



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MARCH 15, 2016**

Approved 3-22-16

11:30 AM - 12:50 PM

PLN-120

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

Sean Walker announced his department had strong reactions to the UDirect academic roadmap program. If 75 percent of our students don't graduate in four years, why are we starting off with that as the default plan?

- We should give them the option to choose either a four year or five year plan.

III. ANNOUNCEMENTS

- (Meyer) There was an article in the Daily Titan that said the smoking policy is not working and said perhaps we need designated smoking areas.
 - The smoking policy has been sent to CF&B; they are working on it.
- (Stang) There was a serious bathroom issue last week in the 1st floor ladies restroom of the Library building that took maintenance over 5 hours to attend to. The restroom should have been shut down until it was taken care of. We had 75 visitors including representatives from other CSUs and the Chancellors Office and it was embarrassing. We were escorting our guest to the 2nd floor to use the restroom.

IV. APPROVAL OF MINUTES

- 4.1. EC Minutes (Draft) 3-1-16 M/S/P (Stohs/Walker) minutes were passed unanimously.
- 4.2. EC Minutes (Draft) 3-8-16 were sent out this morning, they will be on next weeks agenda.

V. CHAIR'S REPORT (Bonney)

- Met with Danny Kim last week. He is offering the possibility of relocating 30 faculty parking spaces to be used as lecturer parking spaces (10 in Lot F, 10 in Lot I, and 10 in Lot C). They would be marked for 90 minute parking to allow faculty to get to their class, and then have time to find parking.

Suggestion:

- Make it 2 hour parking because most classes are 1:15 minutes.
- If the goal is to come up with a solution for the part-timers, having them open to everybody is not going to solve for the part-timers. Unless the spaces are restricted or we create a new permit for the lecturers, it is not going to help as much as we would like it to.
- Convert Lot I (or any lot close to campus) into a valet parking lot to allow lecturers to drop their car off and get to class.
 - ◆ the space behind the Marriott might be a good location for valet parking
- Give the people who work an 8-5 shift a financial incentive to park in Lot A and shuttle them.
 - ◆ Shuttling can't work; we have discussed it. Shuttles used to come through campus, but now there is no route from those lots to the main campus. They would have to go outside onto the main roads and that becomes a safety liability.

Question:

Q: Do we have any idea of how many tickets are written in faculty lots for non-faculty people parking in them? And what impact it would it have if those fines were a little stiffer, so that students would park where they are supposed to park?

A: Chair will have to check with VP Kim.

- The carpool spaces will come open @ 9:45 AM instead of 10:00 AM.
- Discussion of funding with VP Kim who identified two issues. The first issue is that until this year the more local tuition a campus generated, the less money was allocated to that campus. The second issue is that at some point the leadership of the campus had decided to increase the enrollment without first determining if there would be sufficient additional funding. . Practice of reducing the allocation based on locally generated tuition ended this year and replaced with utilization number of Pell grants as a measure. The more Pell grants campus students receive the greater the allocation.
- Modern Literature & Languages would like to develop a lower level pre-professional certificate. UPS 410.115 requires certificate programs to have at least 50 percent of the course work be in the upper division; this is not required by the relevant Executive Order. Modern Languages would like to put together certificates that are based on the lower level courses that demonstrate competence in a foreign language.
 - Chair Bonney will give this back to the GE committee to review.
 - She will also have the GE committee look into the purpose, role, placement, and expectations of 200 level courses in GE.
- The recertification of the Engineering D1 course is still pending.
- The AA/AS retreat on Friday is all set .
- The new version of the updated AB 798 Resolution was sent out for your review.
- The two new standing committees need to be filled. . Sent out the Committee Interest form to identify faculty willing to serve and will send out invitations to the faculty members listed below:

Diversity & Inclusion Committee:

Charles Smith (MCBE); Jennifer Burnaford (NSM); Phoolendra Mishra (ECS); Jullian Jefferies (EDUC); James Rodriguez (HHD); Rebecca Dolhinow (HUM); Lettycia Terrones (L/A/C/E); Henry Puente (COMM); Alexandro Gradilla (SOC SCI); Lawrence Yun (ARTS)

Faculty Research Policy Committee:

Nikolas Nikolaidis (NSM); Alvin Rangel-Alvarado (ARTS); Margaret Garber (HUM); Xiaoying Xie (MCBE); Janice Myck-Wayne (EDUC); Joshua Yang (HHD); Anthony Davis (L/A/C/E); Robert Robinson (SOC SCI); HyeKyeung Seung (COMM); Will ask Susamma for names from ECS

VI. PROVOST REPORT

No Provost report.

VII. STAFF REPORT (Benjamin Report)

CSU Statewide Senator election will take place March 21st – 24th. We have two candidates: Jon Bruschke and Bill Meyer.

The notice for the A.S. Senate vacancies went out and petitions are ready for pick-up.

VIII. COMMITTEE LIAISON REPORTS

8.1 University Advancement Committee [Stang] W, 3-9-16, 9:00 AM – 10:00 AM, CP-810

- UAC-Quorum achieved and minutes approved.
- The majority of the meeting involved a presentation and discussion of annual giving. The new giving solicitation plan is attached and is worthy of your review.
- When the senior director arrived a few years ago, annual giving was under 90k for the year, and now that value is far surpassed each year. The new model for solicitation is multi-prong and involves mail, social media, and various incentive campaigns. The group talked about ways to reach potential donors, and ways that that programs or colleges could specifically target donations.
- With a goal to get new alums to give consistently for their first 10 years out, this years' senior gift campaign will challenge seniors to have more donors than last year (approx 1300), and will be done at point of sale at the TS, and through other solicitations. It was suggested that last year's senior gift (tables by the pking structure) be highlighted so students know the type of things they may be purchasing with their initial donation.
- Of interest to the group was "lybunts" the industry phrase for essentially for those donors that gave last year but not this one....we thought it was a typo.

