



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
MAY 5, 2015**

*Approved 5-12-15*

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

**Academic Senate Office – PLN-120**

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

## **I. CALL TO ORDER**

Chair Walker called the meeting to order at 11:42 AM following an EC interview from 11:00-11:30 AM with a candidate for the position of Honors Director.

## **II. URGENT BUSINESS**

- 2.1 Senator Walicki, as the EC representative, gave an update regarding the COTA search which should be coming to a close next week.

## **III. ANNOUNCEMENTS**

Chair Walker stated that Willem van der Pol has been given a *time certain* on next EC agenda, 5-12-15, to give an update on CSUF response to the CA drought. He will also be asked to give an update at the AS Marathon meeting 5-14-15.

## **IV. APPROVAL OF MINUTES**

- 4.1 EC Minutes (Draft) 4-21-15  
Minutes from 4-21-15 were approved with edits.
- 4.2 EC Minutes (Draft) 4-28-15  
Minutes from 4-28-15 were approved as submitted.

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

- Chair Walker sent a "Mini Chair's Report" for the 5-7-15 AS meeting.
- ASCSU Council of Chairs and ASCSU Chair Filling have a conference call scheduled this afternoon to discuss two issues: 1) CC Baccalaureate Degree Programs; 2) the 15<sup>th</sup> new program - Solano Biotech (Mira Costa program) overlap. Two letters are planned from the Council of AS Chairs to be sent to 1) Community College administrators to reiterate the need to develop a process to allow adequate and meaningful dialogue in a consultative manner; 2) to CA legislators regarding SB850 pilot programs. Another letter will be sent to CA legislators to communicate our stand with the CSU for more funding.
- A final meeting for the year between AS Chair and President Garcia took place this morning – collegial and productive.
- Chair Walker circled back to the conversation from last week's EC meeting regarding All University Elections. He and VP-IT Dabirian discussed with staff in respective departments of IT and the AS office regarding the need for complete anonymity among contested races during eVoting. All reports will be locked for the Academic Senate during that time. Daily voting numbers and voters in constituencies will be provided upon request.
- Two more award recipients were ambushed last evening during their class. Three award winners will be recognized at the AS meeting 5-7-15, along with past recipients of the respective awards. There is one more award to be announced at the AS meeting 5-7-15 – The Faculty Leadership in Collegial Governance Award.
  - 1) **Dr. Bill Hoese**, Biological Science, received The Carol Barnes Excellence in Teaching Award
  - 2) **Dr. Zvi Drezner**, ISDS, received The L. Donald Shields Excellence in Scholarship and Creativity Award
  - 3) **Dr. Scott Annin**, Mathematics, received the Outstanding Professor Award.

Senator Guerin asked Chair Walker to speak to the Provost and/or President to increase each of our faculty awards to \$1,000 to align and be equally valued as the awards given by Office of Research Development (ORD).

- Chair Walker committed to add this to his list of agenda items for discussion with Provost Cruz. Treasurer Dabirian offered to join that discussion.

## **VI. PROVOST REPORT– 12:30 PM**

Provost Cruz deferred a report following consultation with Chair Walker. Plans to attend next week.

