CALIFORNIA STATE UNIVERSITY, FULLERTON

**ACADEMIC SENATE
EXECUTIVE COMMITEE
MINUTES
OCTOBER 21, 2014**

Approved 10-28-14

11:30 AM - 1:00 PM   **MH-141**

Present: Bonney, Dabirian, Fontaine, Jarvis, Sargeant, Walk
Absent: Guerin, Walker, Walicki
Guests: McMahan

I.   CALL TO ORDER
Vice Chair Bonney called the meeting to order at 11:32 AM.

II.   URGENT BUSINESS

III. ANNOUNCEMENTS
AA/AS Retreat 10-17-14
There was follow-up discussion regarding the AA/AS Retreat held Friday, 10-17-14. It was a well-attended event with writing as the topic. This all-day event produced less structured outcomes than past retreat topics; however, when an Executive Summary is written from the notes of multiple breakout groups covering the various topics will need to be shared with departmental leadership for future conversations. Several points were made by EC members:
  ➢ Attendees surprised that Executive Order guides student writing;
  ➢ Early assessment necessary to build progressive curriculum;
  ➢ Half of our 37,000 undergraduate students are first-time freshmen; other half are transfer students;
  ➢ There is no writing program at Cal State Fullerton, so where do we go from here?
  ➢ Partner more effectively across disciplines to help students write;
  ➢ There are uneven courses for writing requirements and assessment within colleges;
  ➢ Accountability needed within departments;
  ➢ The question should be about how faculty responds to student writing, not how to teach faculty how to teach writing.

Department Chair Elections
VP-IT Dabirian reported on a meeting with Barry Pasternack, AS Chair Walker, Robin Graboyes regarding proposed procedures for electronic voting in department chair elections. There are four (4) department chair elections this A/Y. Individual departments determine how faculty are enfranchised to vote. Following census date, Information Technology would be able to use PeopleSoft to generate a list of faculty within the respective department electing a chair. The list would be sent from IT to the current department chair for verification back to IT. The revised UPS 211.100 Appointment of Department Chairs & Vice Chairs stipulates process timeframe for accomplishing voting, including electronic voting, in both fall and spring semesters. Following discussion, further clarification is needed to make a smooth transition for electronic voting.

IV.   TIME CERTAIN

12:15 – 12:45 PM
TOPIC: **HIGH IMPACT PRACTICES**
Presenters: **Amir Dabirian, Vice President for Information Technology**
                    Shari McMahan, Deputy Provost

Senator Dabirian and Deputy Provost McMahan presented the state of ongoing work on High Impact Practices (HIP) to the group. The work has been led by VPIT Dabirian and VPSA Eanes through one of the Strategic Task Force groups. A new working group has been convened this fall. Literature indicates that HIP can positively impact student learning and success. Goal 2 objective 4 of the strategic plan is to increase participation in HIP and to have 75% of students participate in two HIP by graduation. The challenges include: definition, assessment, communication strategy, faculty buy-in, incorporating co-curricular practices, participation of transfer students, and the process to designate a practice as a HIP.

V. **APPROVAL OF MINUTES** There were no minutes to approve from 10-14-14

VI. **CHAIR'S REPORT** No Report

VII. **PROVOST REPORT** No Report

VIII. **STAFF REPORT** (Miller written report)
> A.S. office moved 10-20-14 from MH-143 to PLN-120. Boxes are being unpacked. It was suggested that I put a notice on Bulletin Board to announce our move to the campus.

IX. **COMMITTEE LIAISON REPORTS**
9.1   ASI Board of Directors [Walker] T, 9-30-14, 1:15-3:30 PM, TSU 208
      The Board appointed the elections team and received reports from several Intraclub councils.

9.2   Academic Standards Committee [Walk] F, 10-17-14, 1:00 – 2:00 PM, MH-166
      As requested, E. Himmelheber reported on some inquiries she conducted on the grade change vs. grade appeal issue examined by the committee in Spring 2014. She agreed to get a recommendation from H. Rutemiller on potential outcomes of various policy directions. ASC Chair Filowitz reported that the impetus of the final examination policy work from last year was initially misunderstood and Senate Exec clarified that the problem was initially seen as having a technical fix. The latter fix is not within sight at this point, so the committee will suspend work on this issue pending an update on technical progress. Chair Filowitz noted policies in place at sister institutions regarding intrusive advisement on repetition of courses and sought the group's views. He also sought committee feedback on double counting as gathered from their various constituencies. There was nearly unanimous support and little overt opposition to the idea of double counting.

