



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
OCTOBER 25, 2016**

*Approved 11-1-16*

**11:30 AM - 12:50 PM**

**PLN-120**

---

Present: Bonney, Brusckhe, Dabirian, Gradilla, Matz, Meyer, Oliver, Stambough, Stohs, Walker

---

**I. CALL TO ORDER**

**II. URGENT BUSINESS**

No urgent business.

**III. ANNOUNCEMENTS**

- (Stohs) CSU Statewide had a virtual meeting last Friday. I'm on the Fiscal and Government Affairs Committee, and this year one of our goals is to meet two local legislators. I suggested maybe we should get committees like this on each campus where we would work with the governmental outreach people. I was also appointed to the AD Hoc Intellectual Property group.
- (Meyer) Our discussion dealt with tenure density and academic freedom. In addition to the student food and housing insecurity, there is interest in doing research on faculty food and housing insecurity because it seems we have many grossly under paid part-timers who are living in their cars. We want to see if there is existing information on this available through CFA or through the Chancellors office.
- (Matz) Congrats to Steve Stambough on his award.
- (Stambough) UCC will be holding an open hearing on Friday, October 28<sup>th</sup> in PLN-130 for the Geography name change.
- (Dabirian) Friday there was a cyber-attack that shut down Netflix, Twitter, and on-line banking transactions. We were not affected by the attack.

**IV. APPROVAL OF MINUTES**

- 4.1 EC Minutes (Draft) 10-4-16  
M/S/P (Walker/Matz) minutes approved unanimously.
- 4.2 EC Minutes (Draft) 10-11-16  
M/S/P (Walker/Matz) minutes approved unanimously.
- 4.3 EC Minutes (Draft) 10-18-16 forthcoming

**V. CHAIR'S REPORT**

- We had the first meeting of the Statewide Council of Chairs last Thursday, and things are looking good across the system. Campuses are moving in our direction of a more inclusive Senate; several of them have added staff. The Fullerton model is leading the way.
- The results are in from a Quantitative Reasoning Task Force and the Ethnic Studies Task Force.
- We did the survey about General Education. Chairs were advised that Chancellor White has collected data in response to an inquiry from the Governor.
- The head of the Department of Finance has been visiting Academic Senates. Chairs were informed that he has been able to secure some money that has not come out of the regular statewide budget. I have asked him to attend the Council of Chairs December meeting.
- A notice came out on restriction on out of state travel; CSU will not fund travel to certain pariah states.
- Chairs were told again that the Chancellor's office will have an Intellectual Property Policy out in a couple months.
- There is a proposal to increase student tuition.
- Had a long conversation with the Provost regarding the two administrative search documents and probably will defer action on them until spring.
- On December 8<sup>th</sup>, Provost Puri will be making a presentation at the AS meeting on the Graduation initiative 2025.

- Chair Bonney had a conversation with the chair of AEEC, Joel Lanning, and agreed to do a revision to the Bylaws to clarify that educational effectiveness includes PPR's and annual reports.
- We have not resolved what we want to do with all the documents our committees are producing and sending to Dropbox, Titanium, and Google Docs. Keep that in mind as something we need to solve so we don't lose the history.

## VI. STAFF REPORT

Just to provide clarification on the Senate office staff duties. Liaison reports should be sent to Sheretha Benjamin and committee support issues should be directed to Mara Cabrera.

## VII. COMMITTEE LIAISON REPORTS

### 7.1 ASI Board [Bonney], T, 10-18-16, 1:15-3:45PM, TSU Legislative Chambers

Deans Paynton and Kirtman made presentations to the Board. There were reports from the ICC representatives and revisions to two ASI documents to update them. There was a discussion of the program for students who are homeless and have insecure access to food, and a discussion of the presidential debate programs and an agreement to hope for better communication next time.

### 7.2 Diversity & Inclusion Committee [Gradilla], W, 10-19-16, 9:00-10:00AM, EC-605

#### Identity and mission of the committee

- D&I ability to create, deliver and recommend policy. "Do we see the role of this committee making recommendations in similar fashion as the PRBC (D&I as the PRBC of D&I issues, policies, programing, etc.)"

#### Review of Damon Williams meeting

- Many members of the group met with Damon Williams.
- Many of us were supportive of his idea of "disruptive planning" which is a remedy to the chronic problem of institutions claiming they have changed only in discursive ways not in real practical ways.

#### Ethnic Studies Report

James Rodriguez will meet with Chair Bonney to see how the D&I committee can be involved with the process of the evaluation collaboratively as well as independently making our own assessment

#### RACE (Researchers and Critical Educators)

The committee decided to find ways to collaborate with and work with RACE in order to maximize the diversity work on campus. We want to avoid any duplication of efforts.

Revisit AANAPISI (Asian American and Native American Pacific Islander-Serving Institution) issue from Asian American Studies. A few years ago ASAM developed a successful 3.5 million grant but the institution had to reject it because of federal rules banning campuses from holding AANAPISI and HSI status. The Asian American/Pacific Islander stakeholders and community on campus were never really compensated or assisted in finding other funding sources.