## **VII. STAFF REPORT** No report

## **VIII. COMMITTEE LIAISON REPORTS**

- 8.1 ASI Board of Directors [Walker] T, 5-5-15, 1:15-3:30 PM, TSU 208  
The board met and received a report and thanks from President García. The board approved the 2013 tax return for the fiscal year ending June 30, 2014 (there was an extension). The board continued to work on approving the ASI budget. There was spirited discussion about student leadership awards and their amounts. A resolution will be forthcoming that will likely recommend an ad hoc committee to study the matter.
- 8.2 Curriculum Committee [Fontaine] F, 5-1-15, 12:00-2:00 PM, MH-141  
UCC feels the two deans should work out the details before they write a recommendation. The committee did not feel comfortable approving something without formal consultation between the involved colleges. COTA is concerned about the name change and, given the history between COTA and COMM, it would seem prudent for the two colleges to have a 'meeting of the minds' prior to UCC making a formal recommendation. Given how this played out, I do recommend that our next UCC reexamine the department name change procedure and policy and put something in about formal consultation if there is the potential for problems.
- 8.3 Faculty Affairs Committee [Sargeant] F, 5-1-15, 10:00-12:00 PM, MH-141  
There was no quorum on 5-1-15.
- 8.4 Information Technology Committee [Walicki] F, 5-1-15, 10:00-11:00 AM, PLS-299  
Chuck Grieb will continue as ITC chair for 2015-16. WiFi Tune-up campaign began this week and will be repeated at the beginning of each semester. ITC revised UPS 103.005 World Wide Web Policy over the past several meetings and will be sent to Exec Com for Academic Senate approval. 120-day timeframe is approaching for mandatory password change for all campus employees. Emails will be sent to the campus community before the end of spring semester.
- 8.5 Planning, Resource, & Budget Committee [Bonney] F, 5-1-15, 1:00-2:30 PM CP-1060-05  
The entire meeting was devoted to reviewing the draft of the budget letter to be sent to President Garcia. That letter was shaped by the recognition that the university is operating in a zero growth environment. The letter will indicate as obligations that must be met the following: developing staffing and operational plans for achieve full compliance with Title IX and the Clery Act; continue the hiring of ne T/TT faculty and take steps as necessary to insure retention of these hires; establish a faculty equity program to address compression and inversion issues; develop and execute a plan to improve professional experience of contingent faculty; continue to fund classroom refurbishment plan; and continue subsidization of children's center. In addition the PRBC will identify as additional high priority initiatives the following: finance the additional \$9 million required for the library project; address the deferred maintenance needs; identify structural deficits and develop options for strategically addressing; identify a funding source to cover lease payments for space being vacated at College Park with the acquisition of Western College of Law; and narrow the achievement gaps. All this must be guided by principles of a budget that is balanced, aligned with the strategic priorities and institutional mission and maintains reserves.  
Bob Mead, Erica Bowers and Emily Bonney will meet on 7 May to revise the draft in light of the conversation, and the letter will be finalized at the 8 May meeting.
- 8.6 Student Academic Life Committee [Guerin] T, 5-5-15, 9:00-10:00 AM, MH-141  
SALC met today for the final time but without a quorum. Members present discussed the topics to include as future business on the annual report. These include, for example, concerns about the implementation of the HIP initiative (lack of faculty involvement and support, evidence to support HIPs, lack of resources to implement effectively), unit caps for students and the process to request exceptions (should it continue to be a paper process, should we recommend criteria for approval), and the importance of getting the TDA as accurate as possible and improving student and faculty understanding of it.  
I encouraged Chair Garcia to draft the annual report ASAP and circulate to the committee members for their review and approval.  
Joe Albert Garcia is willing to serve as SALC chair again, and Debra Cote is willing to serve as secretary.

## **IX. UNFINISHED BUSINESS**

- 9.1 Standing Committees Vacancies – Using Committee Interest Database  
Faculty names were discussed and will be asked to serve on the various committees.

- 9.2 AS Budget and EC Assigned Time  
A report has been requested from the Provost's office.
- 9.3 Faculty Appointment to Student Health Advisory Committee [Student Health & Counseling]  
This committee falls under the Student Health and Counseling area. The charge for this committee will be requested.

