



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 22, 2014**

Approved 4-29-14

11:30 AM

MH-141

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

Absent: Guerin, Stambough, Walicki

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 Honors Program

The directorship appointment of the Honors Program is for a period of 3-years. The UPS calls for a search to be done during fall semester *before* the 3-year term ends. Topic to be discussed with Provost Cruz. UPS 412.010 Honors Program [2-18-05] still needs to be revised from the attempt several years ago.

2.2 ASD 14-10 Proposed Division of Anthropology

This process has gone through appropriate process and is now ready to move forward. Proposal is on the A.S. agenda 4-24-14 for a *time certain*, with administrators available to respond to potential questions. Anthropology faculty should also be in attendance to support this proposal

2.3 ASD 14-13 Proposal for School of Music + ASD 14-65 Report from Ad Hoc Committee

This has been approved by PRBC. Item will be added to A.S. New Business 5-1-14. Dean Arnold will speak to this document.

III. ANNOUNCEMENTS

3.1 (Dabirian).

- ✓ EC members will meet on campus with candidates for Deputy Provost next week.
- ✓ Brass Ring program has been used by campus HR for many years, but all are extraordinarily dissatisfied and frustrated. Brass Ring does not seem to work well for faculty hiring. Please give input to HRDI on what is needed (what you would like to see) in a new online recruitment-hiring-processing system.
- ✓ Passwords need to be changed by everyone using @fullerton.edu by May 15th. Progress is being made; however, a more aggressive IT campaign will be launched next week to notify everyone who has not changed their campus password. Emails and text messages will be forthcoming.

3.2 (Bedell) Reminded EC members of the 4-24-14 gathering at Bedell's home (directions forthcoming) followed by dinner at Wang Tcheng's hosted by Chair Walker.

IV. APPROVAL OF MINUTES

4.1 EC Minutes (Draft) 4-15-14

M/S/P (Bedell/Bonney) EC draft minutes 4-15-14 were approved as submitted.

V. CHAIR'S REPORT (Walker)

- Three (3) resolutions will be forthcoming: 1) double-counting; 2) policy audit by EC; 3) create ad hoc committee regarding research committee. Any policy revisions resulting from this work will be sent to the appropriate committee for approval.
- Civility on campus, specifically at A.S. meetings

VI. PROVOST REPORT (Cruz)

Provost Cruz joined the meeting to discuss several items with EC members.

1. Forthcoming announcement for the appointment of interim dean for College of Communications.
2. Following a consultation process, a 1-year appointment will be made for the Director of the Honors Program with a search committee to begin fall 2014.
3. Dr. Norman is stepping down from his role as Extended Education Dean and AVP of International Programs. Open Forums with Extended Education and International Programs were well attended, and many

comments have been received for moving forward on appointment of an interim dean/AVP for UEE. Several names of faculty have been recommended, and a decision will be made in the near future. There was discussion among EC members with the Provost on the organizational structure and the need for a budgeting background in a candidate for an interim appointment. The CSU campus trend is to combine EE and IP, and our campus will be reviewing the structure and what will work best for Cal State Fullerton in the future as we recruit leadership in this academic area. Feedback will be requested from several more groups to help craft a document for an interim permanent dean.

4. Campus space issues have been highlighted following the 3-31-14 earthquake and are a reminder of the need for a larger, more visible campus-wide conversation to optimize the use of existing facilities. EC members recommended involving the Campus Facilities & Beautification Committee in the process. Senator Jarvis, liaison to CF&B Committee, stated the committee has spent a lot of time on possible alternative scheduling to better utilize campus facilities. Previous Statements-of-Opinion have addressed the issue.

