



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
DECEMBER 9, 2014**

Approved 12-16-14

11:30 AM - 1:00 PM

A.S. Office – PLN-120

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

Guest: Cruz

I. CALL TO ORDER

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

II. URGENT BUSINESS

None.

III. ANNOUNCEMENTS

(Walicki) Reminded EC members that College of the Arts – Department of Music will be performing Saturday and Sunday the annual “Deck the Hall” Christmas program, which is always well received.

IV. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 11-18-14

M/S/P (Walk/Walicki) EC draft minutes of 11-18-14 were approved as submitted.

5.2 EC Minutes (Draft) 12-2-14

M/S/P (Walicki/Bonney) EC draft minutes of 12-2-14 were approved as submitted.

V. CHAIR’S REPORT [Walker]

Items discussed:

- Updates on Search Committees for spring 2015 – Faculty will be needed:
 - NSM Dean [Exec Com will make decision regarding faculty to serve – with Chair Walker recusing himself]
 - Director of FDC – in progress
 - Academic Affairs – Director for Online Learning/Strategies [FT faculty required]
 - Assistant VP for Institutional Research and Analytical Studies (Ed Sullivan position). Title may change.
 - Director – Honors Program
- Resolution to be written to honor Paul Miller at A.S. 12-18-14.
- EC Members to hold the date of February 4, 2015 for retreat with President’s Advisory Board (PAB) and ASI leadership.
- Suggest NO AA/AS RETREAT date needed for spring 2015, since agenda items on 2-4-15 retreat will replace this spring event.
- A Town Hall meeting has been suggested for either March 2 or April 30 for an update on SP activities and accomplishments to date. Executive Committee preferred March 2.
- Considering adding to Senate agendas a new business item “MEMBER ITEMS”. This category would be used for Senators’ to bring up items that are not *announcements* or *urgent business*.
- A.S. office plans to communicate to chairs of standing committees regarding the process of service commitments and the importance of polling their members for spring meeting times/dates as well as future meeting days and times. It is important when asking new members (faculty and students) to serve that they know the dates and times of commitments.
- The final fall 2014 meeting of Executive Committee will be 12-16-14. The first EC meeting in spring will be Tuesday, January 20, 2015.

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

Provost Cruz reported that Carnegie Foundation has given Cal State Fullerton the 2015 Classification for Community Engagement. This information will be publicly announced in January. Three hundred sixty one universities across the nation have achieved this classification.

Fall 2015 applications have significantly increased since my last report. The number of applications is now in line with last year's. Unfortunately, we do not expect our FTE allotment to increase, so increased retention levels and higher per student unit counts will increase pressure on admissions.

Sabbatical applications and awards were shared from Professional Leaves Committee, fall 2014: 83 applications; 49 highly recommended, 27 recommended; 7 not recommended. We are now analyzing the minimum number of awards required by the CBA and the funding available for them. Last year we had a smaller number of applicants and were able to enhance the approximately \$800,000 baseline budget for sabbaticals with one-time funds to fund 90% of the recommended sabbaticals. We will once again work hard to fund as many sabbaticals as we can this year.

Newly elected assembly woman Kim has introduced a bill to roll back student success fees (AB42).

Provost Cruz spent time with Q/A.

He reported that the searches for approximately 75 new faculty members are progressing.

