



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MARCH 21, 2017**

Approved 4-4-17

11:30 AM - 12:50 PM

PLN-120

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

- (Walker) Last Friday we did a retirement reception for Mike Horn, Bob Cook and David Drath; all retired from the Biology Department with 113 years of combined service to CSUF.
- (Bonney) Make sure you vote. Hope you will all support Bill in his re-election.

IV. TIMES APPROXIMATE

12:00 PM - 12:15 PM

Topic: LMS Engagement

Presenter: VP Amir Dabirian

VP Dabirian gave an overview of a Titanium Student Engagement System concept. The goal is to have an indicator for warning faculty about how students are doing in the Learning Management System. The program will give indicators with respect to colleagues in the same class. The report is generated week by week by person and demonstrates how the students are doing by the last seven weeks. For the cumulative, we take all prior weeks and compare it. The Plan is to pilot it in this semester and rollout in the Fall 2017.

Q: Is this based on clicks or on time spend on doing stuff?

A: It could be a few clicks of the same thing, it shows their activities. It shows their engagement with respect to the rest of the class.

Q: What about classes that don't have activities for them to do online?

A: It shows everything blank.

Q: Can we put the number of what is being measured in the circles?

A: Yes, I would be happy to do that.

Q: What value do you think this is going to be for the faculty?

A: A lot of value. As a faculty member, lot of times you don't know until the exam time how the student behaves, this will give you an indicator.

Q: Is there a way to not see the whole thing?

A: Yes, you can sort by cumulative.

Q: Will Honors and Scholars and athletics, people who are following students, be able to get this information?

A: Yes.

Q: Were the Council of Deans accepting of this?

A: Yes. A couple of deans were unsure what the reception of the faculty would be.

Q: When are you going to launch this?

A: We are hoping to get a college or department to test it out for spring and go all out in fall.

V. APPROVAL OF MINUTES

- 5.1 EC Minutes (Draft) 3-7-17 *forthcoming*
- 5.2 EC Minutes (Draft) 3-14-17 *forthcoming*

VI. CHAIR'S REPORT

- We need a replacement for Herb Rutemiller as the coordinator of the Academic Appeals Board.

Suggestions:

Jim Taulli, Jesse Battan, an ex-Associate Dean, or former department chair

Q: Could we bring a retired annuitant back for a couple months?

A: Yes

If you think of any additional names, send via email.

- Had a conversation with Chris Lui today and he is interested in recrafting/reorganizing the way campus grants are done here, including RISCA and the Intramurals. He wanted to put together an Ad Hoc group and I directed him to the Faculty Research Policy Committee.
- I have a list of how the searches are going, but since the Provost is coming, you can ask him yourself.
- We have a problem, on April 7th there is a GE meeting on a challenge. The chair of the committee has recused herself from the event, but four of the members cannot be there because they are at conferences. There is real concern about whether there will be a quorum. So I'm not quite sure what we are going to do about this. I would like to see if they can reschedule the meeting on April 14th or April 21st. Per the UPS, they have to make their recommendation to us by May 1st. If that seems the best thing to do, I will try to get that process started.
 - I think they should try to reschedule. It is important that everyone is there to hear, so the process is fair.

Q: What is the challenge?

A: Anthropology 101 being put into GE Category B2.

Q: Are we saying the timeline is so we can get it into the schedule?

A: No. The timeline is that UPS says to get it approved for GE, the GE committee must make its recommendation in favor prior to May 1st, because that is when the deadline is for reporting courses to the Academic Senate.

- You all saw the email about the update for the GE response, we have been given until June 1st. The students have indicated they wish to do their own response, which the original request from the Chancellor's office said was ok. So we are going to do our response, which I will get started working on this week and I will pass it around. Then the Administration would decide what, if anything, they would like to add. I'm hoping we can circulate it to some key faculty members to get input before we bring it to the Academic Senate. Have Nancy Fitch and some other GE warriors take a look at it.

