



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
DECEMBER 2, 2014**

Approved 12-9-14

11:30 AM - 1:00 PM

Academic Senate Office **PLN-120**

Present: Bonney, Fontaine, Jarvis, Sargeant, Walk, Walker

Absent: Dabirian, Guerin, Walicki

Guests: Cruz, Eanes

I. CALL TO ORDER

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

II. URGENT BUSINESS

- ✓ Feedback requested for job description: *Retention Specialist/SSP II*. Please send feedback to Academic Programs – APVAA Peter Nwosu.
- ✓ Discussion regarding a fully-drafted policy received from Office of Academic Programs as a “conversation starter” for facilitation of timely graduation at CSUF. Chair Walker will follow-up with AVPAA Nwosu.

III. ANNOUNCEMENTS

None.

IV. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 11-18-14 – Approval of 11-18-14 draft minutes will be moved to 12-9-14.

V. CHAIR’S REPORT No Report.

VI. PROVOST REPORT – 12:30 – 12:45 [Provost-VPAA Cruz & VPSA Eanes]

Chair Walker welcomed Vice Presidents Cruz and Eanes who each gave a brief update regarding a transition position within their respective divisions of Academic Affairs and Student Affairs. An announcement will be forthcoming at the end of this week that, upon ending his one-year appointment as Interim AVP of Student Affairs, Dr. James Rodriguez will assume the position of Interim Assistant Vice President for Institutional Research and Analytical Studies. This new appointment will be effective on January 16, 2015.

VP Eanes consulted with EC regarding a new interim appointment for the position of AVP of Student Affairs and discussed how the new interim AVP will focus on strengthening various student services in areas such as outreach and financial aid and coordinating the work of the corresponding units with that of the units managed AVP Vijay Pendakur and AVP Lea Jarnagin.

Provost Cruz also shared President García’s charge to the newly established Enrollment Management Committee and indicated that the committee would work to clarify how enrollment management at the university level interacts with the course scheduling and enrollment management at the department level.

VII. STAFF REPORT No Report.

VIII. COMMITTEE LIAISON REPORTS

8.1 ASI Board of Directors [Walker] T, 11-25-14, 1:15-3:30 PM, TSU 208 Campus closed this week.

ASI Board of Directors [Walker] T, 12-2-14, 1:15-3:30 PM, TSU 208

The board had quite a busy meeting. There were several quite long discussions related to contingency requests for more travel funds from ICCs, campaign spending limits, and the CSSA Student Involvement and Representation Fee. Dean Oseguera educated the board about the intersection between campaign finance rules and free speech issues. The board voted to endorse the CSSA SIRF proposal now that their concerns have been met.

8.2 Campus Facilities & Beautification Committee [Jarvis] F, 11-21-14, 10:00-11:00 AM, MH-141

CF&B members discussed the following items: safety concerns in parking structures; bicycle and skateboard safety on campus; cleanliness and refurbishing issues across campus. VPAF Danny Kim presented various budget initiatives - water conservation, new landscaping, beautification of campus, signage, etc.

- 8.3 Curriculum Committee [Bonney for Fontaine] F, 11-21-14, 12:00-1:00 PM, MH-141 Meeting Cancelled
- 8.4 Faculty Affairs Committee [Sargeant] F, 11-21-14, 10:00-12:00, MH-141
 Although attendance was limited, the committee achieved a quorum. The meeting focused on a discussion of the proposed Liberal Studies PT Faculty Policy. Members agreed a review of this policy suggested some areas that will need clarification in 210.070, particularly section IX.A. The key issue was the need to specify the relationship between criteria for evaluation and ratings. Members will ask Liberal Studies Dept. to clarify several items in the policy, particularly its section on "interim evaluation," clarify or map how criteria lead to rankings, and reorganize for clarify its section on classroom observation. In general, however, the committee expressed its deep appreciation to Liberal Studies for its thoughtful and well developed policy.
 Chair election issues were also briefly discussed.
- 8.5 Library Committee [Fontaine] R, 11-20-14, 9:00-10:00 AM, PLS-260
 Committee did not have a quorum, but the following was discussed with those in attendance.
- ✓ A doodle poll will be sent for spring 2015 meeting dates.
 - ✓ "Open Access" survey has been distributed to all faculty for feedback.
 - ✓ Gender-neutral restrooms have been requested.
 - ✓ New carpet being installed over winter break.
 - ✓ Library renewal policy is being reviewed. Members agreed to reach out to their constituents for feedback before a vote is taken at the final fall meeting – 12-11-14. Faculty needs should be balanced with needs of library to maintain control of books.
- 8.6 Planning, Resource, & Budget Committee [Bonney] F, 11-7-14, 1:00 – 2:30 PM, Meeting Cancelled
- 8.7 Student Academic Life Committee [Guerin] T, 12-2-14, 9:00 -10:00 AM, MH-141
 SALC identified priorities for spring. The following should be reviewed: 1) UPS 330.231 Policy on the Illegal Use of Drugs By Students [8-17-09]; 2) UPS 330.232 Use of Alcoholic Beverages by Students and Student Organizations [6-24-05]; 3) review advisement process for native and transfer students; 4) unit caps from student perspective.

