



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
SEPTEMBER 25, 2018**

*Approved 10-2-18*

**11:30 AM - 12:50 PM**

**PLN-120**

Present: Brusckke, Fitch, Gradilla, Perez, Powers, Rodriguez, Shahi, Stohs, Stambough.

Absent: Dabirian

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

No urgent business.

## **III. ANNOUNCEMENTS**

- (Stohs) I misunderstood VP Kim's request for faculty to serve on the Steering Committee for the Physical Master Plan, I thought he was requesting two additional faculty besides the AS chair. Since Deepak Sharma from Engineering is already on the Steering Committee, Shahin does not have to worry about serving on this committee.
- The registration email for the AA/AS Retreat went out, if you are planning on attending please register. We have received over 60 responses so far.
- (Stohs) I received a letter stating the campus can have nominees to be a Faculty Board of Trustee Member. That announcement will go out next week.
- (Stohs) We still need representatives from Social Sciences and NSM for the IRA Committee. Please review the list and identify the order you would like us to contact faculty.

### SOC SCI:

Eric Carbajal, Devan Thacker Thomas

### NSM:

Gulhan Bourget, William (Rich) Laton

- (Stohs) The call for the 2019 Wang Family Excellence Awards was sent out to the campus presidents.
- (Brusckke) I attended the meeting with the Chancellors office, there was no substantive issue regarding GE. I think we need to go for the overlay and do what we can.

Extensive discussion of the concerns and possible changes/recommendations centered on GE. Discussion also included suggestions from the GE Task Force Committee and the General Education Committee of how CSUF should move forward in regards to the Overlay.

- (Stohs) We will see what comes out of the GE committee this week and discuss it at next week's Exec meeting.

## **IV. APPROVAL OF MINUTES**

### **4.1 EC Minutes (Draft) 9-11-18**

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

### **4.2 EC Minutes (Draft) 9-18-18**

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

## V. CHAIR'S REPORT

- (Stohs) We will have voting Thursday at the AS meeting for our campus representative who will serve on the Committee for Selecting the Faculty Board of Trustee Member. An email went out last Thursday to campus informing them of the voting. We also asked Senators to bring names to the meeting of faculty who were willing to serve. Those who have either served on the Statewide Senate or had some relationship with the Board of Trustee would be good persons to serve on this committee.
  - (Stambough) I would be willing to serve on the committee.
  - (Fitch) I think Jon would be a good person to be the Faculty Trustee
- There seems to be an issue with the AA/AS Retreat. We have asked Zia Salim and Cheri Ichinose to participate in the panel discussion, Cheri has agreed but I have not received a response from Zia. The Provost is requesting Pamella Oliver to be a presenter or co-presenter at the retreat for a possible second table talk discussion.

### Suggestions:

- (Fitch) If Zia doesn't respond, Jessica Stern could do something interesting on History.
- (Bruschke) Invite Pam to be on the panel and invite Jessica Stern.
- (Powers) Have Pam be the moderator of the panel discussion.
- (Perez) I think we should have someone who does critical pedagogy.

## VI. PROVOST REPORT

I communicated with Nancy because she had been a recent candidate and recipient of the Collegial Governance award categories. When looking at the UPS documents I thought from two perspectives, one was if I was applying for this award what am I going to do? I would know what to do with the item, but the category would throw me in terms of what am I supposed to produce and what volume of documentation is reasonable for the committee to review.

## VII. STAFF REPORT

- We received 3 nominations for the Faculty Leadership in Collegial Governance Award. The deadline for faculty to submit their application is October 15<sup>th</sup>.
- We received 5 nominations for the Outstanding Lecturer Award. The deadline for faculty to submit their application is November 5<sup>th</sup>.

## VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board [Stohs], T, 9-18-18, 1:15 - 3:45 PM, TSU Legislative Chambers  
No report submitted.
- 8.2 Assessment & Educational Effectiveness Committee [Bruschke], W, 9-19-18, 1:00 - 2:15 PM, MH-141  
No report submitted.
- 8.3 Writing Proficiency Committee [Perez], F, 9-21-18, 9:00 - 10:00 AM, PLS-299
- Liaison articulated function of senate exec. liaison – to provide senate context, sentiment, suggestions, direction to Writing Proficiency Committee (WPC), and communicate WPC sentiment and agenda to Senate Exec.
  - Elected Janna Kim (Child & Adolescent Studies) as committee chair, unanimous.
  - Review of Committee Functions/Discussion Items (Annual Report 2017-18 referred to intermittently during discussion):
  - Set procedure to certify per UPS 320.020. Writing intensive vs. complimentary courses. First, possibly ask for volunteers for initial batch of course certifications.
  - Communication with units re. certification and new UPS:
    - Departments/Programs via Council of Chairs meetings.
    - GE comm. – Invite Brent Foster to future Writing Proficiency Committee (WPC) meeting.
    - Associate Deans re. expectations of certification process at college level.
    - Academic Programs – via Pam Oliver to collect info on department/program response to new certification process.
  - Time-line and Process of Course Certification
    - 8 - year course certification cycle.
    - Divide by College? By Dept./Program, and mix by college?

