



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES – Summer
MAY 26, 2015**

Approved 6-30-15

11:30 AM - 1:00 PM

PLN-120

Present: Bonney, Casem, Carroll (for Dabirian), Guerin, Meyer, Oliver, Sargeant, Stang, Walker

Absent: Stohs

I. CALL TO ORDER

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

II. INTRODUCTIONS

Colleagues introduced themselves around the table.

III. URGENT BUSINESS

IV. ANNOUNCEMENTS

Prior to this meeting's adjournment, Senator Guerin asked if future meetings of the Academic Senate could end at 12:50 PM. This will allow senators who teach at 1:00 PM to stay until the end of each meeting. EC members were asked to consider this, and it will be an agenda item for the next EC meeting on 6-30-15.

V. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 5-12-15

M/S/P (Walker/Sargeant) EC draft minutes 5-12-15 were approved as submitted.

VI. CHAIR'S REPORT (Bonney)

Chair Bonney recapped topics below. There was discussion on each.

- Reminded EC members the Ethnic Studies Draft Report comments are due to the CO by 6-5-15.
- In conversation with Provost Cruz, there are two retreats expected for 2015-16. Fall 2015 topic: Five Core Competencies; Spring 2016 topic: Enrollment Management. Faculty engagement is extremely important in both retreats, and conversations should begin ASAP.
- Attended a beneficial and invigorating GE Conference in Honolulu May 18-20, 2015, with AVPAP Peter Nwosu, Alison Wrynn, Su Swarat, Jyenny Babcock, and Greg Childers. There will be a presumably identical Core Competency workshop held at CSU Pomona 11-4-15, which will accommodate local faculty and administrators training on this important topic. Cost for selected attendees should be covered by the Provost's office. A conversation for planning and timeline will be needed ASAP for the fall retreat on October 23rd. Consider ways to disseminate information on the topic of core competencies for more faculty engagement. Any changes to GE or the curriculum more broadly must be a faculty initiative.
- Upcoming searches:
 - Fall: Dean – NSM [Interim David Bowman]
 - Fall: Dean – Communications [Interim Irene Matz]
 - Fall: Dean – HHD [Interim Jessie Jones]
 - Spring: University Librarian [Interim Scott Hewitt]
 - Spring: Dean – UEE [Interim Kari Knutson Miller]
 - Director of Faculty Affairs & Records (replacing interim Dr. Pasternack)
 - AVP Administration & Finance [failed search]
 - HRDI Associate VP pending [360 project to be completed prior to a search]
- Academic Senate Budget for assigned time – consultation with Lisa Kopecky is needed.
- Accreditation is taking place within the College of Education, which involves many outside programs. EC needs to decide whether it wishes to submit comments for the accreditation.
- Met with Provost Cruz this morning (5-26) and a meeting is planned for 6-2-15, which will be the last meeting until August [AS Chair away in June, Provost away in July].

VII. STAFF REPORT (Miller Report)

7.1 43 documents were signed by President García in 2014-15 [new courses/programs/certificates, 1 rescinded UPS, 6 new UPS among the revised UPS documents].

- 7.2 Working on 30 transmittals pending from spring Academic Senate approvals for the President's signature when she returns to campus 6-8-15. Also working to complete 5-14-15 marathon and electoral meeting minutes.

VIII. NEW BUSINESS

- 8.1 Summer – Meeting Dates/Times – Summer 2014 / Alternates
EC members who will travel over summer will need an alternate person to attend meetings. Chair Bonney will send meeting makers for the following dates for summer meetings – a total of 5 meetings.

11:30 AM – 1:00 PM, PLN-120

M/S/P (Bonney/Walker) Motion was approved for summer meetings dates for Executive Committee – total of 5 meeting dates.

Date	Time	Term
1. Tuesday, May 26, 2015	11:30 am - 1:00 pm	Summer
2. Tuesday, June 30, 2015	11:30 am - 1:00 pm	Summer
3. Tuesday, July 7, 2015	11:30 am - 1:00 pm	Summer
4. Tuesday, July 21, 2015	11:30 am - 1:00 pm	Summer
5. Tuesday, August 4, 2015	11:30 am - 1:00 pm	Summer
Tuesday, August 18, 2015	11:30 am - 1:00 pm	Fall Semester Begins 8-17-15

- 8.2 ASD 15-124 Executive Committee Liaison Choices for 2015-16
Assignments were chosen as follows:

