



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MARCH 5, 2019**

Approved 3-19-19

11:30 AM - 12:50 PM

PLN-120

Present: Brusckke, Dabirian, Fitch, Perez, Powers, Shahi, Stambough, Stohs

Absent: Gradilla, Rodriguez

I. CALL TO ORDER

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

II. URGENT BUSINESS

No urgent business.

III. ANNOUNCEMENTS

- Shahin will be on sabbatical next semester, so she will be stepping down as one of our statewide Academic Senators. A revised memo went out to campus yesterday informing them of the additional vacant seat.
- The ASI Election committee is meeting this week for those interested in attending.
 - Q: (Powers) Did we close the conversation on eVoting, did we decide it was fine for Senate committees?
 - A: (Stohs) Yes that is fine unless it is something really crucial (i.e., eVoting should not replace actual attendance, but there are times when it does not pose a problem).
 - (Bruschke) Did we send this question to the Constitution Committee for guidelines?
 - (Fitch) I could see a real problem with moving into eVoting in committees without discussion. Could eVoting become an excuse for not attending meetings? Do the people who don't hear the discussion about things in the meeting then vote contrary to the people who were in the meetings?

IV. APPROVAL OF MINUTES

4.1 EC Minutes (Draft) 2-19-19

M/S/P (Powers/Fitch) Minutes were passed unanimously.

4.2 EC Minutes (Draft) 2-26-19 – *forthcoming*

V. CHAIR'S REPORT

- One or two of the Presidential candidates said they had a staff council on their campus and that sounds like a really good idea, but I don't know how to implement that on our campus. One thing that went through my mind was it might be a senate committee or a staff council.
 - (Dabirian) We should talk to the staff on the senate and get them to really bring the input of the staff on our campus. We could have a staff report at the Senate meetings.
 - (Powers) But they would have to engage with the staff.
 - (Fitch) In trying to talk to some staff to run for the Senate seats, I get the idea that some are connected, but not a lot are.
 - (Stohs) It might be an idea that HRDI would do it and they could have a council and maybe the members of the senate would come from that. We can think about it and talk to people to try to figure out what is best.
- I talked with the Provost again about sabbatical leaves and she said something to the effect that over the past several years just about everyone that was highly recommended has gotten it.

- I received an email over the weekend about Student Success. I sent you the revised version of the paper where we talked about some of those types of things. That is not a direct response, to me these are all issues and I think a lot of them are basically caused by GI 2025. We can discuss this when we have time in the next few weeks.

(Dabirian) We could invite Clint Michaels and the Provost to come and give us a report on what the Student Success Centers are doing and bring some data to show the effectiveness of where we are going.

- We need one more person for the AVP for Student Transitions Search Committee. We will hopefully have the last confirmation prior to Thursday's AS meeting.
- In my report for the Academic Senate meeting on Thursday I will talk about ASCSU role in everything related to GE and the bigger picture.

VI. PROVOST REPORT - 12:30 PM

- I will not be at the AS meeting on Thursday, I will be at Cal Poly Pomona for a three day workshop on Student Success Closing the Equity Gap.

➤ The Academic Calendar

There were comments at the last AS meeting, concerns over the fact that President's Day was celebrated on a Friday as opposed to Monday and people felt there was not enough notification of it. What I need is your input as to what would the notification look like, because an email was sent out announcing it, it's on the Academic Calendar and it will be there next year also. So what else can we do?

- (Dabirian) One of the things we do for staff is send out the Holiday Calendar every year, so maybe we send out an Academic Calendar in a pdf format. Have wording in email announcing the unusual things.
- (Stambough) Highlight and bold the unusual things.
- (Powers) Have Deans mentioned it in meeting with Department Chairs, and Department Chairs mention it in faculty meetings that could help.
- (Dabirian) Have the department secretary send out the notice.

Also, I know this is on the Statement of Opinion Ballot, if you decide as Academic Senate to change winter intercession that would change this.

➤ Sabbaticals

Two weeks ago, when I came in you were discussing sabbaticals, so I talked with Mark and I am up to speed on that. There are people who have complained because they didn't get a sabbatical, and I wanted to make sure we were addressing the procedure. I am not making a decision about who is getting a sabbatical, I am supporting the procedure. So we want to make sure the procedure is fair.

- There is a request from the Chancellor's office for the 2019 CSU Faculty Innovation and Leadership Awards (FILA). It is an important award, \$5,000 for faculty and \$10,000 for the department. You can self-nominate or someone can nominate you.
- There was some concern about students dropping and a higher number of drops. I talked with Elizabeth Boretz and it was not dropping out of the university, it was dropping courses. She said students could take 18 units, so they would sign up for a couple different classes and then they make a decision of about what would work, then they would drop a course. They are dropping a course not dropping out of the university.

Q: (Dabirian) Is the retention of the freshman the same?

A: (Provost Oliver) Yes. Starting in 2005 the number of freshmen on probation was 24.1%, two years ago it was 13%, and last year it was 13.7%, so we are still down from 2005. In terms of the retention we have to look at the end of this semester.

Q&A

Q: (Bruschke) Is it true there were 342 eligible faculty for sabbaticals and 43 awards?

A: (Provost Oliver) Yes. We are supposed to have 12% that would be 41. We took the list of the highly recommended, and I added money for two more and that's how we got 43.

Q: (Bruschke) The CNSM 101 class had block enrollment last fall but now it's a GE class, I would feel uncomfortable if students were being block enrolled into one particular GE section, they should be able to choose and that would set off a blood bath.

