee. The emeriti faculty is chosen by the Emeriti Association. The names will be announced at the 12-12-13 A.S. meeting.

2.2 (Walk) There is a problem with requiring applicants for tenure line faculty positions to include transcripts of all degrees in order for their application packets to be considered officially complete. The problem is that European applicants do not have transcripts of doctoral work given that their programs are entirely composed of research. Current searches have been impacted and this problem will continue to handicap search processes and harm recruiting. Policy and/or FAR procedures need to be revised to accommodate the realities of global faculty searches. UPS 210.007 may also need to be reviewed by Faculty Affairs Committee (Senator Pasternack will look into this). This issue should be discussed with VP-HRDI Gentles and other appropriate individuals.

2.3 (Guerin) Recent news articles report faculty dissatisfaction at CSU San Jose. Their Academic Senate approved a resolution asking the chancellor to review shared governance at their university. Since this is not system-wide business, the ASCSU will not intervene at this time. The A.S. chairs will be meeting on 12-5-13, and the issue will most likely be discussed regarding how to support San Jose State A.S. Chair, Lynda Heiden. Chair Walker will follow up and report back to EC what action, if any, will be taken to support faculty colleagues.

III. ANNOUNCEMENTS

IV. TIMES CERTAIN

11:45 AM

Topic: Graduation Initiatives

**Discussants: Lynn Sargeant, Interim Director of Undergraduate Programs
James Rodriguez, Department of Child & Adolescent Studies**

Chair Walker welcomed co-chairs, Drs. Sargeant and Rodriguez, to discuss Graduation Initiatives on behalf of the committee formed December 2012 on behalf of President García, VPSA Eanes, and Provost Cruz to support the **CSU** Graduation Initiative mandated by the Chancellor.

Excerpted from the [CSU Website](#): CSU Graduation Initiative that strives to raise the freshman six-year graduation rate by eight percentage points by 2015, and cut in half the existing gap in degree attainment by DSU's under-represented minority (URM) students. Involving all 23 CSU campuses, the Graduation Initiative encourages campuses to establish graduation targets comparable to the top quartile of national averages of similar institutions, and to close the URM achievement gap through a series of carefully planned activities. Development of materials during summer 2013 produced a PREZI presentation and an Information View Sheet, which have been developed for the purpose of educating and training faculty, departments, colleges, and various groups on campus using interactive format. These tools continue to evolve as valuable input, feedback, comments and suggestions are received from committee members (faculty from every college) and collaboration with divisions of Information Technology and Strategic Communications (UAF). Presentations of the PREZI have been made to various campus groups and individuals resulting in positive interaction and ideas for improvements to both the interactive presentation and the Information View Sheet. The primary focus for the entire project is to deliver an important message focusing on student success.

Guests walked Executive Committee members through the PREZI answering questions and pointing out the positive interaction and conversation that naturally happens by presenting a minimalist approach to available

data. This allows for a positive message as time allows for more specific data embedded in the PREZI. Questions are used to provoke interaction and robust conversation, and the importance of faculty influence for student success is shown through recorded videos of students who have worked with faculty doing research. How to frame “success” from a university viewpoint as well from a legislator’s perspective was a discussion topic. Graduation rates are significant, but they are not the only measure of success. A student’s goal may not align with a 6-year graduation timeline. Historical data shows CSUF graduation rates are improving; however, all agreed we need to find ways to do better.

PREZI is divided into three (3) main sections that address 1) CSUF content; 2) the national context [change is possible with deliberate actions], 3) possibilities and opportunities for faculty engagement [challenge/empowerment for student voices to be heard]. This is an opportunity to increase expectations for teaching standards.

Information Technology Division has provided an application for ease of use for individual faculty members. The PREZI is an excellent tool for parents as well to map and plan according to student’s own definition of success.

Chair Walker thanked Dr. Sargeant and Dr. Rodriguez for their continuing work on these important tools for our campus.

12:30 PM

**Topic: ASD 13-158 New UPS 300.xxx Credit by Examination (Challenge Exams)
First Reading at A.S. meeting 11-7-13**

Discussant: Mark Filowitz, Chair – Academic Standards Committee

Chair Walker welcomed ASC Chair Filowitz to discuss this *first reading* item on the A.S. agenda 11-7-13. The Executive Order states that each campus should have a policy on administering challenge exams. The area most discussed for the proposed policy was the time period that students had for to ask and take a challenge exam. EO only stipulates a “reasonable” time period, so the Academic Standards Committee allowed a 2-week period. When a student requests to take a challenge exam in the first two weeks of class, it becomes a department resource and registration/enrollment issue if the student fails the exam and drops the course. Although the EO does not state that a student must be enrolled in the course for which the challenge exam will be taken, CSUF’s historical process has been for a student to enroll, so if a failing grade is given on the exam, the student stays enrolled to receive the course credit. It was argued that for department resources and enrollment numbers (FTES), this should be disaggregated. The policy needs to be very clear on the registration issue as well as the fact departments have total control on administration of challenge exams. A fee could be charged to take the challenge exam prior to the semester.