Exec Committee	Member	Liaison to Committees	#
Chair	Emily Bonney	ASI, FAC	2
Vice-Chair	Bill Meyer	EEC, PRBC	2
Secretary	Merri Lynn Casem	AEEC, GE	2
Treasurer	Amir Dabirian	ISLC	1
At-Large	Kristin Stang	ITC, UAC	2
At-Large	Lynn Sargeant	ASC, IEC	2
At-Large	Ron Oliver	FDCB, Grad Ed	2
CSU Senator	Diana Guerin	Library (F 15), SALC	2
CSU Senator	Mark Stohs	CF&B	1
CSU Senator Immediate Past Chair	Sean Walker	UCC, Elections, Library (Sp 16)	3

- 8.3 ASD 15-125 A.S. Calendar of Meetings 2015-16
The draft document was reviewed with several dates changed to accommodate other meeting schedules. Revisions will be made to ASD 15-125 and sent to EC members for further review and feedback.

- 8.4 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2015-16

- Ten (10) faculty to Added Standing Committee of Writing Proficiency Committee
There was a beginning conversation for faculty to serve on this newly-formed standing committee. This will be a follow-up item for the next EC summer meeting.
- Ad hoc committee per [UPS 260.100](#) Assigned Time for Exceptional Service (per CBA)
Volunteers were accepted as follows at the 4-9-15 A.S. meeting:

HSS: Fidalgo	MCBE: Chavis	EDUC: Randall
HHD: Yang	COMM: Brusckke	

NSM: Sean Walker volunteered to serve

Still needed to serve:

ECS:	ARTS:	L/A/C/E:
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- Faculty Appointment to Student Health Advisory Committee [Student Health & Counseling]
Two faculty members will be invited to serve for 2015-16.

- 8.5 A.S. Orientation Meeting Date + Assignments

The senator orientation date will be Thursday, 10-8-15, for one hour, modeling the meeting from 9-11-14, which included lunch.

8.6 Orientation for Committee Chairs

Orientation has been accomplished in various ways over past years. Chair Bonney will set several dates in early October to allow committee chairs flexibility to attend a 1-hour training. Ideas were shared:

- ✓ FDC can be utilized, which would add cross promotion information. Laura Lohman has been appointed Director as of 6-1-15.
- ✓ Send out committee materials prior to meetings; i.e., Bylaw charges, composition, etc.
- ✓ Could also invite committee liaisons and senate representative on each standing committee.

Chair Bonney will review calendar and propose dates for early October meetings for committee chair training.

8.7 AA/AS Annual Retreat, Fall 2015 – DATE / TOPIC – (Last year = University Writing)

Fall date decided upon should be October 23, 2015.10-23. Topic: “Five Core Competencies: 1) Oral Communication; 2) Written Communication; 3) Quantitative Reasoning; 4) Information Literacy; 5) Critical Thinking”. These five areas are to be addressed in the WASC interim report due spring 2017. Each institution has the responsibility to define these areas for its students. Assessment data can be aggregated at the college level.

A Spring 2016 AA/AS Retreat, date to be determined, will also be planned with the topic to be “Enrollment Management” which is part of the Academic Master Plan.

8.8 Setting Goals and Priorities for Academic Senate 2015-16

Items discussed included 8.9, 8.10, 8.11, 1-2-3:

- Disposition of “Discussion Items” from the 5-14-15 marathon meeting will be a priority.

8.9 Action Item from Statements-of-Opinion [ASD 15-106 All University Election Results 2015]

- 1) Currently, there are 15 at-large Academic Senate seats and 20 constituency seats. At-large seats should be eliminated and divided proportionately to the constituencies. This process would be phased in as the at-large terms end, beginning in the spring 2016 election. Based on the current members of each constituency, this would result in the following re-apportionment of seats.

Constituency	Spring 2015 Number of Members	Spring 2015 Seats 20 constituency 15 at large	Spring 2016 Seats 25 constituency 10 at large	Spring 2017 Seats 30 constituency 5 at large	Spring 2018 Seats 35 constituency
Administration	84	1	2	2	2
Student Affairs	50	1	1	1	2
Arts	86	2	2	2	2
Communications	74	1	2	2	2
ECS	52	1	1	1	2
Education	80	1	2	2	2
HHD	132	2	3	4	4
Humanities	92	2	2	3	3
MCBE	161	3	3	4	5
NSM	122	2	2	3	4
Social Sciences	163	3	3	4	5
Lib/Ath/Couns/ExtEd	78	1	2	2	2
At-Large		15	10	5	0

