



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
AUGUST 28, 2018**

Approved 9-11-18

11:30 AM - 12:50 PM

PLN-120

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

I. CALL TO ORDER

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

II. URGENT BUSINESS

- We received the formal notice for the Presidential Search. We will need to elect two faculty members by October 19th to serve on the search committee. We will include the election of faculty into the special election that will be taking place October 1-4, 2018.
 - The issue with holding elections so early into the semester is the faculty list which will not be finalized by Human Resources until the third week of September and the part-time faculty list is harder. IT will do their best to get the best list. Faculty may have to be added into the voting system during elections, once verified they are eligible to vote.

III. ANNOUNCEMENTS

- (Dabirian) Mark, Steve and myself will meet with the Strategic Planning Steering Committee on Friday and your input to us would be helpful. They will be looking at the strategies, so if there is something you feel that needs to be represented, let me know.
 - (Stambough) I will not be able to be there, make sure something on Curriculum and Grad Programs are included.

IV. APPROVAL OF MINUTES

4.1 EC Minutes (Draft) 8-21-18

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

V. CHAIR'S REPORT

- I have a meeting with the President on Thursday Morning, if there are any items you would like me to bring up, let me know.
 - (Stambough) We rescinded the UPS on Administrative Reviews and it was agreed the Provost office and HRDI would work with the Senate to put together a process particularly for Deans and Associate Deans so we have a review process for faculty and staff to have input on people at different levels.
- We talked about having a small committee on the separation policy, so we need to form a committee and we should include a staff person on the committee.
- Within the next few weeks, I will invite David Forgues to come talk with us about the survey.

VI. PROVOST REPORT

The Provost provided a handout of the upcoming Academic Affairs Council meeting agenda that will take place on August 29th. The agenda listed some of the topics, discussion items, and work that will be taking place.

Fall Enrollment

We will achieve our target for fall enrollment. The headcount of the number of students associated with that target is going to be lower than previous years.

A couple items that I anticipate will come up on agendas in early fall:

Strategic Enrollment Management that's associated with the spring admissions. You have seen the notifications for spring admissions, but we do not have targets for what the class will be in spring. Part of it will be finalized after census and this rolls out and we see the final pattern in the fall. The grad enrollment is still the piece in the headcount where you notice the difference. Pamela Oliver and Mark Stohs are potentially talking about an ad hoc group to have some conversations around Grad Ed visions.

The WASC update, we do have the comments back from the external reviewer who served on the WASC Committee. Most comments are pretty close to what one would expect. What we want to do in the document is point out from our perspective what some of our challenges are and how it is that we are going about acknowledging, identifying, and working on some of those challenges, and that was one of the pieces the WASC reviewer pointed out. The other piece the WASC reviewer suggested is that we add a few points to the section on not just the fiscal state of the state at present, but looking forward.

Strategic Plan Update

The strategic plan steering committee meets Friday and we anticipate engagement in university feedback following that meeting.

Equity Gap

Our equity gap in some context appears to be growing. We have been concerned about this from the beginning of the Student Success Initiatives in their various incarnations and their various phases over the last five years. For this last year we are anticipating an increase in the equity gap, so that is something that we will really want to have some conversations around. Sue will provide the data so people can see what the data trends look like.

Sue will also present to the Academic Council the data she presented to HRDI Fellows, so that information becomes more widely shared. There are two segments to the data, one is based on tenure density, and another point is faculty headcount. Because this is the HRDI Fellows, there are breakdowns by college on faculty demographics.

There is a new DFW Dashboard (D's, F's, Withdrawals), where you can filter different aspects of programs. It is by college course, not section. It tends to focus on the multi-section courses points where we have significant numbers up or diversity up. This is a local piece just for people to have to review so at the department level they can take a look at it and decide if it's an issue or non-issue.

- (Dabirian) The "W" is the one really that is making a bigger difference than the "D" or "F", because we see some courses that have a higher number of "W's"

Q: (Fitch) Have you broken those down via online sections?

A: (Dabirian) We can.

- (Knutson Miller) People have proposed different potential action items, so one of the things IT has been exploring was should we make the system for the "W" electronic as opposed to paper based?

VII. STAFF REPORT

No report.

VIII. UNFINISHED BUSINESS

8.1 Impact Memo

1. List of Proposed Structure of Existing Courses By C2A and C2B
2. Memo to Senate Exec
3. Table Area C CSU System Fall 2018
4. Updated Revisions (Stern and Hussar) Area C draft UPS Language

(Bruschke) The committee made a list of six possible responses, we settled on one after a lot of debate, but came to consensus as a group that involved subareas. The day before the final meeting the Chancellor's office in a verbal conversation said they would not sign off on it.

The question is do we want to recommend something to the GE committee or do we just want the GE committee to come up with whatever response they want and then it would come back to us and then go to the floor of the Senate? Do we give the GE committee direction going into this?

Q: (Fitch) Is the GE Task Force continuing to work? I think it should continue.

A: (Stohs) My recommendation will be that the GE Task Force will continue. I don't think we can get the GE Task Force directly involved in this because of the timeline.

- (Stohs) I would recommend we say to the GE Committee from the Executive Committee to use the findings of the GE Task Force and the GE Committee can make their own decision.

Suggestion:

Ask the President and Provost to talk with Loren Blanchard and include Pamella Oliver in that meeting if possible.

IX. NEW BUSINESS

9.1 GE Task Force

(Stohs) Merri Lynn Casem said she talked to the members of the GE Task Force and they would like to continue.

Their three top items would be 1) the role of First Year Experience in GE, 2) a campus-wide discussion of what GE means on campus, including alumni surveys, 3) a mix of addressing a new potential for an Overlay in GE and the breadth of the role for a director in GE.

9.2 Revisions to UPS 292.000 - Faculty Leadership in Collegial Governance Award

(Gradilla) Why does the committee want SOQ's and Grade Distributions for this award? Line 39: the wording SOQ/Grade Distribution Table should be removed from the document. The motion to remove the wording will be made on the Academic Senate floor.

Document will be added to the September 13th Academic Senate agenda.

9.3 Revisions to UPS 293.000 - The Carol Barnes Excellence in Teaching Award

9.4 Revisions to UPS 294.000 - L. Donald Shields Excellence in Scholarship and Creativity Award

9.5 Revisions to UPS 295.000 - The Outstanding Lecturer Award

9.6 Phi Beta Kappa

9.7 Revisions to UPS 290.000 - The Outstanding Professor Award

(Stohs) The committee met yesterday, they would like to add language to disqualify applications which are incomplete. It is not stated in the UPS document, so the committee wants the Senate Office to include the language "incomplete files will be disqualified" to the outgoing email when sending out the call for nominations instead of adding the language to the UPS document.

- (Bruschke) The language in the document says you shall complete this, so the easiest way would be to tell the committee if they don't do it they do not have to consider the file. If there is specific policy changes, we will change those in the UPS document.
- (Stambough) It is ok to include the language in the email.
- (Dabirian) Include that message in your chairs report.

X. ADJOURNMENT

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