Chair Walker agreed to take the following action to support Academic Standards Committee prior to the return of this document to the Academic Senate in spring 2014:

- ask other system-wide A.S. chairs what their policy is regarding challenge exams;
- send an email (DL) to CSUF department chairs asking how respective departments handle challenge exams; i.e., what a UPS document should include, minimum passing scores for disciplines, etc.
- compile data and send to ASC Chair Filowitz for the committee’s consideration and revisions to ASD 13-158.

V. APPROVAL OF MINUTES Moved to next EC agenda

5.1 EC Minutes (Draft) 11-5-13

5.2 EC Minutes (Draft) 11-12-13

VI. CHAIR’S REPORT (Walker)

Chair Walker announced the following:

- Meeting is scheduled with ASI President, Rohullah Latif and Vice President Jonathan Leggett on 11-20-13.
- The form and distribution lists have been created and will be sent this week to faculty in ARTS and HSS requesting (self) nominations to serve on their respective dean search committees. Faculty names will be compiled for an EC discussion regarding the best candidates to ask to serve.

VII. PROVOST REPORT No Report

VIII. STAFF REPORT No Report

IX. COMMITTEE LIAISON REPORTS

- 8.1 **ASI Board of Directors** [Stambough] T, 11-19-13 1:15 – 3:30 PM, TSU -207
The ASI board met on Thursday, November 19th. We heard a presentation from OCTA about goals and priorities for the future of transit in Orange County and how to best serve the campus including expanded and dedicated bike lanes, light rail, and solution to last mile/first mile problems.
The Board passed a request to allocate an additional \$2065 for Street Team and an additional \$3000 to the ICC of NSM.
The Board then discussed the ASI Strategic Plan objectives. These objectives were approved moving the process towards the development of the specific action items for implementation.
The meeting then adjourned and moved into a special meeting to discuss enrolling grant eligible Fullerton Community College students at the Children's Center subject to availability. Such a move would help meet target for grant purposes and also provide a link to likely transfer students. One thought was to market it to SB 1440 students at FCC. The alternative view is this is using ASI funding sources for non-CSUF students. This is a discussion item for future action.
- 8.2 **Academic Standards Committee** [Walk] T, 11-15-13 1:00 – 2:00 PM, MH 166
ASC Chair Filowitz updated the group on issues before the committee. The "First Reading" of the proposed challenge exam policy prompted much discussion at 11/7 senate meeting. Chair Filowitz requested an updated copy of the executive order. He noted that discussion at the senate concerned the two week notice for students, which some senators saw as unreasonable. Movement on revisions to this policy will be postponed until discussion with A.S. Exec Com on T, 11-19-13. K. Kanel suggested we may need to confine the current discussion to challenge exams only and not include experiential and other exams. D. Stanley expressed concern about what constitutes an acceptable minimum score on challenge exams, whether such a standard could be set across departments and colleges. It was also revealed that some faculty are offering letter grade credit for challenge exams on GE courses even though only CR/NC grades are permitted by policy. M. Whatley will obtain data on how many challenge exams are given each semester. The contradiction about excluding advance placement in the first and third paragraphs of the draft challenge exam policy was noted and will be corrected in the next draft. Though the committee last year stated a belief that there should be no differences in academic standards between online and traditional courses, committee members expressed concern that no resources have been put behind efforts to ensure exam security for online courses.
- 8.3 **Campus Facilities & Beautification Committee**: [Jarvis] F, 11-15-13, 11:00-12:00 Noon, MH-141
First part of meeting consisted of meeting with Dean Oseguera re: student involvement in campus beautification. She suggested tying it in to Earth Day, having contests for naming the initiative (among other ideas).
CF&B members were given an update on the facility improvement budget (including where monies will be spent and how that was determined), and how that differed from deferred maintenance. In this context, Willem van der Pol mentioned 30 more custodians will be hired. Meeting concluded with discussion of the role of CF&B Committee. As part of that discussion, the fantastically low usage of campus on Fridays was noted and bemoaned. Nothing really came of this, but I could see potential for a very fruitful discussion going forward.
- 8.4 **Faculty Affairs Committee** [Bonney] F, 11-15-13 10:00 –12:00 Noon, MH-141
FAC began its work in executive session during which the members discussed the resolution passed by the academic senate in commendation of Jennifer Faust and how best to respond to and deal with difficulties encountered in previous meetings with Dr. Hassan. The committee agreed that Dr. Hassan and any other guests would be given an opportunity to contribute to the discussion only after committee members had completed their remarks. Members also agreed that guests would be given the opportunity to sit at the table so long as there was room and so long as this arrangement did not seem to contribute to problems. The meeting continued in open session with preliminary discussion of the redrafting of UPS 210.001 which is intended to be a comprehensive UPS on recruitment of all faculty both permanent and temporary. A subcommittee comprised of Barry Pasternack, John Patton and Kathy Dickson was formed to focus on the provisions concerning temporary faculty. Dr. Hassan indicated at the end of the meeting that the union had many concerns with respect to UPS 210.070 and intimated that at the AS meeting on this document might request that it be returned to committee.
- 8.5 **Library Committee** [Dabirian] R, 11-14-13 11:00 –12:00 Noon, PLS-260C
Members reviewed Library Committee functions. EC Liaison Dabirian discussed deselection process for Library-of-the Future (LOFT). Librarian Heather Tunender will be invited to the next committee meeting to

