



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
AUGUST 26, 2014**

*Approved 9-23-14*

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

**LH-702**

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

**I. CALL TO ORDER**

Chair Walker called the meeting to order at 11:30 AM. Meeting was held in LH-702 following a presentation on "Eli Badges".

**II. URGENT BUSINESS**

No urgent business.

**III. ANNOUNCEMENTS**

3.1 (Dabirian) A campus email announcement is forthcoming regarding security awareness training for campus employees during the month of September. The following announcement will be made at the A.S. meeting 8-28-14:

"California State University, Fullerton will be hosting a CSU-developed Data Security Awareness Training course. The Data Security Awareness training has been sanctioned by the Board of Trustees, Chancellor and CSU Presidents. Currently, CSU Policy 8035.0 mandates that "All employees with access to protected data and information assets must participate in appropriate information security awareness training." As such, the following Data Security & Privacy course has been assigned to you. In addition to being a requirement, this course must be completed in order for access to be granted to certain campus ERP modules. This is also a great opportunity for the campus community to better understand Information Security and the increasing impact it has on our work environment and campus.

The CSU has contracted the vendor SkillSoft, who will be responsible for the content. The campus Information Security Officer has partnered with the Employee Training Center's LearnerWeb system to deploy the training to the campus."

3.2 (Dabirian) Announced the availability of *NBC Learn* on the new fullerton.edu portal – provided by the Chancellor's Office. <http://www.fullerton.edu/NBCLearn/>



3.3 (Guerin) Provost Cruz gave an excellent presentation to the College of HHD last week on college graduation data. She suggested this may be of interest to the A.S.

3.4 (Guerin) Was curious to know the strategy behind sophisticated brochures distributed across campus publicizing CSUF administrators in their new roles.

3.5 (Walicki) Announced that Executive Committee members may ask and receive two tickets to any Music Department event held in Meng Hall over the A/Y 2014-15. Contact [kwalicki@fullerton.edu](mailto:kwalicki@fullerton.edu) to request tickets.

**IV. TIME CERTAIN**

**11:40 AM – 12:20 PM**

**TOPIC: 2014-15 Assessment Plan**

**Presenters: Peter Nwosu, Associate Vice President for Academic Programs  
Su Swarat, Director of Assessment and Educational Effectiveness**

Chair Walker welcomed Drs. Nwosu and Swarat to discuss assessment to update EC members on what's been taking place since January 2014, especially over the summer months. A handout was distributed to follow along with the "CSUF ASSESSMENT" PowerPoint presentation. Infrastructure and network of assessment were discussed. An assessment management system was chosen and established – thanks to the collaboration between IT and the Office of Academic Programs. Individual departments' assessment

activities and results were surveyed, and a university assessment report for 2012-2014 was developed through collaboration between faculty and the Office of Assessment and Educational Effectiveness. The report summarized the state of assessment on campus, provided the basis for professional development activities to foster assessment expertise among faculty and staff, and set the foundation for individualized consultation and support. Academic Senate standing committee of Assessment and Educational Effectiveness Committee (AEEC) developed and gives the “stamp of approval” to the process and work of the office of Assessment and Educational Effectiveness – part of Academic Programs.

Assessment Policy (developed)	Assessment Process (developed)	Assessment Scope (expanded)
Assessment Network (established)	Assessment Status (surveyed)	Assessment Office (established)
Assessment Website (created)	Assessment Timeline (identified)	Assessment Support (developed)

Save *the Dates* for fall 2014 workshops and events in September. A schedule will be posted on the interactive website for events on topics: 1) Conversations about Assessment (9/5); 2) Assessment Open House (9/5); 3) Assessment 101 (9/16-9/19); 4) Compliance Assist Workshop (9/25-9/26). Email Questions: [assessment@fullerton.edu](mailto:assessment@fullerton.edu). A similar series of workshops will be offered in the spring.

EC members gave feedback on the presentation overview – format and topics.

## V. APPROVAL OF MINUTES

EC Draft Minutes from meeting on 8-19-14 will be added to EC agenda 9-2-14 for approval.

