



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES – Summer
JUNE 30, 2015**

Approved 7-7-15

11:30 AM - 1:00 PM

PLN-120

Present: Bonney, Casem, Dabirian, Guerin, Meyer, Oliver, Sargeant, Stang, Stohs, Walker

I. CALL TO ORDER

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

II. URGENT BUSINESS

III. ANNOUNCEMENTS

- (Casem) Announced with excitement that work on her book is nearing completion. Title: Problem Set Series in Biology and Biomedical Science -Case Studies in Cell Biology.
- (Walker) AS Immediate Past Chair Walker gave a brief report on the positive 6-23-15 conference call with a panel from the WASC Interim Report Committee (IRC) regarding CSUF reaccreditation. The discussion covered CSUF's 3-1-15 Interim Report as follow-up related to the Commission letter of 7-3-12.
- (Guerin) Commented that campus communications need to affirm across the campus community that faculty are part of the assessment solution and very much supportive of student learning and assessment of student learning outcomes. A shift in perception is needed as faculty strive to participate in this process.
- (Walker) Announced that the CFA office has hard copies of the new contract available in LH-402.

IV. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 5-26-15

M/S/P (Walker/Dabirian) EC draft minutes 5-26-15 were unanimously approved as submitted.

V. CHAIR'S REPORT (Bonney)

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

Council of Deans Meeting

- Irvine Campus: 1) 2+2 program is working with area community colleges; 2) targeted programs are providing the courses necessary so that students can complete their major at the Irvine facility.
- Demonstration of CSUF's new software system COURSE SCHEDULER, which will allow students to build their course study plan.
- There is ongoing conversation of definitions of *bottleneck* courses. Mislabeling/misrepresentation occur with the *bottleneck* name within context of system-wide vs. campus-wide. Identify which courses are preventing students from advancing to degree.
- Dr. Patrick Pellicane, AVP for RCATT – vision for the office of Research, Creative Activity, and Technology Transfer. Expect him to present at an AS meeting in fall semester.

Conversation with Provost 6-30-15

- Discussed need for a process to give consistency for various searches; e.g., director positions (MPP). In the interest of transparency and positive working relationships, guidelines and rules are needed for searches in administrative positions below the level of associate deans as searches for the higher level administrative posts are covered by UPS documents. Procedures should include expectations when AS (faculty appointments) should be part of a search process.
(Guerin) suggested referring UPS 210.007 Appointment of Administrative Personnel to FAC for amendment.
(Dabirian) suggested referring UPS 210.500 Procedures: Search Committees for Administrative Personnel to FAC for amendment.
(Walker) stated there is a very wide-range of variances within director positions across campus. Along with referral to FAC, PAB, COD, and Cabinet should be asked for feedback for these two administrative search policies.

Announcements

- Feedback requested for the Task Force on the Advancement of Ethnic Studies was *resent* in six submissions to the CSU website regarding the Ethnic Studies Report following an extension of the

time within which to respond and an increase in the allotted space for comments (increased from 600 characters to 1400).

- Information regarding International Programs Initiative received from Interim EE Dean Kari Knutson Miller was distributed to EC members earlier. There will be many Fall 2015 campus activities to promote International Programs and Global Engagement (IPGE). Dean Knutson Miller will be invited to give a presentation to the AS to share the many opportunities for involvement and support. The semester kick-off will be *Global Engagement Week* (September 21-25).
- Academic Programs has sent the College of Engineering and Computer Science a “request for information” to support recertification of Engineering 401 in the D1 category, Introduction to the Social Sciences – to be reviewed by the GE Committee.
- Academic Master Plan – faculty need to be identified to serve on four subcommittees. The plan is for each subcommittee to have co-chairs, a faculty member and an administrator (see Provost Report for subcommittee list).

VI. PROVOST REPORT – 12:30 PM (Cruz)

Chair Bonney welcomed Provost Cruz. He distributed handouts containing information discussed in meetings of Council-of-Deans as well as the President’s Cabinet. These items will shape conversations campus-wide in 2015-16. The following items were discussed:

WASC Interim Report, Spring 2015

A copy of the official 3-page letter from WASC, dated 6-29-15, was distributed. President García shared the content of this letter in a campus email last week. It is good news and a validation of past work done with no new mandate given.

CSU State Budget Update

CSU has been addressing external pressures over the past year with the Graduation Initiative [graduation rates/ achievement gaps/ time to graduation]. System level goals were presented with implications shown to each campus to help meet these goals. Results indicate positive momentum for Cal State Fullerton towards achieving established goals.