The committee will now work on meeting in sub-groups to work on various recommendation to submit to the President's Commission on Equity and Inclusion.

### 7.3 Internships & Service Learning Committee [Dabirian], W, 10-19-16, 9:00-10:00AM, MH-141

No report.

### 7.4 Assessment & Educational Effectiveness Committee [Bruschke], W, 10-19-16, 1:00-2:15PM, MH-141

- The discussion was dominated by struggle over what its mandate was and why it was supposed to review UPS 100.700 or UPS 410.200 since neither of those documents included either the words "student" or "learning" (UPS 100.700 also doesn't include the word "assessment" and UPS 410.200 just says that head of assessment attends a review meeting). The committee believes that last year they reviewed UPS 100.700 and made small revisions designed to clarify what would happen with the student learning parts, forwarded it to exec, and had exec return it with a long list of things they were supposed to consider.
- The chair of AEEC is going to request a time certain with exec to clarify what they should be doing; my recommendation is that we give the chair 15 minutes just so we don't have a 3rd meeting consumed with indecision about mission.
- Finally, the chair will be contacting Deans about what they think would improve the CCI review process on the theory that collecting, reviewing, and reporting on that information will be valuable to whatever group it is that eventually reviews the CCI policy.

- 7.6 Writing Proficiency Committee [Matz], F, 10-21-16, 9:00-11:00AM, PLS-299
- Minutes from Oct 21st meeting were approved.
  - Waiting for Grad Ed to provide feedback on changes to UP 320.020.
  - Change of structure of Curriculog – approval process only requires Chair's ok.
  - Committee Discussed TESL 301.
  - Two applications for approval of off campus courses to count.
  - Request for Chair to provide short summary of any communications with students
  - San Francisco State.
  - Discussion of possible changes to UPS 411.201 – GE Breadth.
  - Discussion on UPS 320.020
- 7.7 Faculty Affairs Committee [Bonney], F, 10-21-16, 10:00AM-12:00PM, MH-141
- The committee discussed the comments the Executive Committee had made on UPS 210.020 Review of Tenured Faculty. The sentiment of the committee was that the UPS should be framed so as to encourage faculty to continue to pursue active agendas of service, research and creative work and teaching as appropriate, hence the provision for a 5-year plan. The committee also discussed the still incomplete draft of UPS 210.000. Discussion at the 4 November meeting on this document should be more substantive.
- 7.8 Planning, Resource & Budget Committee [Meyer], F, 10-21-16, 1:00-2:30PM, CP-1060-05
- Announcements:
    - Fall Dance is running for the next 2 weekends.
    - Major nationwide internet hacking issues, prevented at CSUF by our IT Division.
  - Minutes from the September 23, 2016 meeting were approved.
  - Dave Mickey elected vice chair.
  - Sub Committee reported on UPS 105.000 & recommended rescinding.
    - Rescind approved and will be forwarded to Exec.
  - Presentation of the 2015-16 SFR Working Group Report by Jon Bruschke & discussion on what should PRBC do to help improve our funding from the Chancellors office.
  - Future agenda items include:
    - Budget Update and situation for 2016-2017AY, VP Kim, Date TBA
    - Academic Master Plan
    - HRDI Presentation
- 7.9 General Education Committee [Bonney], F, 10-21-16, 2:00-4:00PM, MH-141
- There was a brief discussion of the revisions to the language concerning writing in UPS 411.201. The committee also was informed that Stan Breckenridge the acting chair of AFAM has asked to have his revised syllabi reviewed by the GE Committee to ensure that the new documents meet the Area Z GE Learning Goals. The committee was happy to agree. The committee voted to approve HCOM 303 and BIO 300 and BIO 327 for recertification without any change. The remaining courses were reviewed and voted to be returned for further comment.
- 7.10 Library Committee [Stambough], M 10-24-16, 11:00am-12:00PM, PLS-299
- Scott Hewitt gave an update on the library and library functions including the faculty/staff mixer. It was a success and they are looking into ways to do more of them, perhaps in cooperation with IT. It was also mentioned that the fire marshal categorized the library as a high-rise by measuring it from the basement. This new designation adds significantly to the cost of the renovations for the south library. They are working on appealing the ruling in order to be able to afford the necessary renovations.
- In addition, the committee heard a presentation and participated in a discussion about Open-Access and our role in developing the campus as a digital repository. If done well, this could be something that is matched with outreach to drive attention to our research. It was also presented as a way to protect intellectual property of faculty from predatory publishers. Mark Bilby made the presentation and requested that the committee consider putting together an informal working group of library faculty and other interested faculty to work with the committee to explore topics and advise on the possibility of a new institutional repository called ABIERTA (Achieving a Breadth of Institutional and Educational Resources by Titans for All). Included with this report are the handouts given during the presentation.