## **X. NEW BUSINESS**

- 10.1 ASD 15-110 General Education Course Proposals, Spring 2015 [Source: Academic Programs]  
Item will be added to the AS Marathon agenda 5-14-15 under Consent Calendar.
- 10.2 ASD 15-73 UPS 210.000 Faculty Personnel Policy and Procedures [6-5-14] [Source: FAC]  
Chair Walker suggested that the revision made to the document does not seem to address the larger issues in UPS 210.000. After some discussion, EC members agreed to add to AS Marathon agenda 5-14-15 to allow senators to debate the merits of revisions from FAC.
- 10.3 ASD 14-178 rev. 4-24-15 UPS 411.201 General Education: Goals for Student Learning [6-20-11] [Source: GE]  
GE Committee approved revisions unanimously. EC members agreed to add this item under New Business - on AS Marathon agenda 5-14-15.
- 10.4 ASD 15-61 Proposed New UPS 411.202 GE Program: Unit Requirements, Academic Standards, and Exceptions [Source: GE Com]  
EC members agreed to add this item under New Business on AS Marathon agenda 5-14-15.
- 10.5 ASD 15-111 Revised UPS 330.231 Policy Regarding the Use of Drugs by Students [8-17-09] [Source: SALC]  
EC members agreed to add this item to AS Marathon meeting 5-14-15 on Consent Calendar. Chair Walker will clarify medical marijuana is not allowed on campus which aligns with the compliance matter.
- 10.6 ASD 15-78 Revised UPS 100.900 Procedures for Establishing Schools at CSUF [8-29-00] [Source: PRBC]  
There was discussion regarding revisions from PRBC. Item will be added to AS Marathon agenda 5-14-15 under New Business, and suggested edits can be made on the floor; i.e., add a student member to the committee to be appointed by ASI.
- 10.7 ASD 14-193 rev. 4-24-15 UPS 410.103 Curriculum Guidelines & Procedures: New Programs & Program Changes [Source: GE/UCC]  
Chair Walker received a resolution from 22 department chairs in HSS regarding this revised policy from UCC. There is much concern in the College of HSS about allowing double-counting of 15 units. The revised policy clarifies and codifies the process that currently has no rules or policy attached to exemptions requested and allowed. ASD 14-193 and ASD 15-107 were added to the 5-7-15 AS agenda as "Informational Items" along with links to give feedback.  
  
EC members agreed to add this item to the AS Marathon agenda 5-14-15 under a FIRST READING item. This will give opportunity for feedback. The 2015-16 EC will determine how to follow-up on this document once feedback has been received. A lesson learned is that information flow from committees will need to be more intentional in the future. There is a reason there is a faculty member from each college on every standing committee, with two faculty from HSS.  
  
Chair Walker can frame the discussion on 5-14-15, by asking
- What is the goal of the revised document?
  - What is the problem to solve?
  - Focus on the process.
- 10.8 ASD 15-107 Proposed New UPS 3xx.xxx Declaration and Change of Majors and Minors [Source: UCC]  
This document is tied to UPS 410.103 [ASD 14-193 rev. 4-24-15]. ASD 15-107 will be added to the AS Marathon agenda under a FIRST READING item.  
Chair Walker asked will communicate with the 22 chairs of HSS that the first reading will occur to give opportunity for feedback and needed conversation.
- 10.9 ASD 15-109 Ad Hoc Research Committee Report and Recommendations  
Item will be added to the AS Marathon agenda 5-14-15 under New Business. Chair Walker and Vice Chair Bonney will give a short presentation of the ad hoc committee's work. A motion will be made to receive the report for work to be accomplished in 2014-15.

- 10.10 UCC Memo re Name Change for RTVF Department and Degree [ASD 15-41 + ASD 15-62]  
Chair Walker gave an update on the dialogue regarding the proposed name change. He will draft a memo to Dean of Communications and Dean of Arts in order to show "evidence of conversation/consultation between the colleges. These items will go forward next year.
- 10.11 Resolution from Cal Poly SLO re CFA.  
Chair Walker committed to share this resolution with CSUF EC. SLO asked CFA for transparency in voting information.
- 10.12 Ex Officio added to Academic Standards Committee from Academic Programs  
EC members discussed the role of ex officio members on committees. Members agreed to let ASC decide on the composition of the committee. The confusion of some standing committee chairs of when a quorum is achieved was discussed. The AS office staff could communicate quorum numbers on each meeting notice and/or agenda.

## **XI. ADJOURNMENT**

M/S/P (Dabirian/Bonney) meeting adjourned at 1:05 PM.