



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
JANUARY 27, 2015**

Approved 2-3-15

11:30 AM - 1:00 PM

A.S. Office – PLN-120

Present: Bonney, Dabirian Fontaine, Jarvis, Sargeant, Walicki, Walk, Walker
Absent: Guerin
Guest: Cruz, Nwosu, Villarreal

I. CALL TO ORDER

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

URGENT BUSINESS

Chair Walker announced urgency in gathering feedback/comments from our campus regarding the Community College BA Degrees. The timeline for each campus to send feedback to the Chancellor's Office is 2-12-15. The CO plans direct contact with community colleges regarding process, which has yet to be determined.

II. ANNOUNCEMENTS

3.1 Chair Walker announced Dr. Sora Tanjasiri received the prestigious CSU Wang Award. She will be presented the award at today's CSU Board of Trustees meeting.

III. TIMES CERTAIN

11:30-12:00 NOON

Topic: WASC UPDATE

Discussant: Peter Nwosu, Associate Vice President of Academic Programs and Accreditation Liaison Officer

The WASC Interim Report is due March 1. AVPAA Nwosu presented the progress made over the past 10 months via PowerPoint slides. The report has been a collaborative effort and is still in process. The report is pending the President's input prior to distribution to the campus community early next week asking for final comments before electronic submission to WASC on 2-25-15. Comments can also be made on the CSUF accreditation website.

In 2012, WASC identified four (4) core issues and asked CSUF to address them. The interim report addresses progress made as follows:

1. A Campus Strategic Plan that identifies the university's goals, targets, milestones, and timelines. A process for allocating resources to support implementation and lines of responsibility as well as the current status of CSUF in achieving its strategic goals and aligning strategic priorities and resource allocation.
2. Assessment includes a description of the nature and extent of assessment activities on campus, the annual assessment reporting process, and how assessment results are used for improvement of student learning and program outcomes. CSUF's Program Performance Review process is also addressed.
3. Advising – steps taken to improve advising, augmenting resources for advising, creating closer connections between college advising and Academic Advising Center, developing initiatives to strengthen advising and assessment of the effectiveness of advising efforts.
4. Finances – how CSUF's budget and financial allocations ensure that educational effectiveness remains a priority.

Once WASC receives CSUF's Interim Report, it will be reviewed within 90 days by a panel of the Commission's standing Interim Report Committee (IRC). A 30-45 minute conference call (Q/A) should follow with IRC and CSUF's report preparation team. WASC staff liaison will contact CSUF after the call with outcome of the review, which will be followed by a documented formal action letter.

Following some informal discussion and follow-up among the group, Chair Walker thanked AVPAA Nwosu for his update. This WASC interim report will also be presented to the AS 1-29-15.

12:00-12:20 PM

Topic: TOWN HALL MEETING – MARCH 2015

**Discussant: Mary Ann Villarreal, Director for Strategic Initiatives and University Projects
Office of the President**

A *Town Hall* meeting is scheduled for Monday, March 2, 2015, 10:00-AM to 12:00 Noon in the TSU. The three (3) discussion topics currently in the planning phase are: 1) High-impact practices (HIPs); 2) Advising; and 3) Titan Pride.

Ideas were exchanged for ways to engage faculty, staff, and students in this semester campus activity. Meeting will be streamed online. Some ideas included:

- New way of framing expectations for a “Town Hall” event. Make “Town Hall” synonymous with “action”.
- Inform community what will be the follow-up / next steps in the process.
- Use of social media/media marketing in the cultural transition/information process before, during, and after Town Hall.
- Post topics/questions prior to Town Hall. Or Increase Pre-Town Hall information to better inform the community about what they can expect
- Change days of week to encourage more faculty availability (has always been on Mondays). Will be a priority in planning for Fall 2015 Town Hall.
- Faculty encouraged to attend Town Hall with students/classes.
- All welcome to join for parts of town hall, particularly faculty and students who may leave early or arrive late due to class schedule.

IV. APPROVAL OF MINUTES

M/S/P (Bonney/Dabirian) EC draft minutes of 1-20-15 were approved as submitted.

