



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 8, 2014**

Approved 4-15-14

11:30 AM

MH-141

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

Absent: Stambough

I. CALL TO ORDER

Chair Walker called the meeting to order at 11:33 AM.

II. URGENT BUSINESS

- 2.1 ASD 14-71 Revised UPS 610.000 Conflict of Interest Policy for Externally Funded Proposals [3-12-96]
[Source: COI Com]

Chair Walker discussed needed changes for federal standards for extramural funding. These recurring issues could be alleviated by creating a standing committee charged with oversight of research policies.

EC members agreed that names need to be corrected for currency throughout document before adding ASD 14-71 to Consent Calendar on A.S. agenda 4-17-14. UPS 610.000 Conflict of Interest should be recommended for next year's committee/A.S. business listed in the annual report.

- 2.2 Senator Stambough has resigned from ASCSU effective immediately. EC members discussed the Bylaw section for filling a vacancy on the Statewide Senate – V.2.c.

c. If a vacancy on the CSU Senate occurs during the year, the Academic Senate shall elect a new CSU Senator to serve until the next regular annual election has been held, at which time a Senator shall be elected to serve the balance of the term.

There is no need for a special election. Our A.S. will vote prior to the end of the A/Y for among full-time Unit 3 faculty member who has indicated a willingness to complete the 1-year term for Senator Stambough.

III. ANNOUNCEMENTS

- 3.1 (Pasternack) Gave an update on the two upcoming Academic Affairs events:

- 4-12-14, 2:00 PM, post musical reception following the theater production of Legally Blond.
- 4-30-14, 6:00 PM, baseball game – Cal State Fullerton vs. Cal State Fresno. Chair Walker will throw out the first pitch.

- 3.1 (Walker) Gave an update on the EC cocktail and dinner event on 4-24-14. Senator Bedell will host cocktails at his home, and Chair Walker will host dinner following at Wang Tscheng restaurant in Anaheim.

- 3.2 (Fontaine) Questioned the email announcement for “Affordable Course Materials Expo” to be held at Titan Shops on W, 4-16-14. This is co-sponsored by 1) Academic Technology Center; 2) Disability Support Services; 3) Faculty Development Center; 4) Information Technology; 5) Pollak Library. The subtext is that textbook and course materials industry officials will be sharing new information on affordable and digital options. EC members agreed that a larger issue should be addressed in order to actually see a reduction in the cost of textbooks for students. Publishers are still in the business of making money.

IV. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 3-25-14

M/S/P (Bonney/Guerin) EC draft minutes 3-25-14 were approved as amended.

V. CHAIR'S REPORT (Walker)

- Attending ASCSU Chair's meeting in San Francisco on Thursday, 4-10-14.
- *Welcome to Fullerton Day* will be held on campus Saturday, 4-12-14.
- Search Committee for Director of Undergraduate Studies will begin next week.
- There was discussion on the 3 page list of UPS documents sent via email to EC members.

UPS Documents Revised This Year

- 1) UPS 210.000
- 2) UPS 260.102 Sabbaticals

- 3) UPS 261.000 Faculty Emeritus
- 4) UPS 300.004 Policy on Course Outlines
- 5) UPS 300.020 Grading Practices
- 6) UPS 300.023 Grade Changes
- 7) UPS 411.100 Curriculum Guidelines and Procedures: Courses
- 8) UPS 411.102 Curriculum Guidelines and Procedures: Academic Jurisdiction
- 9) UPS 411.103 Policy on Online Instruction
- 10) UPS 411.200 General Education Guidelines and Procedures: New and Existing Courses

Waiting for President's Signature

- 1) UPS 420.105 Right of Non-Compliance, Risk Activities

ON or GOING to SENATE AGENDA

- 1) UPS 280.000 Intramural Research Grants (mention issues with scoring)
- 2) UPS 330.230 Audio Recording and Transcription of Class Content by Students
- 3) UPS 320.102 International Education Policy
- 4) UPS 291.000 Distinguished Faculty Member Guidelines
- 5) UPS 210.070 Evaluation of Temporary Faculty (waiting for recruitment documents)

