



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES – Summer  
Thursday, JUNE 5, 2014**

*Approved 6-24-14*

**11:30 AM - 1:00 PM**

**MH-141**

Present: Bonney, Dabirian, Fontaine, Jarvis, Sargeant, Walicki, Walk, Walker  
Absent: Guerin  
Guests: Arnold, Salem, Nwosu

**I. CALL TO ORDER**

Chair Walker called the meeting to order at 11:30 AM.

**II. URGENT BUSINESS**

**III. ANNOUNCEMENTS**

**IV. TIMES CERTAIN**

**11:45 – 11:55 AM**

**Topic: ASD 14-124 Artist Diploma – A Professional Certificate in Music Performance**

[Source: Grad Ed Com/PRBC]

**Discussants: Joe Arnold, Dean – College of the Arts**

**Ernest Salem, Program Coordinator, Department of Music, College of the Arts**

Chair Walker welcomed Dean Arnold and Professor Ernie Salem who spoke to the benefits of approving the Artist Diploma, a professional certificate designed for people who have professional careers in music. CSUF would be one of few universities/colleges offering this type of certificate. Top notch students in the program will help the Department of Music recruit other top notch students. This is an opportune time for this special certificate program within the new recently approved *School of Music*. Both Graduate Education Committee and PRBC unanimously approved this certificate.

M/S/P (Bonney/Jarvis) Motion to approve ASD 14-124 Artist Diploma, a Professional Certificate in Music Performance within the School of Music.

**VOTE (by Voice) ASD 14-124 was approved unanimously.**

Chair Walker stated the Executive Committee, acting on behalf of the Academic Senate, will forward a transmittal to President Garcia for her approval.

**12:00 – 1:00 PM**

**Topic: Academic Advising / Presentation**

**Presenter: Dr. Peter Nwosu, AVP Academic Program**

Chair Walker welcomed Dr. Nwosu who thanked EC members for the opportunity to give this PowerPoint presentation regarding CSUF Advising from the Office of Academic Programs. The Task Force on Advising has been working over the past several months toward assessing where we are and where we need to be in relation to the WASC concerns regarding improving student advising. Support of Strategic Plan Goals 1 and 2 is critical. SP Goal #1: Comprehensive and coordinated advising.

SP Goal #2: Improve student persistence, increase graduation rates University-wide, and narrow the achievement gap for underrepresented students.

This PP presentation is on its 15<sup>th</sup> iteration with further changes anticipated as conversations continue to various stakeholder groups giving input to strengthen student support in both college academic advising as well as Academic Advisement Center (AAC) and the Career Center. A proposed advising pathway and mandatory advising for undergraduate students has become the front-and-center issue. Institutions must strike a balance between quality and efficiency.

There is a clear message that faculty members need to be involved in advising within majors as well as to be knowledgeable regarding general education. This involves consistent and ongoing faculty training in order to give accurate and clear information to students.

There needs to be IT training for the Common Communication System – Titan Advisors Network (IT data support system – note system). There are differences in major advising within each college on campus.

There is an organizational chart within Academic Advising Center. A graduation specialist with listed functions and roles has been assigned in each college to work alongside assistant deans who have different job descriptions in the various colleges.

AVPAP Nwosu distributed a copy of the 29 page “Advising at CSUF” PP, which is an evolving plan. He encouraged EC members to send him any recommendations/feedback/conversation points for the next iteration of the presentation. He will return to EC in the future to give updates.

**V. APPROVAL OF MINUTES**

- 6.1 EC Minutes (Draft) 5-20-14  
M/S/P (Walk/Dabirian) EC Draft Minutes 5-20-14 were approved as submitted.