FULL-TIME ELECTORATE RESPONSES	
154 (26%)	Strongly Agree
132 (22%)	Agree
91 (15%)	Neutral or No Opinion
66 (11%)	Disagree
49 (8%)	Strongly Disagree

PART-TIME FACULTY RESPONSES	
14 (26%)	Strongly Agree
12 (23%)	Agree
18 (34%)	Neutral or No Opinion
2 (4%)	Disagree
4 (8%)	Strongly Disagree

FULL-TIME STAFF RESPONSES	
18 (8%)	Strongly Agree
35 (17%)	Agree
73 (35%)	Neutral or No Opinion
40 (19%)	Disagree
22 (10%)	Strongly Disagree

- 2) Spring semester should never begin before Martin Luther King Day.

FULL-TIME ELECTORATE RESPONSES	
204 (35%)	Strongly Agree
92 (16%)	Agree
68 (12%)	Neutral or No Opinion
53 (9%)	Disagree
99 (17%)	Strongly Disagree

PART-TIME FACULTY RESPONSES	
22 (42%)	Strongly Agree
5 (9%)	Agree
7 (13%)	Neutral or No Opinion
10 (19%)	Disagree
8 (15%)	Strongly Disagree

FULL-TIME STAFF RESPONSES	
63 (30%)	Strongly Agree
49 (23%)	Agree
29 (14%)	Neutral or No Opinion
31 (15%)	Disagree
27 (13%)	Strongly Disagree

- 3) Pursuant to [UPS 210.007](#), five faculty are elected by the Academic Senate (AS) to serve on search committees for college deans after being nominated by the AS Executive Committee. Although our current practice is to ask the college faculty to recommend faculty to serve, our policy does not dictate we do so. We should modify UPS 210.007 to clearly indicate that the faculty within a college searching for a dean should nominate the faculty willing to serve as representatives on the search committee to the AS Executive Committee. In other words, AS Executive Committee will solicit nominations from the college faculty prior to sending nominations to the AS.

FULL-TIME ELECTORATE RESPONSES	
147 (25%)	Strongly Agree
149 (25%)	Agree
124 (21%)	Neutral or No Opinion
33 (6%)	Disagree
26 (4%)	Strongly Disagree

PART-TIME FACULTY RESPONSES	
11 (21%)	Strongly Agree
16 (30%)	Agree
20 (38%)	Neutral or No Opinion
1 (2%)	Disagree
2 (4%)	Strongly Disagree

FULL-TIME STAFF RESPONSES	
33 (16%)	Strongly Agree
43 (20%)	Agree
85 (40%)	Neutral or No Opinion
20 (9%)	Disagree
8 (4%)	Strongly Disagree

- 4) The University should add to its current educational campaign an enforcement procedure for [Presidential Directive 18](#) (University Smoking Policy).

FULL-TIME ELECTORATE RESPONSES	
198 (34%)	Strongly Agree
90 (15%)	Agree
85 (14%)	Neutral or No Opinion
70 (12%)	Disagree
69 (12%)	Strongly Disagree

PART-TIME FACULTY RESPONSES	
27 (51%)	Strongly Agree
8 (15%)	Agree
7 (13%)	Neutral or No Opinion
3 (6%)	Disagree
5 (9%)	Strongly Disagree

FULL-TIME STAFF RESPONSES	
76 (36%)	Strongly Agree
41 (19%)	Agree
27 (13%)	Neutral or No Opinion
28 (13%)	Disagree
29 (14%)	Strongly Disagree

8.10 Fall Events: Concert Under the Stars – Sat, 9-19-15; Convocation – Meng Hall, Mon, 8-17-15
Chair Bonney reminded members to save these dates.

8.11 Marathon Meeting 5-14-15 – Discussion Items

1. ASD 14-193 UPS 410.103 Curriculum Guidelines & Procedures: New Programs & Program Changes [Source: GE/UCC]
2. ASD 15-107 Proposed New UPS 3xx.xxx Declaration and Change of Majors and Minors [Source: UCC]
3. ASD 15-73 UPS 210.00 Faculty Personnel and Procedures [6-5-14] [Source: FAC]

These items were discussed; however, follow-up will be needed with a plan of action to tackle each item in more depth.

IX. ADJOURNMENT

M/S/P (Walker/Sargeant) Meeting adjourned at 1:03 PM.