Unfinished Business on Executive Committee Agenda

- 1) UPS 210.100 – Affirmative Action Policy – waiting for administrative review/comment
- 2) UPS 240.200 – Romantic Relationships on Campus – waiting for administrative review/comment
- 3) UPS 411.103 – Policy on Interactive Televised Courses & Procedures – Chair Walker to meet with Dean Norman
- 4) UPS 100.700 Institutes and Centers – Referred to PRBC
- 5) UPS 300.005 – Final Exams – Discussed with Elaine in scheduling and consensus is that all courses should have a scheduled final exam time.

Executive Committee Agenda

- 1) UPS 610.000 - COI Policy for Externally Funded Proposals – just got updates from Danny from an auditors finding last year. This speaks again to the need for us to have a standing Research Committee
- 2) Changing the Title of UPS 300.003 – University-wide Student Learning Goals
- 3) UPS 291.000 Distinguished Faculty Member Guidelines
- 4) UPS 411.101 – update regulations on prerequisites per UCC
- 5) ASD 13-158 New UPS on Challenge Exams has been returned to Executive Committee from ASC
- 6) UPS 410.100 Student to Student Tutorials
- 7) UPS 330.124 – Leaves of Absence for Graduate and Credential Students
- 8) UPS 330.163 – Culminating experiences guidelines for MS programs &
- 9) Graduate Education Revised Bylaw
- 10) PRBC Revised Bylaw
- 11) Revised Student to Student Tutorial Document

NEXT YEAR will hold many other items of business. An idea for an AA/AS Retreat would be discussion of the upper-division writing requirements.

VI. PROVOST REPORT No Report

VII. STAFF REPORT (Miller – written report)

- 7.1 Petitions for All University Elections are due in MH-143 on Thursday, 4-10-14, 5:00 PM. . Elections Committee members will verify official petitions by Friday, 5-11-14. Memo announcing candidates for 19 seats will be sent on M, 4-14-14. Candidate statements and photos will be entered on the A.S. Elections website for campaigning the week of 4/21-25. eVoting will take place 4/25 – 4/1/14. A reminder memo was sent 4-7-14 with the three respective constituency group lists for review.
 1. FT Unit 3 faculty by constituencies including Administration & Student Affairs
 2. Part-Time Unit Faculty
 3. Full-Time Staff
- 7.2 Sean Walker won the 2-candidate election for Statewide Academic Senator. Announcement memo was sent to FT faculty on F, 3-28-14. However, Steve Stambough may resign from his position on the ASCSU – term ending May 2015. This means to avoid a special election in fall 2014, an announcement for this ASCSU 2-year seat would be needed with 14 days allowed for petition pick-up and return. It would be possible to include position (ballot) in the All University Elections for full-time Unit 3 faculty to vote.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board of Directors [Walker] T, 4-8-14, 1:15-3:30 PM, TSU 208
We received reports from several ICCs and the group approved the ASI budget for the upcoming year.
- 8.2 General Education Committee [Bonney] F, 3-28-14, 2:00-4:00 PM, MEETING CANCELLED
- 8.3 Graduate Education Committee [Jarvis] F, 3-28-14, 2:00-4:00 PM MEETING CANCELLED
- 8.4 Planning, Resource, & Budget Committee [Bonney] F, 3-28-14 12:30 – 2:30 AM MEETING CANCELLED
- 8.5 Student Academic Life Committee [Guerin] T, 4-8-14, 9:00 –10:00 AM, MH-14
Peter Nwosu, Associate VPAP spoke to the committee. He described his background, what Academic Programs does, talked about advisement on campus, and NSSE. He wants SALC to return to using the NSSE results in its work. He encouraged us to align the strategic plan and advising policy, emphasizing integrated advisement.

