



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
SEPTEMBER 13, 2016**

Approved 9-27-16

11:30 AM - 12:50 PM

PLN-120

Present: Bonney, Bruschke, Dabirian, Gradilla, Matz, Meyer, Oliver, Stambough, Stohs, 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) Happy to say that last year the Faculty Fund received \$410 and as of today, the total received is \$705 including a donation from a Vice President. Thank you to everyone. We will send out another reminder.
- (Dabirian) We are trying to work with a company to have Socrative available for more faculty to use in the classrooms.
- (Dabirian) IT is working on the preferred name option for incoming and current students. The LGBTQ advocates throughout the CSU system are saying you can have preferred first name available on the roster. IT will also make it available on Titanium and the Portal. In Fall 2017, the preferred name option will be a field that applicants can choose to provide. We would need to develop a policy for preferred name. The implementation will begin Spring 2017.

IV. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 8-2-16
M/S/P (Oliver/Matz) Minutes approved unanimously.
- 4.2 EC Minutes (Draft) 8-16-16
M/S/P (Oliver/Matz) Minutes approved unanimously.
- 4.3 EC Minutes (Draft) 8-23-16
M/S/P (Oliver/Matz) Minutes approved unanimously.
- 4.4 EC Minutes (Draft) 8-30-16
M/S/P (Oliver/Matz) Minutes approved unanimously.
- 4.5 EC Minutes (Draft) 9-6-16 *forthcoming*

V. CHAIR'S REPORT

- Discussion has arisen again concerning satisfaction of the GVAR because of TESL 301. Continued issue about what a graduate writing course should look like.
- Dispute about Geography's name change - will require a public hearing - working with UCC. We gave them a 30 September deadline for filing objections so this name changes will not be on the 13 October agenda.
- Need a faculty member for the search committee for Sandi Rhoten's successor. Her title was Associate Dean because she had a number of other responsibilities; the title for this position is running as Director of Student Conduct, still and is an Admin II and MPP.

Suggestion: Eve Himmelheber
- The president and VP Kim will make their presentation on the budget at the 27 October meeting.

- The spring retreat will be on 3 March 2017.
- President would like to have a discussion about the intersection of Academic Freedom and Freedom of Speech.
- Regular conversations with VP Kim and Asst VP Stang in addition to Interim AVP Oliver and Provost Puri.
- The Provost is concerned about online education and the lack of clear guidelines and enforcement of the on-campus office hours. He believes the policy should provide a more specific set of guidelines.

Chair Bonney will send this document to the IT committee.

- The plan is for the AMP to come before the senate for open discussion on November 3rd & 10th.

Q&A:

Q: When it is all done, will we vote on the document?

A: The only way to vote on the document is to have an all campus including students and staff vote on it. This is not a faculty document.

Suggestions:

- Notify campus of the open discussions.
 - Put the dates the AMP is coming to the senate in the chairs report.
 - Let's get a sense of the senate after we talk about it and if there is comment period for the final document, then we can decide if we endorse.
 - Do a resolution from the senate.
 - Due to the magnitude of what we are doing, we need to have a vote on the senate floor.
 - Take a look at the Strategic Plan and what was done with that, we do with the AMP.
- Provost Puri is having a 360 review done of Academic Affairs and Academic Programs. He's having someone come from outside evaluate what we are doing and whether it is efficient.
 - Provost Puri has asked Pam Oliver to investigate what other campuses are doing in the realm of First Year Experiences. He says we can't afford to do what we have been doing with Freshman programs but wants to find out whether there is something we could do instead.
 - Preparing to initiate WASC process. Will identify people and then do official work beginning in January after AMP process is completed.
 - The CSSA rep Amanda Isabel Martinez inquired about reporting occasionally to the AS.
 - Use of counseling center already is significantly higher than a year ago and is expected to be really jammed at mid-terms. No easy solution.
 - Chancellor wants campuses to be prepared for the possibility of protests in the coming year - spaces to engage in peaceful protest.
 - Had a conversation with Kristi Kanel last Thursday. The conversation was very helpful in terms of how to think about redoing personnel documents on this campus and revisions to UPS 210.000 that are being contemplated by the FAC. It will be helpful to for the discussions at the retreat.
 - The AA/AS Retreat committee has completed the agenda and chair will circulate it tomorrow morning.
 - The search for the Director of Writing Across the Disciplines failed last year and will be reopened this fall.