- Development of Yes/No rubric?

#### 8.4 Academic Standards Committee [Perez], F, 9-21-18, 1:00 - 2:00 PM, MH-166

- Introductions including new senate exec. liaison by Mark Filowitz.
- Brief Review of Annual Report 2017-18
- Student Fall 2018 portal posting – Approved deadlines recommended to be placed on student portals carried out beginning of Fall 2018 registration.
- New Business:
  - Academic Appeals Board Nomination – Lisa Draskovich-Long volunteered with committee acclamation as member ASC. Mention of Bill Haddad.
  - Developments of on-line withdrawal – Filowitz summarized update of process and potential online procedures, student benefits and retention implications; which is still under review with Academic Senate Exec. and the Chairs.
  - Academic DQ – Raised by Perez/Senate Exec. as a future meeting item. Information on Academic Programs website.
  - Member Items – Member questioned ASC role with graduate students, and members noted ASC deals primarily with undergraduates.

#### 8.5 Planning, Resource, & Budget Committee [Rodriguez], F, 9-21-18, 1:00 - 2:30 PM, CP-1060

- John Patton gave a presentation on a new certificate program in Forensic Anthropology which was unanimously approved.
- Laleh Graylee gave a “Budget 101” presentation to the committee
- The committee decided on priorities for the academic year (using technology tool, pretty cool)
- The top five, ranked priorities:
  - Tenure-density
  - Strategic/Master Plan
  - GI 2025
  - Graduate Programs
  - Fundraising

#### 8.6 Extended Education Committee [Powers], M, 9-24-18, 3:00 - 4:00 PM, CP-950

- Committee Name:  
What was once called University Extended Education and International Programs and Global Engagement now has a new name (it was explained to me that the name change was vetted by Senate Exec, COD, PAB, et al). New name is now: Extension and International Programs. So, question for Senate Executive: should the UPS documents and Bylaws be updated with the new name? (Specifically, plus 411.100, 450.000, 450.001, 450.200, 450.200, 450.400, 450.500.)
- Brief discussion of a house-keeping item raised by Chair Burgtorf: Given that the Committee deals with action items via email (wherein items are brought forth, then discussed, and voted on by email) it is important that the annual report describe these. (Apparently, the 2017-18 annual report took its content mostly from the meeting agendas and minutes, and missed a number of items handled through email.) Chair Burgtorf mentions the need to be sure that items handled via email are then agenda-ized in the next meeting.
- Discussion of EO 1099. Revision expected soon wherein supplanting language will be dealt with again.
- Question raised: on what items does the Committee normally spend its time? The answer included reviewing and approving new UEE academic programs.
- (Liaison Powers later visited with Asst VP Foster to ask about Curriculog, the curriculum management system, and its lack of interfacing with the EE Committee’s review and approval of new UEE academic programs. The issue is that UPS does not mention UEE Committee’s review of academic programming; in fact, UPS 410.103 removed Senate Committees from reviewing curriculum except under particular circumstances. Appears to be an inconsistency worth investigating in the UPS documents.)

## IX. NEW BUSINESS

### 9.1 New Course Proposal - Fall 2018

This will be on the September 27<sup>th</sup> AS Agenda as a Consent Calendar item.

### 9.2 Proposed Name Change: Gerontology Program to Aging Studies Program

This will be on the September 27<sup>th</sup> AS Agenda as a Consent Calendar item.

- 9.3 Revisions to UPS 294.000 - L. Donald Shields Excellence in Scholarship and Creativity Award  
(Fitch) The Provost asked me about line 51 which states “a maximum of 10 categories of supporting documentation...”, which can be problematic. You can have hundreds of items in each of 10 categories.  
I think the committee wants a maximum of 10 supporting documents.  
  
This document will be on the next AS Agenda as a New Business item with the Executive Committee amendment.
- 9.4 Revisions to UPS 295.000 - The Outstanding Lecturer Award  
We will review this document at next week’s Exec meeting.
- 9.5 Renumbering and Revision of UPS 230.500 to UPS 640.000  
1. UPS 230.500 - Rules for the Acquisition of Archaeological, Ethnological and Art Objects
- 9.6 Renumbering and Revision of UPS 280.000 to UPS 650.000  
1. UPS 280.000 - Intramural Research Grants
- 9.7 SOQ Committee (task force/ad hoc committee)

**X. ADJOURNMENT**

M/S/P (Bruschke/Perez) Meeting adjourned at 1:00 PM.