A: (Provost Oliver) I will check into this.

VII. STAFF REPORT

- We received revisions to UPS 102.001 from the FDC committee, they did not use track changes, so I had to kick it back, once I receive the corrected document it will added to the Exec agenda.
- We sent the request to the Provost's office to approve the AA/AS Retreat email that needs to go out to campus so people can begin to rsvp.

VIII. COMMITTEE LIAISON REPORTS

8.1 ASI Board [Stohs], T, 2-26-19, 1:15 - 3:45 PM, TSU Legislative Chambers

No report submitted.

8.2 Information Technology Committee [Shahi], F, 3-1-19, 10:00 - 11:00 AM, LH-702

- Previous minutes were approved.
- IT committee looking for representatives from Library, extended Education and maybe finance.
- VP- IT (Amir Dabirian) gave report about different IT activities such as n-notes for citation and referencing, Multi-factor Authentication, Chat box, switching to new VPN, Affordable Learning Solution (ALS).
- The committee identified the need to update UPS policy on online education (i.e. UPS 411.404). Most of other campuses already updated it.
- IT Committee received Online Task Force Report and task force indicate that CSUF has no strategy plan for online educations, and task force identified some of the needs and give their recommendations for online educations.
- IT received all data from campus wide survey that they need to develop 2ed strategic plan to align with new university strategic plan.
- IT will have a few workshops as: Adobe (March 8 from 10 to 3:00 pm), and Tech Day (April 17).

8.3 Faculty Affairs Committee [Stambough], F, 3-1-19, 11:00 AM - 12:00 PM, MH-141

We approved a proposed Conflict of Interest UPS and recommended that it go to the Senate as a first reading item. The committee reviewed the Strategic Plan goals for areas of oversight. The committee discussed the oversight function of Senate committees. The committee began working on the Peer Review of Teaching document.

8.4 Student Academic Life Committee [Fitch], 3-5-19, 9:00 - 10:00 AM, PLS-360

- The Committee went over the suggested SALC recommendations for Committee involvement in implementing strategic plan. This led to a very fruitful discussion of what was in and not in the Committee's purview. The Committee agreed that it should be included in all of the areas designated for its involvement by Senate Exec, although they had some reservations about some of the places that were checked on the sheet Alexandro sent out.
- On **Transformative Education Number 8**—very unsure about this one. At first, it seemed that “on-campus jobs” were not necessarily relevant to this committee, but on-campus “academic-based” student employment was relevant to this committee. Conversation came around to determining that all campus jobs have some academic benefit. After much discussion decided the committee decided that it should be part of this.
- On **Financial and Physical Capacity Number 5** – The committee does not feel that it is in the committee's purview to do studies and research on graduates, but the committee is interested and probably should be involved in reviewing results and policies that come out of such research and studies.
- The Committee is still revising the UPS on Appeals. They did have a question on what the campus policy is now on the use of gendered language (s/he, etc.) in UPS documents.

Additional

- (Bruschke) I am on the IRA Committee and you used to be able to use the miscellaneous course fees for travel and now you can't, which means now IRA is the only campus resource for student travel. There are a bunch of international study abroad programs that also want funding, and it is probably a PRBC issue. The question is how is campus funding student travel and international study abroad?

- (Stohs) The ASI has a Student Fee Advisory Committee that meets once a month, and they discussed this briefly at their last meeting and the basic response was, we use to do this and we can't anymore and they found funds and that means it's mostly ad hoc.
- (Stambough) I don't understand why we can't use miscellaneous course fee money for this. I looked at the regulation and it states miscellaneous course fee includes travel cost associated with field trips, locally, regionally, nationally, or internationally.
- (Dabirian) The controller on campus said you cannot use it.
- (Stohs) I will talk with VP Kim regarding this issue.

IX. UNFINISHED BUSINESS

9.1 Resolution for Provost Knutson Miller

(Stohs) James is still working on the resolution.

9.2 General Committee Membership

Suggestions:

➤ **Professional Leaves Committee:**

We need a faculty representative from ARTS.

➤ **Faculty Personnel Committee:**

MCBE

Yuming Li, Jay Barbuto, Rahda Bhattacharya

Rahda Bhattacharya's name will be added to the March 7th AS agenda.

9.3 Statements of Opinion

The Statements of Opinion will go on the March 7th AS agenda for a first reading.

X. NEW BUSINESS

10.1 Strategic Plan

1. Strategic Plan Spreadsheet

- (Stohs) The goal is to do something in an UPS which provides some guidance to committees in terms of what their functions, duties, rights, and responsibilities are with respect to the whole Strategic Plan. There are three options: 1) have a UPS on it, 2) add a section to the PRBC, 3) put it in the Bylaws, and add a paragraph to all the AS committee to include it in their duties.
 - (Dabirian) We should add it to the charge of the PRBC, planning is part of their process.
 - (Stohs) Do we want PRBC or Executive Committee doing it? The Exec meets every week and we can suggest changes as things go along. PRBC generally meets every other week and they often have all kinds of things.

10.2 Native Land Resolution

10.3 ASCSU GE Task Force Report Resolution

This document will be added to the AS March 7th agenda.

10.4 Online Courses and Instructor Drops (discussion)

10.5 Free Speech (anti-Semitic acts)

10.6 On-line Reports to Committees

10.7 End of Semester Recognition Ceremonies (could we make them on Fridays so that students don't have to miss classes during the last three weeks of semester and lose points)

10.8 DIRC Cultural Center Coordinator

XI. ADJOURNMENT

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