



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 13, 2018**

Approved 3-13-18

11:30 AM - 12:50 PM

PLN-120

Present: Bonney, Brunelle, Brusckhe Dabirian, Gradilla, Myck-Wayne, Oliver, Patton, Shahi, Stambough, Stohs

I. CALL TO ORDER

Chair Stambough called the meeting to order at 11:33 am.

II. URGENT BUSINESS

- There is a meeting on February 14th at 12:00 pm with Michelle Tapper, Brady Heiner, Sean Walker, Chuck Marchese and Chris Brown to discuss UPS 210.000.
- Monique Shay is working with Chancellor's office lawyers on the Open Access Policy. She is asking for another week before the Senate takes action on the policy. If the policy comes up, it is suggested that we table it until we hear back from Shay.
- In light of the different news reports on the severity of the flu outbreak, we need to have some guideline from HRDI, the Provost, or Student Affairs instructing the campus community if they are sick to stay home. There also should be signs in the bathroom encouraging everyone to wash their hands.
 - Chair Stambough will contact David Forges and VP Eanes regarding an announcement or awareness to campus.

III. ANNOUNCEMENTS

- (Dabirian) Change your password.
- (Bonney) As a reminder as we near the WASC report completion and visit that we refer to Irvine not as a satellite campus, but as a "facility" or a "center." The precise language is still being worked out, but it is not a campus.
 - (Patton) They (Irvine Center) need to change their website.
 - (Dabirian) They (Irvine Center) need to launch a marketing campaign to announce the formal name.
 - (Stambough) Let's bring up the naming of the Irvine Center facility at the AS meeting as an announcement.
 - (Myck-Wayne) Maybe when University Advancement and Strategic Communications are doing their new branding, they put Irvine in their presentation.
- (Stambough) Faculty/Staff team won the Pachyderm Challenge on Thursday for the third year in a row.

IV. TIMES APPROXIMATE

11:45 AM - 12:00 PM

Presenter: VP Danny Kim

Topic: Update on parking and other projects

VP Kim gave an update on parking and the new parking structure.

Last Fall, we proposed a new parking structure to the Parking and Transportation Committee, and they approved. We are looking now to engage the ASI, the Executive Committee and other student leaders regarding a new parking structure.

The parking structure will take 2-3 years to build, so we need to start construction now to set us up for the future of the university. The structure will resemble the east side parking structure. We are looking at raising the fees roughly \$70-\$75 per semester, which would make us the third highest in the system for parking fees. It will be student-only parking because students are paying for the structure.

We currently offer remote parking which has 550 parking spaces and students receive a 70% discount (from the regular parking fee), which is \$70 per semester. I thought the passes would be popular and that students would buy those parking passes first, but as of a couple of weeks before school, we only sold 180 out of 11,000 parking permits in the remote lot. The numbers have since gone up, but it indicates that students would rather pay an extra \$200 a semester. We even increased the shuttle service from twice an hour to every ten minutes to motivate them to use the remote parking.

Suggestion:

(Brunelle) Students who are in the 7:00 - 9:45 pm class the last shuttle needs to be closer to 10:00 pm because if the class ends at 9:45 pm, they won't be able to get to the shuttle in time.

Q&A:

Q: (Stohs) Is the total amount of the parking structure going to be added to the debt service? And are we rolling it over?

A: Yes. It will be a new bond.

Q: (Stohs) We have individual bonds for each parking structure?

A: I believe all the structures we currently have are all under one bond.

Q: (Gradilla) Where is the new parking structure going to be?

A: North of the east structure.

Q: (Gradilla) Is there any way to see if the city wants to partner with us on the parking structure?

A: Probably not, we want the spaces for our use.

Q: (Stambough) Kimberly-Clark is closing down, are we looking at the land for anything at all? Is that a possibility even if it's a closer parking structure?

A: I don't know, but we can consider it.

Q: (Bruschke) Are student fees the only way to pay for the structure?

A: Yes, it has to be self-support.

Q: (Bruschke) Capacity wise, it seems that at the high peak times literally, every classroom is in use. So these additional spaces are to accommodate what increase?

A: Right now we are using the church parking lot to park approximately 500 students, but other entities are not looking to rent that from the church, so we might potentially lose that. Second, assisted parking is so expensive that we had to curtail it quite a bit because we got this other structure. But we are still spending a lot of money on assisted parking especially in Lot A, so that will go away because we cannot afford that anymore. Once that goes away, we will be short a lot of parking spaces. Third, is the convenience factor. That is an excellent location for students, so since we have space, so why not build it. The fourth reason is really for the future, for future growth. If we need to make new buildings because of enrollment capacity, where would we put those buildings? The back lot area is the only open space we would have, but we can't build right now because of the parking.