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.

X. NEW BUSINESS

- 10.1 ASD 14-170 General Education New Course Proposals [Source: Academic Programs]
 EC members agreed to add ASD 14-170 to the A.S. agenda consent calendar 12-11-14.
- 10.2 ASD 14-171 Revised UPS 300.022 Assessment of Student Learning Outcomes at CSUF [Source: AEEC]
 EC members agreed to add this document (ASD 14-171) forwarded from AEEC to the A.S. agenda 12-11-14.
- 10.3 ASD 14-173 Proposed New UPS re GE: Programmatic Student Learning Goals and Learning Outcomes – Action Plan [Source: GE Com]
 Changes to this revised document were discussed; however, more feedback from faculty will be needed before moving forward. A.S. Chair and Vice Chair will draft a form and correspondence to faculty requesting a few minutes of their time to give input via a website.
- 10.4 ASD 14-175 Assigned Time for Exceptional Levels of Service to Students – Proposed new UPS 2XX.XXX (CBA Article 20.37) [Source: AS Chair]
 Chair Walker introduced his work on this project, which will also be presented to the Statewide A.S. Chair's meeting on Thursday, 12-4-14 for feedback. Per the new contract, each campus has been charged with creating a process to assign monies given by the Chancellor.
 Chair Walker has met with both Provost Cruz and CFA President Hassan and received their respective feedback on this evolving document.
 EC members discussed wording line-by-line for pros, cons, and concerns with trying to align the process with the new CBA that is less than clear in portions. This policy will have a limited timeframe since the next contract may not contain the same language/ benefit.

An ad hoc committee will be needed to work through the process of equity across constituencies developing a policy document that will ultimately make recommendations to the Provost approving assigned time for exceptional levels of service to students. A representative from each college will help with a fair process making sure each area of Unit 3 faculty as indicated in the CBA will be represented on the committee.

Chair Walker hopes to have feedback from ASCSU Chair's to be able to add this proposed policy in draft form under *Urgent Business* at the A.S. meeting 12-11-14.

- 10.5 CSUF Writing – AA/AS Retreat 10-17-14 Follow-up – Creation of a Standing Committee
EC members agreed that action is necessary to institutionalize a writing board versus the ad hoc style of the writing board over past years that has lost leadership and effectiveness. A few options were discussed, but a new standing committee seemed the best option for oversight of certification of undergraduate writing. This new committee would need to oversee writing history, reports from the AA/AS retreat 2013, as well as revision of UPS 320.020 University Writing Requirements.
Chair Walker asked for a volunteer to shepherd this process to create a document to be ready to present to A.S. on 1-29-15 for review, debate, and approve. This will involve changes to UPS 100.001 A.S. Bylaws creating another standing committee with composition and functions.
Volunteer pending.
- 10.6 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]
MOVED TO NEXT AGENDA 12-9-14.
- 10.7 EC Follow-up from 10-16-14 AS Minutes: 1) Campus Cleanliness; 2) Pathways to Success – Pilot Program in HSS
MOVED TO NEXT AGENDA 12-9-14.
- 10.8 ASD 14-174 Proposed Revisions to UPS 300.030 Academic Appeals [Source: ASC]
This document has minor revisions from ASC and will be added to the A.S. Consent Calendar for 12-11-14.
ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 12-9-14.
- 10.9 Academic Freedom Policy Discussion
10.10 CSU Graduation Initiatives 2025
10.11 Community College BA/BS
10.12 General Education Pathways – Do we need to develop policy?

XI. ADJOURNMENT

M/S/P (Fontaine/Sargeant) Meeting adjourned at 1:105 PM.