VII. INTERIM PROVOST REPORT – 12:30 PM

- AVP Academic Operation Search is posted, applications are being accepted.
- Director of Faculty Affairs & Records search will close on Thursday, March 23rd.
- Director of Faculty Center Recruitment is scheduled to close on Wednesday, April 5th.
- Pam Oliver, Mark Filowitz, and I are scheduled to meet with department chairs tomorrow. We will be talking about the Student Success Initiative, in particular the targets we need to meet. With the Dean's agreement, we will be giving them college-based targets and also department-based targets because the work is done at the department by faculty and not administrators. We will share the targets with everybody once we have shared them with the Deans.

Q: When you are talking to the chairs can you remind them about the chair elections; that staff are not part of that group?

A: I want to keep this focus on Graduation Initiatives. There are some announcements that Kristin Stang will be making, so if you have any announcements, you can send them to her.

- We are in coordination with colleagues from the Early Start Program; the budget has been drafted for academic preparation.
- Working with Strat Comm, we created a website called Titans Empowered to provide students information about graduating in four year with resources needed to get there.
- We are working to create a First Year Experience for all our students. This year we are only going to do outreach and recruit students to sign up for the undeclared First Year Experience rather than mandating it. Then we will work with the Senate to see how we can get all our students through the First Year Experience Program.

- As part of our Graduation Initiative, the steering committee of Graduation Initiative 2025 has created a program to support faculty and staff efforts through innovation grants. There will be 14 grants for \$10,000 each; we have allocated \$140,000. RFPs will be going out today.
- Faculty Searches update: 70 Searches, 56 Yield, 20 Net gain. I'm still negotiating with the President and VP Kim on next year's searches, but the budget is so uncertain they cannot give me any commitments. I am asking the Deans to put together their request in anticipation of the tuition increase tomorrow.

VIII. STAFF REPORT

IX. COMMITTEE LIAISON REPORTS

9.1 ASI Board [Bonney], T, 3-14-17, 1:15-3:45PM, TSU Legislative Chambers

The clerk called the role, the agenda was approved and a coalition of LGBTQ students entered the open space in the triangular table effectively occupying the board room. When the group refused to vacate the space after three requests by Board chair Kayleigh Bates the chair adjourned the meeting and board members left the room.

9.2 Assessment & Educational Effectiveness Committee [Bruschke], W, 3-15-17, 1:00-2:15PM, MH-141

Didn't have a quorum; continued to debate language to revise the center/institute creation, reorg, and dissolution process. Generally productive; anticipate a final document by next meeting.

9.3 Faculty Research Policy Committee [Walker], R, 3-16-17, 9:00-10:00AM, MH-141

The committee had a long discussion of the draft IP report/recommendations and are very concerned with the recommendations, especially those related to instructional materials.

9.4 Writing Proficiency Committee [Matz], F, 3-17-17, 9:00-11:00AM, PLS-299

Old Business:

- Approval of EGGN 340 – originator responded to concerns and resubmitted
- US 320.020 – discussion, edits, additions and will be forwarded to all members for final approval before sending to Senate Exec (should be submitted before our Tuesday meeting)

New Business:

- AFAM 463 - sent back with recommendations
- Discussion of web page link for creators of writing requirements for course submissions
 - Palm Oliver will investigate appropriate place
 - Helpful to have samples, examples for various submissions and other in one place for convenience (e.g., syllabus, etc.)

9.5 Faculty Affairs Committee [Bonney], F 3-17-17, 10:00AM-12:00PM, MH-141

The committee reviewed, discussed and approved the recommended changes to UPS 210.000 to create college personnel standards review committees. The committee also continued discussion about revising the language for standards for scholarship in the document.

