



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
DECEMBER 16, 2014**

*Approved 1-20-15*

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

**A.S. Office – PLN-120**

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

**I. CALL TO ORDER**

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

**II. URGENT BUSINESS**

**III. ANNOUNCEMENTS**

- 3.1 Next Executive Committee Meeting is scheduled for Tuesday, **January 20, 2015**.
- 3.2 Senator Guerin announced that she received and reviewed a WASC draft report.

**IV. APPROVAL OF MINUTES**

- 4.1 EC Minutes (Draft) 12-9-14  
M/S/P (Bonney/Walk) EC draft minutes of 12-9-14 were approved as submitted.

**V. CHAIR'S REPORT [Walker]**

Items discussed:

- ASI recently elected spring 2015 Board officers. Vice Chair will be Katy Johnson.
- ASI is working to increase participation at spring concert and plan to bring more high-profile artists to campus for their spring concert.
- Comments were exchanged regarding possible addition of "Member Items" to future A.S. agendas. This addition could replace Senators use of "Urgent Business" items that are neither urgent or announcements. EC members agreed the Senate can better maintain control of such items brought up before the body with close adherence to Robert's Rules of Order. The body has the option to vote on items of urgent business with a time allotment allowed by majority vote.
- The email response from VP-HRDI Gentles to Senator Brusckhe's inquiry at the AS meeting 12-11-14 regarding the Campus Climate Control survey results was not adequately addressed. The original commitment to provide access to survey data results and logistical timing will need additional exploration. Clear communication to faculty should include the charge to the task force, timeline of available data and exactly what data/query will be released for individual research. VP Gentles should be invited to meet with EC members at the next meeting in January 2015.
- Files are currently being read by Outstanding Professor Committee members for Faculty Leadership in Collegial Governance Award. An award recipient should be determined before the holiday break.

**VI. PROVOST REPORT – 12:30 PM [Provost-VPAA Cruz]**

Provost Cruz reported on the following items:

- A *Faculty Commons* area is being created in Pollak Library on the 2<sup>nd</sup> floor with the reorganization of Faculty Development Center (FDC) [moving from Library basement], Academic Technology Center (ATC), and OASIS. Each of these three academic instructional/programs will be distinctly separate but located in the same area for a one-stop support for faculty.
- The OASIS director position is vacant. The position has traditionally been classified as an MPP position but will be converted to a faculty position as is the case with the position of FDC Director. A draft announcement for this new position was given to Chair Walker and will be shared with the campus community.
- Position of Interim Associate Dean for the Irvine Campus is open. Names of qualified individuals are being encouraged and accepted. Specifically interested in an experienced administrator (tenured) who can help manage the operations of the Irvine campus, specifically as it relates to academic courses and programs, and that can help drive the work associated with the Irvine Campus re-envisioning effort.

- Dr. Irena Praitis will serve as the interim director of Freshman Programs in response to the announced retirement of Dr. Nancy Fernandez. Dr. Praitis currently serves as a Coordinator of Undergraduate Studies. Academic Programs will conduct a search for Dr. Praitis' replacement in the near future.

