



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES – Summer  
Tuesday, AUGUST 5, 2014**

*Approved 8-19-14*

**8:30 - 10:00 AM**

**MH-141**

Present: Bonney, Fontaine, Guerin Jarvis, Sargeant, Walicki, Walk, Walker  
Absent: Dabirian

## **I. CALL TO ORDER**

Chair Walker called the meeting to order at 8:30 AM. Provost Cruz was welcomed for his report (see VII).

## **II. URGENT BUSINESS**

No urgent business.

## **III. ANNOUNCEMENTS**

No announcements.

## **IV. TIME CERTAIN**

**9:00 – 9:30 AM**

**Topic: Library Update**

**Discussants: Dr. Scott Hewitt, Interim University Librarian  
Dr. Shari McMahan, Deputy Provost**

Drs. Hewitt and McMahan were welcomed. A very positive discussion among EC members and guests occurred on a variety of topics including:

- Communication is key. Librarians need to feel a part of the campus community.
- Academic Senate Library Committee needs to operate in conjunction with librarians and the mission and processes of the library.
- Transparency is important for the deselection process as well as the development and implementation of a weeding policy and process which is normal for university libraries. The weeding process stopped during the budget downturn.
- Guidelines and processes being used in the library for deselection and weeding should be clearly posted and developed in consultation with faculty to help relieve angst.
- Sections of the library have been *closed* due to earthquake damage; however, library faculty and staff must enter to retrieve books, etc. This is a safety issue for the library faculty and staff.
- Renovations to the library need to be thoughtfully and wisely considered to protect valuable resources.
- Library is a huge space and many groups from different divisions would like to utilize library space if repurposed or reallocated.
- Transition in stages with LOFT future trends considered.
- Discussions among all campus constituents must be taken into consideration prior to final decisions.
- Policy vs. process are different.
- Library Website should be kept up-to-date and transparent.
- Once a plan is formulated with more details, a presentation should be made to the Academic Senate for feedback and discussion

See New Business Item 11.7

Chair Walker read aloud to EC members the LOFT Vision Statement sent from the Provost's office to campus employees on 5-23-14. Members gave their input and made suggestions on how this statement could better convey intentions for a Library of the Future. Chair Walker assured the group it was not the intention to offend the writer(s) of the Vision Statement but that VPIT Dabirian asked for EC input. Chair Walker will attempt to add the valuable comments made at this meeting.

## **V. APPROVAL OF MINUTES**

5.1 EC Minutes (Draft) 7-22-14 – Moved to next EC agenda.

**VI. CHAIR’S REPORT (Walker)**

- 6.1 **Irvine Campus Update:** Another meeting was held 7-31-14. Discussions continue and a meeting with the Council of Deans is planned.
- 6.2 ASD 14-84 Resolution – **Double-Counting** in Majors, Minors, and General Education. A subcommittee of EC members met 7-31-14 for further discussion. More follow-up will be forthcoming.
- 6.3 ASD 14-86 Resolution – **Create Ad Hoc Committee** re Research. Met with Deputy Provost and staff from Office of Research, Creative Activities and Technology Transfer. It is of utmost importance that our research policies be kept up-to-date for CSUF eligibility to receive grant funding from a variety of private, local, state, and federal entities. There needs to be a balance between faculty consultation and keeping policies up-to-date and aligned with agencies as well as CO guidelines.
- 6.4 **Concert Under the Stars** – Meetings continue for this popular event that is 6 weeks away – on Saturday, 9-13-14. The venue will be set up this year to give lawn participants better views of the screen/Jumbotron. The evening of jazz music will be led by Academy Award winner, Bill Cunliffe.

**VII. PROVOST REPORT – 8:30 AM**

Provost Cruz updated EC members on the following items:

**FTE:** Enrollment numbers are holding steady across colleges/disciplines for fall 2014 – 27,454.

**Budget:** The 1.34% salary increase that faculty received last year, was funded with one-time monies. It appears that this year the cost will be baselined, thus impacting the amount of new baseline money that will be available to the campus. CFA contract negotiation has been extended to 8-16-14. Depending on the level of salary increases ultimately negotiated, our campus’ new unrestricted baseline monies could be further reduced. The good news is that our faculty continue to outperform others in competing for CO grant dollars: our campus captured 28% of the \$1.9M that the CO awarded through its most recent RFP competition.

Provost answered several questions:

**Fall Admissions:** As an impacted campus, CSUF continues to deny admission to CSU-eligible students. The number of denied fall 2014 CSU eligible students, to date is 20,000. The provost will share the final numbers and the usual IR reports when they become available.

**Faculty Hiring:** We are making good progress and expect to meet our projections of hiring 133 faculty during AY2013-14 and AY2014-15.

Senator Guerin stated that the CSU Academic Senate Chairs plan to meet with Chancellor White to discuss priorities and a plan-of-action to move forward on academic quality. Perhaps CSUF could plan a similar campus gathering to share ideas and vision amongst constituents. Chair Walker stated that a retreat is planned for President’s Advisory Board and leadership of ASI to identify priorities for each group and ways to work together.