V. CHAIR’S REPORT

- A joint memo from Chairs of AS (Walker) and Elections Committee (Prieto) is being drafted to inform the campus community there will be a change in AS seat allocation determined in the annual allocation review by Elections Committee in fall semester per AS Bylaws. For the Spring 2015 All University Elections, Arts will gain 1 seat (total=2), Education will lose 1 seat (total=1).
- Constituencies will be discussed on 1-29-15 when the agenda item of UPS 100.001 AS Bylaws reformat. The AS Constitution also contains constituency information.
- The announcement from VP-HRDI this week indicated a new search committee will be needed for AVP-HRDI to replace Lisa Sanchez.
- Google Forms are ready for campus community input and will be sent next week for GE questionnaire and one for willing NSM faculty to serve on NSM dean search committee. The AS will need to confirm NSM faculty in order to move forward with the search process.
- EC members were encouraged to consider a possible date for the annual fall AA/AS retreat.

VI. PROVOST REPORT (Cruz)

Provost Cruz discussed the following items:

- The search for a permanent dean of Communications has been suspended at this time due to an insufficient number of applicants. An open forum with faculty and staff from the three departments in the College of Communications will be held 2-5-15 to review the recruitment process to date and discuss a college-wide visioning process to inform the next phase of the search for a permanent dean. Irene Matz will continue to serve in the interim dean position.
- Applications are due 1-30-15 for Director of the Faculty Development Center, which is a 12-month faculty position. An insufficient number of applications have been received to date. The fundamental question is “how do we recruit a large enough pool of viable applicants from which to choose the best hire?” There was discussion amongst the group regarding UPS 102.001, current faculty demographics, and ways to proceed with the director search to accommodate faculty needs, training expectations, and ways to elevate importance and reputation of the FDC. Faculty Development Center Board will be consulted for input.
- The administration continues to support the University’s plan to hire 150 faculty over the next two years.

VII. STAFF REPORT (Miller)

The following transmittals are *still* pending President García’s signature from AS approvals 12-11 and 12-18-14:

ASD #	Document	Title	AS Approved	Sent	Signed
14-170	Catalog	New Course Proposals for GE Program [Source: Acad Prog]	12/11/14 cc	12/22/14	pending
14-174	Catalog	UPS 300.030 Academic Appeals - revised [Source: ASC]	12/11/14 cc	12/22/14	pending
14-100	UPS	New UPS 4xx.xxx Support Courses [Source: UCC] (separated f/UPS 411.102)	12/18/14 NB	1/15/15	pending
14-101	UPS	UPS 411.102 Curr Guidelines & Proc: Academic Jurisdiction (UCC) (Services Courses removed/made into new doc)	12/18/14 NB	1/15/15	pending
14-146	UPS	UPS 410.100 Student-to-Student Tutorials [Source: UCC]	12/18/14 NB	1/15/15	pending
14-164	UPS	UPS 330.163 Culminating Experience Guidelines for Master’s Prog (Grad Ed)	12/18/14 NB	1/15/15	pending
14-171	UPS	UPS 300.022 Assessment of Student Learning Outcomes @ CSUF (AEEC)	12/18/14 NB	1/15/15	pending

14-175	UPS	NEW UPS 2xx.xxx Assigned Time for Exceptional Levels of Service to Students [per CBA, ART 20, Sec 20.37 (ends with CBA 3yr)	12/18/14 NB	1/15/15	pending
14-188	Catalog	Proposed New BA Degree w Major in Vietnamese (MLL/HSS) (AP/PRBC)	12/18/14 CC	1/15/15	pending
14-189	Catalog	New Concentration in Aging in Mst of SW	12/18/14 CC	1/15/15	pending