discuss the deselection process. Sharon Perry reported on the faculty survey regarding deselection criteria. Members reviewed Digital Commons.

- 8.6 **Planning, Resource, & Budget Committee:** [Bonney] F, 11-15-13 12:30-12:30 PM, PLS-299
Vice Presidents Eanes, Cruz and Dabirian completed their follow-up reports on the organizational charts discussion from earlier in the semester. The Subcommittee on redrafting the Bylaw and UPS for PRBC reported that a draft of the Bylaw will be circulated. The Subcommittee on the Strategic Plan Initiatives reported on the process they propose for determining the awards and securing reports by the recipients and request input on those issues from the committee. A fruitless discussion followed in which PRBC members focused on criteria for making the awards, not on process, so that the subcommittee received no real direction from the committee as a whole. The meeting concluded with speculative discussions about the upcoming budget report and about the status of the eleven task forces and the impact of their work on the budget. There was no formal report on either. Chair DeLand requested that at the 6 December meeting VP Garcia provide a summary of the president's presentation to the Senate on 21 November for the benefit of those members unable to attend the AS meeting.
- 8.7 **University Advancement Committee:** [Walk] W, 11-13-13 9:00 – 10:00 AM, CP-810
UAC discussed the composition of a letter to be sent by Todd Frandsen to the campus community for the *Its Our University* campaign. Diana Lopez discussed the new iteration of Vision and Visionaries that will be linked to Homecoming February 13-15. The event itself will be smaller scale and held at El Dorado Ranch but then followed by participation of honorees in Homecoming events (and also include Titan Hall of Fame recipients). An idea to begin honoring departmental alumni of the year was also discussed. Diana Lopez distributed a draft of a rubric for rating potential department alum award nominees.

X. UNFINISHED BUSINESS

- 10.1 ASD 13-158 NEW UPS 300.xxx Credit by Examination (Challenge Exams) [Source: ASC]
See above *time certain*.
- 10.2 Academic Senate Organizational Chart and Committees Moved to next EC agenda 12-3-13
- 10.3 [Statements of Opinion](#) 2013-14 Moved to next EC agenda 12-3-13

XI. NEW BUSINESS

- 10.4 Proposed Division of Anthropology per [UPS 100.605](#) – Ad Hoc Committee
Will be discussed via email.
- 10.5 ASD 13-164 UPS 411.102 Curriculum Guidelines and Procedures: Academic Jurisdiction [6-17-08]
[Source: UCC]
The minor revisions to this document were discussed and members agreed to add ASD 13-164 to the A.S. agenda 11-21-13 under *new business*.
- 10.6 ASD 13-165 UPS 411.104 Policy on Online Instruction [5-17-12] [Source: UCC]
The minor revisions to this document were discussed and members agreed to add ASD 13-165 to the A.S. agenda 11-21-13 under *new business*.

ITEMS 10.7 through 10-10 MOVED TO NEXT EC AGENDA 12-3-13

- 10.7 ASD 13-167 Proposed New UPS 210.070 Evaluation of Temporary Faculty [Source: FAC]
- 10.8 Catalog Language re Instructor Initiated Drops [Source: ITC]
- 10.9 Standing Committee - Assessment & Educational Effectiveness Committee: Irvine Campus Rep + LACE Rep
- 10.10 ASCSU Proposed Resolution regarding Title V Exception to the 120/180 Unit Minimum & Maximum Rules for Engineering Programs

XII. ADJOURNMENT

M/S/P (Dabirian/Bonney) Meeting adjourned at 1:05 PM.