



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 10, 2015**

Approved 2-17-15

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 BUSINESSE

- Senator Guerin asked for feedback for the content of her portion of the Statewide Academic Senate Report at the AS meeting 2-12-14. She has data and follow-up numbers regarding the Chancellor's granting of exceptions to those campuses who had academically sound reasons to go beyond 120/180 units to graduate in a particular degree/program. Nine campuses were given exceptions to their high-unit engineering degrees. Cal State Fullerton did not ask for exceptions.

NOTE: Chair Walker shared this information in his Chair's Report sent for AS meeting 2-12-15.

III. ANNOUNCEMENTS

- (Dabirian) reminded members of the 2-19-15 Faculty Appreciation athletics (with faculty vs. students at half-time.
- (Walicki) announced he will be lecturing at the Fullerton Public Library at 7:00 PM.
- (Jarvis) As a member of the search committee, he announced a sufficient number of viable applications were received before the application deadline for Director of Faculty Development Center. Process will move forward.
- (Dabirian) It is time for a mandatory password change. Several email notices have already been sent and will continue through February. A password change is needed in February, May, and September.
- There was discussion how widespread the problem may be when various campus rooms and facilities are used inappropriately by unauthorized people who have key access. If problems continue without resolution, VP-AF Kim should be notified.
- Senator Jarvis will continue his liaison duties during his spring 2015 sabbatical; however, an EC member replacement will be needed for his service on the Civility working group within the HRDI Diversity Action Plan, which meets most Monday mornings throughout the semester. Members discussed how to support Chair Walker for the ASI weekly meetings held 1:15 – 3:30 every Tuesday afternoon if he replaces Senator Jarvis.
- Humanities faculty member is needed to serve on AEEC through May 2015.

IV. APPROVAL OF MINUTES

4.1 EC draft minutes of 2-3-15 moved to next EC agenda.

V. CHAIR'S REPORT (Chair Walker)

- Meeting with Provost 2-11-15. Academic Master Plan will be discussed.
- Friday, 2-13-15 legislators from CA State Department of Finance will visit CSUF from Sacramento to view and discuss campus infrastructure needs, deferred maintenance, etc.
- Deans and associate deans have been asked to send suggestions for faculty who may be willing to serve on our three general committees (see 9.5 Unfinished Business).

VI. PROVOST REPORT (Provost Cruz)

Provost Cruz discussed the following:

- Academic Master Plan framework to move into high gear following WASC Interim Report deadline in March. PRBC recommended fundamental questions to be answered. Committee members will be collaboratively appointed over summer, timelines to be decided upon with plans to be approved by the President. Feedback and consultation is welcome from EC members.
- Irvine Campus changes are being pursued according to re-visioning work done in 2013-14.

- Search Committee – Dean of Communications. A meeting was held with all members in three departments of the College of Communications and a path forward has been agreed upon. The model used successfully for the HSS Dean Search will be used.

VII. STAFF REPORT (Miller)

- ✓ Two (2) transmittals have been sent to President Garcia from the AS 1-29-15. They have been distributed to the “DL” for transmittals. Seven UPS documents will be posted to the AS Website this week.

ASD #	Document	Title	AS Approved	Sent	Signed
14-142	New UPS	Review and Revision of University Policy Statements [Source: EC]	1/29/15 NB	2/11/15	Pending
15-15	UPS 211.100	Appointment of Department Chairs and Vice-Chairs [Source: FAC/COD/EC]	1/29/15 NB	2/11/15	Pending

- ✓ Barnes Award nominations were due 2-9-15, 5:00 PM. 9 nominations were received. Files are due M, 3-2-15.
- ✓ OPA Files due M, 3-9-15, 5:00 PM.
- ✓ Spring election timelines: CSU: e-Voting: 3/23-26/15. All University Elections: e-Voting: 4/27-30/15.
- ✓ Committee Interest Form request to faculty to complete will be sent this week (ASD 15-22).

