



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
DECEMBER 6, 2016**

Approved 1-24-17

11:30 AM - 12:50 PM

PLN-120

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

I. CALL TO ORDER

Meeting called to order at 11:02 am.

II. URGENT BUSINESS

III. ANNOUNCEMENTS

- (Bonney) The Silent Auction of works from the Art of My Science Exhibit in Pollack Library East Gallery is running now through December 12th at 5:00 pm.
- (Dabirian) IT has been working with the bookstore and Pearson for the last month to provide our students that have Pearson eBooks the possibility of making the book available to them for free for a week before school starts until the census date. At that time, they have the choice to buy the book or they will lose the privileges. This is a trial we are doing so the students have full learning objects in their hands while they take the course. This will also works for "My products". The students do not have to pay up front for the books. The goal is to provide students who don't have funding at the beginning of school the ability to have the books access for the time being. The prices of these are cheaper than on eBay. There is an advantage with Pearson because in the past it has been rental for 6 months, now it is going to be perpetual. The process is no different than what they do with print books; we are trying to make it so they don't have to pay for four weeks. We also made an agreement if half way through the semester a student thinks electronic media is not the way for them, they can buy the book half and get it at a discounted rate. This will be piloted in spring.

Q: What if the waitlisted students want to get the book?

A: We will put it on the waitlist.

Q: Will this affect the agreements we already have with Pearson?

A: No

Q: With Titanium we have an agreement to go directly to another publisher; will we ever have that type of agreement with Pearson?

A: Yes, the goal is for fall semester there's a LTI for Pearson that will be directly in Titanium.

- (Meyer) I'm looking for a replacement for Friday's PRBC meeting from 1:00-2:30 pm.

IV. APPROVAL OF MINUTES

4.1 EC Minutes (Draft) 11-29-16 *forthcoming*

V. CHAIR'S REPORT

- When I went to the Council of Chairs meeting last week I discovered our Senate meets less frequently and has shorter meeting than any other Senate in the System. A lot of the campuses have meetings at least every other week, and they welcome presentations so everybody on the campuses knows what is going on with the other divisions.
- We had a presentation about the budget from Steven Stepanek, Faculty Trustee. With the money the Governor has said he is willing to give us, which is \$157.2 million and with the proposed tuition increase, we still can't cover everything we need to cover. We can cover the faculty salary increase and the mandatory increases for things like healthcare. We cannot cover the graduation initiative or infrastructure. They want us to hold increase enrollment at 3,600 FTEs across the system for next year. Our campus and most of the larger campuses have been told if you don't graduate 500 students you can't enroll 500 students, you can enroll the as many people as you graduate. This is not mandated, it is a strong recommendation, so we can't count on using excess enrollment as a way of racking up our income.

- When we were talking about UPS 100.250 Definition of an Academic Unit, we said “the academic unit shall be composed of at least one tenured or tenure-track line”, did we really mean a line or did we mean a faculty member?
 - In the committee they discussed having it be an open line just in case there is only one person in a unit who for whatever reason happens is gone. So if you have an open line, the person is still going to be replaced. For the really small programs or department if one or two people are there, and they happen to leave then we don't have a faculty member there, but we have a faculty with a tenure line.

Between now and Thursday it would be helpful if we could find a way to rephrase this because what this does not cover is Latin American Studies, Gerontology, and Environmental Studies which do not have lines. They have faculty that are attached to them, but they do not have lines.

