



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
SEPTEMBER 24, 2019**

Approved on 10-8-19

11:30 AM - 12:50 PM

PLN-120

Present: Dabirian, Gradilla, Matz, Stambough, Stohs, Walker, Walsh

Absent: Graewingholt, Wood

I. CALL TO ORDER

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

II. URGENT BUSINESS

There will be a Special AS meeting on Thursday to discuss the Ethnic Studies Requirements based on information shared at the ASCSU last week. The special meeting was called because our campus position/input is due back to the ASCSU by November 1, 2019; and we must allow our campus community time to discuss the related issues.

There will be a PowerPoint presentation with questions that came out of the ASCSU meeting that will assist in the discussion. We will also have a few people speak about different models.

The strategy of the Executive Committee of the ASCSU appears to be to adjust the Bill accordingly or get something done this year so the Legislature has no need to act next year.

Suggestion:

Have Governmental Relations come talk about the Bill for 5-10 minutes and they can give the overview of the facts.

A: Not sure if they will be comfortable doing that.

- The Senate just need to know the Bill will be considered next year, so this is part of the strategy of the ASCSU to get feedback.

III. ANNOUNCEMENTS

No announcements.

IV. TIMES APPROXIMATE

12:05 PM - 12:30 PM

Topic: Campus Master Plan Preferred Option Presentation

Presenter: VP Danny Kim and AVP Ali Izadian

VP Kim and AVP Ali Izadian gave an overview of Campus Master Plan Recommendations.

The Campus Master Plan has been going on for about eighteen (18) months and we are in the final stage of finalizing the plan. On October 21st, there will be a public forum and a campus forum at different times, the announcement will be going out soon. We will take it to the Executive Task Force in January, which is the Campus Task Force for the Master Plan. If all goes well, the Master Plan will go to the Board of Trustees in March of 2020.

There was a PowerPoint presentation covered the following areas:

- Physical Master Plan Goals
- Campus Future: Summary
- Campus Today to Campus Future: Considerations
- Campus Future: Program (Non-Academic, Campus Life, & Replacement)

- Campus Future: Program (Environmental & Infrastructure)
- Campus Future: Program Overview
- Campus Future: TDM
- Campus Future: Parking Strategies
- Campus Future: Building Height (Non High Rise)
- Campus Future: Open Space
- Campus Future: Axes
- Campus Future: Phasing
- Campus Future: Schedule
- Campus Future: Program (Potential Replacement of Buildings)
- Campus Future: Parking Supply
- Campus Future: Parking Demand
- Campus Future: Land Use
- Campus Future: Framework
- Campus Future: Circulation
- Campus Future: Proposed Plan
- Campus Future: 3D Massing

Q & A:

Q: (Walsh) Do we do a shuttle now to Metro Link?

A: (VP Kim) No. We have been talking to OCTA about that, but we need to demonstrate demand for that.

Q: (Walsh) The funding for the new buildings, does that happen at the Chancellor's office? Do they get one Statewide Bond and divvy it up?

A: Yes, for the academic buildings. All the other local programs are supported by the revenues.

Q: (Walker) Will we have enough parking for there to be an event at the Event Center on campus during regular classes?

A: (VP Kim) We would have to factor that in.

V. APPROVAL OF MINUTES

Minutes were approved.

5.1 EC Minutes 9-10-19 (Draft)

M/S/P (Walker/Matz) Minutes passed.

VI. CHAIR'S REPORT

The President is going to give his State of the University Address at the October 24th AS meeting. We had the Athletics Department scheduled to come do the Athletic Presentation to the Senate on October 24th. Should we let the Athletics Department go first and then the remainder of the meeting will be for the President's State of the University Address? Or do we move the Athletics to another meeting?

We don't have many options because we are already adding a special AS meeting for October 31st to finish up Ethnic Studies and the next scheduled AS meeting is November 7th and we have VP Kim scheduled to come do the Fiscal State of the University at that meeting.

Q: (Walsh) What about October 10th?

A: We do not have a meeting scheduled for that day.

Suggestion:

(Dabirian) Move the Athletics Presentation to the November 7th AS meeting.

VII. PROVOST REPORT - 12:30 PM

There are two things I would like to talk about today: 1) the Academic Calendar and 2) Senate Committees.

- We are not ready to discuss the details of the Academic Calendar, but we have a general question. There was a straw vote taken at the end of last semester about extending the winter session to four weeks and the vote was approximately 50-60 percent that either strongly agreed or agreed. We have mapped out a tentative plan in terms of what this would look like and it would extend the spring semester one week. I don't know if that is something you want us to pursue or if you want us to think about the options. The Cabinet talked about it yesterday and the President said he wanted some data points and basically it was how many courses were offered since we had the four weeks. We will look at the data to see how many courses were offered, what would the exact timeline look like in terms of when the ending would be, and what would happen to commencement. I will talk with the deans and see what their sense about it and if they think the people will want it. We are not moving ahead, I am just going to ask people questions.

