



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
APRIL 21, 2015**

*Approved 5-5-15*

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

**Academic Senate Office – PLN-120**

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

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

2.1 Senator Guerin stated concern regarding the various research awards given out by ORD:

- 1 What was the process and follow-through for each award criteria?
- 2 Who served on the award committees?
- 3 Administrative awards seem to compete and diminish the prestige and value of our annual faculty-driven awards with more award money given.

Perhaps a conversation would be in order to discuss with Administration the impinging nature of these awards against faculty-driven awards. We need more faculty engaged in the process.

2.2 Chair Walker stated his draft memo from last week regarding recommended rescission of UPS 210.100 Affirmative Action Policy and 240.200 Policy on Amorous or Sexual Relationships Between Faculty, Staff and Students has been collaboratively revised with input from Vice Chair Bonney, University Counsel Monique Shay, and VP HRDI Lori Gentles. EC members agreed the 2-page memo gives clarity for rescission and should be part of these two documents on the AS agenda for 4-23-15 under First Reading items.

## **III. ANNOUNCEMENTS**

No announcements.

## **IV. APPROVAL OF MINUTES**

4.1 EC Minutes (Draft) 4-14-15

M/S/P (Guerin/Dabirian) Bonney/Dabirian) minutes of 4-14-15 were approved with a correction in a liaison report.

## **V. CHAIR'S REPORT**

Chair Walker reported on the following items:

1. Search for Associate Vice President for Business & Administrative Services is pending final results
2. Search for Associated Vice President for Information Technology is still in process;
3. Search for Dean – College of the Arts will have candidate campus visits in the near future;
4. Search for Dean – HHD: committee is finishing position description to advertise over summer;
5. Search for Dean – NSM: committee is finishing position description to advertise over summer;
6. Director of Honors: pending
7. Writing Director and Financial Aid Director: position description are being circulated for final draft;
8. UPS 412.010 Honors Programs [2-18-05] – work on this document has been postponed until Honors Charter was written – proposed charter was sent this past week;
9. Date requested from Physical Plant regarding a report to the AS re the campus response to the CA drought.
10. Four (4) faculty award recipients have been selected. Classroom presentations are being worked out with the President's office prior to 5-7-15. All recipients will be honored at the AS meeting on May 7, 2015: 1) OPA; 2) Barnes Teaching; 3) Collegial Governance; 4) Shields Scholarship & Creativity.
11. Administration folks have commented on the lack of competitive races within the constituencies in the annual All-University Elections. New recruits will be important for inclusiveness and broader representation.
12. Academic Programs and Academic Senate will probably lead discussions next year regarding 1) graduate program learning outcomes; 2) Mid-cycle WASC review will focus on IRAS data. AEEC will follow this. EC members were encouraged to read Program Performance Review comments sent recently via email.

13. Ad hoc Research Committee should be sending recommendations forward following their final meeting on 4-18-15:
  1. Research Policy Committee – draft of charge (composition/functions);
  2. Intellectual Property Policy
14. Items from ASCSU Chair's meeting in Sonoma on Thursday, 4-16-15:
  - Differences among campuses regarding faculty selection for search committees – how to include temporary faculty in the process;
  - AB386 will be difficult to sort out, especially with regard to GE units, as AB386 gets implemented across CA. A resolution could be forthcoming. This involves CC and CSU CourseMatch.
  - CC BA: A letter is being drafted from the 23 campus AS chairs to chancellors of both CSU (White) and CC (Harris) regarding a collaborative review process for determining articulation and similarities in degree programs. Adequate time is necessary to review sufficient information.
  - Role of the Council of Academic Senate Chairs.
  - May cancel 4-30-15 AS meeting but could be held for EC added meeting to complete committees.

## **VI. PROVOST REPORT – 12:30 PM**

Provost Cruz was welcomed to the meeting.

### Faculty engagement

The conversation regarding how to engage more faculty in collegial governance was expanded. Intentional conversations among department chairs will likely be most effective to obtain individual as well as department feedback for 1) how to engage faculty; 2) Academic Master Plan; 3) Irvine campus re-envisioning; 4) student success; 5) position CSUF for zero enrollment growth. EC members agreed it takes careful planning of specific conversations to engage faculty and give a feeling of inclusion for any process of governance.