## VII. STAFF REPORT No Report.

## VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board of Directors [Walker] T, 12-16-14, 1:15-3:30 PM and R 12-11-14 2:00 – 4:00 PM, TSU 208 No Meeting  
ASI Board of Directors' next meeting is scheduled for 1-20-15.
- 8.2 Campus Facilities & Beautification Committee [Jarvis] F, 12-12-14, 10:00-11:00 AM, MH-141  
Deferred maintenance items were discussed at length, particularly with respect to restrooms. Some lavatories (mostly in MH and LH) will get refurbished, but only because of more important deferred maintenance on sewer pipes in those buildings, which usually involve demo to bathroom walls/floors to access). Bathrooms are particularly costly to refurbish and particularly likely to show age/grime. Given budget realities, expect them to deteriorate.  
Provost Cruz addressed CF&B regarding the Stewards of Place Task Force. Discussion ensued on making the campus more inviting to the community, with not much in the way of ideas for short-/medium-term solutions (long term likely tied into College Town). CF&B members asked general questions, and discussion ensued on expansion of IRVC as a possible release valve for infrastructure pressures on main campus, as overall FTES are not likely to increase significantly for a long time.
- 8.3 Faculty Development Center Board [Jarvis for Sargeant] F, 12-12-14, 9:00 – 11:00 PM, MH-141  
The following items were discussed:
- ✓ Scholarship of teaching and learning (SoLT): huge demand, will repeat in summer. (Intersession stipend for 3 days of work)
  - ✓ Cultural diversity faculty coordinator 1-course release: faculty learning community with several one-shot lunch conversations.
  - ✓ Updates: Spring schedule is set. Teaching with technology in mind, writing article in 12 weeks, quality online teaching (certificate).
  - ✓ New faculty development series: how to get tenure using guest speaker.
  - ✓ Special programs for spring: author awards, faculty service recognition.
  - ✓ Teaching & Tech Day 4/29/15. Plan to change name to remove "Tech" from title because of perceptions that FDC is only about technology.
  - ✓ FDC is moving to *Faculty Commons* on the 2<sup>nd</sup> floor of Pollak Library with ATC and Oasis. Bridge will become "bridge between faculty and students." A *Call Center* will be at X 8888, (changes from X 7777 Help Desk) which will provide a more direct IT person to help with specific problems.
  - ✓ Worked on a flyer for FEID mandatory workshop. A change will be made from faculty release time to a one-year stipend, also maintaining stipend for summer.
  - ✓ Support needed for mid-career faculty.
- 8.4 Graduate Education Committee [Jarvis] F, 12-12-14, 2:00-4:00 PM, KHS-221  
Although Graduate Education Committee did *not* have a quorum for the second consecutive meeting, members attending discussed proposals to count various courses (THTR 500, ISDS 551 & 552, ANTH 511, 512 & 513) as GWAR (graduate writing) courses. THTR 500, ANTH 511-513 were approved via email; however, ISDS 551 & 552 courses are still pending until ISDS Department responds to committee concerns.
- 8.5 Internships & Service Learning Committee [Dabirian] W, 12-10-14, 8:45-9:45 AM, MH-141  
ISLC did not have a quorum for today's meeting. Discussions with members present included:  
-- New student orientation for transfer students exposure to Service Learning and Internships.  
-- Perhaps creating a 30-60 second video.  
-- Develop a flyer to pass out in different venues.
- 8.6 Library Committee [Fontaine] R, 12-11-14, 9:00-10:00 AM, PLS-260  
A quorum was reached for the Library Committee. Minutes were approved from September, October, and November. Discussion continued gender-neutral bathrooms: with LGBTQ and Queer minor, a committee member created a recommendation statement about how signage could be changed on one of the existing restrooms. A question was posed and will be investigated whether such signage could be standard in single stall bathrooms on campus. (Interim) Librarian Hewitt suggested that this might be something to bring to the Campus Facilities and Beautification Committee. Open Access survey had 75 responses-- these results will be provided to our Committee; a reminder will go out; return to this in the spring. Librarian Hewitt reported that the renovation of the Titan computer lab is nearly complete and ready for

books. Seating has been added to the Library wherever possible. Several low-use rooms have also been opened to students, and several facilities on campus have opened up additional study space – 624 extra seats. The space has not yet maxed-out.

UPS 500.150 Library Circulation Policies [2-18-05] and

UPS 508.000 Policy on Return or Replacement of Library Materials [8-7-07].

Library Committee members shared opinions from their constituents--most had little concern; however, HSS proposed extending the first renewal period to one year with an additional year to renew. Another proposal was to make the due date mid-year and end-of-year. Member moved for one-year check out and one online renewal for a year; in person after that. Time ran out before a final vote could be taken. Topic will return at the first meeting in spring 2015.

- 8.7 Planning, Resource, & Budget Committee [Bonney] F, 12-12-14, 1:00 – 2:30 PM, PLS-299  
PRBC was devoted entirely to AVPAA Nwosu's reports on WASC and on advising. There was a discussion of assessment raised because of the section in the WASC report. AVPAA Nwosu observed that the WASC report still needed a significant amount of work in part to bring it down to the 60-page limit imposed by WASC and in part to create a unified voice for the document.
- 8.8 University Advancement Committee [Walk] W, 12-10-14, 9:00 -10:00 AM, CP-850  
Quorum was not reached. Theresa Davis delivered a presentation on creating a culture of philanthropy on campus, summarizing a report by a Development Plan Task Force (“Vision-Strategy Plan for Creating a Campus Culture of Philanthropy”). The task force worked in tandem with an Infrastructure Task Force with both composed of a number of campus representatives. A survey was conducted with multiple constituencies, though student return rates were disappointing. T. Davis summarized the major points of the work. These included the need to establish partnerships both on and off campus, despite the long history of relationships that have been established, noting that these need to be enhanced and expanded. She also emphasized the need to development deep personal commitments among campus and community partners, perhaps starting with fostering an understanding of the impact of the campus on the external community. Efforts to enhance engagement must be thoughtful and deliberate.