Q: (Stambough) Did the Monday before Thanksgiving come up?

A: (Provost) Yes and that is not a problem, there will be no classes that whole week.

- We had talked about how the Senate Committees matched up to the various strategies and the goals in the Strategic Plan.

Q: Can you send me the excel spreadsheet that shows the mapping?

A: (Stohs) I will get it to you.

Q: (Stohs) Does the Provost office see a need for the Graduate Education Task Force to continue? They were working on issues that appear to relate to the Strategic Plan, I think people want to continue to do that but right now we are in limbo.

A: (Provost) Their work from my perspective is done. But whatever Exec decides with the Graduate Education Task Force is ok with me. My concern is when we have an Academic Senate Committee, I want that committee to feel empowered and to be able to be doing the work they should be doing. So from my perspective, it seems like we have a Graduate Education Committee from the Senate that could do this work. But I also understand that if people are mid-way in the middle of a task they are doing. The task that I wanted them to do has been completed.

VIII. STAFF REPORT

No report.

IX. COMMITTEE LIAISON REPORTS

9.1 ASI Board [Stohs], T, 9-10-19, 1:15 - 3:45 PM, TSU Legislative Chambers

Usual business; nothing concerning action for the Academic Senate

9.2 Internships & Service Learning Committee [Walsh], W, 9-11-19, 9:00 - 10:00 AM, PLS-360

- The main discussion is the topic of uncompensated "supervision" of interns and uneven practices across campus.
- In addition to inequity of compensation, there remain large discrepancies in workload e.g. one department has one intern supervisor for 700 students with only 9WTUs where other department might have internship with 8 students and 3 WTU; some departments do not give any WTU credit for intern supervision.
- The committee looks to Academic Senate to take up the problem.

9.3 University Advancement Committee [Stambough], W, 9-11-19, 9:00 - 10:00 AM, CP-810

No report submitted.

9.4 Faculty Development Center Board [Graewingholt], F, 9-13-19, 9:30 - 11:00 AM, PLS-256

FDC Board also approved the changes to align UPS 100.001 and UPS 102.001 today during our meeting, so once which is forwarded from the chair, we can move on that at the next meeting as well.

- 9.5 Curriculum Committee [Gradilla], F, 9-13-19, 12:00 - 2:00 PM, MH-141
- The UCC was prolific as expected and as usual.
 - They completed the following updates and revisions to UPS documents.
 - UPS 430.000 Guidelines for the Submission of Proposals for the Addition of New Degree Programs to the University's Master Plan
 - UPS 410.105 Policy for Bachelor of Arts/Bachelor of Science Differentiation
 - Review of UPS 410.113 Guidelines for the Structure of Joint Degree Programs
 - Revision to UPS 411.104 Policy on Online Instruction
 - The committee was split over what to do with UPS 410.105. Brent, Mark Filowitz, and I thought UPS 410.103 II A 2 covers this. And that perhaps 410.105 should be rescinded and better language/definition should be used for the definition.
 - UCC decided that Senate Exec should decide what to do on this matter.
- 9.6 General Education Committee [Stohs for Wood], F, 9-13-19, 2:00 - 4:00 PM, MH-141
- GE Assessment, 2018-19 summary presentation/discussion; decide to assess written communications this year. Re-map GE courses to LOs.
 - Nine (9) new GE course proposals: HCOM 308, PHYS 305, KNES 380, COMM 315, HCOM 315, 331, 370, HIST 311, AMST 324.
 - Questions for KNES 380 (3 of them) and COMM 315; which can be "converted" into challenges (due 9/30).
 - AB 1460 - brief discussion (Mark).
- 9.7 Library Committee [Matz], M, 9-16-19, 11:00 AM - 12:00 PM, PLS-299
- I. Library administration update
 - a. External review done by Northridge Dean
 - i. Will conduct a survey to improve library services
 - b. 4th and 5th floor – still closed, but will open in March
 - c. Fire marshal issues were raised about the doors and auto windows
 - d. Six (6) tenure track hires; additional searches to be added
 - i. Anthony Davis went back to faculty; new associate dean named
 - e. Library will be open on the 1st floor 24 hours for 5 days
 - f. A family room on the 4th floor – only Sac State has one; open when library is open; can accommodate 2-3 families at one time
 - g. Common care - \$1 M added by the chancellor for a baseline of \$6M
 - II. Open Access Policy Resolution from the chancellor's office; state-wide resolution
 - a. Drafting a model policy; al employee protection (both faculty & staff publications)
 - III. Publishing funds
 - a. More towards junior faculty; can only have award every other year
 - IV. ORCID campus membership implementation update
 - a. Guidelines for campus
 - V. ScholarWorks
 - a. Platform; repository for articles
 - VI. Survey of faculty
 - a. Committee formed
 - i. Look at faculty needs
 - ii. Develop a long-range collection development plan that supports curriculum
 - iii. Identify strategic scholarly communication priorities
 - VII. Adjourned; next meeting October 21, 2019
- 9.8 ASI Board [Stohs], T, 9-17-19, 1:15 - 3:45 PM, TSU Legislative Chambers
- Usual business; nothing concerning action for the Academic Senate
- 9.9 Diversity & Inclusion Committee [Gradilla], T, 9-17-19, 1:00 - 2:00 PM, PLS-260C
- No report submitted.