VIII. COMMITTEE LIAISON REPORTS

- 9.1 ASI Board of Directors [Walker] T, 2-10-15, 1:15-3:30 PM, TSU 208
The Board received a report on the WASC process and interim report from Associate Vice President Nwosu. Student Trustee Brewer gave a short report and presentation on the California and CSU Budget process. Members discussed the draft ASI Operating Agreement and Lease and having representation from the Irvine Campus.
- 9.2 Faculty Affairs Committee [Sargeant] F, 2-6-15, 10:00-12:00, MH-141
As a new business item, there was broad discussion of jurisdiction over review and revision of Department Personnel Standards by which (or either) the standing committee of Faculty Affairs Committee or the general committee of Faculty Personnel Committee. Members had concerns about appropriateness and workload.
Specific DPS were discussed for evaluating part-time faculty. One required change to bring the proposed policy into conformance with the CBA regarding interim vs. periodic review for new hires in Fall semester (would need a periodic review, not an interim review). Other suggestions will be made to the department, including: Issue of requiring department personnel committee to conduct interim reviews within four weeks of the end of a semester creates workload issues for faculty on the DPC who are not in work status during this period after the spring semester. Discussion of the challenge of moving from evaluation of performance in a class to an overall evaluation of a faculty member over time. Concerns that the rubric may be overly cumbersome.
- 9.3 International Education Committee [Walicki] W, 2-4-15, 11:00-12:00, MH-141
IEC members heard reports from colleges and various committees:
- ✓ Humanities – Hosting an IE Fair highlighting summer study away / study aboard program.
 - ✓ Arts-School of Music: Pianist, Akiko Ebi, will perform at 4:00 pm Sunday, 2-8-15 in Meng Hall.
 - ✓ Education is hosting an IE Conference focusing on College of Education work in other countries.
 - ✓ SS – History will host an event 4-26-15 featuring three faculty from China.
 - ✓ NSM is in process of forming an International Ed Committee within the college.
- IEC wants to identify obstacles to mid-career faculty involvement in study abroad programs. There was discussion regarding creation of a survey questionnaire to receive feedback.
- Dr. Knutson Miller reported:
- ✓ CSUF exchange relations with Cuba are going well. She will be traveling to the now-open country for ongoing discussions. Cuba is willing to send undergraduate students to CSUF.
 - ✓ Lay Tuan Tan will retire in the next month after 20 years on campus
 - ✓ CSUF has 25 active international agreements.
 - ✓ CSUF currently has 43 exchange students
 - ✓ A collaborative meeting is planned for next week to discuss study abroad programs. Invitees will represent AA, SA, college faculty, staff and chair of IEC.

- 9.4 Planning Resource, & Budget Committee [Bonney] F, 2-6-15, 1:00 – 2:30 PM, CP-1060-05
 There were three presentations. Provost Cruz provided an updated on progress toward an Academic Master Plan. The composition of four committees proposed to prepare such a master plan and the charges to those committees will be shared with the campus later in the spring semester with an eye to beginning work during summer 2015 so a first draft can be completed by spring 2016 and a final draft completed during summer 2016.
- VP Eanes provided an update on the use of the Student Success Fees, emphasizing that the students should be particularly aware of the benefits of the fees this spring.
- VP Kim gave an update on Division of Administration ^ Finance. The CO will be providing the university with \$1 million for deferred maintenance, but VP Kim believes the total amount of deferred maintenance will be close to \$190 million.

