



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 4, 2014**

Approved 2-11-14

12:10 - 1:00 PM

MH-141

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

Absent:

I. CALL TO ORDER

Chair Walker called the meeting to order at 12:10 PM following the 10:00-12:00 Town Hall meeting in TSU where updates were given regarding task force implementation of the campus strategic plan.

II. URGENT BUSINESS

- 2.1 (Pasternack) Questioned prerequisites for 400 level courses. Is upper division standing an appropriate prerequisite. Over 60 units and completion of learning outcomes constitutes status of "upper division standing". This raises concerns for transfer students. This item will return as Unfinished Business for EC conversation and possible referral to a standing committee for discussion [UCC or ASC] and report back to EC.
- 2.2 (Walker) Using the Google Form sent to and responses received from faculty interested in serving on the following search committees, names were discussed to balance committees to add to Consent Calendar on A.S. agenda 2-6-14.
 - VPAA Search: Deputy Provost – 5 faculty
 - VPAA Search: AVP of Research, Creative Activities & Technology Transfer – 5 faculty
 - VPSA Search: AVP for Student Retention – 3 faculty

III. ANNOUNCEMENTS

- 3.1 (Walicki)
 - Asked about enforcement of campus smoking policy. Chair Walker responded as a member of the ongoing steering committee for Directive 18. A soft enforcement policy was agreed upon with emphasis on programs to help smokers quit. May Wong will be asked to attend an Academic Senate meeting to give an update on committee activities.
 - Musical programs were highlighted for this week and next, and tickets were offered for each performance. Divan Consort is having a CD release party on Wednesday, 2-12-14, and will be performing Senator Walicki's music. The play "Doll House", directed by Jim Taulli, will be performed over three weekends starting 2-21-14 and will also highlight Senator Walicki's music.

IV. APPROVAL OF MINUTES

- 5.1 EC Minutes (Draft) 1-28-14
M/S/P (Bonney/Walicki) minutes of 1-28-14 were approved.
Note: Senator Pasternack commented on Provost Report – 1st bullet regarding intersession update. Minutes state that a committee will be charged to assess all aspects of our intersession program, which will provide guidance in moving forward. Chair Walker stated that several faculty members from our Extended Education Committee will be asked to serve on this accelerated committee to review and report on broad aspects of intersession.

V. CHAIR'S REPORT (Walker)

- Comments continue to be received regarding a lack of linkage between TDAs, the Graduate Unit, Academic Programs and the lack of paper trails. A number of items will be added to EC agendas in future.
- The Open Hearing for the Proposal for a School of Risk Management and Insurance received positive input. When the report is received from the ad hoc committee, this should be ready to move forward to A.S. after PRBC approval.
- UCC will be working on high impact practices (HIPs) and issues with various UPS documents.
- ISLC is working on revisions to two UPS documents on internships and service learning with Senator Dabirian serving as liaison.

- Announced that CSUF College of Engineering degree will attempt to lower units to 120.. Senator Guerin (Chair of ASCSU) asked if Dean Unnikrishnan asked for exemption for the ECS 120 units, which is allowed according to Title V and Board of Trustees policy. The deadline has passed for exemption requests. Chair Walker will ask Dean Unnikrishnan to clarify status.

VI. PROVOST REPORT No Report

VII. STAFF REPORT (Miller)

- 7.1 Committee Interest Form is being revised for 2014-15, and should be ready to send to faculty later this week with the Website ready to receive responses.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board of Directors [Walker] T, 2-4-14 1:15 – 3:30 PM, TSU -207 **FORTHCOMING**
- 8.2 Internships & Service Learning Committee [Dabirian] W, 1-29-14 9:00 – 10:00 AM
 VP Eanes introduced Roger Sorochty, Interim AVP of SA Retention, who will work with ISLC. The committee was asked to review UPS 411.600 Policy on Service Learning [6-17-08] to align it with EO 1064. Members will also update UPS 411.601 Policy on Academic Internships [6-16-10], which was last revised prior to EO 1064. A subcommittee was formed to begin this UPS revision work.
 Kathleen Castelo discussed Carnegie Application review and submission. Submissions are due 4/14/14. The plan is to start gathering information in Feb and complete and submit materials by April.
 Dr. Eanes discussed Student Affairs organizational chart and reengineering.
 Dawn Macy reported on service learning data from only 17% of our service learning classes. This very small sample yielded 30% increase in graduation rates.
- 8.3 Student Academic Life Committee [Guerin] T, -2-4-14, 9:00 –10:00 AM MH-14
 SALC will finish work on UPS 300.002 Academic Advising Policy in March.
 Meredith Basil described advisement and academic support of student athletes. NCAA requirements for student progress toward degree were covered. Jim Donovan talked about the importance of athletics in building CSUF brand recognition. He also talked about the transferable life lessons that student athletes learn. Just over 1% of students are athletes. The graduation rates are similar to our campus grad rates.

