



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MARCH 17, 2015**

Approved 3-24-15

11:30 AM - 1:00 PM

Academic Senate Office – PLN-120

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

- Members asked Chair Walker to discuss with Provost Cruz the perception of excessive expenditures for printing and distributing glossy colored brochures when a new Academic Affairs administrator is hired. As a promotional tool, internal and external, it is equally important to acknowledge new faculty and staff members. Message received is that administrators are more important.

EC members agreed Strategic Communications continues to improve on highlighting CSUF's profile in the local community, around Southern California, and CSUF Webpages, etc.

III. ANNOUNCEMENTS

- Meeting coverage is needed for liaisons who will be attending Statewide AS meetings on Friday, 3-20-15.
- Senator Jarvis updated the group regarding a study done on the campus parking structures regarding suicide prevention. This topic can also be addressed with VPAF Kim next week, 3-24-15.
- There was discussion on the request for tagging (branding) of identified "sustainable" courses in the catalog. Some years back, President Gordon on behalf of CSUF signed a pact with STARS. The Sustainability Tracking, Assessment & Rating System (STARS) is a transparent, self-reporting framework for colleges and universities to measure their sustainability performance.
- An announcement on 3-12-15 AS agenda was for research awards. No one had an answer to the question of who will be reviewing and determining award recipients.

IV. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 3-17-15

M/S/P (Bonney/Dabirian) minutes of 3-17-15 were approved with a minor correction.

V. CHAIR'S REPORT (Chair Walker)

- VPAF Danny Kim will be here next week to update EC members on Division of Administration & Finance.
- A subcommittee is working on a draft policy for Intellectual Property Policy. It should be approved by the subcommittee this week, but this is the beginning of the work to get the policy to the senate floor (e.g. consultation with University Council and with CFA).

Vice Chair Bonney contributed information on the possibility of adding another standing committee to oversee writing and revision of research policies. The general committee of Faculty Research has enough to do with administration and oversight of two faculty grant cycles, one during each semester of fall and spring.

Timeframe for approval of another standing committee would probably be 2015-16 with a revision to UPS 100.001 AS Bylaws to add RESEARCH POLICY COMMITTEE.

We need to build a stronger collaboration between compliance staff and faculty to ensure our policy statements protect and inform faculty as well as meet the compliance standards set forth by various entities (e.g., Federal, State, and Local Governments/Agencies, CSU policies).

- Senator Fontaine asked how *Research Enterprise* is being defined at CSUF. No one had an answer.

VI. PROVOST REPORT – 12:30 PM

Provost Cruz did not have specific items to discuss; however, he stated he will be away from campus for several weeks for R&R. His tenure at CSUF has been 2 ½ years. He invited EC members to share with him their

thoughts, ideas, impressions, opinions and viewpoints for his reflection and thoughtfulness during this time of mental refresh and physical retreat. There was excellent exchange of ideas, ongoing as well as future issues to be addressed, and a mutual respect and collegiality among colleagues.

Many positive exchanges were shared during the 30 minute discussion. CSUF has a history of being self-aware with a willingness to improve.

VII. STAFF REPORT (Miller)

- ✓ VPAF Kim has been given a TC at next week’s EC meeting.
- ✓ President García had been given a *time certain* on 3-26-15 for a “WASC Update”. This has been cancelled since there is no update yet from WASC. The next AS meeting the President is scheduled to attend will be 5-7-15 when faculty awards will be presented.
- ✓ Election season is upon us. eVoting for ASCSU Statewide Senator will be March 23-26, 2015. Mark Stohs is the only ballot candidate for the 3-year term to replace Matt Jarvis.
- ✓ Memo regarding the All University Elections to be held April 27-30 will be sent to the electorate this week.
- ✓ Three transmittals are still pending from President García:

ASD #	Document	Title	AS Approved	Sent
14-99	New UPS 400.020	Undergraduate Project and Thesis	2/12/15 NB	2/26/15
14-192	UPS 411.601	Policy on Academic Internships	2/12/15 NB	2/26/15
14-194	UPS 100.605	Policy on Administrative Restructuring of Academic Programs	2/12/15 NB	2/26/15

VIII. COMMITTEE LIAISON REPORTS

- 9.1 ASI Board of Directors [Walker] T, 3-17-15, 1:15-3:30 PM, TSU 208
 The board approved ASIP’s request to enter into a contract over \$3000. They also discussed taking a position on Assembly Bill 42 (Kim) and feedback received from students during ASI Board Member outreach hours.
- 8.2 Faculty Development Center Board [Sargeant] F, 3-13-15, 9:00-11:00 AM, PLS-290
 Report from Kristin Stang on FDC programming during Spring 2015. Additional sessions of learning communities and programs being offered due to high demand. Some details on upcoming affordable course materials event on March 24 from 10-2 (and the need to encourage faculty to attend what promises to be a very interesting event). Also information on Teaching Titans Day April 29 (all day). Extended discussion about how FDC can facilitate a campus discussion on class material affordability (including partnering with ASI to publicize both student and faculty tips on finding course materials inexpensively). Request from all parties -- including Senate -- for feedback and tips for faculty on identifying and selecting affordable class materials. Discussion of new classroom prototypes that will be available for faculty to test. FIED Spring Grants --- expectation of about 50 applications. Deadline is 10am March 23.
- 8.3 General Education Committee [Bonney] F, 3-13-15, 2:00 -4:00 PM, MH-141
 The GE Committee met on 13 March 2015. The committee began by discussing recertification.
1. The committee concluded that CHIC 102 did not adequately address the learning goals for a course in oral communication and asked for a return of revised course documents on April 17 for the class to retain GE certification.
 2. PSYCH 110 will be returned for a clear articulation of how the course meets the GE Learning Goals and also should revise the documents to be returned by April 17.
 3. HON 101A and 101B recertified.
 4. PHIL 105 materials had been received. Committee felt that the materials as submitted did not indicate clearly how each of the course(s) met the learning goals or how the writing requirements of GE had been met.
 At 2:30 Deputy-Provost McMahan met with the committee to make the presentation on High Impact Practices. One of the possibilities raised by Dave Mickey was that students who max out on 499 units could do what they often do now which is do the work anyway and then get specially designated HIP units.
- There was a discussion of the GE Learning Goals and Outcomes with some modifications.
- 8.4 Graduate Education Committee [Jarvis] F, 3-13-15, 2:00-4:00 PM, KHS-221
 Members discussed two items during the one hour meeting:
- ✓ UPS 300.018 Unauthorized Withdrawals;
 - ✓ Status of graduate writing and the mandates within Executive Order for graduate level writing.

