



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
DECEMBER 3, 2013**

*Approved 12-10-13*

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

**MH-141**

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

Absent: Dabirian

## I. CALL TO ORDER

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

## II. URGENT BUSINESS

2.1 Election of Department Chairs – Including Temporary Faculty [Source: Pasternack]

2.1.1 UPS 211.100 Appointment of Department Chairs and Vice-Chairs (problem is highlighted)

2.1.2 Policy from CSU San Marcos (relevant portion is highlighted)

2.1.3 Policy from CSU Long Beach (relevant portion is highlighted)

Senator Pasternack gave a brief description of the importance of clarifying language in UPS 211.100 to align with the Contract Bargaining Agreement (CFA-CBA) following a recent grievance at a sister campus regarding enfranchising temporary faculty to vote in department-held elections; i.e., department chair and faculty recruitment.

CSU needs to take a position on this issue.

Following discussion, Chair Walker will forward UPS 211.100 to Faculty Affairs Committee Chair Lohman to agendaize for FAC meeting F, 12-6-13; however, if there isn't sufficient time for FAC input, an ad hoc committee may be needed to review this document prior to spring semester.

Notes: there could be conflict-of-interest issues in departments where part-time faculty are enfranchised to vote for tenured positions. Electronic voting should be set up for department elections.

2.2 Rescinding Nondiscrimination and Sexual Harassment Policies per EO-1089 [Source: Walker via VP Gentles]

2.2.1 Executive Order – 1089 – System-wide Policy & Procedures Regarding Discrimination, Harassment and Retaliation.

2.2.2 [CSUF] UPS 240-000 – Nondiscrimination Policy: A Commitment to Valuing Diversity

2.2.3 [CSUF] UPS 240-100 – Sexual Harassment Policy

Following discussion of the EO 1089, EC members agreed that these two policies are outdated and should be rescinded. The EO provides thorough guidelines on both policy and procedures covering these issues *and* supersedes campus policy. The source for UPS 240.000 and UPS 240.100 was the department of Affirmative Action.

UPS 240.000 will be recommended for rescission on the A.S. agenda 12-12-13 - Consent Calendar – Source: EC.

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## III. ANNOUNCEMENTS

3.1 (Walker) Announced Senator Pasternack's birthday today, 12-3-13.

3.2 (Walk) Announced personnel changes in Athletics. Bob Ammann will need to be replaced on UAC & IEC.

3.3 (Bonney) Updated EC members regarding the compressed timeline for the Diversity Task Force led by HRDI VP Gentles. Emails and response times to gather information for focus groups were sent over week of Thanksgiving break. Once data is compiled with the help of external consulting firm, Rankin & Associates, the Academic Senate will be asked to support survey results in spring 2014 in order to move forward on the diversity action plan. Survey will take 30 minutes to complete.

## IV. APPROVAL OF MINUTES

M/S/P ((Bonney/Bedell) Minutes of the following EC Minutes were approved as submitted:

4.1 EC Minutes (Draft) 11-5-13

4.2 EC Minutes (Draft) 11-12-13

4.3 EC Minutes (Draft) 11-19-13

## V. CHAIR'S REPORT (Walker)

- 5.1 Reminder - Executive Committee invited the Academic Senate to join them at the women's basketball game on W, 12-4-13 at 7:00 PM, Titan Gym - Lady Titans vs. San Diego.
- 5.2 President García sent a campus announcement this week welcoming the new VP of Administration and Finance/CFO, Mr. Danny Chiyoung Kim, who will join CSUF on 1-11-14.
- 5.3 The PRBC subcommittee is continuing work on revision of PRBC bylaw (functions) and UPS 100.201.
- 5.4 Meetings are beginning with a subcommittee to discuss revisions to UPS 210.000. A meeting will be scheduled with the chairs of Faculty Affairs Committee (Lohman) and Faculty Personnel Committee (Norman) in the near future.
- 5.5 A campus email will be sent asking for feedback on the following documents: UPS 300.022 Student Assessment at CSUF and proposed new UPS 210.070 Evaluation of Temporary Faculty. Both documents will be on the 12-12-13 A.S. agenda for FIRST READINGS.
- 5.6 The announcement of the three (3) faculty who have agreed to serve on the Honorary Degree Committee will be on the A.S. agenda 12-12-13. Two former A.S. Chairs: Ed Trotter and Jack Bedell, and the current chair of Outstanding Professor Committee – Leah Brew.
- 5.7 UPS 320.102 International Education Policy will be returned to International Education Committee to align two versions of the document revised since 2012. A list of other needed clarifications within policy will be sent from Senator Pasternack to IEC Chair Rhodes.
- 5.8 Faculty are continuing to self-nominate to serve on dean searches for College of Arts and HSS. Executive Committee should have a good selection to balance each search committee.
- 5.9 Statewide Academic Senate chairs are scheduled to meet at the Chancellor's Office on Thursday, 12-5-13.