IX. UNFINISHED BUSINESS

- 9.1 ASD 14-22 Revised UPS 300.005 Final Examinations [Source: ASC]
Following Chair Walker's discussion with Scheduling Department that all final exams could have an announced scheduled time in the semester catalog, EC members decided this document can be revised agreeably with one minor change to the original document. Chair Walker will discuss this possibility with ASC Chair Filowitz. The scheduling of all exams will take the Scheduling Department some time to accomplish. A target date may be August 2015. Until then, UPS 300.005 could be revised with that intention. The revision could add asynchronous exams to the portion on take-home exams.
- 9.2 [UPS 210.100](#) Affirmative Action Policy [3-28-84] / Executive Order 1088 – Update
There is no update to report.
- 9.3 [UPS 240.200](#) Romantic Relationships on Campus [Source: FAC]
There is no update to report.
- 9.4 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.
- 9.5 [UPS 100.700](#) Formation, Operation & Discontinuance of University Institutes and Centers [4-29-13] – Align Policy with [Executive Order – 751](#)
UPS 100.700 has been sent to PRBC for review.

X. NEW BUSINESS

- 10.1 ASD 14-66 Revised Name – UPS 300.003 University-wide Student Learning ~~Outcomes~~ Goals [1-28-13]
[Source: UCC/AEEC/GE]
EC members agreed to forward ASD 14-66 to the Consent Calendar on the 4-17-14 A.S. agenda.
- 10.2 ASD 13-42 rev. 3-21-14 UPS 291.000 Distinguished Faculty Member Guidelines [2-18-05] [Source: FAC]
EC members agreed to forward this revised document to New Business on the A.S. agenda 4-17-14.
- 10.3 ASD 14-70 UPS 411.101 Policy on Courses: Numbering, Standard Codes, and Controlled Entry [7-7-06]
[Source: UCC]
Revisions codify the revisions suggested by UCC regarding 300 and 400 level courses. EC members agreed to forward this to the 4-17-14 A.S. agenda under Consent Calendar.
- 10.4 College Town Presentation – Academic Senate
Chris Reese requested a presentation to A.S. for endorsement at a future Fullerton City Council meeting. A suggestion was made to talk with Alumni Senator Vince Buck for possible insights.
- 10.5 ASD 13-158 rev. 2-27-14 Proposed New UPS Challenge by Examination [Source: ASC]
Senator Pasternack had numerous revision suggestions. He will forward these to Chair Walker who will discuss suggested revisions with ASC Chair Filowitz.
- 10.6 ASD 14-69 [UPS 410.100](#) Student-to-Student Tutorials [9-25-79] [Source: UCC]
EC members agreed to forward this to 4-17-14 A.S. agenda under New Business.

- 10.7 ASD 14-73 UPS 330.124 Leaves of Absences for Graduate and Credential Students [6-17-08]
[Source: Grad Ed Com]
EC members agreed to forward this to 4-17-14 A.S. agenda under New Business.
- 10.8 ASD 14-74 UPS 330.163 Culminating Experience Guidelines for Master's Programs or Master's Level Degrees [7-7-06] [Source: Grad Ed Com]
EC members agreed to forward this to 4-17-14 A.S. agenda under New Business.
- 10.9 Graduate Education Committee Revised Bylaw from UPS 100.001 [Source: Grad Ed Com]
Chair Walker will confirm with Grad Ed Com Chair Weismuller reasons for revisions to BL function "e".

Items 10.10 -10.11 will be moved to next agenda 4-15-14.

- 10.10 PRBC Revised Bylaw from UPS 100.001 [Source: PRBC]
10.11 Review Administration & Student Affairs Electorate Lists – Rules from 2007

XI. ADJOURNMENT

M/S/P (Bonney/Dabirian) Meeting adjourned at 12:56 PM.