VIII. COMMITTEE LIAISON REPORTS

9.1 ASI Board of Directors [Walker] T, 1-20-15, 1:15-3:30 PM, TSU 208 **PENDING**

ASI Board of Directors [Walker] T, 1-27-15, 1:15-3:30 PM, TSU 208 **PENDING**

9.2 Academic Standards Committee [Walk] F, 1-23-15, 1:00-2:00 PM, MH-166 **CANCELLED**

9.3 Campus Facilities & Beautification Committee [Jarvis] F, 1-23-15, 10:00-11:00 AM, MH-141 **CANCELLED**

9.4 Curriculum Committee [Fontaine] F, 1-23-15, 12:00 – 2:00 PM, MH-141 **CANCELLED**

9.5 Planning Resource, & Budget Committee [Bonney] F, 1-23-15, 1:00 – 2:30 PM, CP-1060-05
 PRBC members discussed the current draft of UPS 100.900 on the procedures for creating schools and recommended that the subcommittee retain something like the current list of desiderata but do so in a way that it did not just seem a checklist. Owen Homes gave a report on the state budget process, noting the role of faculty in contacting their representatives. He said that there appeared to be widespread support in Sacramento at least in the legislature for giving the CSU an additional \$97 M and that he will advise the PRBC when it is time for faculty to act. There was an intense discussion about the perils of PRBC and the likelihood that it will be coming to our campus. The PRBC Chair reviewed upcoming topics that will be discussed by the committee including PBF as well as staffing issues, Irvine, the Academic Master Plan and the infrastructure needs of the campus.

IX. UNFINISHED BUSINESS

10.1 Update Status re ASD 14-181 UPS 411.400 Teacher Preparation [11-15-68] Prior to “Ryan Act” – Request Review/Feedback
 Item is still pending (receipt of information/data).

X. NEW BUSINESS

- 11.1 ASD 14-99 New UPS 4XX.XXX Undergraduate Project and Thesis [Source: UCC/ASC]
 Academic Standards Committee has also reviewed this. Academic Programs has committed to take the lead on this. EC members agreed to add this item to New Business on the AS agenda 2-12-15.
- 11.2 ASD 14-191 Standardization of 495-498 Courses [Source: UCC]
 EC members agreed to add this item to New Business on the AS agenda 2-12-15. A motion to delete course numbers 595 from this document should be made on the floor.
- 11.3 ASD 14-192 UPS 411.601 Policy on Academic Internships [7-21-14] [Source: UCC]
 EC members agreed to add this item to New Business on the AS agenda 2-12-15.
- 11.4 ASD 14-193 UPS 410.103 Curriculum Guidelines and Procedures: New Programs [6-5-14] [Source: UCC]
 Document was discussed, and EC members agreed it is not ready to forward to AS. Campus input is needed on the double-counting issues prior to this moving forward. Also, the areas that do not belong in this document will need new language in a new policy. Chair Walker agreed to work on policy language before asking Curriculum Committee to review. College curriculum committees will need to review prior to UCC is asked to approve.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 2-3-15.

- 11.5 ASD 194 UPS 100.605 Policy on Administrative Restructuring of Academic Programs [7-11-11] [Source: PRBC]
- 11.6 ASD 15-06 UPS 450.000 Goals, Scope, and Policy Regulation for Extended Education [12-3-04] [Source: EEC]
- 11.7 ASD 15-07 UPS 450.100 Policy on ~~Extension Program~~-Extended Education [12-3-04] [Source: EEC]
- 11.8 ASD 15-08 UPS 450.200 Policy on Special Sessions [6-18-03] [Source: EEC]

- 11.9 ASD 15-09 UPS 450.400 Open University Enrollment Policy [6-14-05] [Source: EEC]
- 11.10 ASD 15-10 UPS 450.500 Policy for Implementation and Awarding of the Continuing Education Unit [6-18-03] Name Change to Incorporate UPS 450.501 [Source: EEC]
- 11.11 ASD 15-11 UPS 501 Non-Academic Credit/CEU/Certificate Programs [6-24-05] [Source: EEC] – Recommend Rescission
- 11.12 ASD 15-12 UPS 410.115 Academic Credit Certificate Programs [6-24-05] [Source: EEC] – No change recommended

XI. ADJOURNMENT

Meeting adjourned at 1:00 PM.