



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 18, 2014**

Approved 2-25-14

11:30 AM

MH-141

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

I. CALL TO ORDER

Chair Walker called the meeting to order at 11:31 AM.

II. URGENT BUSINESS

- 2.1 Election for General Committee Members: target date to confirm "Senate Nominees" on Consent Calendar is March 6, 2014. Use information submitted through online Committee Interest Form.
- 1) Faculty Personnel Committee: Need 3 faculty – full professor status: ARTS, ECS, NSM
 - 2) Faculty Research Committee: Need 5 faculty – tenured status: ARTS, MCBE, COMM, HHD, NSM
 - 3) Professional Leaves Committee: Need 5 faculty – tenured status: ARTS, ECS, NSM, SS, LIBRARY
- 4 year consecutive terms is the maximum allowable per Bylaws.

III. Cancelled TIME CERTAIN – INTRODUCTIONS prior to meeting.

11:30 AM

INTRODUCTIONS – Division of Student Affairs

Dr. Berenecea Johnson Eanes, Vice President for Student Affairs

Welcome: Dr. Roger Sorochty, Interim Associate Vice President for Student Retention

Welcome: Dr. James Rodriguez, Interim Associate Vice President for Student Transition

EC members agreed not to reschedule this time certain for the next available time some weeks in the future. Both men were introduced at the A.S. meeting 2-6-14.

IV. ANNOUNCEMENTS

- 4.1 (Stambough) Announced that Senator Jarvis was recently elected chair of the CSU Social Science Research and Instruction Council for the coming year.
- 4.2 (Walicki) Announced that homecoming weekend sports team activities were exciting.

V. APPROVAL OF MINUTESs VP

- 5.1 EC Minutes (Draft) 2-11-14
M/S/P (Bedell/Bonney) Minutes were approved as submitted.

VI. CHAIR'S REPORT (Walker)

- 6.1 Restated his announcement made at the A.S. meeting 2-13-14 inviting Senators to send announcements to the A.S. office to be included on each agenda distributed to the campus community the week prior to the A.S. meeting. This gives timely publication of events prior to minutes being approved.
- 6.2 (Walker) Distributed a graph of MPP/ratios over the past 3 years using lists received from FAR prior to All University Elections for spring. Numbers have not significantly increased. EC members noted an interest in how these numbers may compare to similarly sized universities.
- 6.3 Have asked for input from VP Gentles and Dr. Sorochty from Human Resources, Diversity & Inclusion.
...UPS 240.200 Amorous Relationships document
...UPS 210.001 Recruitment of Faculty document – requested input from HRDI, which will be given to Faculty Affairs Committee for review. Document will be discussed by Council of Deans on 2-26-14.
- 6.4 Sent an email to CSU system-wide campus chairs requesting input regarding their respective policies on double counting for majors. Have been surprised at the varying responses received to date.
- 6.5 Will attend the ASCSU Chair's meeting at Chancellor's Office in Long Beach, Thursday. 2-20-14.
- 6.6 Provost Cruz is scheduled to attend meeting of EC on 3-4-14 at 12:30 PM.
- 6.7 Faculty is needed to serve on WASC Steering Committee as well as four (4) subcommittees for the 2015 WASC follow-up visit.

- 6.8 Will be meeting with Outstanding Professor Committee regarding awards process for spring 2014, as well as a possible new UPS award for lecturers. Equity of awards will be a topic of discussion with OPC.

VII. PROVOST REPORT No Report

VIII. STAFF REPORT (Miller)

- 8.1 Elections timeline necessitates confirmation of three (3) general committee "Senate Nominees" on the A.S. agenda 3-6-14. eVoting dates will be April 28 – May 1, 2014; with election results sent to campus 5-2-14.