### Space – Library and other [Western Law, etc.]

Campus feedback is being received for Pollak Library space. Accelerated discussions are planned and decisions on how to move forward will be necessary.

### President's Strategic Fund (PSF) Plan FY 2015-16 - \$75,000

As follow-up to 4-14-15 conversations, EC members' feedback and comments have been shared with President García.

### Faculty engagement

Brainstorming session yielded ideas on ways to increase faculty engagement within a department, college, and campus-wide level, especially newly tenured and promoted faculty. This is a campus-wide governance matter.

Some ideas shared:

- A personal invitation and word-of-mouth is the most effective way to communicate a need because everyone is busy! Personal invitations go a long way to show faculty what is an important priority to administrators.
- It is vital that faculty trusts that their input is valued.
- There is a difference between participation and engagement.
- There is a difference between "service" and "shared governance".
- There needs to be timely cross-over discussions and shared information on many levels [constituency representation, etc.]. This does not mean an overabundance of long emails!

## **VII. STAFF REPORT [written report – Miller]**

- All University Elections, Spring 2015 – will be held next week. The second seat for part-time faculty that did not have a petition turned in may have a write-in campaign so that a special election will not be needed for fall 2015. Ballot testing by AS staff will be done this week to make sure each constituency sees the correct ballot.

## **VIII. COMMITTEE LIAISON REPORTS**

- 8.1 ASI Board of Directors [Walker] T, 4-21-15, 1:15-3:30 PM, TSU 208  
The board approved applicants for several executive positions and amended ASI Policy Statement 110 to avoid conflict of interest issues associated with ASI Board members and being employed by ASI.
- 8.2 Academic Standards Committee [Walk] F, 4-17-15, 1:00-2:00 PM  
No quorum reached. Chair Filowitz summarized actions on ASC matters at the most recent Academic Senate meeting, including proposed revisions to UPS 300.018 that were not approved. He summarized a proposed UPS on declaration and change of majors, including concerns raised by M. Whatley. Chair

Filowitz will summarize these concerns in the meeting minutes. He summarized proposed changes to UPS 410.103 addressing overlap and double counting. B. Starr noted substantial opposition to these changes within the College of HSS. Chair Filowitz noted the argument that double counting occurs currently and that a campus-wide policy on these practices may called for. B. Starr noted that establishing exceptions in some programs is understandable but not a basis for permitting the practice in all cases. The changes, he argues, would result in the elimination of department programs and faculty in HSS. E. Himmelheber noted that, while she would like to allow double counting in her own program in a way analogous to other programs, current policy does not permit her to do so and likely should. UPS 411.202 proposed changes, esp. Roman numeral IX, were also summarized.

8.3 Curriculum Committee [Fontaine] F, 4-17-15, 12:00-2:00 PM, MH-141 Meeting Cancelled

8.4 Extended Education Committee [Walk] M, 4-20-15, 3:00-4:00 PM, CP- Meeting Cancelled

8.5 Faculty Affairs Committee [Sargeant] F, 4-17-15, 10:00-12:00, MH-141 No Report

8.6 Planning, Resource, & Budget Committee [Bonney] F, 4-17-15, 1:00-2:30 PM CP-1060-05

The only item of business was a presentation by VP Kim and Provost Cruz on the budget and initiatives for 2015-16. The presentation was sobering. The budget assumes no new money other than the modest increase the governor approved so that there will be additional baseline funds of only \$1.76 M. One-time money will be \$7.8 M. There also are two sets of liabilities not covered in previous budgets. First the equity increases that the union has insisted on must be covered but the amount remains unclear. Second the university must move quickly to ensure we are in compliance with Title IX which will require a Title IX officer (a job currently being handled by VP-HRDI Gentles, an arrangement that is not sustainable) as well as additional investigators and advocates and support staff. This latter item must be addressed as soon as possible. Legislation wending its way through the US Congress would impose a fine of 1% of a university's operating budget for every improperly handled complaint. At present there is a backlog of Title IX cases on the campus. Other liabilities are continuing from previous budgets. The campus is committed to covering faculty promotions, the two-year hiring plan, a three-year classroom refurbishment plan that cost \$400 K per year and the support for the Children's Center likely to be \$100 K in 2015/16. Beyond these are the expenses associated with LOFT (\$9 M beyond the earthquake money), \$150 M of deferred maintenance, expenses associated with the acquisition of Western Law and space at College Park for \$900 K on the lease, implementation of HIPs, continuing to address the Tenure/tenure-track density since, according to Bill Meyer, the trustees have said we should be at 70% T/TT, a part-time faculty blanket and unaddressed structural deficits. Additional desiderata include: (1) a budget history of the campus distributing all baseline funds to the divisions except for those items like employee benefits that are centrally managed; (2) the importance of continuing to innovate and build for the future; (3) external pressures ranging from federal proposal to track college's graduation rates, the 16 metrics the legislature will use to measure performance, and the Board of Trustee's sustainability plan (report from the task force on this issue; and (4) the system for issuing bonds to finance capital improvement projects is still to be determined but some smaller projects could be self-financed and interests rates are at record lows. VP Kim and Provost Cruz, in the face of these circumstances, made the following recommendations:

