



CALIFORNIA STATE UNIVERSITY, FULLERTON

ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES SEPTEMBER 29, 2015

Approved 10-6-15

11:30 AM - 12:50 PM

PLN-120

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 Senator Walker sent a Resolution on the Presidential Searches, it will go on the agenda for the AS October 1st meeting.

III. ANNOUNCEMENTS

- Guerin: Chair Bonney is featured on the front page of the Cal State Outstanding Faculty Webpage.
 - Dabirian:
 - Reminder to change your passwords.
 - IT did a Micro Survey as a test. Micro Survey is a one-question survey. The two-day Micro Survey test was done on the portal to see if Micro server would work on campus and to look at the response rate on the Micro server. We ask students one question, "If they had a smart phone?" 37,000 students saw the survey in 48 hours, 25,199 responded, which is over 68 percent. The result of the survey was: 64 percent had iPhone, 29 percent had Android, 1 percent said mobile phone, 2 said other, and 3 percent did not have a smart phone.
 - Casem: Increasing reports of issues of student's incivility in class to TA's and faculty.
 - Sargeant - they have had a lot of incidents in HSS and there were some serious incidents that resulted in calling the police. HSS is working on a way within the college to establish to basic expectation and process for everyone to follow.
 - Walker - there are some resource that are available to check with dean of students website, the red folder, also there is a guide that has been put together by Sandra Rhoten. If you notify Tanatsin Oseguera of the problem student, you will hear something back really quick.
 - Chair Bonney will talk with Dave Edwards to see if this is something ASI can discuss.
- Suggestions:
- Develop a script (something small) that faculty can carry with them that has suggestions on how to respond to certain situations or a phone number to call if you need immediate assistance.
 - This can be a topic for the Spring AA/AS Retreat.
 - Have Sandra Rhoten train the department chairs and they can take the information back to their departmental meetings.
 - Posting an information sheet in the mailroom of each department with instructions on what to do if you have a disruptive student in your class.
 - Ensure part-time faculty that it is part of their responsibility to themselves and others to report, because they feel that report it will reflect badly on them and they can't manage their class.
- Meyer: The break-in of offices in the Performing Arts is continuing another happened over the weekend. The response from the campus police is the person doing the break-ins probably has a key (a sub-master).

IV. TIMES APPROXIMATE

12:00 PM

Topic: Auxiliary Services Corporation

Presenter: Frank Mumford

- Frank Mumford highlighted on the following:
 - An overview of financing the Police Station and Mihaylo Hall
 - The management of College Park, Irvine Campus, Grand Central Art Center, College Park West, El Dorado Ranch, University Gables
 - In-development: College Park South
 - Staffing of Titan Shops consist of 20 regular employees and 150-200 student employees.
 - Campus dining services and OC Choice Catering
 - The TSU Renovation project
 - Office of Sponsored Programs
 - ASC Financial Services
 - University Campus Programs
 - University Extended Education
 - ASC Contributions to CSUF
 - Human Resources and Information Technology

Q: What will be in your space once you move to the new building?

A: That's a cabinet question. There will be a task group that will go around for a year to make recommendations as to what should go in there, to consolidate operations. Danny Kim will be doing a presentation at PAB next month.

Q: College Town

A: Having a meeting in a couple of days. It is now back on City Councils agenda for either January or February.

Q: What about the traffic scenario?

A: Part of College Town is the development of a parking district and a business improvement district. We hope that will bring the cars out of the neighborhoods and get them on campus or near campus where they belong. A Trolley from the train station to campus is also part of the development.

Q: What is the connection between the University, the Auxiliary Services Corporation, and the development of College Town?

A: We will serve on the board. We will be a major force in it the development.

V. APPROVAL OF MINUTES

M/S/P (Meyer/Sargeant) EC draft minutes 9-29-15 were unanimously approved.

VI. CHAIR'S REPORT (Bonney)

Chair Bonney reported on topics below.

- The Diversity Action Plan will have a delayed appearance on campus.
- The Resolution for the Task Force that Sean and Amir are working on.
- We need to do something about UPS 210.000 immediately. The Accounting Department had its Personnel documents approved in June and Phil Lee and Betty Chavis were in here yesterday because there is clearly an ambiguity/omission in the documents that is mainly to a grievance because the way written.
- Did not speak with the Provost today, he is at the Chancellor's Office today and tomorrow at the Academic Council.
- The report is on the Chancellor's website about funding the link is in the chair's report. The deadline is October 12th and we need to get as much feedback on the document as possible.

