



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
FEBRUARY 24, 2015**

*Approved 3-3-15*

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

**Academic Senate Office – PLN-120**

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

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

- 2.1 Pollak Library Weeding Project – EC Feedback for Pilot Program Weeding by Departments  
Chair Walker forwarded draft document from Librarian Hewitt to obtain “faculty perspective” feedback for direction wording to fill out the weeding project survey. EC members agreed faculty will need a short form developed in an email that would have an attachment containing detailed information regarding the weeding project. Further comments/feedback need to be sent by the end of day for Chair Walker to forward to interim University Librarian Hewitt.

## **III. ANNOUNCEMENTS**

- Senator Walicki encouraged EC members to take advantage of available tickets for the 2015 New Music Festival happening February 25 – March 1. Many outstanding guest artists will be on campus throughout the week.
- Senator Dabirian stated the mandatory password change in February is going well and everyone but his IT staff seems to have completed the task.

## **IV. APPROVAL OF MINUTES**

- 5.1 EC draft minutes of 2-17-15  
M/S/P (Bonney/Walicki) minutes of 2-17-15 were approved as submitted.

## **V. CHAIR’S REPORT (Chair Walker)**

- An email to Bob Koch from EC will be sent in the next few days in response to his request to waive GE course(s) for the Helmsley Grant ASCEND CELL Program. EC unanimously agreed to an unwillingness to set precedent to allow. *[We hope that you can find an alternative way to encourage students to enroll in the course while it is undergoing review]*
- Highlights given on ASCSU chair’s meeting held in Long Beach at the CO 2-19-15.
  - Academic Freedom Policy is being pursued by other campuses as well to give support as Chancellor White
  - Chairs sending a memo to Chancellor White regarding the need for a clear and thoughtful process working with community college degree program that was mandated by the CA legislature.
- AS standing committee *terms ending* will be on future EC agendas – faculty needed to fill positions. EC members were asked to let constituents know to fill out Committee Interest form online.
- EC, representing Academic Senate, has consistently asked for campus feedback on any and all changes proposed to campus policies and procedures throughout the past several years. Chair Walker encouraged members to continue to be ambassadors

## **VI. STAFF REPORT (written report-Miller)**

- ✓ Humanities faculty member is needed to serve on AEEC through May 2015.
- ✓ Memo to be sent this week regarding Spring 2015 election for CSUF Statewide Senator to replace Matt Jarvis. Current FT Unit 3 faculty listing has been requested from FAR/HRDI but is still pending.

## **VII. COMMITTEE LIAISON REPORTS**

- 7.1 ASI Board of Directors [Walker] T, 2-24-15, 1:15-3:30 PM, TSU 208  
The Board received reports from several ICCs regarding their finances and recent activities. They also received a report from Athletic Director Jim Donovan on athletic activities and athletics partnership with

ASI and a report from Claude Damsa, Senior Manager of Course Materials, Titan Shops. Student attendance at athletic events is up by quite a bit as are gate receipts from concessions etc. Titan Shops is co-sponsoring the annual CSUF Affordable Course Materials EXPO along with the Academic Technology Center. The event occurs on March 24<sup>th</sup> from 10 am – 2 pm.

- 7.2 Assessment & Educational Effectiveness Committee [Guerin] W, 2-18-15, 1:00-2:15 PM, MH-141  
The general focus of the meeting was proposed new guidelines for Program Performance Review (PPR). There were a number of concerns about the new guidelines and their relationship to current policy and practice. Issues of where General Education Courses are reviewed, is General Education its own entity with regard to PPR, how do accreditation reports integrate with the PPR process and how are programs that do not require accreditation that live within departments and colleges that require accreditation handled. It was generally agreed that the PPR process is really a multi-year process and that any timeline that is developed needs to account for the RTP process and workload of chairs, deans, faculty and staff. Also issues were raised regarding faculty workload and if resources would be provided if faculty were needed during the summer to complete the PPR process. There was also discussion of who meets in the culminating meeting as the Provost is quite busy and getting meetings set is difficult. I brought up that it had been mentioned to me that some felt disrespected if the Provost was not going to be at the culminating meeting. The committee is continuing to work on this and feedback will be collected from Deans, Chairs, and Faculty through AVP Nwosu and Senate Chair Walker.
- 7.3 Extended Education Committee [Walk] M, 2-23-15, 3:00-4:00 PM, CP-950 **PENDING**
- 7.4 Faculty Affairs Committee [Dabirian] F, 2-20-15, 10:00-12:00 AM, MH-141  
Continued discussion of Liberal Studies Department Policy on the Evaluation of Temporary Faculty. Focus was on edits to simplify and clarify language on who shall receive periodic evaluations. Final suggested language reads: "Annual periodic evaluations of temporary faculty are carried out during the spring semester of each academic year. New hires who taught both preceding semesters, as well as other temporary faculty who do not have 1 AY or 3 AY contracts and who taught as returning 1-semester hires, shall receive an annual periodic evaluation." Policy was approved by the committee.
- 7.5 Planning, Resource, & Budget Committee [Walker] F, 2-20-15, 1:00 – 2:30 PM, CP-1060-05.  
Members continued discussion of campus infrastructure following VP Kim's report from the last meeting. There is continued concern regarding deferred maintenance, the newly acquired ability for the CSU to finance its own bonds, mandatory cost increases, impaction, and how these impact the ability of CSUF to grow. Current hypotheses indicate very small increases in enrollment next year with correspondingly small increases in our budget. PRBC was given a presentation by VP Dabirian and Deputy Provost McMahan on High Impact Practices (HIPS). There was a lively discussion about HIPS and the proposed processes and definition. Concerns centered around assessment and resources, how existing high-impact practices that are taken by a large number of students will demonstrate improvement (e.g. all students in certain majors in COTA do performances/shows – how do you demonstrate impact?), resources for the faculty doing the HIP and for the activities the students are engaged in. There was still confusion about the definition and whether you had to have all of the elements listed. **The focus currently feels more about counting the number of HIPs experienced rather than promoting the intentional and thoughtful development of HIPS with consideration of how the proposed HIPs promote student success, enhance student learning and student engagement, and fit into a student's degree program/CSUF degree.**

