



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 23, 2019**

Approved 5-7-19

11:30 AM - 12:50 PM

PLN-120

Present: Brusckhe, Dabirian, Fitch, Gradilla, Perez, Rodriguez Shahi, Stambough
Absent: Stohs, Powers

I. CALL TO ORDER

Vice Chair Gradilla called the meeting to order at 11:35 am.

II. URGENT BUSINESS

- I reported what was shared including the Academic Affairs budget. I felt the presentation was fairly thorough and what was presented was sort of a reconstruction of the Academic Affairs budget.
- There were two buckets given to us this year, a bucket of enrollment/over enrollment and a bucket of GI 20205 and I would have wanted to see from the Academic Affairs perspective what was funded out of enrollment and what was funded out of GI 2025, which was not clear what Academic Affairs did with this. We hired 70 faculty, what was the cost and who's paying for that? If the institution did not pay for this, where did the money go, what was the trade off? And what does the PRBC want to recommend for next year where the money will go.
- It showed benefits as one-time which threw everybody off because benefits have been baseline funding for years.
- I would have wanted more context in terms of how things work. I'm not sure of how things were made about the one-time money because what is true is there is a significant amount of the budget which is one-time verses base-line but how it was categorized was very unclear how it is in the budget.
- I would like to see all-fund budgeting.
- It was presented as the THEFD, which is the Chancellor's office allocation, but there were either things missing or there were things that were included that were not THEFD.
- I wanted the faculty sitting there to really get a good sense of what the Academic Affairs budget is, what the critical changes were, how that budget is used, and what are we going to do next year? I did not see the clarity.
- There are some decisions in the report that profoundly affect departments.

Have Chair Stohs ask the President and maybe Alyssa Adamson to come meet with Senate Exec to answer some questions to provide more clarification beyond what was given at PRBC.

III. ANNOUNCEMENTS

No announcements.

IV. TIMES APPROXIMATE

11:45 AM - 12:00 PM

Topic: Follow-up Discussion on ORCID Resolution
Presenter: Mark Bilby

Mark Bilby came to explain the thinking of the Library Committee as to why the committee wanted the ORCID Resolution.

Q: (Gradilla) Is this resolution committing us to any type of financial mandate?

A: (Bilby) No, we left the financial mandate out of the resolution.

(Dabirian) I think this is a great thing to do, I think it is probably something we should put as part of the New Faculty Orientation. The advocacy of this is very important. I worry that a resolution will open up a can of worms if everyone wants to push their resolutions, we try to keep the resolution for things that are highly impactful. Maybe a letter from the Academic Senate Chair would be something that you could use as a support of this.

I'm not sure that a resolution will give you what you want exactly. Resolutions come and go, this is something we want to keep alive and moving. I think it would be important for you to come to the Academic Senate and do a presentation asking for the Senate's help to get it adopted. Maybe a letter to campus every semester from the Academic Senate Chair.

(Stambough) There could be an oral committee report to the Academic Senate and we could receive and approve the report. The resolution would be a resolve that we are going to do something, which is more of an implementation. I think you could get the Senate's stamp of approval by doing it as a time certain and have the committee come to the Senate. I don't think a future Senate Chair would mind being a signatory on a letter that goes out to the department chairs asking them to encourage their faculty to do it and put it in the New Faculty Orientation. I think we would get more mileage doing it as a report instead of a resolution.

(Dabirian) We could add a question to the portal asking faculty if they would like to create an ORCID ID, which would be an easier way of creating it.

We will add this as a last item on the April 25th AS agenda, if there is no time, then we will add it to the Marathon Agenda.

(Bruschke) Make sure we put this in the written report in the event Mark doesn't get to speak on the floor it will be in the written report and we could bring him back next fall.

V. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 4-16-19 - *forthcoming*

VI. CHAIR'S REPORT

No report.

VII. STAFF REPORT

The All University Elections will begin next week.

VIII. COMMITTEE LIAISON REPORTS

8.1 ASI Board [Stohs], T, 4-16-19, 1:15 - 3:45 PM, TSU Legislative Chambers

No report submitted.

8.2 Diversity & Inclusion Committee [Gradilla], T, 4-16-19, 1:00 - 2:00 PM, PLS-260C

- Bobby P. introduced new Faculty Diversity Officer (David) – Strategic Plan Goal 3. David shared his experience.
- Aitana confirmed committee will meet on May 14th.
- Approved minutes
- Updates: D & I Goals report out (see two handouts)
- Ron Oliver reported out – Found more needs to be done and deeper with respect to strategic plan / quality and diverse faculty and staff. Made Assist. VP aware of this. Discussed how the comm. should further nudge AVP to encourage more and deeper work on this strategic planning goal on campus. AVP seen as receptive and supportive. We need to know what to ask her to do (discussion point of D&I committee.).
- Key implementer/ overview – creation of key committee of stake-holders (task-force committees). Campaign to get on these committees. (Bobby).
- Chelsea. Met w Erica Bowers re. creation of inclusive culture via FDC.