- 7.11 Extended Education Committee Meyer], M, 10-24-16, 3:00-4:00PM, CP-950
- Minutes approved from the September 26<sup>th</sup> meeting.
  - Next meeting date will change, date to follow.
  - Update on 2017 intersession enrollment, 4% ahead of past years.
  - Suggestion to open dorms for intersession to improve enrollment.
  - Update on summer 2017 session.
  - Discussion on how Intersession and Summer can help 4-year graduation rates.
  - Presentation of the Open University Annual Report for 2015-16.

## VIII. NEW BUSINESS

### 8.1 Request for Faculty Trustee

Applicants have until January to submit materials. Members of the Executive Committee were encouraged to identify possible candidates.

Suggestions:

Past Senate chairs, Irene Lange, and Scott Hewitt

### 8.2 Revision to UPS 100.250 - Definition of an Academic Unit

This is on the AS agenda for the 10-27-16 meeting as a First Reading item.

Chair Bonney talked with Provost Puri this morning, and he had some comments on the document.

His concerns were:

- The language in "C" he thought was confusing, so executive committee may wish to consider sharpening that language.
- UPS 100.600 actually only refers to departments; there is no UPS that addresses document the creation of a program; The Provost believes that part of the proposed UPS needs to be clarified.
  - Walker observed that the issues are the existence of programs that actually are mini-departments and the absence of a policy for joint programs.

Executive Committee agreed to restore the language UCC eliminated requiring an academic unit have a tenure/tenured track faculty in Section B.

- Recommended to change the wording to say "full-time faculty member".

### 8.3 Revision to UPS 410.103 - Curriculum Guidelines and Procedures: Programs

Document will be held until the Academic Unit document has been approved..

### 8.4 Revision to UPS 411.100 - Curriculum Guidelines and Procedures: Courses

8.4.1.1 Document will be held until the Academic Unit document has been approved..

### 8.5 Undergraduate Course Reallocation Request Form

Chair Bonney received an email about this form. Apparently students in Computer Science can have a class allocated to the wrong place on a TDA, and this form has been devised to get that course moved to the appropriate place. The issue is this form is not appealable and the question is this something the Senate should be fixing, something someone else should be fixing, or something that should not be fixed?

- Executive Committee agreed the matter was outside the Academic Senate's purview. Chair Bonney will send a reply.

### 8.6 UPS 260.104 - Guidelines For Granting Difference In Pay Leaves

#### 1. Article 28 - Difference In Pay Leaves

This has not been reviewed since 1996, and is not in compliance with the CBA. The UPS needs to go out for review and get done this year. Chair Bonney will send it to the FAC.

### 8.6 Visiting Departments

Chair Bonney and Steve Stambough talked about increasing participation in the elections in the spring. One thought was that during February when most departments have their first faculty meeting, members of the Executive Committee would volunteer to attend departmental meetings in order to talk about the Academic Senate and field questions from their colleagues.

Suggestions:

- Have talking points, so everyone is saying the same thing.
- Have a one page summary or PowerPoint.
- Maybe it should be two tiered; one to get involved with the Senate and the other why faculty should volunteer for Senate committees.
- Marketing this in Council of Chairs to get the chairs involved with promoting the Senate in their departments.
- Identify for the Department Chairs which committees are not too demanding provide good service opportunities for junior faculty.

Executive Committee will prepare a proposal for the talking points, marketing, and communication.

8.8 UPS 100.600 - Proposals and Procedures for the Establishment of University Departments

Two proposals came through last week, and Chair Bonney realized how tight the timeline is. The proposals had to be in by October 15<sup>th</sup>. Between October 15<sup>th</sup> and January 1<sup>st</sup>, the UCC has to create a subcommittee to hear these and the conduct two hearings.

Chair Bonney will send this to the UCC to fix, focusing only on the procedural guidelines.

8.9 Academic Master Plan

This is supposed to come to the Senate for discussion on November 3<sup>rd</sup> and possibly November 10<sup>th</sup>. Executive Committee needs to determine how to structure the discussion.

Suggestions:

- Since the AMP addresses four topics it would be appropriate to allocate the time for discussion of each area. .
- Use Socrative™ to give faculty the opportunity to have input in if they want.

Questions:

- Should there be a vote on the AMP?
- What statement can the Senate make? Should the Senate entertain a resolution to endorse? What about a resolution to comment on it?

The steering committee talked about bringing it to the Senate for discussion in November and bringing it back with any changes that seem warranted by the Academic Senate and campus response to the draft in December with a resolution to endorse

Suggestions:

- Make it a structured first reading.
- The Senate receive the document and receive comments, then send it back to the Steering committee with the comments received.

Chair Bonney will ask Provost Puri as the co-chair of the Steering committee to make the presentation, and lay out the work that was done and the stages, then we can have the discussion.

**IX. DISCUSSION ITEMS**

9.1 General Education Gets an Integrative Learning Makeover

**X. ADJOURNMENT**

M/S/P (Dabirian/Gradilla)