- (1) advocate strongly for additional state investment;
- (2) prioritize campus commitments;
- (3) expand the list of major categories to be addressed in budgeting (see below);
- (4) prioritize the categories;
- (5) develop multi-year zero growth funding plans which VP Kim says should include creative ways of handling cash/carry-forward (CO is revising the carry-forward policy); and
- (6) establish a central baseline funding reserve.

PRBC will be provided additional data on the costs associated with some of these items (e.g., Title IX Compliance; part-time faculty blanket) at the meeting on the 24th and will begin to make efforts to prioritize. Previous conversations on the budget have looked at four categories: (1) operationalizing the Strategic Plan; (2) reinvesting in instructional and support infrastructure; (3) core operations critical to advancing the institution's mission; and (4) strategically addressing structural deficits. To these categories Provost Cruz believes we should add: (1) capital and facilities infrastructure projects; (2) faculty density; and (3) critical needs and compliance initiatives. Since the memorandum to the president should be completed by 8 May, the last meeting in the semester, these next two meetings should be very focused. Finally there was recognition that in the end financial decisions must be driven by the institution's values.

## **IX. UNFINISHED BUSINESS**

9.1 ASD 15-69 Revised UPS 500.150 Library Circulation Policies [2-18-05] Added as First Reading Item on AS Agenda 4-23-15; Urgent Business on EC Agenda 4-14-15

Chair Walker stated this item is on the AS agenda as a First Reading 4-23-15 to gather feedback prior to AS action.

9.2 Continue Discussion re Presentation for Proposed Changes to Bylaws & Constitution – CONSTITUENCY ISSUES

Chair Walker sent information to EC members prior to this meeting for feedback and possible revision to the PowerPoint presentation and several Word documents to be sent forward for AS action, probably for the Marathon meeting 5-14-15. It will be important to communicate in straight-forward, easy-to-understand language the complexities of constituency lists as individuals are added into the voting eligibility lists for Administration, Student Affairs, staff and full-time faculty as well as part-time faculty. The process used internally by the AS office staff for the annual All University Elections in spring is accomplished through tradition, not by interpreting the current language in UPS 100.00 and UPS 100.001. There is good reason to clarify the contradictory language and codify the process to guide future AS office staff and rotating AS chairs who are elected annually with 2-year term limits.

Some revisions were made to the documents to help minimize the number of *exceptions* to constituencies.

9.3 ASD 15-37 AS Approved Finalized Statements-of-Opinion / Pro-Con Statements Assigned for Ballot  
No further changes were made. The ballot for S-O-O will be sent to the electorate before the end of this week. Everyone votes on these S-O-O, and the results are tabulated by 1) FT constituents; 2) PT faculty; 3) FT staff.

**ITEMS BELOW WILL BE MOVED TO NEXT EC AGENDA 4-28-15.**

9.4 Standing Committees Vacancies – Using Committee Interest Database

9.5 AS Budget and EC Assigned Time

9.6 Faculty Appointment to Student Health Advisory Committee [Student Health & Counseling]

**X. NEW BUSINESS**

10.1 Ex Officio added to Academic Standards Committee

10.2 ASD 15-73 Revised UPS 210.000 Faculty Personnel and Procedures re IV.G.7. [6-5-14] [Source: FAC]

**XI. ADJOURNMENT**

M/S/P (Dabirian/Bonney) meeting adjourned at 1:15 PM.