Immediate Past Chair Walker promised to send CSU website link to view this information.

<http://calstate.edu/dashboard> (CSU Dashboard)

<http://www.fullerton.edu/analyticalstudies/> (CSUF IRAS website)

State Budget Update

Presentation last week by Chris Reese from Governmental Affairs (JA Division), there is good news along with cautionary information. Slides copied as part of the handout packet gave an overview of CSU funding under Governor Brown since 2011-12 when funding was cut dramatically and slowly increased over the next several years to less than full budget funding. November 2014 BOT proposed a \$216.6M increase for 2015-16. January Governor’s budget proposed a \$119.5M increase. With strong advocacy efforts the Governor’s May budget revise restored the full amount to the CSU for 2015-16. The dollar amount and funding models for distribution to each campus remains unclear.

Academic Master Plan

The AMP final draft will be distributed to the campus community when the committee composition is complete. Four subcommittees will need four faculty members each (need suggested names by the third week of July) to serve, one of whom will serve as co-chair along with an administrator. Names will be recommended to President García. She is expected to include this information at Convocation 8-17-15.

Subcommittee 1 Programs, Degrees, and Outcomes

Subcommittee 2 Students Subcommittee 3

Faculty and Pedagogy

Subcommittee 4 Infrastructure and Resources

Faculty Equity Program

Following a recent conversation with CFA President, Dr. Hassan, and many meetings with CFA over the past several months, a campus announcement should be distributed this week regarding results of negotiations for the Faculty Equity Program. The memo will contain the detailed information President García has committed to in distributing available monies toward the Faculty Equity Program within departments.

Working with Division of IT, a faculty portal will be set up for individuals to input information and see position/ranking and amount of increase in compensation. Information and transparency will be important to help alleviate a system that continues to exacerbate our structural deficits. There is not enough money to go around.

Faculty Hires 2015-16

There are 52 new faculty hires with 15 pending negotiations.

VII. STAFF REPORT (Miller)

7.1 The following list indicates transmittals recently signed by President García. All spring 2015 A.S. business items have been completed via transmittals.