9.6 Academic Standards Committee [Matz], F, 3-17-17, 1:00-2:00PM, MH-166

Old Business:

UPS 300.020 Grading Practices

- Passing it along to Senate Exec
- Approve as is after discussion

New Business:

UPS 100.001

- Add "college dean" to list being sent by the Office of the Registrar to department. Eliminated office from department.
- Changed from two weeks for distribution list to one week
- New policy being sent to Senate Exec

9.7 General Education Committee [Bonney], F, 3-17-17, 2:00-4:00PM, MH-141

The committee reviewed the proposed plan for the 7 April meeting on the challenge to certification of ANTH 101 as a course in B1. Brent Foster presented an 8 year plan for recertification of GE Courses. The committee discussed the issue of double-counting lower division GE Courses. There also was a discussion of the Chancellor's request for a response on EO 1100 and of the latest information on the changes the Chancellor proposes to make to B4. There was also a discussion of a few anomalies in which courses show as fulfilling two different categories, for example D5, E and Z. This was followed

by a long discussion on the proceedings for the discussion between Anthropology and Biology on 7 April. The committee then discussed the recertification of courses in B5, D4 and D3.

- 9.8 Library Committee [Stohs], M, 3-20-17, 11:00AM-12:00PM, PLS-299
- University Librarian's update: new librarian Clement Guthro begins next week; March 30th. Received 7 grant proposals, 6 funded (from variety of colleges; from Patrons of library; 1/2 of funds spent) - about \$12K total. Every proposal that met guidelines was funded (or partially funded).
 - Open access fund: 5 faculty awards (15-16); \$20K so far this year. \$3K is max amount.
 - Event tomorrow - social justice through poetry and fiction (in library).
 - Event coming up about using DNA to discover ancestry (April 25th).
 - CSUF Open Access Policy
 - Discussion of draft - minor changes. Vote: accept draft (unanimous approval); will be forwarded to Exec Committee.
 - Suggestions for the guide to OA (separate document created for faculty). The guide includes FAQs.

X. UNFINISHED BUSINESS

- 10.1 Revision to UPS 100.001 - AS Bylaws
1. Parliamentarian

We will put this on the AS agenda as a first reading for the April 13th meeting.

- 10.2 Revision to UPS 211.000 - Responsibilities of Departments and Department Chairs
1. Folder with Department Chairs Policies

We will discuss this on April 4th.

- 10.3 UPS 3XX.XXX – Student with Disabilities

We will discuss this on April 4th.

- 10.4 UPS 230.020 - Policy on Faculty Office Hours

We will make the suggested changes to the document and bring this back for discussion on April 4th.

- 10.5 Revision to UPS 370.200 - Exclusion of Person(s) From Campus Meetings

We will discuss this on April 4th.

- 10.6 Deadline for EO 1100

We have been given until June 1st to provide our response.

XI. NEW BUSINESS

- 11.1 Intellectual Property

The response for this document is due 60 days from the date on the memorandum, which is on May 14th. This document has been sent to the Faculty Research Policy Committee to draft the response.

Q: Does the union have this document?

A: Chair Bonney will check with Michele Barr to make sure she has a copy.

- 11.2 UPS 210.000 - Faculty Personnel Policy and Procedures
1. Email from John Patton

This is on the AS Agenda for a first reading at the March 23rd meeting.

Q: Can we add SOQ's in this document?

A: Yes. It could be made as a suggestion on the Senate floor.

- 11.3 UPS 320.020 - University Writing Requirements
1. Changes from the Committee

We will put this on the AS agenda as a first reading for the April 13th meeting.

Chair Bonney will give notice to both Pam Oliver and Katherine Powers that this document is coming forward to the Senate.

- 11.4 UPS 210.200 - Performance Review of Administrative Personnel - are we going to rescind or fix?

We will continue discussion at the next EC meeting on April 4th.

- 11.5 UPS 100.010 - Faculty Handbook
- 11.6 Free Speech
 - 1. CSU OGC Free Speech Training 1-26-2017 ASCSU
- 11.7 CF&B name change
- 11.8 Having Dr. Kari Knutson Miller making presentation to Academic Senate
- 11.9 Having a presentation on Open Access
- 11.10 Anti-Bullying Policy
- 11.11 CSU Online Learning Principles

XII. ADJOURNMENT

M/S/P (Dabirian/Walker) Motion to adjourn.