



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
FEBRUARY 20, 2018**

Approved 3-13-18

11:30 AM - 12:50 PM

PLN-120

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

No announcements.

IV. TIMES APPROXIMATE

12:15 PM - 12:45 PM

Presenter: Berenecea Eanes

Topic: Student Affairs update

VP Eanes gave an update on Student Affairs. She distributed documents which included the following:

- Information and updates on the SA Organization Chart
- SA Annual Report
- Current trends with the students
- An update on Title IX training, the Strategic Enrollment Management
- An article from NASPA - Student Affairs Administrators in Higher Education (formerly the National Association of Student Personnel Administrators) on collaborations between Academic Affairs and Student Affairs
- Student Affairs opened Tuffy's Basic Needs Center on February 14th, located in McCarthy Hall 143. Phase one of our "basic needs" work is complete with the opening; the first of its kind in the CSU. The TBNC is a one-stop center that will be staffed with a caseworker and a social work intern from the School of Social Work. The student can go there and get their needs met around food and housing insecurity along with being able to get toiletries.
- There is also a Tuffy's Closet, which initially started out as a collaboration with Career Services for career apparel, but now we have all styles/types of clothing. So we also have clothes there for students who may be in need of a change of outfit.
Q: (Myck-Wayne) Can you go there and donate clothes?
A: Yes. We also have quite a bit of faculty that collect donate the toiletries from the hotels when they travel. If you know of other community stakeholders who collaborate around that kind of things, email me, and we will reach out to them.
- We are going to have dry food starting out; we will not have refrigerated food yet because we do not have facilities in that particular space. But my vision is that our phase two, sometime in the future, will include refrigeration so we can have a food pantry.
- We have programs for temporary housing in the residence hall. For students in need of shelter, we house them there. We also have emergency loans for students who are in need of emergency funds. There are criteria for both the emergency housing and emergency loan. Students cannot go and get an emergency loan every week, but they can get one when they need it.

- There is a donate meal program, and we have tons of students who donate their meals from the Gastronome. This program is for students who aren't going to eat all of their meals on their meal card. They can donate them, they put them into a bank, and my team puts them onto a card so when there is somebody who is hungry, they can go to the Gastronome and eat.
- We have a Titan Bites App, which allows anyone who is having an event on campus the ability to identify they have extra food and the students can come there and eat.

Q: (Bruschke) Does our campus food services accept food stamps vouchers?

A: I do not know if ASC accepts them, but Aramark has taken them.

- Title IX training is mandatory, and one of the two barriers to Title IX training on a campus scale the size of ours are two things, student employees, and part-time faculty. They come in and out of the system so quickly, and we haven't figured out a way to configure the electronic prompt that tells the system to send them a training notice, and the Chancellor's office is aware of that. In the places where we can have 100 percent compliance, we do well. HRDI and our Title IX Coordinator are trying to assess a way to be able to share that data on those part-time factors, so the numbers look different.

Suggestions:

- (Brunelle) Regarding the training, I think it would help to have them once at the beginning of the year with all the links for all the training that everybody has to take. To allow faculty the opportunity to get them all done at one time.
 - (Bonney) Most of those are sent to us by the Chancellor's office. I will check and see if that is the issue.
- (Gradilla) The My Trainings is too cluttered with the required training and the ideal training you would do, so I think that needs to be separated out.
- (Myck-Wayne) Our dean in College of Education has tied funding for different initiatives that you might want to apply for, so if you did not complete these training, you could not apply for them.
- We are about to have an ASI election shortly, and it looks as if we are going to have three President/Vice-President tickets.
- The students continue to be in a fragile condition around free speech and campus speakers.
- The students continue to be concerned about the potential of a tuition increase. ASI passed a resolution against the possibility of tuition increase at their last meeting.
- I have heard of an increase in vaping. We will be sending out an updated notice because that is included in the list of things that you cannot do on campus.

V. APPROVAL OF MINUTES

- 5.1 EC Minutes (Draft) 1-30-18 - *forthcoming*
- 5.2 EC Minutes (Draft) 2-6-18 - *forthcoming*
- 5.3 Minutes (Draft) 2-13-18 - *forthcoming*

VI. CHAIR'S REPORT

- We have a lot of documents that will be coming to us from our AS committees that we will have to handle rather quickly.
- The date that we need to get the apportionment for the spring all-university elections is coming. Since we did not get to the Constitution Committees amendment, we will have to run this year's election the same as last year with whatever changes to take effect next year.
- I have been having meetings with the AS committee chairs, and I received a follow-up from the University Advancement Committee. They tried to send a survey out to departments about advancement activities and received almost no responses. Would it be a problem if I sent out the survey as chair of the Senate to try to get a higher response for them?
 - (Members of Senate Exec agreed with Chair Stambough's strategy)

VII. STAFF REPORT

We have 91 registrations for the AA/AS Retreat.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board [Stambough], T, 2-13-18, 1:15 - 3:45 PM, TSU Legislative Chambers
No report submitted.

8.2 Internships & Service Learning Committee [Bruschke], W, 2-14-18, 9:00 - 10:00 AM, MH-141

The committee was interested in whether its mandate should expand to all community engagement. Reviewed suggested revisions to the motion of Thursday, February 15. There is sympathy for departments creating opportunities for students but sincere worry about liability exposure and students going into dicey situations that are unprotected. They do not enthusiastically embrace the proposed changes but can live with them. There is ongoing concern that departments lack expertise in risk management but see no simple answer to the issue.