VI. INTERIM PROVOST REPORT – 12:30 PM

- Melissa Whatley from Admissions and Records has decided to retire, and her last day for work is December 9th. She has vacation time so she will be on the payroll through March 2017. I have spoken to Nancy Dority and Mark Filowitz yesterday, and they have assured me they have a plan and they can take care of things.
- I presented the new Enrollment Management System to the Cabinet; they agreed to the concept. We hope to send out an announcement to the campus about the new enrollment structure we are creating particularly the two committees. The committee for setting overall targets will have the vice-presidents from Academic Affairs, Students Affairs and Administration & Finance. The operational committee will deal with all the ongoing issues of enrollment and will have people from Student Affairs, Academic Affairs, Administration & Finance, and maybe Advancement. The AVP from Student Affairs, Darren Bush, and Mark Filowitz will be the lead on that committee.
- We are moving Admissions over to Student Affairs and Darren Bush will supervise. We are trying to determine the best time for the move so there is no disruption in the current admission process. The move will happen sometime in the spring semester; we will send out a note next week.
- We are moving forward on the creation of the WASC Steering Committee and other committees; the campus visit is three years away. Pam Oliver has taken the lead in putting together the scope of work and possible committee membership. We are going for a comprehensive review instead of a specific category review. We will have faculty participation in every committee.
- The recruitment for the FDC Director is in progress; we have some good applicants. We hope to have a person selected with an appointment before the end of the semester.
- FAR recruitment will begin in the spring semester.
- The Chancellor's office has asked for campus responses by February 6, 2017 to the CSU Academic Senate Quantitative Reasoning Report.
- President García signed the Academic Master Plan yesterday. I will be talking with Academic Affairs, the Deans, and staff in January to determine the elements of the AMP we need to work on.
- Recruitment of faculty tenure-track is ongoing; departments are doing a good job.
- We are spending a lot of time thinking about what strategy we should be using for the Graduation Initiative 2025 and how to allocate the \$2+ million we received. More than a third will go toward student fees. We are asking all the colleges to give us short-term and long-term suggestions that will help the students graduate. We are providing funds for additional sections that students might need in the spring and summer semesters. We have to submit a report to the system in March about our long-term goals.

Q: Where are we sitting for enrollment next year?

A: The message from the Chancellor's office is don't count on any approved funding increase. Its 3,600 FTEs for the system, which means any funding will come from over enrollment or non-state students. We are still waiting to see what the Governor proposes. The January budget will be a good indication of what to expect. We are already starting to look at how we recruit non-in-state students and what strategies we might deploy if we need more.

VII. STAFF REPORT

No report.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board [Bonney], T, 11-29-16, 1:15-3:45PM, TSU Legislative Chambers
The board heard three important reports – one from VP Eanes concerning the work in student affairs on diversity issues. Kathy Spofford addressed the board on the resources available to students under her position as Executive Director of Student Wellness. Finally, Nick Jakel addressed the board to report on the Community Engagement Commission and ways to increase student participation in the community. The most significant action of the board was the approval of increases in compensation for both student employees and for professional employees.
- 8.2 Campus Facilities & Beautification Committee [Stohs], F, 12-2-16, 11:00AM-12:00PM, MH-166
Meeting cancelled.
- 8.3 Faculty Affairs Committee [Bonney], F, 12-2-16, 10:00AM-12:00PM, MH-141
Meeting cancelled.
- 8.4 Information Technology Committee [Bonney], F, 12-2-16, 10:00-11:00AM, LH-702
No report.
- 8.5 Student Academic Life Committee [Stohs], T, 12-6-16, 9:00-10:00AM, MH-141
- Grad Initiative:
 - Identified students who can graduate w/in 4 years. Over 1,000; sent to Assoc Deans in colleges. 50 students ("units") -- about 1.1%pts -- focus on this to predict potential grad rate.
 - Exploring many ideas to see how and whether students can take 15 units each semester, for example; with an eye to GPA as well.
 - Discussion of issues with Grad in 4 years.
 - Break up into small groups to review UPS (and AMP) documents.
- 8.6 University Curriculum Committee [Stambough], F, 12-2-16, 12:00-2:00PM, MH-141
- The committee discussed the possibility of including a more flexible approach to the date for program changes in UPS 410.103. The consensus was that the current date in November would be used for changes that wish to be in the next catalog year but that faculty may submit changes at any time with the knowledge that the changes will likely have to wait to take effect in the catalog until the following cycle. This is particularly important for minor changes to programs.
 - The committee reviewed UPS 105.000 about multi-campus programs. No changes were recommended, however, the committee will solicit more feedback from our few multi-campus programs like Nursing to see if there are any issues with the policy from their perspective.
 - The committee continued work on the program discontinuance policy. The goal is to create a different process for program initiated suspensions/discontinuance and internally (administrative) initiated suspensions/discontinuances. The committee is debating ideas for what to do for re-activation following a suspension under the situation in which the program believes it is ready for re-activation and the administration disagrees.