## **IX. UNFINISHED BUSINESS**

- 9.1 Complete Faculty Committee Assignments for Standing Committee  
9.1.1 Academic Standards – L/A/C/E Fall 2014 [Fournier-Sabb]  
9.1.2 Student Academic Life – NSM Spring 2015 [Cadwalladerolsker-Sabb]  
No names were forthcoming for these two standing committees.
- 9.2 ASD 14-173 Proposed New UPS re GE: Programmatic Student Learning Goals and Learning Outcomes – Action Plan [Source: GE Com]  
The item of general education has been brought together under 9.2, 9.3, 9.4 and 10.4. Chair Walker distributed a handout flowchart for GE. Revisions were suggested by EC members giving more clarity to the flowchart. Input from the campus community will be sought using a Google Form in early spring 2015 semester following communication framing/explaining general education and asking for comments to use mapping for proposed programmatic learning goals for the Academic Senate to move forward.  
411.201 is an outdated document.  
Chair Walker will revise flowchart and prepare Google Form to be ready to send to the campus community the first week of classes.
- 9.3 ASD 14-178 Revised UPS 411.201 General Education: Objectives for Student Learning [Source: GE Com]  
See comments under 9.2.
- 9.4 General Education Pathways – Do we need to develop policy?  
See comments under 9.2. A policy will most likely be needed following campus community input.
- 9.5 Volunteer Pending for Early Spring Proposal to A.S.: CSUF Writing - Creation of a Standing Committee  
Senator Bonney agreed to take the lead on drafting a proposal for spring 2015.
- 9.6 Continuing Discussion: Timely Graduation / Policy from Academic Programs  
Chair Walker had a conversation with AVPAP Nwosu and Director of Undergraduate Studies and GE, Alison Wrynn, regarding versions of drafted policy that have been put forward as “conversation openers”. Further discussions will be necessary before drafting a policy to determine exactly what problems need to be solved in Academic Programs with regard to student registration, academic advising, Admissions & Records determination for student graduation, etc. A pilot program will need input from all stakeholders to

determine the various issues involved in number of course units vs. time spent accumulating those units. Data will be needed.

Title 5 gives Presidential authority to graduate students after consultation with faculty; however, the President should work with the academic department granting the degree.

- 9.7 ASD 14-181 UPS 411.400 Teacher Preparation [11-15-68] Prior to "Ryan Act" – Request Review/Feedback Feedback is still pending from College of Education.

## X. NEW BUSINESS

- 10.1 ASD 14-188 Proposed Concentration in Aging within MS for Social Work [Source: Academic Programs/PRBC] EC members agreed this item will be on Consent Calendar on the A.S. agenda 12-18-14.
- 10.2 ASD 14-189 Proposed BA Degree with a Major in Vietnamese [Source: Academic Programs/PRBC] EC members agreed this item will be on Consent Calendar on the A.S. agenda 12-18-14.
- 10.3 ASD 14-196 UPS 210.020 Review of Tenured Faculty [6-17-08] – Comments from Faculty Affairs Committee FAC stated they are not following rules. Most Department Personnel Standards (DPS) don't address this. Helpful for faculty. There are no teeth in this since there have been no raises. CBA requires 5 year review. This is a dean's problem rather than issues with UPS which is very vague. Document will not be forwarded to A.S for action at this time. Note to be added on UPS 210.020 that FAC reviewed policy with no changes recommended.
- 10.4 Experimental/Pilot Programs (Helmsley Grant)  
See comments under 9.2 – GE item above. Proposals will be needed. GE Committee and Graduate Education Committee chairs should be asked to give input.
- 10.5 ASD 14-140 Faculty Affairs Committee Added Language to Functions in BL – To Add to Other Areas in UPS 100.001 AS Bylaws [see 10-2-14 AS Minutes]  
EC members discussed where to put additional language of "Each Academic Senate committee should be responsible to work with other committees covering the same areas of concern." Possible insertion areas:
- Top of page 10: IV. C. 4. PRINCIPLE FUNCTION. Add another line to existing language.
  - Mid Pg. 10: IV. C. 7. COMPOSITION AND FUNCTION. Rewrite 7b with above language. Re-letter existing 7b to 7c.
- Chair Walker has location to insert language.
- 10.6 EC Follow-up from 10-16-14 A.S. Minutes: 1) Campus Cleanliness; 2) Pathways to Success – Pilot Program in HSS  
1) CF&B Liaison Jarvis stated that this committee has tabled item of campus cleanliness until more custodians are hired. Deferred maintenance is always a problem with a lack of funding.  
2) There was limited discussion regarding Senator Kanel's inquiry at the 10-16-14 AS meeting regarding possibility for other colleges to be involved in pilot program for Pathways to Success. Dr. Wrynn & Senator Sargeant discussed this item with Senator Kanel. Chair Walker will send a follow-up email to Senator Kanel for closure.
- 10.7 Academic Freedom Policy Discussion  
Item will continue on next agenda.
- 10.8 CSU Graduation Initiatives 2025  
Item will continue on next agenda.
- 10.9 Community College BA/BS  
Academic Programs will spearhead a response to community colleges that are moving forward on overlapping courses and degrees. To date this process has lacked communication and consultation amongst all stakeholders.

## XI. ADJOURNMENT

Meeting adjourned at 1:10 PM.

**NOTE:** Item 10.3 was given an ASD # [ASD 14-196] and minutes amended 1-21-15 for document tracking of UPS 210.020.