IX. UNFINISHED BUSINESS

- 9.1 Helmsley Grant
 A summary was provided by Chair Walker regarding various state, system-wide, and CSUF policies governing general education. Dr. Koch has been scheduled for an EC *time certain* 2-17-15.
- 9.2 Update Status re ASD 14-181 UPS 411.400 Teacher Preparation [11-15-68] Prior to “Ryan Act” – Request Review/Feedback
 Information still pending.
- 9.3 Follow-up Status re Faculty Willing to Serve on NSM Search Committee [Google Form distributed to NSM faculty 2-2-15]
 Chair Walker sent a reminder email to NSM faculty to please use the form to indicate interest in serving on this important search committee. Names will be discussed 2-17-15.
- 9.4 Statements-of-Opinion, All University Elections, Spring 2015 – 1 Suggestion from Each EC Member
 One S-O-O was submitted so far. Chair Walker asked for others to be sent by the end of this week.
- 9.5 General Committees – Terms Ending – “Senate Nominee” needed for each constituency [terms ending]
 Faculty Personnel Committee: - 3 3-year term: EDUC; HHD; MCBE
 Professional Leaves Committee - 4 3-year term: ARTS; COMM; HHD; LIBRARY
 Faculty Research Committee - 5 2-year term: ECS; EDUC; HUM; SS; LIBRARY
 Willing and available faculty will be needed as “Senate Nominees” for each of these committees.
- 9.6 ASD 15-02 UPS 100.001 AS Bylaws re All University Elections – Constituency Issues discussed at AS meeting 1-29-15
 ■ ASD 15-21 Proposed Revisions to Bylaws Regarding Constituencies
 At the 1-29-15 AS meeting, Senators did not seem eager to make major revisions to the Bylaws. Further discussions 2-12-15 should provide more direction for revisions to codify current elections procedures with regard to constituencies. No changes will be made to the elections process for spring 2015.

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 EC members agreed Extended Education documents [items 9.7 thru 9.11] should move forward with no additional revisions. Once (5) policies are approved, item 9.12, ASD 15-11 recommended for rescission will be brought back to AS for a first reading to recommend rescission.

- 9.7 ASD 15-06 UPS 450.000 Goals, Scope, and Policy Regulation for Extended Education [12-3-04]
 [Source: EEC] On AS Agenda 2-12-15
- 9.8 ASD 15-07 UPS 450.100 Policy on Extension Program Extended Education [12-3-04] [Source: EEC]
 On AS Agenda 2-12-15
- 9.9 ASD 15-08 UPS 450.200 Policy on Special Sessions [6-18-03] [Source: EEC] On AS Agenda 2-12-15
- 9.10 ASD 15-09 UPS 450.400 Open University Enrollment Policy [6-14-05] [Source: EEC] On AS Agenda 2-12-15
- 9.11 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] On AS Agenda 2-12-15
- 9.12 ASD 15-11 UPS 501 Non-Academic Credit/CEU/Certificate Programs [6-24-05] [Source: EEC] – Recommend Rescission On AS Agenda 2-12-15
- 9.13 ASD 15-12 UPS 410.115 Academic Credit Certificate Programs [6-24-05] [Source: EEC] – No change recommended On AS Agenda 2-12-15

10 NEW BUSINESS

10.1 GE Program Performance Review

Vice Chair Bonney gave a recap of the positive GE PPR outside review last month (January). An Executive Summary should be forthcoming from PPR. EC members agreed this should be made available to the campus community. Chair Walker will ask Academic Programs for a short presentation to AS 2-26-15 – to include Chair of GE Committee (Childers).

10.2 [Academic Freedom](#) Policy Discussion

ASCSU wrote a resolution as did other CSU campuses supporting a CSU policy on academic freedom as well. EC members agreed the AS from Cal State Fullerton should approve a resolution and send it to the CO.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 2-17-15.

10.3 CSU Graduation Initiatives 2025

10.4 Personnel Infrastructure, Processes, and Policies

10.5 Smoke-Free Campus – Enforcement of “No Smoking Policy”

10.6 Visiting & Adjunct Professor Process

10.7 EWP / Graduate Students - Writing Issues for Follow-up Action

10.8 UPS 100.001 AS Bylaws re All University Elections – Review of Constituencies

11 ADJOURNMENT

Meeting adjourned at 1:19 PM.