## VI. PROVOST REPORT No Report

## VII. STAFF REPORT

- 7.1 5 files were received for the 7 nominations for Faculty Leadership in Collegial Governance Award. The deadline was 5:00 PM, Monday, 12-2-13.
- 7.2 The deadline for files to be submitted for the 9 nominations for the Shields Award is Friday, 12-13-13.

## VIII. COMMITTEE LIAISON REPORTS

- 8.1 **ASI Board of Directors** [Stambough] T, 12-3-13 1:15 – 3:30 PM, TSU -207  
Alana Polce from ASI Street Team was given the ASI Presidential Excellence Award for November. In addition, the Board heard a report about Cost of Living Adjustments for ASI related salaries. The Board received reports about the expansion of social media methods for student communication concerning events and about the effectiveness of the Career Center's "Slice of Advice" events. The remainder of the meeting was a preview by Dean Oseguera concerning the upcoming Student Success Initiative, including the difference between the referendum and consultation process.
- 8.2 **Assessment & Educational Effectiveness Committee** [Walker] W, 11-20-13, 1:00 – 2:15 PM, MH-141  
Committee examined the draft UPS 300.022 on assessment that Dr. Burgtorf presented to the group. There was some additional revision of the document. The AEEC would like this document to be given a first reading on the A.S. floor prior to the end of the semester.
- 8.3 **Extended Education Committee** [Pasternack] M, 12-2-13, 3:00-4:00 PM  
EEC had a relatively short (under 20 minutes) meeting. We approved the minutes of the last meeting and submitted availability information for spring meetings. We heard a brief report on Intersession enrollments which showed a dramatic decrease for this year. In particular, as of November 27, 2013 (the Wednesday prior to Thanksgiving) there were a total of 1619 student enrollments down from 2211 at the same time last year. This represents a decline of around 27% year over year. Last year 110 classes were scheduled, but only 91 were actually offered. This year 85 classes were scheduled and it appears, based on enrollments to date, that only 75 will be offered. A probable reason for the decline cited by Extended Education staff was the scheduling change to offering one four week session in a hybrid format versus having both three week and five week sessions last year. There may be other factors in play here (e.g. the economy, cost, and student success during the regular term) so it will be important to see what effect going back to the three and five week schedules will have in Intersession 2014/2015.
- 8.4 **General Education Committee** [Bonney] F, 11-22-13, 2:00-4:00 PM, MH-141 Meeting Cancelled
- 8.5 **International Education Committee** [[Walker for Walicki] T, 12-3-13, 10:00-11:00 AM, MH-141  
The International Education Committee discussed several items. First the importance of short term study abroad programs for our population of students. A draft RFP will come to executive committee to evaluate

and recommend to the provost. The committee approved UPS 302.102 as currently posted to the Academic Senate Website. The current version of the document is a merger of two approved revisions of UPS 302.102 done at different times.