## VIII. UNFINISHED BUSINESS

- 8.1 Academic Master Plan  
Chair Walker met with Provost regarding requested four (4) faculty to serve on each subcommittee. He will meet with President García then move forward on these joint appointments.
- 8.2 Update Status re ASD 14-181 UPS 411.400 Teacher Preparation [11-15-68] Prior to "Ryan Act" – Request Review/Feedback  
Still pending information.
- 8.3 Follow--up Status re Faculty Willing to Serve on NSM Search Committee [Google Form distributed to NSM faculty 2-2-15]  
List of faculty willing to serve will be discussed next week and decisions made for AS confirmation 3-12-15.
- 8.4 Statements-of-Opinion, All University Elections, Spring 2015 – 1 Suggestion from Each EC Member

Chair Walker led discussion on seven (7) potential questions. Five will remain with opportunity this week to edit. Each will need pro/con statements.

- 8.5 General Committees – Terms Ending – “Senate Nominee” needed for each constituency [terms ending]  
Plus faculty resignations received as of 2-13-15

Faculty Personnel Committee	3 3-yr Terms Ending: EDUC; HHD; MCBE Resignation: 2-yr NSM
Professional Leaves Committee:	4 3-yr Terms Ending: ARTS; COMM; HHD; LIBRARY Resignations: 1-yr EDUC; 1-yr HUM; 2-yr ECS
Faculty Research Committee:	5 2-year Terms Ending: ECS; EDUC; HUM; SS; LIBRARY Resignations: 1-yr COMM

Faculty nominees from each college will be asked to serve for these vacant positions.

- 8.6 ASD 15-21 Proposed Bylaw Revision to Constituencies – Discussed at AS Meeting 2-12-15 – to Return for a Vote 2-26-15 [Added to Bylaws – formatted ASD 15-02]  
Bylaws and Constitution are in conflict with current process. This will be a topic for AS 2-26-15. A vote is pending. Several of the 35 faculty seats are now filled by administrators who do not fit the Constitutional definition of “faculty”.
- 8.7 [Academic Freedom](#) Policy – Resolution for CO to be Approved by CSUF Academic Senate  
EC members edited and approved the resolution for AS 2-26-15.

## IX. NEW BUSINESS

- 9.1 ASD 15-28 New Course Proposals, Spring 2015 [Source: Academic Programs]  
Document was approved with two minor edits for AS agenda 2-26-15.
- 9.2 ASD 15-27 Bylaw Revisions to Add New Standing Committee of Proposed *University Committee on Writing Proficiency* [EWP / Graduate Students – Follow-up Action re Writing Issues]  
EC members discussed complexities of campus writing issues, both undergraduate and graduate. ASD 15-27 change to AS Bylaws would create another standing committee (18 total). The question of composition on this proposed standing committee was discussed. A director for campus writing is still pending; however, this position should be included as ex officio (non-voting). Chair Walker will follow-up with Assistant VP for Enrollment Services Dority regarding the level of involvement needed for this standing committee. Feedback from Graduate Education Committee would be welcome.  
  
Graduate Education Committee is working on how to better test graduate students’ writing skills [now using EWP]. Finding models from other campuses.
- 9.3 CSU Graduation Initiatives 2025  
Item will continue on EC agenda 3-3-15.
- 9.4 Personnel Infrastructure, Processes, and Policies  
Chair Walker asked for EC feedback and discussion in preparation for a meeting this week with chairs of FPC and FAC. He will report back on the meeting.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 3-3-15.

- 9.5 Smoke-Free Campus – Enforcement of “No Smoking Policy” [AS Urgent Business Item 1-29-15]  
9.6 Visiting & Adjunct Professor Process  
9.7 CO Request for President García’s 3-year Review

## X. ADJOURNMENT

Meeting adjourned at 1:15 PM.