Q: (Oliver) Are you doing anything about expanding the electric charging stations for electric vehicles?

A: Yes, we are looking into that. There are 120 electric vehicles on campus, and we have ten charging stations. We have done something to prevent non-CSUF electric cars from using because we started charging them and that helped a lot, but it's not enough. So we are studying this now to see how we can improve this because the number of electric cars will increase. The challenge is we don't want people there all day or for the full four hours. We only want them there for about an hour, so how do we do it, so it is fair to everybody? The second challenge is once you get charged, where to do you go to park your car? One thing we are looking at is a lot of the vehicles can use 110, so we could put areas with about 100 different 110 outlets, and people can bring their cords and plugin. But we don't want them there for eight hours.

Suggestion:

(Dabirian) Install outlets along the walls in the parking structures.

12:30 PM - 12:40 PM

Bobbie Porter, AVP of Diversity, Inclusion and Equity Programs

AVP Porter introduced herself to the Executive Committee and gave an overview of her role at HRDI.

Bobbie stated she is a resource to help strategize on diversity and inclusion as it relates to the entire employee lifecycle.

Professional Development now reports to AVP Porter, and they will be making changes and leveraging FDC more to reach critical mass and get out to the campus community the needs around all matters as it relates to inclusion.

Q: (Dabirian) We spend a lot of time on the recruitment of faculty, but the retention has been an issue. When they come to a department, how do we reach out to them to make sure they are welcomed in the department or if there are any resources we can provide for them? How do we keep them because we lose them?

A: We are doing ok at bringing people in, but as soon as we get them in we are losing two or three right behind that. From what we can tell it is not a consistent at year two or year three, so we can't quite figure out what's happening.

Q: (Stambough) I know we are doing exit interviews and at some time down the road, it would be great if we could see a report that doesn't identify individual people, but will show overall why people are leaving. Are we trying to gather preventive data about what faculty and staff need but aren't getting it at different stages of their career before they have decided to leave? We want to retain both high quality and diverse faculty and staff.

A: We had a recent discussion about exit interviews and looking at that as a tool of what type of data are we getting from it and are there ways that perhaps we could get some more crucial information from what we are gathering. We do have it, and it has been in place since 2015 for faculty, and we are working with the Diversity & Inclusion Committee so you will hear something coming from that body.

V. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 1-30-18 – *forthcoming*
- 4.2 EC Minutes (Draft) 2-6-18 – *forthcoming*

VI. CHAIR'S REPORT

- We have a lot of documents coming from our committees, which means we are going to have to move things along at the AS meetings.
- We will have a definitive answer on UPS 210.000 for the next AS meeting.

VII. PROVOST REPORT

No report.

VIII. STAFF REPORT

If you have not done so already, please register for the AA/AS Retreat.

IX. COMMITTEE LIAISON REPORTS

- 9.1 ASI Board [Stambough], T, 2-6-18, 1:15 - 3:45 PM, TSU Legislative Chambers
No report submitted.
- 9.2 International Education Committee [Dabirian], W, 2-7-18, 11:00 AM - 12:00 PM, MH-141
 - There was a discussion for the committee to building recommendation on travel process to Academic Affairs. The recommendation letter will go to Provost office. We will discuss the travel at the next meeting, especially international travel.
 - Reviewed the Student Aboard Student Survey.
- 9.3 Faculty Development Center Board [Shahi], F, 2-9-18, 9:30 - 11:00 AM, PLS-299
The Committee reviewed the FDC mission statement. The committee suggested to review the FDC mission statement on UPS 102.001 and suggest changes to UPS. The committee also edited the Faculty Enhancement and Instructional Development (FEID) Application. Application deadline for FEID is March 28. The committee received many reports regarding different faculty workshops and activities.
- 9.4 Curriculum Committee [Patton], F, 2-9-18, 12:00 - 2:00 PM, MH-141
No report submitted.
- 9.5 Planning, Resource & Budget Committee [Stambough], F, 2-9-18, 1:00 - 2:30 PM, CP-1060
The committee received reports about HRDI and new initiatives about recruitment and retention. The committee also heard a report about parking including long-term plans for a new parking structure. Many items were discussed including better handling of charging stations for electric cars. Finally, we heard the beginning of a report on the comprehensive capital campaign from Advancement.
- 9.6 Graduate Education Committee [Oliver], F, 2-9-18, 2:00 - 4:00 PM, H-219
 - New Student Representative – Richardo Pitones was introduced as the new student representative
 - Minutes of 1 Dec 2017 meeting approved.
 - Ron Oliver provided an update for the committee noting the Senate was in the final stages of approving UPS 320.020
 - At the request of the Academic Senate, the Graduate Education Committee engaged in a discussion of a potential "State of Graduate Education" or "Vision for Graduate Education." This discussion could inform the work of the Senate, the new University Strategic Plan, and possible decisions related to successions in leadership at various levels within the University. Through discussion, the GEC