IX. COMMITTEE LIAISON REPORTS

- 9.1 ASI Board of Directors [Walker] T, 2-18-14 1:15 – 3:30 PM, TSU -207
First year coaches and Athletics are doing well right now. Fundraising is also on target. Ticket sales and box seat revenue are also in good shape. There has been a significant increase in corporate sponsorships. Classroom GPA's have improved and are doing well with academic benchmarks from NCAA. There have been nine national broadcasts since the beginning of the year. The board approved a number of contingency requests from clubs. There was discussion of the Student Success Initiative Fee.
- 9.2 Faculty Development Center Board [Stambough] F, 2-14-14 9:00-11:00 AM No Quorum
- 9.3 General Education Committee [Bonney] F, 2-14-14 2:00 – 4:00 PM, MH-141
Subcommittees have been chosen from members of GE Committee and will be working on learning outcomes.
- 9.4 University Advancement Committee [Walk] W, 2-12-14 9:00 – 10:00 AM, CP-810
VPUA Saks made a presentation to the group summarizing UA's revised mission, vision, and goals developed last year from a presentation he is making to groups across campus. He stated that several shifts in university functions into UA over the past few years, including Strategic Communications, were part of the impetus for these revisions. He explained the decline in state support since 2006/2007 to 2013/2014 from 73% to less than 50% percent, and the obvious consequences of the need for fundraising. He then showed a revised organizational chart for UA noting the current goal to double fundraising by 2015. Fundraising for the year is approaching \$11 million, significantly outpacing last year and all previous years. VP Saks showed data indicating that alumni are by far the largest group of donors, with friends and parents second and third, respectively. In dollars per donor, however, corporations are the largest contributors. Nearly all gifts to the University (99%) are restricted. I. Praitis suggested UA go further in efforts to tell stories of the impact of gifts, suggesting this would be helpful to those considering gifts but who may question their impact. J. Yang posed a question about the role of faculty to encourage giving. VP Saks said faculty can serve as ambassadors to students and others, and work closely with directors of development in their colleges (two vacant DOD positions will hopefully be filled soon), with the idea of creating a campus-wide culture of philanthropy. UAC members continued work on a draft letter being developed for the IOU campaign and agreed to continue editing work prior to the next meeting.

X. UNFINISHED BUSINESS

- 10.1 ASD 13-176 UPS 330.230 Audio Recording and Transcription of Class Content by Students [5-11-12]
[Source: ITC]
Discussion continued on suggested edits to this document before sending it to the floor of A.S. DSS has been asked for input. Members agreed to finalize revisions via email so ASD 13-176 can be added to New Business on the A.S. agenda 2-27-14.
- 10.2 Academic Senate Organizational Chart and Committees = please send a draft of SOO from each EC member. Moved to next agenda
- 10.3 [Statements of Opinion](#) 2013-14
Chair Walker announced votes for the various Statements-of-Opinion contributed by EC members. Each S-O-O was discussed for its merits. Chair Walker will send an updated list of statements for further discussion at next week's EC meeting.
- 10.4 [UPS 210.100](#) Affirmative Action Policy [3-28-84] / Executive Order 1088 – Update
Still pending input from Administration/President.
- 10.5 Miscellaneous Committee Replacement/Vacancy: Athletics Equity Committee
A faculty member is still needed to serve on this committee.

XI. NEW BUSINESS

- 11.1 [UPS 240.200 Romantic Relationships on Campus](#) [Source: FAC]
This 1994 policy has been revised and rejected by A.S. over several attempts through the years. Some recent feedback has been received, but HRDI input is still pending. FAC revisions to this document have a very different tone and is more prescriptive from the previous UPS 240.200 as well as from other CSU campus documents. This document addresses issues not covered by Executive Order and Memoranda from the Chancellor's Office.

EC members agreed to return this item to Unfinished Business for action following Chair Walker's meeting with HRDI.

- 11.2 [UPS 300.005 Final Examinations](#) [3-9-11] / [Final Exam Schedule](#) [Source: ITC & Instructors of Online Courses]
Chair Walker forwarded to Academic Standards Committee (Chair Filowitz) UPS 300.005 along with link to the course catalog for feedback regarding the final exam schedule. The listing needs clarification and alignment within the guidelines of the policy.

- 11.3 Major GPA and Required Units for a Major
EC members discussed the variances across campus in the calculation of a student's GPA within majors. Further research and data collection is needed on CSUF practice across disciplines as well as other campuses prior to any potential action. Equity for students and being held to an equitable standard is the central issue. This issue will be forwarded to the Academic Standards committee.