- 8.6 **Planning, Resource, & Budget Committee** [Bonney] F, 11-22-13, 12:30-12:30 PM, Meeting Cancelled
- 8.7 **Student Academic Life Committee** [Guerin] T, 12-3-13, 9:00 –10:00 AM, MH-141  
SALC reviewed suggested revisions to UPS 300.002 Academic Advising Policy by the Grad Ed Committee. Chair Levesque will be requesting clarification from Grad Ed Committee on one of its amendments. Review of UPS 300.002 will continue in spring semester. We will need guidance on when the policy needs to come forward in spring in order to be considered by the Academic Senate by the end of the year.

I asked SALC to discuss the fact that the document does not include any mention of the Titan Degree Audit.

## IX. UNFINISHED BUSINESS

- 9.1 Proposed Division of Anthropology per [UPS 100.605](#) – Ad Hoc Committee  
Five (5) faculty are needed to serve per UPS 100.605. Faculty names should be confirmed on the Consent Calendar portion of the A.S. agenda 12-12-13.

- 9.2 Academic Senate Organizational Chart and Committees moved to next agenda

- 9.3 [Statements of Opinion](#) 2013-14 moved to next agenda. moved to next agenda

## X. NEW BUSINESS

- 10.1 ASD 13-167 Proposed New UPS 210.070 Evaluation of Temporary Faculty [Source: FAC]  
Discussion among EC members – all agreed this document will benefit both temporary faculty and departments to provide needed guidelines and procedures.  
This long, detailed document will be given a FIRST READING on the A.S. agenda 12-12-13 – with a time limit. A review process will also be needed by the campus community. It was suggested that the long bulleted lists should be reformatted to numbers or letters and returned for review by Faculty Affairs Committee at their next meeting Friday, 12-6-13.
- 10.2 Revised (new) UPS 300.022 Assessment of Student Learning at California State University, Fullerton [Source: AEEC]  
Document was received from AEEC Chair Burgtorf. EC members agreed that input is needed from the campus community. Document will be given a FIRST READING position on the A.S. agenda 12-12-13 with a time limit for discussion.
- 10.3 Catalog Language re Instructor Initiated Drops [Source: ITC]  
This item was briefly discussed. Information Technology Committee has forwarded a draft of recommended changes to current language in the catalog.
- 10.4 Standing Committee - Assessment & Educational Effectiveness Committee: Irvine Campus Rep + LACE Rep  
The Irvine Campus is not an academic unit; therefore, no representative is needed on a standing committee. There was discussion on the role of Irvine Campus. Senator Bedell recommended review of the “Boyum Report” from spring 2010 [ASD 10-39].
- 10.5 ASCSU Proposed Resolution regarding Title V Exception to the 120/180 Unit Minimum & Maximum Rules for Engineering Programs  
ASCSU Chair Guerin reported that this is a FIRST READING item at the statewide A.S. Consultation has been requested among 23 campuses. ASCSU Academic Affairs Committee wrote a resolution encouraging number of units for engineering degree would be different to accommodate engineering accreditation – moderated at 128 units. A SECOND READING is scheduled for the January ASCSU meeting. Chair Walker will discuss this with Dean Unnikrishnan and report back to EC.
- 10.6 Leave Replacement Proposal [Source: Walker]  
Constitution Committee met to consider options for replacing faculty who are granted leave or sabbatical during their term of standing committee service (usually 2 year terms). Chair Walker had created a document using language for possible use in UPS 100.001 A.S. Bylaws. EC members reviewed that same document and agreed with recommendations from the Constitution Committee.

- 10.7 Proposed Constitutional Amendment – Constitutional Amendments [Source: Walker]  
Constitution Committee met and recommended some proposed changes to UPS 100.000 A.S. Constitution. Chair Walker drafted a document showing revisions in track changes to sections 2, 3, and 4. Prior to document being given an ASD # for a future A.S. meeting, the Constitution Committee will be asked to review several other proposed changes; i.e., signatures needed for referendum should be 10%; tenured faculty serving on general committees of Professional Leaves and Faculty Personnel need to be aligned with CBA requirements.  
Changes to the constitution require unanimous approval by the Academic Senate; otherwise, voting by the CSUF electorate is required.

## 11 **ADJOURNMENT**

M/S/P (Jarvis/Bedell) Meeting adjourned at 1:05 PM.