IX. UNFINISHED BUSINESS

- 9.1 Resolution in Support of Fully Funding the California State University System
- Line 6: add the words "at least" before \$5.43
 - Line 12: add a comma after 1981
 - Line 24: revise wording "...to either increase tuition revenue or reduce allocations to the campuses budgets"
 - Line 32-33: remove wording "risen drastically in recent years, having"
 - Line 35-40: delete everything and use revised wording "While financial aid may mitigate some of the impacts for some students the tuition increase may harm others; and
 - Line 53-54: switch things around, put the Governor before the California Legislature
 - Line 54: remove wording "return to the original levels of investment in" and add the wording "...to fully fund Higher Education..."
 - Line 68: add accent to President García's name
- 9.2 Resolution in Support of Deferred Action for Childhood Arrivals (DACA)
- Lines 9-12: delete everything and use revised wording "positive impacts of this program for our students, institutions, and communities; and"
 - Lines 16-17: revise the wording "...national and local communities"
 - Line 19: change "these" to "the"
 - Line 30: change "scores" to "hundreds" and Presidents should be lower case

- Line 32: add accent to President García's name
- Line 34: change "his administration's" to "his incoming administration's"
- Line 42: revise wording "...members both of our campus and their home communities..." to "...members of both our campus and local communities..."
- Lines 57-60: revised wording
Resolved: That the CSUF Academic Senate distribute this resolution to the California Governor, the Speaker of the California State Assembly, the California Senate President pro Tempore, the CSU Chancellor, the CSU Board of Trustees, the ASCSU, the chairs of the Academic Senates at all other CSU campuses, President Mildred García, the Vice-Presidents of CSUF, the California State Student Association (CSSA), the Associated Students, Inc. at CSUF, and President-elect Donald J. Trump.

9.3 Resolution in Support of Undocumented Students

1. Draft

- Lines 10-11: remove wording "law-abiding and promising"
- Line 13: Add "Over" at beginning of sentence
- Line 22: add wording "unless contravened by California Government Code or required by law"
- Line 25: add the following Whereas clause:
Whereas: CSU Chancellor Timothy White has encouraged each campus to implement a policy reflecting its unique campus climate; and
- Line 41: add the words "protect and" at the beginning of the sentence
- Lines 54-56: delete the entire resolved clause
- Line 58-61: revised wording
Resolved: That CSUF Academic Senate strongly opposes any proposed reductions in federal funding to the state of California or any of the state institutions of higher education proposed suggested by President-elect Trump because of their position on immigration policy and enforcement; and be it further
- Line 68-71: revised wording
Resolved: That the CSUF Academic Senate distribute this resolution to the California Governor, the Speaker of the California State Assembly, the California Senate President pro Tempore, the CSU Chancellor, the CSU Board of Trustees, the ASCSU, the chairs of the Academic Senates at all other CSU campuses, President Mildred García, the Vice-Presidents of CSUF, the California State Student Association (CSSA), the Associated Students, Inc. at CSUF, and President-elect Donald J. Trump.

9.4 Revision to UPS 410.103 - Curriculum Guidelines and Procedures: Programs

1. UPS 410.103 Curriculum Guidelines and Procedures: New Programs

We will discuss this item next week.

9.5 UPS 211.100 Appointment of Department Chairs and Vice-Chairs

We will discuss this item next week.

9.6 Preferred Name Policy Statement

1. Preferred First Name Website

The Preferred Name Committee came back with a policy. The recommendation is a student can change their first name anytime in the semester, and it would be effective the following semester. They can only change it once a year; this way every semester it doesn't get changed. Once they change their name, a report will go to the Dean of Students. Part of the policy we reserve the right to deny a name change due to profanity or if it's offensive. Once the name change has been made, it will show up in the roster, Titanium, and the portal. Their Student ID Card is state issued, so it will maintain their legal name. We want to implement the policy by next week and get it out to the students so they can start changing their names for intercession and spring semester.

Q: How do we verify a student when advising?

A: The CWID will match. You will get last name, first name, and preferred name will be in a separate field.

X. NEW BUSINESS

- 10.1 Revision to UPS 411.100 - Curriculum Guidelines and Procedures: Courses
- 10.2 UPS 230.000 Statement of Professional Responsibility
- 10.3 UPS 210.200 Performance Review of Administrative Personnel
- 10.4 UPS 610.000 Conflict of Interest Policy for Externally Funded Proposals

- 10.5 Revision to UPS 320.020 University Writing Requirements
- 10.6 Anti-Bullying Policy
- 10.7 Revision to UPS 300.040 Academic Standards for Postbaccalaureate Students
- 10.8 CSU Online Learning Principles

XI. DISCUSSION ITEMS

- 11.1 General Education Gets an Integrative Learning Makeover

XII. ADJOURNMENT

M/S/P (Dabirian/Gradilla)