## VI. CHAIR’S REPORT (Walker)

- 6.1 Chair’s Report #1 will be sent prior to this week’s A.S. meeting and will be incorporated into the 8-28-14 A.S. minutes.
- 6.2 Highlighted changes in a revised 8-28-14 A.S. agenda that will be distributed 8-27-14. Elections Committee is now complete – names to be approved prior to the needed special election; however, a “Senate Nominee” is still needed for Humanities constituency on Faculty Personnel Committee. Time is running out for confirmation of a candidate in order to begin the 14-day requirement allowing other candidates to run for the Humanities seat on FPC. The next A.S. meeting is on 9-18-14. FPC begins to meet early October. Since there is a dearth of eligible full professors in Humanities, recruitment of candidates for these important general committees may need review for possible revision to Bylaws.

## VII. PROVOST REPORT – No Report

## VIII. STAFF REPORT (Miller written report)

- 8.1 Memo (3 pgs) was sent 8-25-14 to campus employees listing updates on revised UPS documents and other A.S. activities since 9-23-13.
- 8.2 Final two UPS documents were signed by President García on 8-18-14 – received in the A.S. office 8-19. Documents have been updated and added to the A.S. Website.

ASD	Document	Title	AS Approved	Fwd to Pres	SIGNED García
14-107	UPS 210.001	Recruitment & Appointment of Tenure-Track Faculty [45 days=8/3/14]	5/15/14	6/19/14	8-18-14
14-112	UPS 300.002	Academic Advising Policy [45 days=8/3/14]	5/15/14	6/19/14	8-18-14

## IX. COMMITTEE LIAISON REPORTS

- 9.1 ASI Board of Directors [Walker] T, 8-26-14, 1:15-3:30 PM, TSU 208  
Chair Walker took part in the “Ice Bucket Challenge” for ALS.

## X. UNFINISHED BUSINESS

- 10.1 Status/Updates
  - 10.1.1 Setting Goals and Priorities for Academic Senate 2014-15: Prioritize UPS Docs Excel Spreadsheet [requested input by 8-4-14]  
Further feedback is still pending. Chair Walker plans to announce to Senators the need for their input for a policy review 2014-15 [most important 5 documents].
  - 10.1.2 Online SOQs  
Senator Guerin suggested agendaizing this item for Academic Senate discussion. Review procedures and deliberate possible future changes – mapping out how to move forward if a plan of action might be needed since it would impact UPS 210.000.
  - 10.1.4 ASD 14-104 Resolution– Academic Programs to Review Course Numbering [“Jarvis” Resolution 4-24-14]  
Discussion will continue.

- 10.1.5 ASD 14-86 Resolution to Create Ad Hoc Committee re Research [Source: EC]  
Chair Walker will continue discussions.
- 10.1.6 ASD 14-84 Resolution – Double-Counting in Major, Minors & General Education [Source: EC]  
A meeting with ASI leadership is needed before moving forward.
- 10.1.7 Action Items from Statements-of-Opinion (ASD 14-95) All University Election Results 2014]  
Item was not discussed.

10.2 Complete Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2014-15  
Names were discussed. Most committees are complete and will be confirmed on 8-28-14 consent calendar.

## **XI. NEW BUSINESS**

- 11.1 University Assessment Report 2012-2014 Links:  
[http://www.fullerton.edu/assessment/studentlearningassessment/UniversityAssessmentReport\\_12to14\\_081814\\_FINAL.pdf](http://www.fullerton.edu/assessment/studentlearningassessment/UniversityAssessmentReport_12to14_081814_FINAL.pdf).  
See "Time Certain" above.

- 11.2 "Student Participation Grades": Annual Reports 2013-14 from ASC (ASD 14-43) + Academic Appeals (ASD 14-59)  
Various options were discussed with no definite conclusions/decision.

Discussed 11.5 out-of-order.

- 11.5 Concentrations on Diplomas: [http://www.calstate.edu/app/policies/Minimum\\_Diploma\\_Contents.PDF](http://www.calstate.edu/app/policies/Minimum_Diploma_Contents.PDF)  
EC members felt the current information on diplomas was adequate and that additional information on the diploma was unnecessary since most employers, professional programs, and graduate schools will be looking at transcripts.

Items below will be moved to next EC agenda 9-2-14.

- 11.3 Discussion Regarding Social Media Policy
- 11.4 GE Reform: 1) AACU Action Plan; 2) AACU CSUF Proposal; 3) AACU Report Prezi
- 11.6 Strategic Plan – Review Five Points Mentioned in President's 8-18-14 Convocation Address

## **XII. ADJOURNMENT**

Meeting adjourned at 1:00 PM.