VII. STAFF REPORT (Miller)

- 7.1 This week candidates are campaigning before next week's election. Candidate statements and photos have been posted to the A.S. election website in preparation for electronic voting in the All University Elections April 28 through May 1. Statements-of-Opinion will be circulated to the electorate on F, 4-25-14.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board of Directors [Walker] T, 4-22-14, 1:15-3:30 PM, TSU 208
The ASI Board approved several policy changes and made a number of recommendations on spending and contracts.
- 8.2 Academic Standards Committee [Walk] F, 4-18-14 1:00-2:00 PM, MH-166
Chair Filowitz stated that while the editorial comments by Senator Pasternack on challenge exams were clear, the substantive ones were less so. The group was in favor of referring the document back to executive committee. The group examined changes recommended to UPS 300.005. They expressed concern about the logistics of the changes proposed and requested that Elaine Estrada be invited explain how the scheduling office would propose to execute such a schedule for online courses. The group viewed a first draft of the ASC annual report. The group reelected M. Filowitz as chair for the 2014-2015. Given a comment by E Himmelheber, the group wished for senate exec to examine whether students who borrow liberally from sources not in their fields of study without intent to commit plagiarism may have their permanent records irreparably damaged by excessive punishments.
- 8.3 Assessment & Educational Effectiveness Committee [Walker] W, 4-16-14, 1:00-2:15 PM, MH-141
The committee discussed a draft of the educational effectiveness plan.
- 8.4 Curriculum Committee [Bedell] F, 4-18-14, 12:00-2:00 PM, MH-141
Several documents were reviewed and revised. Each will be forwarded to the Academic Senate for agendaing. These documents (UPS 411.601 and 411.600) include the policies on academic internships (articulation with that committee was discussed), service courses, as well as undergraduate projects and theses. Business for the year is completed. The 4-25-14 "if needed" meeting has been cancelled.
- 8.5 Faculty Affairs Committee [Bonney] F, 4-18-14, 10:00 – 12:00 AM, MH-141
FAC had a fruitful discussion and completed revisions to UPS 210.050 on Recruitment and Appointment of Temporary Faculty and 210.000. The committee members agreed to confine their revisions of this UPS first to those provisions that were in violation of the CBA and second to those that were directly affected by the drafting of UPS 210.070. There was agreement that the committee likely would have the opportunity next year to address this document more broadly. There also was a discussion of workflow in which committee members seemed to agree that the committee should begin each project with a preliminary brainstorming session about the issues and then assign the actual drafting to a subcommittee which would report back to the FAC for a longer discussion. Complete drafts would be sent to Senate Exec which would confer with other offices such as HR or FAR to obtain additional input and to obtain answers to any question. There also was a discussion about possibly including a representative from HR as a non-voting member of the committee but members were more inclined to invite representatives from HR or from the union to confer with the committee on an as-needed basis rather than expecting them to attend meetings regularly.
- 8.6 Graduate Education Committee [Jarvis] F, 4-18-14, 2:00-4:00 PM, KHS-121 Meeting Cancelled
- 8.7 International Education Committee [Walicki] W, 4-16-14, 9:00 –10:00 AM, MH-141
 - Harry Norman gave an update on international student recruiting. As of 4/9 there has been a 30% increase in international applications. Also, a New International Student Orientation Program for Freshman will be held August 11-21.

- Chair Rhodes' term on IEC ends May 2014. He won't continue on the committee because he will be on sabbatical fall 2014. IEC members will elect a new chair for 2014-15 at the final meeting on 5-7-14.
- John Beisner gave a Q&A on risk management for faculty & student international travel. The system is being streamlined. The emergency contact info will be on the TA, which will no longer just be a pdf available online, but will be an actual online application.

8.8 Planning, Resource, & Budget Committee [Bonney] F, 4-2-14 12:30-2:30 PM, CP-1060-05 **Forthcoming**

IX. UNFINISHED BUSINESS

9.1 [UPS 210.100](#) Affirmative Action Policy [3-28-84] / Executive Order 1088 – Update

There is no update to report.

9.2 [UPS 240.200](#) Romantic Relationships on Campus [Source: FAC]

There is no update to report.

9.3 ASD 14-67 [UPS 411.103](#) Policy on Interactive Televised Courses Guidelines and Procedures [4-19-95]

The meeting between Chair Walker and Dean Harry Norman to discuss this UPS is still pending.

Chair Walker asked and received permission to remove these 3 items from Unfinished Business for 2013-14. They will be added to a future 2014-15 EC agenda.

9.4 ASD 13-158 rev. 2-27-14 Proposed New UPS Challenge by Examination [Source: ASC]

Chair Walker stated the Academic Standards Committee is not pleased with EC's suggested revisions to this policy. M. Whatley was concerned about technical ability to accomplish new operational process. A meeting will be planned with stakeholders in Academic Affairs and IT to discuss the way forward to make sure the new language (revisions) can be accommodated. Ad hoc committee may be needed to receive faculty input. This item may be put off until next A/Y.

9.5 ASD 14-75 Graduate Education Committee Revised Functions in Bylaw from UPS 100.001 [Grad Ed Com]

Chair Walker will notify Grad Ed Committee Chair Weismuller this item will be added to Consent Calendar on A.S. agenda 5-1-14.

X. NEW BUSINESS

10.1 Interview Questions for SA Search Candidate – Associate Vice President for Student Retention
Various questions were discussed and a list was made for upcoming meetings with candidates.

10.2 ASD 14-76 PRBC Revised Bylaw from UPS 100.001 [Source: PRBC]

This item will be added to New Business on A.S. agenda 5-1-14.

10.3 ASD 14-78 UPS 100.201 Planning and Budgeting Process [Source: PRBC]

It was noted this item was passed unanimously by PRBC. Item will be added to New Business on A.S. agenda 5-1-14.

10.4 ASD 14-79 UPS 210.100 Appointment of Department Chairs & Vice Chairs [3-25-08] [Source: FAC]

Chair Walker spoke to the collaborative process on revisions to this document. EC members agreed to add this to the A.S. agenda 5-1-14 under New Business.

10.5 Search Committee – Dean of Communications [5 faculty/3 tenured]

An email (& link to a form) will be sent this week from Chair Walker to all FT Unit 3 faculty (77) in the College of Communications inviting each to nominate themselves or a colleague to serve on the upcoming search committee for a new dean.

New Business Items: 10.6 – 10.9 will be moved to next EC agenda 4-29-14.

10.6 Review Administration & Student Affairs Electorate Lists – Rules from 2007

10.7 Standing Committee Vacancies

10.8 ASD 13-158 UPS 280.000 Intramural Research Grants [Source: FRC] Returning from A.S. 4-17-14

10.9 ASD 14-82 [UPS 100.700](#) Formation, Operation & Discontinuance of University Institutes and Centers [4-29-13]

11 ADJOURNMENT

Meeting adjourned at 1:10 PM.