IX. UNFINISHED BUSINESS

- 9.1 Academic Senate Organizational Chart and Committees = please send a draft of SOO from each EC member. Moved to next agenda.
- 9.2 Statements of Opinion 2013-14
 Chair Walker asked each EC member to submit in writing one S-O-O to be discussed next week.
- 9.3 ASD 13-176 UPS 330.230 Audio Recording and Transcription of Content by Students [5-11-12] [Source: ITC]
 Chair Walker suggested that a more in depth discussion is needed. Item will continue as unfinished business. Input should also be sought from Paul Miller in Disabled Support Services.
- 9.4 UPS 210.100 Affirmative Action Policy [3-28-84] / Executive Order 1088 – Update
 The committee has not been operating for some years, and there is very little for a committee to do. This item will be brought back in the future after Chair Walker meets with VP Gentles.
- 9.5 Standing Committee Replacements/Vacancies: IEC (LACE) + UAC (LACE)
 Senator Walk suggested that Jason Drotter will likely be asked to serve as LACE representative to UAC.
- 9.6 Standing Committee – AEEC Composition [Provost Designee / LACE Faculty]
 EC members agreed that the composition of Assessment & Educational Effectiveness Committee should allow the Provost to have a designee. Language should be added “or designee”. This will be put under Consent Calendar on a future A.S. agenda.
- 9.7 Miscellaneous Committee Replacement/Vacancy: Athletics Equity Committee
 Senator Walk will follow up.

X. NEW BUSINESS

- 10.1 ASD 13-171 Revised UPS 300.022 Assessment on Student Learning at CSUF [Source: AEEC] UPS 300.022 [8-16-00] Members agreed to add this to agenda 2/13/14 New Business.
 EC members agreed this item should move forward to the next A.S. agenda under New Business.

Items 10.2 through 10.10 will be moved to next agenda 2-11-14.

- 10.2 Proposal to Establish a School of Music – Ad Hoc Committee
- 10.3 [UPS 300.005](#) Final Examinations [3-9-11] / Final Exam Schedule [Source: ITC & Instructors of Online Courses]
- 10.4 Major GPA and Required Units for a Major
- 10.5 Administrative Review:
 - 10.5.1 [UPS 100.620](#) Review of Administrative Units [2-1-82]
 - 10.5.2 [UPS 210.200](#) Performance Review of Administrative Personnel [12-1-81]
- 10.6 [UPS 411.103](#) Policy on Interactive Televised Courses Guidelines and Procedures [4-19-95]
- 10.7 [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”
- 10.8 Academic Program Establishment, Review, Restructuring, Discontinuance, and Curriculum
 - 10.8.1 Program Establishment, Name Changes, Restructuring
 - 10.8.1.1 [UPS 100.600](#) Proposals and Procedures for the Establishment of University Departments [7-23-13]
 - 10.8.1.2 [UPS 100.601](#) Procedures for Department/Program Name Changes [7-7-06]
 - 10.8.1.3 [UPS 100.605](#) Policy on Administrative Restructuring of Academic Programs [7-11-11]
 - 10.8.1.4 [UPS 100.610](#) Program Discontinuance [7-7-06]
 - 10.8.1.5 [UPS 100.900](#) Procedures for Establishing Schools at CSU Fullerton [8-29-00]
 - 10.8.2 Curriculum Regular Programs
 - 10.8.2.1 [UPS 410.103](#) Curriculum Guidelines and Procedures: New Programs [6-17-08]
 - 10.8.2.2 [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]
 - 10.8.2.3 [UPS 410.115](#) Academic Credit Certificate Programs [6-24-05]
 - 10.8.3 Curriculum Extended Education
 - 10.8.3.1 [UPS 410.115](#) Academic Credit Certificate Programs [6-24-05] [see 10.14.2.3 above]
 - 10.8.3.2 [UPS 450.000](#) Goals, Scope, and Policy Regulation for Extended Education [12-3-04]
 - 10.8.3.3 [UPS 450.100](#) Policy on Extension Program [12-3-04]
 - 10.8.3.4 [UPS 450.500](#) Policy for Implementation and Awarding of the Continuing Education Unit [6-18-03]
 - 10.8.3.5 [UPS 450.501](#) Non-Academic Credit/CEU Certificate Programs [6-24-05]
- 10.9 [UPS 411.400](#) Teacher Preparation [11-15-68] – See [Executive Order 1077](#)
- 10.10 [UPS 420.105](#) Right of Non-Compliance, Risk Activities [10-3-75] – Does this need to be reviewed by Risk Management?

XI. ADJOURNMENT

M/S/P (Stambough/Walk) Meeting adjourned at 1:08 PM.