9.3   Assessment & Educational Effectiveness Committee [Guerin] W, 10-15-14, 1:00 -2:15 PM, MH-141
      AEEC Chair noted the need for one graduate and one undergraduate student on this committee. The Assessment Report Survey was reviewed. The advantages and disadvantages of local vs. standardized assessment tools were discussed. The cost of the standardized exams was raised. The use of embedded items to reduce extra work was mentioned. The assessment liaisons in each college will be working with individual programs to help them with the department assessment activities. Deputy Provost McMahan committed to sharing the assessment allocations for what seems to be increased assessment funding.
      The five core WASC competencies were reviewed: 1) critical thinking; 2) information competency; 3) quantitative reasoning; 4) oral communication; 5) written communication. They do not map directly to the university learning goals. Dr. Swarat stated information competency is the least assessed. AEEC members suggested asking departments to show how their learning outcomes map onto the WASC competencies, given that departments already map outcomes to ULOs.

      The mapping of GE courses to the WASC competencies was also raised. The possibility of involving the GE Committee in this process was mentioned.

      Assessment conference is scheduled for March 19-20, 2015. Chair Rizkallah needs members to assist in reviewing submissions.

      UPS 410.200 Program Performance Review Policy was made available for members to review and check alignment with suggested revisions by Dr. Swarat. Thus, may need to amend UPS 410.200. Other UPS documents make reference to assessment, but it is not included in PPR or UPS 410.200. Next meeting 11-12-14, members will review PPR document.

9.4   Faculty Affairs Committee [Sargeant] F, 10-17-14, 10:00-12:00, MH-141 Meeting Cancelled.

9.5   Library Committee [Bonney for Fontaine] R, 10-16-14, 9:00-10:00 AM, PLS-260 [from 10-16-14 Minutes]
      Committee did not have a quorum. Information was disseminated regarding:
      • Open Access Survey
      • (Hewitt) UPS Review: UPS 500.150 Library Circulation Policy [2-18-05]; UPS 508.000 Policy on Return or Replacement of Library Materials [8-7-07]. Both policies are out-of-date.
      • (Hewitt) Loan limits; electronic renewal; physical return following 2 electronic renewals; proposed policy changes; feedback from department faculty within respective colleges.
      • (Hewitt) Report from Council of University Librarians; carpeting in library; de-selection/weeding of books; goals/tasks for A/Y.

X. UNFINISHED BUSINESS
10.1 Complete Faculty Committee Assignments for Standing Committees
There was limited discussion. Item will return next agenda.
   - 10.1.1   Academic Standards – L/A/C/E Fall 2014 [Fournier-Sabb]
   - 10.1.2   Student Academic Life – NSM Spring 2015 [Cadwalladerolsker-Sabb]

XI. NEW BUSINESS
11.1 GE Reform: 1) AACU Action Plan; 2) AACU CSUF Proposal; 3) AACU Report Prezi

Vice Chair Bonney led discussion on possible reform of general education at CSUF. In the conversation we will need to reframe the concept of general education using new definitions that allow us to see general education as integrated with the majors so that there is a kind of cross-pollination between GE and the major courses. If we begin with the core competencies as ways of seeing, then we can see the next stages as ways of knowing, and, in the upper division, as ways of exploring. The PREZI presentation was prepared for the AAC&U institute and at least part of it now will be shared with other groups, particularly PAB, Council of Deans and the Academic Senate for feedback. The ideas that emerged from participation in the Institute likely will serve as the basis for a new UPS to be prepared by an ad hoc committee.

The process of revising UPS 411.201 General Education: Goals for Student Learning will be done so as to tie into the Strategic Plan. The General Education Committee is scheduled to meet 10-31-14 to consider the draft learning goals and outcomes which ultimately will replace the list in UPS 411.201. It will be important to have the Provost and university support to revise the document with emphasis on general education as part of a degree program of which the major is the other principal component. Perhaps we can have a discussion as part of a FIRST READING at the AS meeting on 11-20-14 for further input.   It is possible that an ad hoc committee will be needed to complete a draft of the new UPS, perhaps a subcommittee of the General Education Committee.

Below items will move to next EC agenda 10-28-14.

11.2   Academic Freedom Policy Discussion
11.3   Conflict of Spring Final Meetings – CSUF Marathon Meeting and ASCSU [5-14-15]

XII. ADJOURNMENT
Meeting adjourned at 1:02 PM.