| # | ASD | Document | Title | AS Approved | TO Pres | SIGNED |
|----|-----------------------|------------------------|---|--------------------------|---------|---------|
| 1 | 15-34 | UPS 290.000 | Outstanding Professor Award [4-26-13] | 3/26/15 NB | 6/5/15 | 6/16/15 |
| 2 | 13-118 rev.2/13/15 | UPS 292.000 | Faculty Leadership in Collegial Governance Award (FLCGA) [5-6-12] History: 5/23/13 consent cal; Pres signed w/edits 8/16/13; not effective. Referred to OPC 2/27/14 | 3/26/15 NB | 6/5/15 | 6/16/15 |
| 3 | 13-40 rev.2/13/15 | UPS 293.000 | The Carol Barnes Excellence in Teaching Award [12-7-12] History: 3/21/13 NB; Pres signed w/edits 8/16/13; not effective. Referred OPC 2/27/14 | 3/26/15 NB | 6/5/15 | 6/16/15 |
| 4 | 13-119 rev.2/13/15 | UPS 294.000 | L. Donald Shields Excellence in Scholarship & Creativity Award [9-27-12] History: 5/23/13 cc; Pres signed 8/16/13 w/edits; not effective. Referred OPC 2/27/14 | 3/26/15 NB | 6/5/15 | 6/16/15 |
| 5 | 15-33 | New UPS 295.000 | NEW The Outstanding Lecturer Award (Source: OPC) | 3/26/15 NB | 6/5/15 | 6/16/15 |
| 6 | 14-162 rev.2-27-15 | UPS 300.015 | Repetition of Courses [6-7-12] | 3/26/15 NB | 6/5/15 | 6/16/15 |
| 7 | 15-39 | UPS 300.016 | Withdrawal Policy [5-11-12] | 3/26/15 NB | 6/5/15 | 6/16/15 |
| 8 | 15-12 | UPS 410.115 | Academic Credit Certificate Programs [6-24-05] | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 9 | 15-56 | Catalog | GE Course Proposals, Spring 2015 (Source: GE) | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 10 | 15-43 | Catalog | MCBE Concentration in Global Trade within BA Intn'l Business | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 11 | 15-44 | Catalog | MCBE Concentration in Mkt Analytics within MBA-Depts of ISDS&Mkt | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 12 | 15-45 | Catalog | MCBE Post-Bacc Cert in Health Care Analytics within ISDS | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 13 | 15-46 | Catalog | NSM Concentration in Actuarial Science within BA Mathematics | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 14 | 15-47 | Catalog | HHD Concentration in Clinical Movement Science within BS Kines | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 15 | 14-181 | UPS 411.400 | Teacher Preparation [11-15-68] [Source: COE] First Reading 3-26-15 | 4/9/15 CC | 6/5/15 | 6/16/15 |
| 16 | 14-22 rev.3-27-15 | UPS 300.005 | Final Examinations [3-9-11] [Source: ASC] | 4/9/15 NB | 6/5/15 | 6/16/15 |
| 17 | 15-65 | UPS 210.007 | Appointment of Administrative Personnel [1-30-13] [Source: EC] | 4/23/15 CC | 6/5/15 | 6/16/15 |
| 18 | 15-63 | Catalog | NSM Concentration in Plant Biology-Dept of Biology [Source: AP] | 4/23/15 CC | 6/5/15 | 6/16/15 |
| 19 | 15-11 | Rescind UPS 450.501 | RESCIND Non-Academic Credit/CEU/Certificate Programs [6-24-05] [Source: EEC] First Reading: 4-9-15 | 4/23/15 UB | 6/5/15 | 6/16/15 |
| 20 | 15-71 | Rescind UPS 210.100 | Rescind Affirmative Action Policy [3-28-84] [Source: EC/HRDI] First Reading: 4-23-15 | 5/7/15 CC | 6/5/15 | 6/16/15 |
| 21 | 15-72 | Rescind UPS 240.20 | Rescind Policy on Amorous or Sexual Relationships between Faculty, Staff & Students [9-19-94] [Source: EC/HRDI] 1st Reading: 4-23-15 | 5/7/15 CC | 6/5/15 | 6/16/15 |
| 22 | 15-69 | UPS 500.150 | Library Circulation Policies [2-18-05] [Source: Library Com] First Reading: 4/23/15 | 5/7/15 CC | 6/5/15 | 6/16/15 |
| 23 | 15-74 | UPS 411.101 | Policy on Courses: Numbering, Std Codes, & Controlled Entry [5-9-14] [Source: Grad Prog/K.Powers] | 5/7/15 CC | 6/5/15 | 6/16/15 |
| 24 | 15-79 | UPS 300.000 | Student Rights and Responsibilities [6-30-10][SALC] Revise EO & Titles | 5/7/15 CC | 6/5/15 | 6/16/15 |
| 25 | 15-80 | UPS 300.021 | Academic Dishonesty [6-30-10][ASC] Revise EO & Titles | 5/7/15 CC | 6/5/15 | 6/16/15 |
| 26 | 15-81 | UPS 300.030 | Academic Appeals [1-29-15] [ASC] Revise Titles | 5/7/15 CC | 6/5/15 | 6/16/15 |
| 27 | 15-110 | Catalog | GE Course Proposals, Spring 2015 (Source: GE) | 5/14/15 CC | 6/5/15 | 6/16/15 |
| 28 | 15-111 | UPS 330.231 | Policy Regarding the Use of Drugs by Students [8-17-09] [Source: SALC] | 5/14/15 CC | 6/5/15 | 6/16/15 |
| 29 | 14-173 | New UPS 411.203 | General Education: Programmatic Student Learning Goals & Learning Outcomes [Source: GE Com] | 4/23/15 NB 5/14/15 UF | 6/15/15 | 6/16/15 |
| 30 | 14-178 rev.4-24-15 | UPS 411.201 | GE: Goals for Student Learning [6-20-11] [Source: GE] | 5/14/15 NB | 6/15/15 | 6/16/15 |
| 31 | 15-61 | New UPS 411.202 | GE Program: Unit Requirements, Acad Stds & Exceptions [Source: GE] | 5/14/15 NB | 6/16/15 | 6/16/15 |

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|----|--------|-------------|---|------------|---------|---------|
| 32 | 15-78 | UPS 100.900 | Procedures for Establishing Schools at CSUF [8-29-00][Source: PRBC] | 5/14/15 NB | 6/15/15 | 6/16/15 |
| 33 | 15-114 | UPS 103.005 | World Wide Web Policy [6-7-12] [Source: ITC] | 5/14/15 NB | 6/16/15 | 6/16/15 |