VI. STAFF REPORT

- We received three petitions for the At-Large seat. eVoting will take place September 26th - 29th.
- The deadline for nominations for the Faculty Leadership in Collegial Governance Award 2016-17 is September 19th.
- The deadline for nominations for the Outstanding Lecturer Award 2016-17 is September 26th.
- The Academic Senate approved Carol Ames as the Senate Nominee for the Professional Leaves committee for the Communications constituency. Her name will be added to the Special Elections ballot.

VII. COMMITTEE LIAISON REPORTS

- 7.1 Curriculum Committee [Stambough] F, 9-2-16, 12:00-2:00PM, MH-141
Pending
- 7.2 Faculty Affairs Committee [Bonney] F, 9-2-16, 10:00AM-12:00PM, MH-141
Pending
- 7.3 General Education Committee [Bonney] F, 9-2-16, 2:00-4:00PM, MH-141
Pending

- 7.4 Information Technology Committee [Walker] F, 9-2-16, 10:00-11:00AM, LH-702
Pending
- 7.5 Student Academic Life Committee [Stohs] T, 9-6-16, 9:00-10:00AM, MH-141
Business
1. Student Life Presentation – Vincent Vigil – 30 minute PPT presentation by V.V. about Student Life and Leadership Team (Department) – focusing on TitanLink, a website (software program) for ALL registered student groups (about 384) to use: Titan Link: <https://fullerton.collegiatelink.net/>
Student Life and Leadership: <http://www.fullerton.edu/sll/>
This “group” has a relatively large staff (approaching 10) – interesting.
 2. Committee reviews duties of SALC – UPS 100.001
- New Business
1. Setting up 3 committees (with sheets of paper passed around the room for volunteer committee members to sign up); including one committee to review the committee’s duties as stated in the relevant UPS; one on disabilities, and the other on the AMP.
- 7.6 Elections Committee [Walker] W, 9-7-16, 9:00-9:30AM, PLN-120
The Elections Committee met on 9/7/2016.
- 1) Pete Evanow was elected as the Chair for AY 16/17.
 - 2) The timeline for the special election was reviewed and approved.
 - 3) The annual report was reviewed.
 - 4) The committee discussed a few items.
 - a. Replacements for committee members running for AS in the spring that have to excuse themselves because of conflict of interest. Last year there were two members that needed to be replaced/have substitutions and the exec liaison could not help.
 - b. The committee plans to review the bylaws and constitution with regard to elections and the committee functions/composition.
- 7.7 International Education Committee [Gradilla] W, 9-7-16, 11:00AM-12:00PM, MH-141
The meeting was cut short because of the Study Abroad activities and conference luncheon at the Marriott.
In our brief meeting we discussed:
- Study abroad is not one program but many---how do we better align all the existing programs into a cohesive program. Action item: all members are to bring what their college does for study abroad.
 - It was brought to our attention that faculty who support study abroad are forced to start from scratch every year and that model is not sustainable. It was also mentioned that having the faculty member recruit for their study abroad was not ideal or sustainable hence a bigger programmatic and financial investment is needed (access to student success monies, IRA, etc).
 - We need a global competency requirement in order to get students investment in the "local" CSUF curriculum necessary to prepare students for study abroad. Action item: the chair recommended making the diversity requirement inclusive if the global (note: I completely disagree with this recommendation but I did not voice disapproval since it was an example of things that could be done--there should be a separate global competency pathway or something else. The "Z" category is already water down and useless in its current form).
 - There was a specific technology concern for certain study abroad environments or student exchanges where non-CSUF students couldn't get access to the course Titanium.
- The committee wants to meet with AVP Oliver and Interim Provost Puri to discuss curricular and systemic support for study abroad and to have better support for international students here on campus. There is an inequity on how we treat our partner universities' students as opposed to how they treat our students when they are on their campuses as students. We are not very good hosts compared to our partner campuses.
- 7.8 Faculty Development Center Board [Oliver] F, 9-9-16, 9:30-11:00AM, PLS-290
- A. Calendar for future meeting was shared
 - B. Report from FDC Director L. Lohman
 1. Previous year showed the highest average attendance to FDC- 30% over previous year
Attributed to effort focusing on information to faculty and different use of summer and intersession periods; training institute for department chairs; training on dealing with first year college students; and orientation for new/part-time faculty
 2. FDC is modifying manner to support new faculty- based on needs after orientation
 3. Tenured faculty fellows program being initiated along learning community model
 4. Library faculty forming collaborative community

- C. Branding: How to direct FDC energy and messaging to reach faculty? Four areas were discussed:
1. Faculty mentoring was discussed: need to adapt to local context, some research to be done concerning this topic. Exploration of mentoring model was suggested and what it means.
 2. Faculty well-being and work life balance: Discussed a variety of activities to be discussed at next meeting
 3. Support for diverse faculty: not confines to recruitment but support and feeling welcome as member of the university community
 4. Faculty leadership development: how to encourage faculty to become involved in leadership roles

All 4 areas to be further discussed at the next meeting.