VII. STAFF REPORT (Benjamin Report)

- The Outstanding Lecturer Award nomination deadline was September 28, 2015. We have received 27 nominations. The files are due November 2nd.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 Elections Committee [Walker] R, 9-24-15, 2:00-3:00 PM, PLN-120
- We met and approved memos to be sent out regarding the upcoming special election. Although this happened after the meeting, Janna Kim has graciously agreed to chair the committee.
- 8.2 Campus Facilities & Beautification Committee [Stohs] F, 9-25-15, 11:00AM-12:00PM, MH-141
- Professor Daniela Rubin, Kinesiology, agreed to Chair the committee for 2015–16.
 - Scott Hewitt to present to the committee about the status of LOFT.
 - Brief discussion of ex liaison members
 - We closed the meeting by reviewing the meeting dates for the year.
- 8.3 General Education Committee [Casem] F, 9-25-15, 2:00-4:00PM, MH-141
- Announcements included an update on the status of the GE course mapping activity. As might be anticipated response has been variable across campus. Deadline for completion of the activity is Oct 15. It was also announced that the committee will begin the review of new GE courses at its next meeting (Oct 1).
 - The committee discussed the role of GE in the PPR. The discussion centered around the idea of incorporating GE recertification with the PPR process. The committee expressed a preference for the status quo with the idea that recertification of categories (versus department/program offerings) allows for a more holistic evaluation. The question of the ex officio members of the committee was discussed. The only suggestion was the potential inclusion of a transfer student as one of the two ASI appointed student representative (not actually ex officio).
 - Catherine Maderazo was elected as Vice Chair of the committee. Chair Childers will be on sabbatical in Spring 2016 and Vice Chair Maderzo will assume his duties at that time.
 - Chair Childers presented examples of GE course review material for the new members of the committee.
 - Director Wrynn (Undergraduate Studies and GE) provided an overview of the Curriculog system. In future the GE Committee will be accessing GE course proposals through Curriculog.
- 8.4 Extended Education Committee [Meyer] M, 9-28-15, 3:00-4:00PM, CP-950
- First meeting of the year with introduction of members and presentation from Interim Dean Kari Knutson-Miller. This was a repeat of a presentation she made to the council of Deans on what UEE does, how it is funded, and its budget.
 - This presentation would be very useful for the Executive committee & the Academic Senate to help understand the role of UEE at CSUF.
 - The rest of the meeting consisted of setting meeting schedule for the rest of the semester & approval of minutes from the last meeting.

IX. NEW BUSINESS

- 9.1 Revisions to UPS 411.100 Curriculum Guidelines and Procedures: Courses
- We looked at this last week and sent it back to Alison Wrynn and asked her to give us a list of the things she wanted done.
 - One of the things to clear up, the idea about the one-year cycle. It is extremely hard for the staff, if there are new improved courses coming through in the Spring, getting those into the system getting them onto the TDA's in time for fall semester is more than they can actually do.
 - The proposal that Alison and I suggest that we do is if the faculty could continue the two-semester cycle with the understanding that courses that come through in the spring would not be finalized; they would catch up in the fall. Everything would be announced in the fall. The only thing that we could not do mid-year is program changes; they could only be done in the fall.

Suggestion:

- Give UCC the changes received from Alison Wrynn.

- 9.2 Marathon Meeting 5-14-15 – Discussion Items

1. ASD 15-107 Proposed New UPS 3xx.xxx Declaration and Change of Majors and Minors

[Source: UCC]

- We discussed this at the Marathon meeting and received almost no comment from the floor; nobody had a problem with it. We cleaned up the pre-existing document and the steps are now clear.
- Most of this document is paraphrased from either the Chancellor's office or the catalog.

Q: Is there a situation where a department chair does not approve?

A: Yes. Example: Chemistry and Biochemistry is an impacted major, so in order to be fair since students that are transferring from a community colleges can't transfer into our major, students who have been here at CSUF that are changing majors, we have meet the same requirements as transfer students. So there have been students that were declined because they have 120 units and want to change to Biology major.

Suggestion: Add the appeal process into the document and make substantive recommendation changes, then send the document back to UCC for review.

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

2. ASD 15-73 UPS 210.00 Faculty Personnel and Procedures [6-5-14] [Source: FAC]
- 9.3 Refer to Faculty Affairs Committee: UPS 210.007 Appointment of Administrative Personnel [1-30-13]
- 9.4 Refer to Faculty Affairs Committee: UPS 210.500 Procedures: Search Committees for Administrative Personnel [1-30-13]
- 9.5 Continue Discussion re Presentation for Proposed Changes to Bylaws & Constitution – CONSTITUENCY ISSUES [from 4-28-15 EC meeting]
Chair Walker stated this ongoing discussion will carry over into the summer for the new EC to agendaize. The topic will be brought forward for action – 2015-16 Academic Senate.
- 9.6 Discussion on Excess Units
- 9.7 Discussion on Articulation Issues
- 9.8 [UPS 411.102](#) Curriculum Guidelines and Procedures: Academic Jurisdiction
- 9.9 Discussion on Smoking
- 9.10 UPS 210.001 Recruitment and Appointment of Tenure-Track Faculty
- 9.11 Revised ECS Exemption Resolution – Jon Bruschke
 1. Draft Report of the CSU Sustainable Financial Model Task Force

X. ADJOURNMENT

M/S/P (Dabirian/Walker) Meeting adjourned at 1:00 PM.