STILL PENDING

| # | ASD # | Document | Title | AS Approved | Fwd to Pres | Signed |
|---|-------|-------------|---|-------------|-------------|----------------|
| 1 | 15-73 | UPS 210.000 | Faculty Personnel Policy & Procedures [6-5-14] [Source: FAC] typo/clerical error | 5/14/15 NB | 6/16/15 | PENDING |

VIII. UNFINISHED BUSINESS

- 8.1 AA/AS Retreat, Fall 2015; (F) 10-16-15 @ Marriott. Topic: Five Core Competencies
Chair Bonney stated that a “SAVE THE DATE” email was distributed to all faculty and administrators on 6-23-15. She led the conversation that will be revisited at the next EC meeting on 7-7-15. Definition and assessment of “core competencies” was discussed at length. A small cluster of people will be needed to work on a way forward. Ideas discussed:
- ✓ How to make the retreat valuable for all attendees with “take-away” ideas for immediate implementation;
 - ✓ WASC has made it clear that each campus gets to determine definition and outcomes of the five core competencies. A shared vision will be necessary for CSUF that will include how each college operationalizes that vision;
 - ✓ Set the stage for five core competencies by closing the loop from the 2012 visit (& memo) and the Interim Report (phone call). Preparation of the report for the 2019 WASC visit will begin in 2017;
 - ✓ Attendees (invitees) should be faculty leaders in assessment in each department along with department chairs (some departments have an assessment committee);
 - ✓ AAC&U does a better job of framing core competencies than WASC when it comes to operationalizing the five core competencies: 1) Oral Communication; 2) Written Communication; 3) Quantitative Reasoning; 4) Information Literacy; 5) Critical Thinking;
 - ✓ Assessment of upper division GE could be one way of responding to the issue of student achievement in the core competencies at or near graduation to be included in the report prepared for the 2019 visit.

Chair Bonney will prepare an outline of WASC expectations in preparation for next week’s ongoing discussion.

Retreat volunteers: Sean Walker and Diana Guerin.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 7-7-15.

- 8.2 Moving Forward on 10-16-15 AA/AS Retreat, Fall 2015. Topic: Five Core Competencies
8.3 AA/AS Retreat, Spring 2016 – Date Pending. Topic: Enrollment Management [President+Provost availability]
8.4 Consider a Change to End AS Meetings at 12:50 PM
8.5 ASD 15-124 Review Committee Liaison Choices for 2015-16

| 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 |
| | | Univ Com on Writing Proficiency | |

- 8.6 ASD 15-125 Review A.S. Calendar of Meetings for 2015-16
8.7 Multiple Dates for Committee Chair Orientation – Fall 2015
8.8 AS Budget for Assigned Time 2015-16
8.9 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2015-16

1. Complete Standing Committee Assignments
 2. Ten (10) faculty to Added Standing Committee of Writing Proficiency Committee
 3. Complete Ad Hoc Committee per UPS 260.100 Assigned Time for Exceptional Service (per CBA) [still needed as of 6-1-15: ARTS, L/A/C/E]
- 8.10 Action Items from Statements-of-Opinion (ASD 15-106) [All University Election Results 2015]
- 8.11 College of Education – Campus Comments Requested re Reaccreditation

IX. NEW BUSINESS

- 9.1 Research, Creative Activities and Technology Transfer: Infrastructure – Mission, Vision, Organizing Principles
- 9.2 Academic Appeals Board re [UPS 300.021](#) Academic Dishonesty [6-30-10]
- 9.3 Faculty Development Center Board Composition – Adding/Replacing Ex Officio Member
- 9.4 ASD 15-126 Treasurer’s Report from Academic Senate Account for CSFPF #93400, #97007, #97845
- 9.5 Research Policies [ASD 15-109 AS Approved Receipt of Ad Hoc Com Report 5-14-15]
 - 1) [UPS 280.000](#) Intramural Research Grants [4-25-03]
 - 2) [UPS 610.000](#) Conflict of Interest Policy for Externally Funded Proposals [4-21-14]
 - 3) [UPS 620.000](#) Protection of Human Participants [4-26-13]
 - 4) [UPS 630.000](#) Policy for Investigating Instances of Possible Research Misconduct [6-20-11]
- 9.6 PPR Guidelines
- 9.7 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]

X. ADJOURNMENT

M/S/P (Walker/Stang) Meeting adjourned at 1:10 PM.