7.9 Graduate Education Committee [Oliver] F, 9-9-16, 2:00-4:00PM, H-219

- Call to order and introductions were made.
- Minutes of the May 5, 2016 meeting were approved.
- New Business (Overview of issues the committee has been and will be dealing with this year)
 - A. Discussion of goals and priorities for GEC in AY 2016-17
 1. Review and approval of new course proposals
 2. Graduate Level Writing Requirements and UPS 320.20
 3. Revision of Graduate Student Learning Goals (ASD 16-48)
 4. Review and revise UPS 270.102 and UPS 410.170
 5. Review academic misconduct policies for graduate students
 - B. Pam Oliver joined the committee and reviewed university learning outcomes and graduate students learning goals
 - C. Discussed new course proposals – EGGN 597 Engineering Management Program and TESL 301 Sect 1 Advanced Writing for Nonnative English Speakers
 - D. Katherine Powers reviewed to process for new course approval

7.10 Planning, Resource, and Budget Committee [Meyer] F, 9-9-16, 1:00-2:30PM, CP-1060-05

President Garcia presentation on budget.

- Response letter from PRBC requests will arrive Monday
- Will not be able to cover all of the requests because of our budget.
- Reserve is \$15,000,000 should be 3-6 months (\$100-\$200 million)
- Must meet 44% 4 year and 75% 6 year grad rate to have a shot at new funding
- Will cover pay raises from our budget, because the Governor did not cover our costs.

Approval of Minutes from the April 29, 2016 meeting.

Reviewed out charge as listed in UPS 100.001 & UPS 100.201.

Presentation of Budget 101.

Discussion of CSU funding and CSU Fullerton's last place.

Discussion of future agenda items.

VIII. UNFINISHED BUSINESS

8.1 EO 1071 and Concentration Issue

1. Draft EO 1071 rev Consultation 8-24-16
2. Draft EO 1071 rev Consultation 9-7-16
3. Email from Katherine Powers

Katherine Powers and Pam Oliver have already talked to the affected units; they are anticipating a gradual phase in. We have a response due to the Chancellor's office on October 15th.

Q&A:

Q: Did they define what discipline specific units were? They said the subprograms have to be less than half of the disciplinary units. Are disciplinary units for the units for the major or does it include ancillary courses as well?

A: I believe it would include ancillary units. Will get clarification on that from Pam Oliver this week.

IX. NEW BUSINESS

9.1 Search Committee - Associate Vice President Academic Human Resources

Suggestions:

Matthew Llewellyn, Yuan Ting, Shaun Pichler, Joseph Cervantes, Heather Battaly

9.2 Revision to UPS 210.007 - Appointment of Administrative Personnel

Would like to put this on the AS September 29th agenda as a first reading/discussion item.

We will continue the discussion at next week's meeting.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 9-20-16.

- 9.3 Revision to UPS 210.500 - Procedures: Search Committees for Administrative Personnel
- 9.4 UPS 260.100 - Assigned Time for Exceptional Levels of Service to Students
 - 1. Email from Michele Barr
- 9.5 Revision to UPS 100.250 - Definition of an Academic Unit
- 9.6 CSUF-AB1602 - Campus Plan
- 9.7 General Education Requirements Survey – Memo
 - 1. CSU GE and Graduation Requirements Survey
- 9.8 Revision to UPS 411201 - General Education: Breadth Objectives and Course Development
- 9.9 Revision to UPS 411.202 - General Education Program: Unit Requirements, Academic Standards, and Exceptions
- 9.10 UPS 230.020 - Policy on Faculty Office Hours
- 9.11 New UPS on Annual Reports – include in PPR UPS or create to corral assessment reporting? Define and limit.
- 9.12 UPS 100.600 - Proposals and Procedures for the Establishment of University Departments
- 9.13 UPS 220.000 - Policies, procedures, and guidelines for the Administration of Statements of Opinion Questionnaire (SOQ) Forms

X. DISCUSSION ITEMS

- 10.1 General Education Gets an Integrative Learning Makeover

XI. ADJOURNMENT

M/S/P (Dabirian/Bruschke)