- FDC; three faculty coordinators – Matt Englar-Carlson (diversity point person) – 4 brown bags, book clubs. Facilitation. ‘Digging into Diversity...’ Centered around multiple dimensions and social justice. Almost all speakers from education and counseling. Around students, and clinical techniques. FDC focus is pedagogy (Bobby). Bobby’s office all else diversity topics.
 - Workshop / learning community for faculty of color. \$ is the issue for these / buy-outs for faculty.
 - LGBTQ and RACE Research and Critical Educators writing group – link up with both along w/ Matt to funnel into FDC workshops.
 - National Center for Faculty Development – ongoing membership?
 - Aitana raised questions of work-load.
 - Ron – importance of engagement and balancing load.
 - Aitana - Goal “Increase participation....” (handout).
 - HIPs particular def. and assessment. Cumbersome assessment process. I provided 2014 CSUF document on HIPs to clarify recent history of HIP emphasis on campus since the first strategic plan.
 - Committee discussed likelihood and opportunity of student participation in HIPs.
 - Aitana re-elected as chair for 2019-20
 - Equity Advocate UPS 210.001 E. (draft section/addition).
 - Should have more teeth.
 - D & I generated.
 - Will have to go through Senate Exec and Academic Senate.
 - As Liaison sub. I offered the following suggestions to anticipate prior to going to senate.
 - Think about past and current processes of faculty searches and diversity.
 - Would Equity Advocate be advisory or have official evaluation power (in line with D&I emphasis on “more teeth”)
 - If the latter, consider the implications and unintended consequences for other UPS’s re. RTP and processes involving RTP, the Colleges, HRDI and FAR.
 - D&I committee discussed challenges of maintaining a pool of potential Equity Advocates to serve on the high number of search committees, faculty workload, university service toward RTP, and incentivization/resource challenges.
 - As Liaison sub, I added/offered suggestions to consider the implications of likely disproportionate faculty coming from particular colleges and departments specialized in “diversity” (i.e. College of Ed, Ethnic Studies, Sociology, Comm. to name a few); and potential further tokenization of under-represented faculty to serve as Equity Advocates.
- 8.3 Assessment & Educational Effectiveness Committee [Bruschke], W, 4-17-19, 1:00 - 2:15 PM, MH-141
No report submitted.
- 8.4 Writing Proficiency Committee [Stohs for Perez], F, 4-19-19, 9:00 - 11:00 AM, PLS-299
- Jana Kim re-elected chair
 - [Irene Matz - probably exec liaison, would like to continue; but on Statewide Senate] “re-work” UPS 320.020
- 8.5 Faculty Affairs Committee [Powers for Stambough], F, 4-19-19, 10:00 AM - 12:00 PM, MH-141
- Final meeting of the year (likely). Reminder to members to finish reviewing Faculty Handbook. Now in Acalog, the Faculty Handbook can be edited digitally and made available online; new version each year.
 - Agenda for today: UPS 220.000 on SOQs
 - Draft document with (extensive) track changes provided: some edits just from re-formatting an old UPS. Some edits to reflect CBA and UPS 210.
 - Clarification on the relationship with the SOQ Task Force: no overlap in work. FAC’s work on 220.000 is focused on process for SOQ (not the SOQ questions, etc., which is TF’s work.)
 - Discussion of the administration of the SOQs—class time for digital, vs. other online, vs. paper. Much discussion of procedural digital out of class, or digital in class, or paper in class. Extensive editing to the document on procedures to clarify and provide guidance. Reliance on CBA and UPS 220. Re: proctoring SOQs (both for digital and for paper): Instructor must leave the room, but proctor may not be student nor staff (per CBA): faculty may proctor for other faculty. If staff is to proctor, then must

have Chair's approval. No staff member may touch the PAF. Added (from CBA): Any student communications or evaluations provided outside of the regular SOQ process must be identified by the student's name to be included in the Personnel or Working Personnel Action File.

- Document UPS 220 approved unanimously.
- No chair elected for 2019-20. Wait till next year.
- I suggest that FAC chair, Sean Walker (and perhaps Kristin Stang and Ed Collom), be invited to attend Executive meeting during this discussion, to provide some backstory to the edits.

8.6 Curriculum Committee [Gradilla], F, 4-19-19, 12:00 - 2:00 PM, MH-141

No report submitted.

