



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 16, 2016**

Approved 3-1-16

11:30 AM - 12:50 PM

PLN-120

Present: Bonney, Casem, Dabirian, Guerin, Meyer, Oliver, Sargeant, Stambough, Stang, Stohs, Walker

I. CALL TO ORDER

Vice-Chair Meyer called the meeting to order at 11:30 AM.

II. URGENT BUSINESS

- Ron Oliver announced he has to report to the Federal District Court March 1st-14th and if he is selected to serve on a case, he will need coverage for the FDCB & Grad Ed committee meetings on March 11th.

III. ANNOUNCEMENTS

- (Walker) The Chancellor is on campus.
- (Dabirian) Due to the delay of the installation of A/C units, the data system was not relocated to the PODS. IT will begin moving the system tomorrow. The goal is to do everything off hours late nights between 10:00 PM and 6:00 AM. IT will send messages out to keep the campus informed of the schedule.
- IT has to install a transformer, so the campus might experience intermittent power outages of 3-4 seconds.
- (Meyer) System-wide we hired 856 new tenure/tenure-track faculty, which is a net gain of 129.
- (Stang) Need a L/A/C/E representative on the IT committee, the current representative is going out on medical leave.

IV. APPROVAL OF MINUTES

- 4.1. EC Minutes 1-26-16 (Draft)
M/S/P (Stang/Walker) Minutes were approved as amended.
- 4.2. EC Minutes 2-2-16 (Draft)
M/S/P (Walker/Stohs) Minutes were approved unanimously.

V. CHAIR'S REPORT (Bonney)

- There was an exchange of emails between Chair Bonney and Academic Programs regarding issues with CNSM 100, University 100, and University 397. Chair Bonney sent AVP Nwosu an email explaining the discussion Executive Committee had on these issues and how we did not think these courses should continue forward. The issues are that UPS 411.200 states that departments must sign the change in course form for GE and that did not happen and University 397 is not in compliance with UPS 411.100.

UPS 411.100 has been sent to UCC, regarding how a course comes into being. UPS 411.100 says anyone on campus can propose a course, but it must be sponsored by an academic unit. When we say "academic unit" are we're opening the door to allow colleges to create courses. Those courses are frequently not reviewed by a curriculum committee at the college level. The bigger issue is the uncertainty about the process for making changes to a course; who is making the change, who's in charge, and who is making the staffing decisions and evaluations. So the question is should we tighten the language and say a new course must be started by an academic department or program?

- Our program document does deal with this, we have parallel structure that already exist in the program approval process.
- Do we want to define academic unit? If we look at other institution, they have defined academic unit.

VI. PROVOST REPORT

No Provost report.

VII. STAFF REPORT (Benjamin Report)

No staff report.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 Internships & Service Learning Committee [Dabirian] W, 2-10-16, 9:00 AM – 10:00 AM, MH-141
Call to order at 9:04pm. Minutes were approved as we had quorum.

Guidelines for assigning grades vs. credit/no credit in internship courses

Tyler will email Emily on direction for the committee. The committee's consensus was to leave it at departmental level.

Committee also discussed the SSI grant processing and requirements.

Center for internships and service learning distributed their 2015-2016 goals and plan.

Two Goals:

-Collaborate with on and off campus entities to streamline the risk management, approvals, and tracking processes.

-Support the creation of and participation in service-learning and Internship.

- 8.2 University Advancement Committee [Stang] W, 2-10-16, 9:00 AM – 10:00 AM, CP-810
Update from Owen Holmes and VP Saks re: College Town. Key new highlights for meeting tonight, it is the first time that there is a proposal for a parking management system for the region and essentially a partner developed plan for growth.

- Campus was an invited partner in this potentially 20 year plan...and improvements to Chapman and Yorba Linda would need to happen long before Nutwood is closed. Partners in plan feel it is a good way to handle growth.

- Question re: growth of campus without growing classroom space. This plan doesn't cover the infrastructure question for classrooms, but is about where our students live by increasing the potential for high density housing closer to campus.

Suggestion--to consider within CSUF expansion (approved plan or not), opportunities for office/research rental as part of grants; in order to allow applicants to budget for allocated space.

- Update regarding road construction:

3 phases of Orange County construction on State College, Nutwood, and Yorba Linda surrounding campus through Jan 2017. Updates will be posted at: www.fullerton.edu/campusmap/alert.aspx.

- Negotiations with contractors have included avoiding specific projects at times of importance to the university (ie. Graduation, first few weeks of classes, etc.).

