



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
OCTOBER 4, 2016**

Approved 10-25-16

11:30 AM - 12:50 PM

PLN-120

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

- (Matz) We now have \$1,055 in our Faculty Fund account.
- (Meyer) Italian American Reconciliation opens Friday for a four-week run.

IV. APPROVAL OF MINUTES

4.1. EC Minutes (Draft) 9-27-16 *forthcoming*

V. CHAIR'S REPORT

- Chair Bonney asked Senate Exec to review the AA/AS retreat agenda. Each facilitator will be assigned a list of the questions that were part of the original working agenda and they will be woven into the discussions that they will facilitate. The organizing committee wanted a spare agenda that would leave it more open ended and less directive. There are between 100-110 people that have registered. Note takers will be at each table recording the discussions, all the information will get stored in Socrative, and then Amir will sort it out in meaningful clusters so we can turn it into action items. We will have it open for people who could not attend the retreat to provide input and comments.
- Chair Bonney distributed the plan for the Graduation Initiative, and she will circulate the letter that Chris Miller sent out, which includes link so that the presentations can be accessed.
- We have the "pronoun committee", which needs a volunteer from Executive Committee. This committee will meet for one or two sessions working on the preferred name policy.
 - Senator Steve Stambough volunteered.

VI. STAFF REPORT

- The deadline for file submission for the FLCGA 2016-17 is Monday, October 17th.

VII. COMMITTEE LIAISON REPORTS

- 7.1 ASI Board [Bonney] T, 9-27-16, 1:15-3:45PM, TSU Legislative Chambers
No report.
- 7.2 Campus Facilities & Beautification Committee [Stohs] F, 9-30-16, 11:00AM-12:00PM, MH-141
- Matt Jarvis was elected committee chair .
 - Campus Cleanliness
 - Have a campus cleanup day; like a beach clean-up day. Coordinate with students in dorms and/or Student Affairs. VP Admin/Fin Izadian (reported by Ferrer) attempting to divide campus up into zones for cleanup. Classrooms are a problem. Need to address.
 - Request a report about custodial ratio on campus (now; this year, vs. several years ago).
 - Biking, etc.
 - Parking is looking into non-permanent "stickers" to place on the pavement; start with Quad area.
 - Perhaps have clear (pavement) marking for where bikers can bike.
 - Social Space
 - The library "social" a week ago went well. Ask ASC to host an event – Titan Hall.

- Parking
 - Dr. Izadian is considering looking at adding a structure. Stacked parking in faculty space.
 - Employee and student bus passes; other ways for student and employees to get to campus. For every person who does not use a car to get to campus, there is one less parking space to build.
 - Use Lyft to get people from Fullerton train station to campus (an option).
 - Getting info to all faculty/staff about location (for carpooling purposes) is very useful.
- Space below bridge by library is a mess!

VIII. UNFINISHED BUSINESS

- 8.1 EO 1071 and Concentration Issue
1. Draft EO 1071 rev Constitution 8-24-16
 2. Draft EO 1071 rev Constitution 9-7-16
 3. Email from Katherine Powers

Chair Bonney alerted Senate Exec that we need to make a decision on the proposed change to EO1071 because we have to have a response to the Chancellor in cooperation with Academic Programs by October 15th. Chair Bonney has consulted with Academic Programs and they believe the core units do not have to be in the same department as the major, but they have to be core courses in the major.

- 8.2 UPS 410.200 – Program Performance Review Policy

Chair Bonney spoke with Council of Deans last week and asked them what they thought should be included in a PPR. There was an agreement they think a policy is needed on the annual reports that specifies what the reports should contain and creates limits for how they are used.

Suggestions:

- The annual report should tie into any accreditation documents that are being used in lieu of the PPR's.
- Linked to all the planning documents, some colleges have strategies planning documents.
- Assessment reports and annual reports are a way to see what departments are doing and what outcomes are in relation to the university and college goals. The PPR should not be another activity to see if we are aligned with college goals; the PPR should be a self-assessment of the department to see where they are and where they want to go. The PPR should have a different purpose completely.

Chair Bonney will convey the suggestions to the Deans.

IX. NEW BUSINESS

- 9.1 Textbook issue

Chair Bonney received an email from Michelle Barr stating we should have another vote. The UPS was approved last year and signed by the President, and the Senate does not do redos on UPS documents.

- 9.2 Proposed new degree program: MS in Engineering Management (College of Engineering and Computer Science with collaboration from the Mihaylo College of Business and Economics)

There have been no objections, so this item could go on the AS agenda for October 13th.

- 9.3 New Professional Certificate in “Spanish for Hispanic Media” and two New Concentrations in the MA in Linguistics “Language and Mind” and “Language and Society”

There have been no objections, so this item could go on the AS agenda for October 13th.

- 9.4 UPS 411.200 – General Education Guidelines and Procedures: New and Existing Courses

1. Email from Alison Wrynn

The issue is if a course gets approved for GE this fall and it's in an area that comes up for recertification two years from now, does that course needs to be submitted for recertification? Would the course be exempt?

Chair Bonney will send this to the GE Committee. Once it is returned to Exec it will be put on the AS agenda.

- 9.5 A Commitment to Mutual Respect at CSUF

Dr. Matz and Dr. Gradilla discovered in researching this document it was used by Human Resources to reprimand a faculty member. We want this document to represent civility and respect for each other. We thought it would be better as a credo for the university, something very simple that shows we have respect for each other.

We will take the revised document to the Senate for the October 13th meeting.

9.6 UPS 230.020 – Policy on Faculty Office Hours

The concern of this policy is with office hours for the online courses. Section I.D.

Suggestions:

For online classes, add language stating office hours can be done virtually.

Re-rewrite and clarify language in Section I.D and clarify that Section I.B can also be virtual.

If we received the revised language by Friday, this will go on the AS Agenda for the October 13th.

9.7 Email from Jon Bruschke

1. UPS 100.001 – Academic Senate Bylaws

2. UPS 100.700 – Formation, Operation, and Discontinuation of University Institutes and Centers

3. UPS 300.022 – Assessment of Student Learning at California State University, Fullerton

We will continue this discussion next week.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 10-11-16.
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9.8 UPS 100.600 – Proposals and Procedures for the Establishment of University Departments

9.9 UPS 220.000 – Policies, procedures, and guidelines for the Administration of Statements of Opinion Questionnaire (SOQ) Forms

9.10 Academic Master Plan

X. DISCUSSION ITEMS

10.1 General Education Gets an Integrative Learning Makeover

XI. ADJOURNMENT

M/S/P (Dabirian/Matz)