8.7 Planning, Resource & Budget Committee [Rodriguez], F, 4-19-19, 1:00 - 2:30 PM, CP-1060

- Unanimous approval of new certificate in Translation (Department of Spanish and Portuguese)
- Provost Oliver presentation on Academic Affairs units including Academic Programs (overview of the different offices and areas reporting to AVP Filowitz), Office of Research and Sponsored Programs, Academic Operations, Assessment and Institutional Effectiveness.
- Alyssa Adamson presentation on Academic Affairs budget (17-18 presented since we are still in 18-19)
 - 256M, 90 percent salaries and benefits, 10 percent operations
 - 57 percent of budget is baseline, 41 percent is one-time, 2 percent is revenue (student fees)
 - Campus spent 244M of 256M. 11.1 M carry forward, about 7M committed for future obligations like faculty start-up. Remaining 4.1M reserves.
- Budget challenges in 18-19 and future years: 1.1M previously centrally funded and now under Academic Affairs includes faculty searches, accreditation, library subscriptions, classroom refurbishment. Also, the absorption of salary increases now must come out of division budget.
- Budget priorities for 19-20; utilized an electronic poll. Initial draft will be based on the poll.

8.8 General Education Committee [Fitch], F, 4-19-19, 2:00 - 4:00 PM, MH-141

- The Chair (Brenda Bowser) made the announcement that all of the GE courses that had been approved by the GE Committee this semester (Spring 2019), went to Senate and were approved on the consent calendar, so that that portion of the committee's business was now completed.
- Under announcements, Mark Filowitz noted that he had reviewed numerous petitions in which students had taken GE classes Credit/No Credit. He asked why this was an option for GE classes. No one could really answer the question. It was pointed out that this could become a problem with double counting. If a student takes a GE course as Credit/No Credit does that applies to the major too? Are students using this option as a way of gaming the system? A Credit turns into a C (passing grade) on the transcript. Elizabeth Boretz pointed out that students are excessively taking GE courses credit/no-credit. They don't get GE credit if they do this; they will only get elective credit, so this can delay time to graduation.
- Minutes for the March 22, 2019 meeting were unanimously approved.
- The Committee reviewed and unanimously approved changes in three UPS Documents that will come to Senate Exec to be placed on the Senate Agenda.
- **UPS 411.200 - General Education Guidelines and Procedures: New and Existing Courses**
Inserted language that would allow a course that was fully-approved by all committees and including the Academic Senate to go to the GE committee at the beginning of the semester following approval (the goal is to get courses to the GE committee faster when feasible; this would cut a semester of wait time from when the course is approved until it reaches GE)
- **UPS 300.004 - Policy on Syllabi (Course Outlines)**
Added line indicating that all other GE Categories (Overlay Z) meet the same grade requirements as is stipulated in the policy for GE courses.
- **UPS 411.201 - General Education: Breadth Objectives and Course Development**
Eliminated specific language on grade requirements and referred readers to the grade policies outlined in UPS 300.004 Policy on Syllabi (Course Outlines).
- Given that GE classes now can double count between the major and GE, the committee thought that maybe UCC wanted to look at these policies to see if there could be grading confusion for students who are double counting courses for GE and the major.

- The committee began to discuss a problem Su Swarat identified: our student do much poorer in quantitative reasoning than students at comparable institutions. Nothing was presented to the committee so it was difficult to define what the problem might be. Some suggestion that it might be a problem of "course mapping." Some of this was based on self-reporting.
- Before the committee could discuss any unfinished business of the year, Amir presented his Powerpoint on his overall conclusions from the GE retreat data.
- The committee discussed different ways of better marketing GE to students including perhaps at "Welcome to Fullerton Day" or "Orientation," but there seemed to be constraints that would make that difficult so little attention is paid to GE in either event.
- Before adjourning the committee discussed writing a response to the ASCSU GETF report or working with the Senate and CSUF GE Task Force to write a joint response, but there was little consensus on what was wrong with the report. The chair of the committee will probably talk to Mark about this.

IX. UNFINISHED BUSINESS

9.1 CSUF AS Library Committee ECC Resolution

(Dabirian) Add CSU Council of Library Deans to the last resolve.

This document will be added to the AS agenda for the April 25th meeting as a consent calendar item.

X. NEW BUSINESS

10.1 Revisions to UPS 230.020 - Policy on Faculty Office Hours

Sean Walker gave an overview of the changes made to this document by the FAC.

This document will be added to the AS agenda for the May 2nd meeting.

10.2 New UPS 2XX.XXX - Classroom Observations

Sean Walker gave an overview of the changes made to this document by the FAC.

(Dabirian) Change the title of the document to: "Sample Best Practices for Classroom Observations".
Considered friendly.

This document will be added to the AS agenda for the May 2nd meeting.

10.3 Revisions to UPS 210.020 - Periodic Evaluation of Tenured Faculty

1. UPS 210.020 - Periodic Evaluation of Tenured Faculty

Sean Walker gave an overview of the changes made to this document by the FAC.

This document will be added to the AS agenda for the May 2nd meeting.

10.4 Revision of UPS 261.000 - Faculty Emeritus Status

This document will be added to the AS agenda for the April 25th meeting as a consent calendar item.

10.5 Revisions to UPS 410.104 - Undergraduate Subprograms: Concentrations

This document will be added to the AS agenda for the May 2nd meeting.

10.6 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)

10.7 Commencement - Senate Chair's Role

10.8 Refreshments for AS meetings AY 2019-2020

XI. ADJOURNMENT

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