- Presentation by VP Saks regarding draft presentation his office created at the request of the UAC, that college reps and their development director could present to college constituents. These presentations will have both university specific and college specific slides and opportunities.

Suggestions include looking at the distribution of funds, and considering how to tailor each presentation to specific colleges and departments. The presentation should also include how faculty and programs can access foundation funds.

- 8.3 Faculty Development Center Board [Oliver] F, 2-12-16, 9:00 AM – 11:00 AM, PLS-290
Approval of Minutes 12-11-15 (Y-C. Tsao)

New Business

- Report from FDC director (L. Lohman): Laura Lohman reported the FDC programs for all groups were going well particularly the session offered for Chairs and mid-career faculty time for FDC. She indicated the intersession proves to be a good time for FDC sessions for faculty

- FEID Grant (L. Lohman) the majority of the meeting was spent reviewing this item: The FEID application, timelines, budget, and rubric.

- 8.4 General Education Committee [Casem] F, 2-12-16, 2:00 PM - 4:00 PM, MH-141

The GE committee did not make quorum at their last meeting. The committee discussed the progress of the GE Assessment plan. Su Swarat made a presentation on that topic to the committee. Concerns were expressed about the expectations of the Office of Assessment &

Educational Effectiveness and the reality of assessment of course content as a measure of GE learning outcomes. Suggestions were made for how to make the process of GE assessment more meaningful. Concerns were also expressed about the quality of materials being submitted for GE recertification. It was suggested that chairs and departmental curriculum committees take a more active role in vetting materials before they are submitted to Curriculog. The committee was not sure whether this would require a change to the language of the UPS.

8.5 Graduate Education Committee [Oliver] F, 2-12-16, 2:00 PM - 4:00 PM, KHS-221
No Report.

Q: Regarding not having quorums lately on several committee meetings in the last few months. Is that usual?

A: No.

Suggestions:

- Have IT create app that makes it easier to take attendance and minutes, so we can have better tracking of our committees.
- Sometimes it is the leadership of the committee, how they communicate with the committee members. Some leaders use Titanium, some use Dropbox.
- Utilize meeting makers in outlook for the meetings.

IX. NEW BUSINESS

9.1 General Committees for AY 2016/17

We need start thinking of names for the General Committee vacancies for the upcoming elections. Sheretha will send out a list of upcoming vacancies on the General Committees to the Executive Committee.

9.2 Discussion on Statement of Opinions

Suggestions:

- Have Chair Bonney send an email to the senators to see if they have any suggestions for statement of opinions.
- Tie it to things that are coming up such as rules about open source resources.
- CSU Online Course Match.
- At the department level, full-time and part-time faculty might have an opinion about tenure density.
- Policy issues that are coming up regarding Freshman Programs and Honors Program.
- Faculty are responsible for hiring and evaluating their peers. Do faculty believe our institute is poised to meet the needs of the region?
- Things around professional development for faculty, the support that faculty want and need.
- Repetition of Course Policy. Should students only be allowed to repeat a course twice before they have to see advisor to register for the third time. Students can repeat a course once, but have to get permission to take it twice. Senators Walker and Sargeant will work on language.
- Allowing students to take excess units and what the criteria should be?
- Can we have the priority registration changed to the graduation instead of the number of units?
- Intersession policy.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 10-6-15.

9.3 Discussion: committee to respond to AB 798 RFP

9.4 Revision to UPS 100.000 Academic Senate Constitution

9.5 Revision to UPS 100.001 Academic Senate Bylaws

9.6 UPS 210.007 and UPS 210.500 Appointment of Administrative Personnel [Source: FAC]

1. UPS 210.007 and ups 210.500 - track changes
2. UPS 210.007 – track changes
3. UPS 210.500 – track changes
4. Email from President García

9.7 New UPS 3XX.XXX Faculty Selection of Instructional Materials [Source: FAC]

9.8 Revision to UPS 411.100 Curriculum Guidelines and Procedures Courses [Source: UCC]

1. Email from Mark Fischer

9.9 Title IX & Syllabi

9.10 Follow-up on Retreat. New UPS on Core Competencies?

9.11 Review of Chairs

1. Bakersfield
2. Channel Islands
3. East Bay
4. San Bernardino
5. San Jose

9.12 Revised ECS Exemption Resolution – Jon Brusckke

X. ADJOURNMENT

Meeting adjourned at 12:55 PM.