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

- 8.1 Information received – Academic Senate office move should be the week of September 15<sup>th</sup> to the Library.
- 8.2 Status of ASDs – signed/unsigned

ASD	Document	Title	AS Approved	Fwd to Pres	SIGNED Garcia
13-158 rev. 3-21-14	UPS 300.006 New UPS	Proposed New UPS 300.XXX 006 Credit by Examination (Challenge Exams)	5/15/14	6/19/14	7/21/14
14-115	UPS 411.600	Policy on Service Learning	5/15/14	6/19/14	7/21/14
14-116	UPS 411.601	Policy on Academic Internships	5/15/14	6/19/14	7/21/14
14-124	Catalog	Proposed Artist Diploma: A Professional Cert in Music Performance	6/5/14 by EC	6/19/14	7/21/14

**ASDs still pending**

14-107	UPS 210.001	Recruitment & Appointment of Tenure-Track Faculty [45 days=8/3/14] <i>see HRDI EM 6-18-14 to fix word</i>	5/15/14	6/19/14	pending
14-112	UPS 300.002	Academic Advising Policy [45 days=8/3/14]	5/15/14	6/19/14	pending

**IX. COMMITTEE LIAISON REPORTS**

- 8.1 ASI Board of Directors [Walker] W, 7-23-14, 1:15-3:30 PM, TSU 208  
The Board approved the appointment of a Spring Concert Coordinator and the final member of the Audit Committee. They also approved changes to their bylaws associated with elections which should provide better planning and service for ASI elections. The Board also took up a request from ASI productions to increase funding for the Spring Concert. This item has come before the Board several times since I have served as liaison. Each time the discussion focusses on leaving the concert as is or increasing the amount of funding to improve the concert and increase attendance. The new Board approved the request to increase the funding to spring concert.

## X. UNFINISHED BUSINESS

- 10.1 Status/Updates
  - 10.1.1. Setting Goals and Priorities for Academic Senate 2014-15: Prioritize UPS Docs Excel Spreadsheet [requested input by 8-4-14]  
Chair Walker has received feedback from a cross-section of administrators regarding priorities for UPS documents. There is remarkable consistencies in responses.
  - 10.1.2. Online SOQs
  - 10.1.3. ASD 14-22 UPS 300.005 Final Examinations [3-9-11] [Source: ASC/EC] – EC Comments Solicited re Memo from Senate Chair to ASC Chair
  - 10.1.4. ASD 14-104 Resolution– Academic Programs to Review Course Numbering  
[“Jarvis” Resolution 4-24-14
  - 10.1.5. ASD 14-86 Resolution to Create Ad Hoc Committee re Research [Source: EC]
  - 10.1.6. ASD 14-84 Resolution – Double-Counting in Major, Minors & General Education [Source: EC]
  - 10.1.7. Action Items from Statements-of-Opinion (ASD 14-95) All University Election Results 2014]

## XI. NEW BUSINESS

- 11.1 Additional Executive Committee Meeting – Tuesday, 8-12-14  
EC members will be polled for their response.
- 11.2 Special Election – Fall 2014 re FPC (Hum) and FRC (SS) Resignations  
A list of full professors in Humanities constituency and tenured faculty in Social Sciences constituency or FRC.
- 11.3 Ad Hoc Retreat Planning Committee – Fall 2014, (F) 10-17-14, Topic – University Writing  
Faculty from various disciplines and interest in writing across curriculum will be asked to serve on this important committee led by Academic Programs administrators and Executive Committee members.  
Preparation for the 10-17-14 AA/AS Retreat should begin ASAP.

Peter Nwosu	Su Swarat	Alison Wrynn
Emily Bonney	Sheryl Fontaine	Steve Walk

- 11.4 Faculty Needed on Search Committees – \*Ongoing / \*\*Future / \*\*\*Failed
  - 11.4.1 AVP – Business Administration\*
  - 11.4.2 AVP – Information Technology\* - A faculty member will be asked to serve.
  - 11.4.3 Dean – College of the Arts\*
  - 11.4.4 Dean – College of Communications\*
  - 11.4.5 Dean – UEE/AVP International Programs\*\*
  - 11.4.6 Dean – College of Health & Human Development\*\*
  - 11.4.7 AVP – Student Affairs Retention\*\*\*
  - 11.4.8 AVP – Research\*\*\*
  - 11.4.9 University Librarian\*\*\*
- 11.5 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2014-15  
Chair Walker made a list of faculty who will be asked to serve on the various committees.

Items below will be moved to next EC agenda 8-12-14.

- 11.6 Staff/Administrator Emeritus Form [AA campus email 7-22-14]
- 11.7 LOFT Follow-up: UPS 500.150 Library Circulation Policies [2-18-05] - Charges to Library Committee  
Topic was discussed under “Time Certain” above.
- 11.8 “Student Participation Grades”: Annual Reports 2013-14 from ASC (ASD 14-43) + Academic Appeals (ASD 14-59)
- 11.9 Discussion Regarding Social Media Policy
- 11.10 GE Reform: 1) AACU Action Plan; 2) AACU CSUF Proposal; 3) AACU Report Prezi
- 11.11 Concentrations on Diplomas: [http://www.calstate.edu/app/policies/Minimum\\_Diploma\\_Contents.PDF](http://www.calstate.edu/app/policies/Minimum_Diploma_Contents.PDF)

## XII. ADJOURNMENT

Meeting adjourned at 10:00 AM.