9.10 Assessment & Educational Effectiveness Committee [Walsh], W, 9-18-19, 1:00 - 2:15 PM, MH-141
No report submitted.

9.11 Writing Proficiency Committee [Matz], F, 9-20-19, 9:00 - 11:00 AM, PLS-360

- Review committee functions and revisions to upper division writing requirement approved last year.
- The big push this year is to re-certify courses, starting with English and Business. Both departments have been offered meetings (or representatives sent to their meetings) for assistance.
- Student petitions are heard in this committee to satisfy their writing requirements via another course outside of CSUF, these come up periodically, 5-6 per year. New forms have been created for student petitions with requirements to help make this clearer for students and keep the process transparent. It does require evidence (syllabus, writing sample from the course, etc.) the addendum is only required if not enough evidence is provided or if it is insufficient.
- Reviewed new webpage available for faculty to view to requirements for GE, Upper-Division and Graduate level writing requirements and UPS documents that will guide recertification. Also, this site will list certified courses as they are approved. It was noted to include language on behalf of students to ensure they know to consult their advisor for grand-fathered courses. There is also a link to Curriculog and we reviewed how to create and work through the recertification process there, including the status of the proposal and when it comes to Writing Proficiency. Questions on Curriculog itself were referred to Academic Programs/Brent Foster or curriculog@fullerton.edu. The committee wants to build out the "Models of Best Practice" page to showcase more developments/examples of great syllabi and push towards a stronger writing culture at CSUF.
- Reviewed new petition from student that came in yesterday, approved unanimously by voting members.

9.12 Faculty Affairs Committee [Walker], F, 9-20-19, 10:00 AM - 12:00 PM, MH-141

- 1) There were no nominations for a chair. Although we had quorum, we did not have the full membership of the committee so perhaps when we meet on Oct 4 we will be able to elect a chair.
- 2) We went to the Milton A Gordon Hall dedication, it was really great.
- 3) FAC Revisited the new COI policy for personnel, made minor edits and approved the document.
- 4) Discussed the SOQ revisions but did not have time to finish the document and will continue discussing on Oct 4.

9.13 Academic Standards Committee [Wood], F, 9-20-19, 1:00 - 2:00 PM, MH-166

1. Committee approved edits to UPS 300.016 (withdrawal policy) to explicitly provide a timeframe for chair approval.
2. Committee proposed edits to UPS 330.164 (posthumous degree and recognition) and will forward to Graduate Education for their input.
3. Committee reviewed UPS 300.040 (academic standards for post baccalaureate students) and will pick up again next meeting.

9.14 Planning, Resource, & Budget Committee [Graewingholt], F, 9-20-19, 1:00 - 2:30 PM, CP-1060

No report submitted.

X. UNFINISHED BUSINESS

10.1 Senate Committee Vacancies

Exec continued to work on filling the standing committee vacancies. An email will be sent out to faculty asking them to serve. Due to the cancellation of the September 26th AS meeting, if we receive any acceptances, the faculty member's name will be circulated to the Senators for approval via email.

10.2 Senate Task Force Vacancies

(Stohs) We need to decide what we are going to do about the Graduate Education Task Force Committee.

XI. NEW BUSINESS

11.1 Business for Academic Senate Committees

11.2 New Course Proposals - Fall 2019

11.3 Revisions to UPS 610.000 - Conflict of Interest Policy for Externally Funded Proposals

- 11.4 Revisions to UPS 410.105 - Policy for Bachelor of Arts/Bachelor of Science Differentiation
- 11.5 Revisions to UPS 430.000 - Guidelines for the Submission of Proposals for the Addition of New Degree Programs to the University's Master Plan
- 11.6 Program Discontinuance - Fall 2019
- 11.7 New UPS 210.XXX - Nepotism & Conflict of Interest in Employment

XII. ADJOURNMENT

M/S/P (Matz/Dabirian) Meeting adjourned at 12:50 pm.