- 11.4 Action Follow-up regarding EWP and Report on Writing Requirements

ASD 13-105: Resolution in Support of Recommendations as a Result of Changes in Campus Upper Division Writing Requirements – A.S. approved on Consent Calendar 5-16-13. [EC action needed by fall 2014]
ASD 13-57 REPORT from University Writing Board and Ad Hoc Committee – A.S. approved on Consent Calendar 5-16-13.

The complexities of upper division student writing involve two separate issues.

- 1) EWP [Examination in Writing Proficiency] A.S. approved elimination of this writing requirement for undergraduate students
- 2) EWP will continue for graduate students since there is no other means in disciplines without specific writing courses for students to meet the writing competency standard for graduation.

MS writing competency must be shown through thesis, project or culminating experience.

Recommendations outlined in the report (ASD 13-57) are many and some involve curriculum changes within departments to add writing components within courses.

Graduate Education Committee recommends an examination for graduate students; however, details of writing the examination(s) and grading completed examinations remain obscure.

Senator Fontaine stated that the Department of English has been asked and is currently placing arriving students who have not yet taken English Placement Test (EPT) as best as possible. English Department is working with TESOL (Teaching English as a Second Language) putting in place an instructional method to make this happen. EC members discussed the availability of online writing assessments.

Item will continue as unfinished business at the next meeting.

Items 11.5 through 11.10 will be moved to next agenda 2-25-14.

- 11.5 Administrative Review:
- 11.5.1 [UPS 100.620](#) Review of Administrative Units [2-1-82]
 - 11.5.2 [UPS 210.200](#) Performance Review of Administrative Personnel [12-1-81]
- 11.6 [UPS 411.103](#) Policy on Interactive Televised Courses Guidelines and Procedures [4-19-95]
- 11.7 [UPS 100.700](#) Centers and Institutes [4-29-13] – See [Executive Order – 751](#) – Is our current level of review appropriate? For instance – “The establishment and continuation of the entity is to be subject to the approval of the campus president, following appropriate faculty consultation in accordance with campus policy”
- 11.8 Academic Program Establishment, Review, Restructuring, Discontinuance, and Curriculum
- 11.8.1 Program Establishment, Name Changes, Restructuring
 - 11.8.1.1 [UPS 100.600](#) Proposals and Procedures for the Establishment of University Departments [7-23-13]
 - 11.8.1.2 [UPS 100.601](#) Procedures for Department/Program Name Changes [7-7-06]

- 11.8.1.3 [UPS 100.605](#) Policy on Administrative Restructuring of Academic Programs [7-11-11]
- 11.8.1.4 [UPS 100.610](#) Program Discontinuance [7-7-06]
- 11.8.1.5 [UPS 100.900](#) Procedures for Establishing Schools at CSU Fullerton [8-29-00]
- 11.8.2 Curriculum Regular Programs
 - 11.8.2.1 [UPS 410.103](#) Curriculum Guidelines and Procedures: New Programs [6-17-08]
 - 11.8.2.2 [UPS 430.000](#) Guidelines for the Submission of Proposals for the Addition of New Degree Programs to the University's Master Plan [3-6-86]
 - 11.8.2.3 [UPS 410.115](#) Academic Credit Certificate Programs [6-24-05]
- 11.8.3 Curriculum Extended Education
 - 11.8.3.1 [UPS 410.115](#) Academic Credit Certificate Programs [6-24-05] [see 10.14.2.3 above]
 - 11.8.3.2 [UPS 450.000](#) Goals, Scope, and Policy Regulation for Extended Education [12-3-04]
 - 11.8.3.3 [UPS 450.100](#) Policy on Extension Program [12-3-04]
 - 11.8.3.4 [UPS 450.500](#) Policy for Implementation and Awarding of the Continuing Education Unit [6-18-03]
 - 11.8.3.5 [UPS 450.501](#) Non-Academic Credit/CEU Certificate Programs [6-24-05]
- 11.9 [UPS 411.400](#) Teacher Preparation [11-15-68] – See [Executive Order 1077](#)
- 11.10 [UPS 420.105](#) Right of Non-Compliance, Risk Activities [10-3-75] – Does this need to be reviewed by Risk Management?

XII. ADJOURNMENT

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