There is an ongoing concern for how this, or any other UPS, is enforced.

8.3 University Advancement Committee [Myck-Wayne], W, 2-14-18, 9:00 - 10:00 AM, CP-810

- Meeting opened with a discussion of sending out an updated survey to Departments inquiring about their alumni activities and outreach efforts. The advancement committee surveyed advancement activities and efforts in 2012. The idea is to create a "toolbox" of how to's and ideas for departments across campus to share. The goal is to share with Advancement and post the toolbox on the University Advancement website to encourage alumni engagement.
- The alumni office can help with solicitation and highlight your events. However, they do not have the resources to plan and give financial resources. Departments and programs can apply for the TAG grants.
- Dianna Fisher from Alumni Engagement updated the committee on Alumni activities. Dinner with 12 Titans is March 10 & 11. They are working with departments to identify capstone classes to solicit for the Senior Gift. Alumni Association lifetime membership this year is \$60. Student lifetime membership is \$57. March 14 is a Faculty and Staff event on the Patio. Advancement is looking to reach out to faculty.
- Todd Franz gave a presentation on the "state of giving" at CSUF. There have been steady increases in the last ten years.

8.4 Writing Proficiency Committee [Oliver], F, 2-16-18, 9:00 - 11:00 AM, PLS-299

- Approval of Minutes of December 15, 2017, meeting
- Discussion of revisions to the Records Office student petition form: the committee discussed what information would we like to see on a future petition? Merri shared her conversation with Debra Briggs (Records Office) related to problems and confusion related to the petition form. The committee offered suggestions related to possible changes to the student petition form to make it more understandable, easier to complete. A discussion related to petitions coming from external sources and for classes that may relate to another department – this discussion will take place at the next meeting.

8.5 Faculty Affairs Committee [Bonney], F, 2-16-18, 10:00 AM - 12:00 PM, MH-141

The FAC discussed revisions to UPS 210.000 in response to some of the concerns expressed at the 8 February meeting of the Academic Senate. The committee also addressed revisions to UPS 210.070.

8.6 Academic Standards Committee [Brunelle], F, 2-16-18, 11:00 AM - 12:00 PM, MH-166

ASC had a fascinating discussion with Hallie Hunt, Dean of Students, and Amanda Davidson, Interim Director, Student Conduct, of policies about student conduct. The committee made some suggestions for improvements to the process, regarding transparency for students and faculty alike. Among them was the suggestion that the link to the forms for reporting academic misconduct and academic dishonesty be put directly on the portal so that would-be faculty reporters do not have to hunt for them through the CSUF website. Both Hunt and Davidson also offered to meet with instructors or departments to explain the process to them. The committee also worked on a memo offering some suggestions regarding better informing students of the meaning of W and WU grades, and how best to reduce the number of the latter in particular.

8.7 General Education Committee [Bonney], F, 2-16-18, 2:00 - 4:00 PM, MH-141

Chair Bowser began the meeting by sharing with the committee the thanks and appreciation expressed at the 15 February meeting. The Committee then discussed how to proceed with the courses recently announced as submitted for GE and agreed that if there were no questions there could be no challenges to the committee members are hopeful that they can begin the review of those courses as early as 2 March as the question period ends 1 March. It turned out that both Physics and Geology have declined to resubmit 200-level courses that were in B5 because they seemed inappropriate for B1 and GE status was not critical. The committee then turned to a cluster of courses submitted for recertification before regular work was suspended in the wake of EO 1100. The committee recertified ART 103, and ART 104 postponed a conclusion on ART 107A and 107B because there were still some unresolved issues from

the subcommittee so the committee as a whole will look at these on the 2 March meeting. The committee also recertified ART 106A but thought that ART 205A should not be recertified as it seemed mostly an art skills development course.

IX. UNFINISHED BUSINESS

9.1 General Committee Senate Nominees

Faculty Personnel Committee suggestions:

Janice Myck-Wayne (EDUC), Sora Tanjasiri (HHD)

*We need to double check if we need to replace Bob Gass (COMM)

Professional Leaves Committee suggestions:

Chris Slogar and David Nevell (ARTS)

*If they both decline, Chair Stambough will contact the dean of ARTS for names.

Faculty Research Committee suggestions:

Alvin Rangel-Alvarado (ARTS), Pawel Kalczynski (CBE), Rebecca Sheehan (COMM),
Nikolas Nikolaidis and Zair Ibragimov (NSM)

9.2 Statements of Opinions

Chair Stambough sent out inquiries to see if anyone had ideas for Statement of Opinions and receive no responses.

X. NEW BUSINESS

10.1 Revisions to UPS 320.020 University Writing Requirements

This document will go on the March 8th AS agenda.

10.2 Revisions to UPS 100.004 Student Participation in Department Decision Making

Chair Stambough will reach out to SALC to get more significant clarity of what participation is.

This document will go on the March 8th AS agenda as a consent calendar item.

10.3 Revision to UPS 330.232 Policy on the Use of Alcoholic Beverages By Students and By Student Organizations

10.4 Revisions to UPS 411.100 Curriculum Guidelines and Procedures Course

XI. ADJOURNMENT

M/S/P (Bonney/Gradilla) Meeting adjourned at 12:50 PM.