



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

*Approved 9-20-16*

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

**PLN-120**

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

Absent: Stambough

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

The Academic Statewide Senate will respond to The California Promise from the State Senate next week. Senator Stohs has been asked to write a resolution focusing on trying to increase the four-year graduate rate for the disadvantaged underrepresented students. Stohs is sure the Statewide Senate will say student interests should be foremost. Executive Committee members are encouraged to forward any ideas for the resolution to Mark.

Q: Are you writing in support of the proposed program?

A: The report will be written to say the idea sounds nice. But if there is no money, the proposal will not make our students graduate in four years, so it is a bad idea.

## **III. ANNOUNCEMENTS**

- (Dabirian) President Ellen Junn is on the cover of the Stan Magazine (CSU Stanislaus' campus magazine).
- (Bonney) Andi Stein is putting together a video for Sandra Rhoten who is retiring on September 30<sup>th</sup>. Andi is going to come by to record well wishes and totake pictures of the Executive Committee.

## **IV. APPROVAL OF MINUTES**

- 4.1 EC Minutes (Draft) 8-2-16 *forthcoming*
- 4.2 EC Minutes (Draft) 8-16-16 *forthcoming*
- 4.3 EC Minutes (Draft) 8-23-16 *forthcoming*
- 4.4 EC Minutes (Draft) 8-30-16 *forthcoming*

## **V. CHAIR'S REPORT**

- Penny Weismuller is taking on a new project for the College of Nursing, and so she leave the Academic Appeals Board, a replacement is essential. Chair Bonney called Herb Rutemiller to see if they will need the new person approved before the next AS meeting on September 29<sup>th</sup>.

Suggestions:

Mehmet Akbulut, Archana McEligot, and Traci Statler

- The Communications representative resigned from the Professional Leaves committee. A new replacement will need the Senate's approval to add the position to the ballot for the upcoming special election.
- Gail Brooks wants to do a search this year for a new position, the Associate Vice President Academic Human Resources. Executive Committee has been asked to nominate three faculty to serve on a search committee that can be approved at the September 29<sup>th</sup> AS meeting. Please bring suggestions to next week's meeting.
- Children's Center Board needs an AS representative. . David Kelman has agreed to serve again if renominated and appointed.

- The UCC had an extended discussion on the Academic Unit policy which will be included on the AS agenda for September 29<sup>th</sup> as a first reading.

## **VI. INTERIM PROVOST REPORT – 12:30 PM**

- We have sent out the Graduation Initiative Proposals. The system sent the proposals to the Legislative Analyst office and once they approve it, then the money will be disbursed.
- The money will be dedicated to the 2016-17 graduation rates, four-year and two-year transfers in particular. We will need a plan to be ready to use the funds effectively by the end of the academic year as required.
- Interim Provost met with Interim AVP AP Pamela Oliver, Associate Dean Mark Filowitz, and AVP SA Vijay Pendakur to develop a tentative plan.
- We have been discussing the budget in cabinet with the President. The President will meet with PRBC soon regarding the budget letter.

### Q&A:

- It would be awesome if there could be an evaluation of chair workload, as when people are 75 percent administrative versus 100 percent. This issue is handled differently in different colleges, in terms of people chairing very large departments and still teaching courses. Perhaps we should ask the deans to have a discussion regarding fair and equitable workloads.
- A thought about the Graduation Initiatives. It would be a good to know why or what is depressing graduation rates at the system level. Is it lack of classes, lack of the students' knowledge of which classes they have to take, inadequate paths to take those classes, or is it because students are working? System-wide that would help us know we are addressing the correct problem. If we could do this analysis on our campus it might be a good way to use some of the money. .

## **VII. STAFF REPORT**

- Two petitions have been picked up for the At-Large seat.
- The call for nominations for the Outstanding Lecturer Award 2016-17 went out last week. Nomination deadline is September 26<sup>th</sup>.
- The deadline for nominations for the Faculty Leadership in Collegial Governance Award 2016-17 is September 19<sup>th</sup>.

## **VIII. UNFINISHED BUSINESS**

### 8.1 Senate role in finalizing the AMP

It is extremely important the Academic Senate be part of this. One possibility would be to have it work its way through the committees and have a hearing about it. Another possibility would be to do it as drafts appear of the reports so the senators look at the separate four sections to give the committees feedback.

Chair Bonney will discuss the options with Interim Provost Puri tomorrow at their 1-on-1 meeting.

### 8.2 UPS 411.201 - General Education: Breadth Objectives and Course Development – clarification on writing requirement

Lower division General Education courses should include student writing assignments appropriate to the course; upper division General Education courses shall include student writing assignments appropriate to the course.

## **IX. NEW BUSINESS**

### 9.1 Replacement for Karen Stocker for fall semester, CSU International Programs Fullerton Rep

#### Suggestions:

Tony Fellow or Dean Kazoleas

### 9.2 Input Requested: Personnel Action Files Custodian of Record – Memo from Interim Provost Puri

- There is a concern of having someone as the custodian of records who does not have experience in dealing with personnel files.
- Although Associate Dean Filowitz does not have experience with this, executive committee members believe he will be very fair.
- EC agreed to accept the appointment but to advise the Provost that when the interim is replaced, that individual should have experience reviewing faculty files.

9.3 UPS 411.202 - General Education Program: Unit Requirements, Academic Standards, and Exceptions - EO 1100 issue

- Academic Programs has interpreted EO 1100 as requiring that students be prohibited from registering for upper division GE courses unless they have completed 45 units.
- CSUF has not enforced this rule, but other campuses are beginning to do so. .
- Academic Programs has reported that the Chancellor's office will demand that campuses enforce this provision.

Chair Bonney will discuss this with Interim AVP Pamela Oliver at their next 1-on-1 regarding this issue.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 9-13-16.

9.4 UPS 230.020 - Policy on Faculty Office Hours

9.5 New UPS on Annual Reports – include in PPR UPS or create to corral assessment reporting? Define and limit.

9.6 Upcoming Program Discontinuance: MA in Biotechnology

1. UPS 100.610 - Program Discontinuance

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

9.8 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/Walker)