8.2 Internships & Service Learning Committee [Dabirian] W, 3-9-16, 9:00 AM – 11:00 AM, MH-141

- Minutes was 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.

- 8.3 Faculty Development Center Board [Oliver] F, 3-11-16, 9:00 AM – 11:00 AM, PLS-260C
- The meeting was called to order and the minutes of the previous meeting (2-12-16) were approved.
 - Matt Englar-Carlson (FDC Coordinator for Diversity and Inclusion updated the Board regarding his role and responsibilities which relate on leading and training faculty and groups with a focus on cultural competency.
 - Laura Lohman (FDC Director) review the process for the Faculty Enhancement and Instructional Development grants (FEID Grants) – application to be available April 8. She indicated an attempt is being made to spread out major FDC events between the spring and fall semesters, rather than having them occur predominately in the spring.
- Major discussion followed regarding FDC and department chair meetings and the following points were made:
- Existence of low morale among department chairs.
 - Tasks and to dos are increasing beyond control and putting a lot of pressure on chairs.
 - Chairs need developmental support
 - Ask Deans what chairs need.
 - Make meetings more focused on the needs of chairs as well as making them aware of information, new programs.
- 8.4 General Education Committee [Casem] F, 3-11-16, 2:00 PM – 4:00 PM, MH-141
- Progress on the GE assessment plan was discussed. Data has been provided for HIST 110B. The committee is still waiting for data from the other courses being assessed; THTR 300, HCOMM 100, and HESC/KNES 342. Recertification of courses in CHEM and PHYS is pending action by those departments. GEOG 100 and POSC 200 have yet to provide complete information in Compliance Assist.
- Should UPS 411.200 be modified to require review of syllabi by the Chair of each department as part of the review cycle?*
- The committee recertified Ethnic Studies 100, AMST 101, ANTH 102, ANTH 103, ANTH 105, ECON 201, LING 102, and LBST 101.
 - The committee has requested more information on how the writing requirement is being met for PORT 105 before approving it for inclusion as a GE course. The committee voted 5/1/0 to approve PORT 214 as a GE course. *A question arose as to whether a lower division GE course can have a prerequisite.*
 - The committee will be considering CNSM 100, COUN 252, HESC 115, and UNIV 100 at its March 25th meeting.
 - It was suggested that the committee pursue recertification of GE areas B.5 (Fall 2016) and C.1, C.4, D.3 and D.4 (Spring 2017).
- 8.5 Graduate Education Committee [Oliver] F, 3-11-16, 2:00 PM – 4:00 PM, KHS-221.
Meeting cancelled

IX. NEW BUSINESS

- 9.1 General Committees for AY 2016/17

Professional Leaves Committee:

Andrea Patterson (HUM)

- 9.2 Discussion on Statement of Opinions

Have received three essentially unsatisfactory responses to request for proposed Statements of Opinion.

- 9.3 New UPS 3XX.XXX Faculty Selection of Instructional Materials final Senate version
1. New UPS 3XX.XXX Faculty Selection of Instructional Materials [FAC 3-8-16]
 2. First Reading New UPS 3XX.XXX Faculty Selection of Instructional Materials [AS meeting 2-25-16]

This will go on the AS agenda for the March 24th AS meeting as a business item.

- Line 63 needs the actual law number and Section 508 needs the correct information.
- Policy IV B – Department Mandates wording needs correcting.

Suggesting the wording below:

If a department mandates specific instruction materials for any course(s), then the department shall have a policy and that policy must specify....

Chair Bonney will send FAC chair, Kathryn Dickson, these suggestions. Use track changes in the document made by the Executive Committee.

This will go on the AS agenda for the March 24th meeting.

- 9.4 Revision to UPS 295.000 Outstanding Lecturer Award [OPC]

The Outstanding Professor committee received 27 files for this award. The collection ranged enormously in quality. The committee felt it important to provide more guidelines. The changes are intended to clarify and provide additional guidance for applicants.

This will go on the AS agenda for the March 24th meeting and will ask Leah Brew to come to provide clarification on the changes.

EC will defer to the committee on the table, since they are the ones who did the evaluation of the files. Table should be more clear and simpler so the applicants can easily complete it.

Suggestion/changes:

- To attach the University summaries of SOQ and the class.
- Remove the “beyond job requirements” language throughout the document.
- Tell them the Executive Committee was confused how the table would work across the university.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 3-22-16.

- 9.5 Revision to UPS 100.700 [Source: AEEC]
- 9.6 Discussion: counting courses toward Major and GE
1. Memo from Mark Fischer
- 9.7 Title IX & Syllabi
- 9.8 Follow-up on Retreat.
- 9.9 Review of Chairs
1. Bakersfield
 2. Channel Islands
 3. East Bay
 4. San Bernardino
 5. San Jose
- 9.10 Revised ECS Exemption Resolution – Jon Brusckke

XII. ADJOURNMENT

Meeting adjourned at 12:55 PM.