- 8.5 Information Technology Committee [Walicki] F, 3-13-15, 10:00-11:00 AM, PLS-299
3-13-15 minutes from ITC were distributed to EC members.
- 8.6 Internships & Service Committee [Dabirian] W, 3-11-15, 9:00-10:00 AM, MH-141
Deanna Moreno attended the meeting to discuss various ways to make internships and service learning activities more visible with respect to her expanded areas. She recommended Student Life and New student orientation. ISLC members agreed on the idea to add information in NSO packets and to also work with faculty advisors for service learning advising.
- The committee discussed extensively communication strategies to market Internship and Service Learning. The goal is to provide information for NSO on Service Learning, Internship, and student employment.
- 8.7 University Advancement Committee [Walk] W, 3-11-15, 9:00-10:00 AM, CP-810 No Report

IX. UNFINISHED BUSINESS

- 9.1 ASD 14-181 UPS 411.400 Teacher Preparation [11-15-68] Proposed Revisions 3-5-15 [Source: COE]
EC members agreed this item should be given a "First Reading" status on 3-26-15. Dean Cavallaro and/or Associate Dean Kirtman will be invited to give Senators a brief overview of this document.
- 9.2 ASD 15-38 Elections Committee Memo re Proposed Changes to Bylaws & Constitution - Election Timeline
Chair Walker framed this lengthy, complex discussion regarding collaborative revisions since 1986 to both UPS 100.000 AS Constitution and UPS 100.001 AS Bylaws. Definitions have changed and omissions have happened within the respective documents. There is a need to clarify, definite and codify the process for elections as they relate to constituencies.
- HRDI has been working toward aligning definitions of titles and classifications for administrators (MPP/SSP), which, in theory, will make it easier to determine who should be included in the Administration and Student Affairs constituencies.
- Chair Walker will have a conversation with both vice presidents of Student Affairs and Human Resources, Diversity & Inclusion regarding constituents.
- Issue 1: Constitution has a contradiction. To fix this should be non-controversial.
- Issue 2: How constituencies are defined within the Bylaws.
- Each college shall be a basic constituency, and all members of the Academic Senate Electorate who are not in a College shall constitute another basic constituency.
- A timeline visual or directional piece will be needed to help senators understand more clearly how the Constitution and Bylaws morphed over time. This will be needed prior to bringing this back to the AS for approval.
- Item will return as Unfinished Business for EC members to discuss further.

X. NEW BUSINESS

- 10.6 ASD 14-162 UPS 300.015 Repetition of Courses [6-7-12] [Source: Grad Ed Com/ASC]
EC members agreed to move this to AS agenda 3-26.15.
- 10.8 ASD 15-39 UPS 300.016 Withdrawal Policy [5-11-12] [Source: ASC]
EC members agreed to move this to AS agenda 3-26.15.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 3-24-15

X. NEW BUSINESS

- 10.1 Ad Hoc Committee per [UPS 260.100](#) Assigned Time for Exceptional Service (per CBA) – Committee & Forms
- 10.2 Philosophy Department Memo-of-Concern re Double-Counting GE
- 10.3 Visiting & Adjunct Professor Process – Assign to FAC
- 10.4 CO Request for President García's 3-year Review
- 10.5 [UPS 240.200](#) Policy on Amorous or Sexual Relationships between Faculty, Staff and Students [9-19-94] / Title IX – Link to EO 1097 <http://www.calstate.edu/eo/EO-1097.html>
- 10.6 *moved forward to AS*
- 10.7 ASD 14-163 UPS 300.018 Unauthorized Withdrawals – Issuance of WU Grade [5-11-12]
[Source: Grad Ed Com/ ASC]

- 10.8 *moved forward to AS*
- 10.9 ASD 15-41 Proposed Dept. Name Change: RTVF to Dept. of Cinema and Television Arts [Source: COMM]
- 10.10 ASD 15-43 MCBE Proposed Concentration in Global Trade within BA International Business
- 10.11 ASD 15-44 MCBE Proposed Concentration in Marketing Analytics within MBA-Depts of ISDS & Marketing
- 10.12 ASD 15-45 MCBE Proposed Post-Baccalaureate Certificate in Health Care Analytics within Dept. of ISDS
- 10.13 ASD 15-46 NSM Proposed Concentration in Actuarial Science within BA Mathematics
- 10.14 ASD 15-47 HHD Proposed Concentration in Clinical Movement Science within BS Kinesiology

XI. ADJOURNMENT

Meeting adjourned at 1:15 PM.