generated two broad sets of headings for a potential State of Graduate Education report. The first set largely mirrored the framework of the current strategic plan and the recommendations for the Academic Master Plan generated by the GEC over the past year. John Hoffman and Paul Stapp will review these in time for the next GEC to provide a concise summary of key points drawn from the AMP document. In draft form, these include:

- a) Academic Excellence
- b) Student Success
- c) Faculty Diversity and Quality
- d) Revenues

The second set of potential headings extended beyond the AMP and emerged from the discussion. Joe Albert Garcia and Katherine Powers will review these in time for the next GEC to provide a concise summary of key points drawn from various sources.

- e) The Case for Graduate Education – the economic demand for and benefits from graduate education; enrollment opportunities and projections; trends in programs and new program development; benefits for both graduate and undergraduate students; data regarding alumni after graduation; under-utilized Chancellor Report on the Role of Graduate Education.
 - f) Staffing and Infrastructure Needs – other CSUs with comparable (or smaller) graduate student populations have managerial leadership at the dean, associate vice president, or vice provost level; there is a need to institutionalize the SOAR grant; additional analyses of best practices for the administration of graduate programs is needed.
- As next steps, Hoffman and Stapp will work to draw a concise set of critical points from the AMP addressing the first set (a-d) above and Garcia and Powers will do the same for the second set (e-f). At the March meeting, the GEC will work on prioritizing items to develop a reporting framework. Additionally, attention will need to be allocated to a proactive communication plan addressing critical audiences including faculty and Academic Senate, graduate students, the Office of Graduate Studies, and the Council of Deans and senior CSUF leadership. The goal has significantly increased the presence of graduate program in the next University Strategic Plan.
 - News/updates from Office of Graduate Studies - Joe Albert Garcia reminded members of the Graduate School Admissions Expo to be held Saturday, February 10, 2018, from 10-2 pm. Grad Ed is expecting about 1200 participants

9.7 Library Committee [Stohs], M, 2-12-18, 11:00 AM - 12:00 PM, PLS-256

Six present - not a quorum.

9.8 Extended Education Committee [Myck-Wayne], M, 2-12-18, 3:00 - 4:00 PM, CP-950

The meeting minutes were approved by the 10/23/17 meeting. Karen McKinley from UEE gave an update on Winter 2018, Summer 2018 and Winter 2019 intersessions. 75% of the Winter 2018 Intersession courses were offered online, with 2,200 students enrolled. There was 11 Short-Term Study Abroad offered with co-course enrollment. Schedule of edits for Summer courses is going this week to Department Chairs. It was discussed that Winter 2019 would be very short at only four weeks due to the late Fall start and ending Spring semester to have commencement before Memorial Day weekend. It may be time to look at the academic calendar, again. Chris Swarat, Interm Dean for UEE, spoke some about the International Education post audit and that they are now using Sales Force to build inefficient practices and processes. They are looking at how to support faculty in self-support programs. They are working with Strategic Communications at the Brand promise of CSUF. I brought up the issue of understanding how International Programs and support is accessed by faculty and how the process is not clear. It was mentioned that the International Programs committee should look at that, and maybe we revisit the UPS. I looked at the UPS, and there is nothing about short-term study abroad programs. Chris Swarat mentioned several times it is up to Colleges and Dean to define and make policy. I guess in my opinion, there lies the confusion.

X. NEW BUSINESS

10.1 General Committee Senate Nominees

Suggestion:

(Bonney) Contact existing members who are eligible to re-up and see if they are willing to continue to serve. Once we receive responses, we can then proceed to fill the remaining vacancies.

The AS staff will contact existing members and then send out an email with the updated list of vacancies along with the list of faculty who have expressed interest in serving. We will continue this discussion next week.

10.2 Statements of Opinions

Think of possible questions and we will continue this discussion next week.

10.3 Revisions to UPS 320.020 University Writing Requirements

10.4 Revisions to UPS 100.004 Student Participation in Department Decision Making

10.5 UPS 330.232 Policy on the Use of Alcoholic Beverages By Students and By Student Organizations

XI. ADJOURNMENT

M/S/P (Dabirian/Bruschke) Meeting adjourned at 12:50 PM.