**VI. CHAIR’S REPORT (Walker)**

- Chair Walker will send a written report from Council of Deans meeting 5-4-14.
- Friday, October 17, 2014, has been set for the AA/AS Retreat for fall 2014, at the Marriott. Topic will be University Writing.
- ASD 14-109, Calendar of A.S. Meetings for 2014-15 has been finalized for approval by the A.S. 8-28-14. Two (2) “if needed” meetings have been added in fall semester, one (1) in spring semester.
- The Excel spreadsheet containing all meeting dates will be helpful throughout the A/Y. Saving file in CSV format allows download into Outlook calendar. Dates included are taken from

A.S. Calendar of Meetings	Exec Com Tuesday weekly meetings	CO meetings
BOT meetings	CSUF Class Schedule	A.S. Bylaws for mandatory reports

**VII. PROVOST REPORT No Report**

**VIII. STAFF REPORT (Miller written report)**

- 9.1 Eight (8) transmittals have been sent to President García.
- 9.2 Still working toward completing the 5-15-14 A.S. minutes and pending transmittals for approved documents.

**IX. UNFINISHED BUSINESS**

- 10.1 AA/AS Annual Retreat, Fall 2014 – DATE: Friday, October 17, 2014 / TOPIC: University Writing  
We will be moving forward for the 10-17-14 date. The Provost’s office has secured the Marriott for this all-day conference.
- 10.2 ASD 14-109 A.S. Calendar of Meetings 2014-15  
This is a final draft for approval at the 8-28-14 A.S. meeting – first fall meeting.
- 10.3 Setting Goals and Priorities for Academic Senate 2014-15
  - See Item 10.14 Chair Walker is alpha testing an excel spreadsheet regarding the resolution approved 5-15-14 at the Electoral meeting (ASD 14-85) to audit our 120 policy statements. EC members and Council of Deans will be asked to give feedback on importance of each (first impressions of critical/urgent, etc.) for a status report to be given to the A.S. Based on matrix, decisions will be made which policies to be reviewed by respective committees. EC will begin to discuss this in July.
  - Discussion of possible dates for a committee chair training session in fall semester.

Items below will be moved to next EC agenda 6-24-14.

- 10.4 Action Item from Statements-of-Opinion (ASD 14-95) [All University Election Results 2014]

**X. NEW BUSINESS**

- 10.5 PRBC Recommendations to President 2014-15
- 10.6 Libraries of the Future (LOFT) / Pfeiffer Partners – Vision Statement
- 10.7 Continue Faculty Committee Assignments for Standing Committees/Misc Boards/Committee, 2014-15  
Executive Committee Follow-up from 5-15-14 Marathon + Electoral Meeting
- 10.8 ASD 14-22 UPS 300.005 Final Examinations [3-9-11] [Source: ASC/EC]
- 10.9 ASD 13-101 Resolution re Collegial Governance [Spring 2013] + ASD 13-163 Joint Memo
- 10.10 ASD 14-104 Resolution– Academic Programs to Review Course Numbering [“Jarvis” Resolution 4-24-14]
- 10.11 ASD 14-86 Resolution to Create Ad Hoc Committee re Research [Source: EC]
- 10.12 ASD 14-98 Assessment & Educational Effectiveness Plan [Source: AEEC] [Version 1 on 5-15-14 agenda]

- 10.13 ASD 14-119 Update on Programmatic GE Learning Goals & Outcomes [FYI on 5-15-14 agenda]
- 10.14 ASD 14-85 Resolution – Policy Audit [Source: EC] – See 10.3 notes above.
- 10.15 ASD 14-84 Resolution – Double-Counting in Major, Minors & General Education [Source: EC]
- 10.16 ASD 14-99 New UPS 4xx.xxx Project and Thesis at the Undergraduate Level [Source: UCC]
- 10.17 ASD 14-100 New UPS 4xx.xxx Service Courses [Source: UCC]
- 10.18 ASD 14-101 UPS 102.000 Academic Jurisdiction – Revision Related to ASD 14-100 [Source: UCC]

## **XI. ADJOURNMENT**

Meeting adjourned at 1:08 PM.