VII. STAFF REPORT No Report.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board of Directors [Walker] T, 12-9-14, 1:15-3:30 PM and R 12-11-14 2:00 – 4:00 PM, TSU 208
The ASI Board of Directors met twice this week. The board will once again have a full slate of directors after appointing new directors for the College of Health and Human Development and College of the Arts. The board approved several requests for contracts and approved monies. The board also changed the ASI bylaws on elections to clarify when it is appropriate for members of the board and other ASI student leaders to campaign for others. There will be a screening of 'Dear White People' this spring. The board held elections for chair and vice-chair for the spring semester.
- 8.2 Curriculum Committee [Jarvis for Fontaine] F, 12-5-14, 12:00-1:00 PM, MH-141
UCC met today (with quorum). The committee discussed changes to the undergraduate project and thesis UPS, all of them just editorial. The committee discussed a memo to Exec regarding the standardization of course numbers for 495-498 courses. This memo supports the standardization of course numbers. The committee also discussed UPS 410.103 in light of double-counting. The committee endorsed the idea of limited double-counting, with the limitation being that 30 units of GE must be unique from a student's primary major (Alison is going to check on the proper language for "first" vs "primary" major). The committee felt that this restriction was not particularly onerous, given the distributed nature of GE across colleges and departments (the idea being that it would be nearly impossible for a student to meet GE requirements without taking at least 30 units outside of their first/primary major anyway, even for the majors with substantially fewer GE units than 51, due to breadth requirements).
- 8.3 Extended Education Committee [Walk] M, 12-8-14, 3:00-4:00 PM, CP-950
Intersession (reduced) enrollment up 4.3% versus same date last year (though nonpayment drops still pending). Kari Knutson-Miller is working with the Provost on self-support partner agreements. An audit of UEE is close to completion. Particular attention has been paid to the fees, which is an in audits of other CSU institutions. The auditors have also raised questions about the number of students stateside (versus open university) in internship, research and tutorial courses, with particular concern about stateside courses with exclusively Open University students.
- 8.4 Faculty Affairs Committee [Sargeant] F, 12-5-14, 10:00-12:00, MH-141
Discussion of minutes of previous meeting prompted a discussion of issues related to standards and departmental policies on the evaluation of part-time faculty, including how to encourage departments to review and revise existing policies, as well as consider developing a departmental policy if one does not exist. FAC strongly recommends that a monthly Council of Chairs meeting include a discussion of departmental policies related to the evaluation of part-time faculty. Could bring revised Liberal Studies policy and the templates from H&SS as examples (providing department and College agree). Historically, FAC played a role in approving Departmental Standards as policy, in part to keep a separation between the policy and the review of specific personnel cases by the FPC. FAC members believe the distribution of this responsibility should be thoughtfully considered.
- 8.5 General Education Committee [Bonney] F, 12-5-14, 2:00-4:00 PM, MH-141 "if needed" Meeting Cancelled
- 8.6 Information Technology Committee [Walicki] F, 12-5-14, 10:00-11:00 AM, PLS-299
ITC reviewed UPS 103.004 Computing Resources Use Policy [6-7-12] at the request of A.S. Exec Com. Chair Grieb will communicate to A.S. Chair Walker that no revision is needed.

ITC will review draft IT Strategic Plan for future discussion as well as UPS 103.005 World Wide Web Policy [6-7-12] for possible revisions.

- 8.7 International Education Committee [Dabirian] W, 12-3-14, 11:00-12:00, MH-141
International activities were presented in handouts and PP presentations by Dr. Knutson Miller, Interim Dean of Extended Education & Associate VP for International Programs. Reports included university enrollment breakdowns, faculty-led short-term study abroad, and letters of agreement/intent, MOUs, etc.

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]
This item will be discussed further along with ASD 14-178 Revised UPS 411.201 (see item 10.1 below) and GE Pathways document (see 10.9 below).
- 9.3 ASD 14-175 Exceptional Level of Service to Student Assigned Time Committee (Proposed CBA Article 20.37)
Chair Walker has received input from Provost Cruz, CFA, and the ASCSU. Input has been received and revised document will be in Drop Box for review as a FIRST READING item on AS agenda 12-11-14.
- 9.4 Volunteer Pending for Early Spring Proposal to A.S: CSUF Writing - Creation of a Standing Committee
No volunteer was forthcoming.
- 9.5 Timely Graduation Discussion / Policy from Academic Programs – cont'd from EC Urgent Business 12-2-14
Chair Walker updated members regarding his meeting with AVPAP Nwosu. There is a process for graduating students with excessive units. This process is overseen by Academic Programs and the departments. Prior to developing a policy, data gathering and conversations need to occur to identify the problem as well as the solution. There was a suggestion for an ad hoc committee review contributing factors to students' excessive units; i.e., CSUF existing data, other CSU administrative policies, double-counting, general education, internal mechanical ways to intercede with TDAs, and maintaining human contact (advising) between students and their graduation process.
Chair Walker will follow-up with moving this forward for spring 2015.

X. NEW BUSINESS

- 10.1 ASD 14-178 Revised UPS 411.201 General Education: Objectives for Student Learning [Source: GE Com]
See 9.2 above. Item will move to Unfinished Business next meeting.
- 10.2 Experimental/Pilot Programs (Helmsley Grant)
There is currently no mechanism for approval for these types of programs. Chair Walker is talking with Provost Cruz regarding how to move toward implementation of a process that will include University Curriculum Committee (UCC) and the General Education Committee (GE).
- 10.3 ASD 14-181 UPS 411.400 Teacher Preparation [11-15-68] Prior to "Ryan Act" – Request Review/Feedback
Although there is no committee that oversees this area of the Credentials Program, the College of Education does not want to rescind this policy.

Below items will be moved to next EC agenda 12-18-14.

- 10.4 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]
- 10.5 EC Follow-up from 10-16-14 AS Minutes: 1) Campus Cleanliness; 2) Pathways to Success – Pilot Program in HSS
- 10.6 Academic Freedom Policy Discussion
- 10.7 CSU Graduation Initiatives 2025
- 10.8 Community College BA/BS
- 10.9 General Education Pathways – Do we need to develop policy? WILL MOVE TO UNFINISHED BUSINESS (see above 10.2 above) [this is encompassed in the item for 10.2]

XI. ADJOURNMENT

Meeting adjourned at 1:10 PM.