



ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES – Summer JULY 7, 2015

Approved 7-21-15

11:30 AM - 1:00 PM

PLN-120

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

Alternate: Carroll (for Dabirian)

I. CALL TO ORDER

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

II. URGENT BUSINESS

III. ANNOUNCEMENTS

- (Stang) Librarian, Heather Tunender, passed away 7-1-15 and should be included in the IN MEMORIAM section at the first AS meeting 8-27-15.
- This week's New Student Orientation (1 day) issues were discussed along with ideas and ways other CSUs handle NSO and TSO that work for new and transferring students, major orientation as well as special population students. "A Week of Welcome" as semester begins could include important information that cannot be absorbed in a one day, middle of summer orientation.

IV. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 6-30-15

M/S/P (Walker/Sargeant) EC draft minutes 6-30-15 were unanimously approved as submitted.

V. CHAIR'S REPORT (Bonney)

Chair Bonney reported on topics below.

- Met with ASI leadership 7-6-15 to discuss working together during 2015-16 A/Y. They are enthusiastic about recruiting students for committee work. Two students who will serve as Academic Senators will be Yvonne Cuaresma and Armando Robles.

Conversation with Provost 7-7-15

- As follow-up to last week's discussion regarding UPS 210.007 and UPS 210.500, the Provost is amenable to possible revisions and is currently working on guidelines for conducting various director and administrative searches not covered in these search policy documents. The discussion about forming a search committee for new searches for administrators in Academic Affairs should always begin between the AS Chair and the Provost.[BE1]
- Provost Cruz will be out-of-town for our 7-21-15 EC meeting, so today will be an opportunity for questions.
- UPS 210,000, still pending approval from President García, may need clarifying language that the Provost may act on behalf of the President in the RTP approval process. The CBA allows for this, and UPS 210.000 should also articulate that the President *or designee* may evaluate and make a decision in the RTP process. The final outcome letter sent to the recipient could also clarify that the Provost is acting on behalf of the President.
- Three searches will be needed in fall semester: 1) Director of Faculty Affairs and Records, 2) Director of Health Professions Program; 3) AVP for Student Advising. These will be in addition to three future dean searches – HHD, COMM, EE.

VI. PROVOST REPORT – 12:30 PM (Cruz)

Chair Bonney welcomed Provost Cruz who interacted with EC members for a Q/A session. He will be out-of-town for the next EC meeting on 7-21-15.

- The one-time Faculty Equity Program is moving forward. 7-20-15 a portal should be available for faculty members to input their information (stats) to determine outcomes for expenditure of \$1M flow through ranks and categories. CFA conversations regarding equity will be ongoing to negotiate these issues for the next contract.

- Integration and implementation for Course Scheduler should go “live” two weeks from now to allow students to register for classes.
- There was conversation regarding the campus vision for online instruction. The current emphasis is on supporting the ability of faculty interested in developing online instruction and that the Academic Master Plan will address the future balance of online and in-person instruction at CSUF.
- In response to the question regarding the FAR director search, the Provost indicated no decision has been made whether it will be internal external, or both, and he asked for feedback from the AS.
- Impacted Majors: Internal timeline discussions will begin early fall to determine October kick-off meetings with community colleges, high school districts and public hearings for enrollment management and impactation issues. How we determine these important decisions will be part of the Academic Master Plan.

NOTE: AS Executive Committee may be interested in attending the next meeting of Enrollment Management Committee (September) when each subcommittee reports on the progress and evolving developments that help shape decisions. This would also be beneficial in planning for the spring 2016 AA/AS Retreat on this topic.

VII. STAFF REPORT (Miller Report)

7.1 Continuing to work on formatting the 26 approved UPS documents to post to the AS Website.

#	ASD	Document	Title	AS Approved	Fwd to Pres	SIGNED President García
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;. 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; 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	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
10	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
11	15-65	UPS 210.007	Appointment of Administrative Personnel [1-30-13] [Source: EC]	4/23/15 CC	6/5/15	6/16/15
12	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
13	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
14	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
15	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
16	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
17	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
18	15-80	UPS 300.021	Academic Dishonesty [6-30-10][ASC] Revise EO & Titles	5/7/15 CC	6/5/15	6/16/15
19	15-81	UPS 300.030	Academic Appeals [1-29-15] [ASC] Revise Titles	5/7/15 CC	6/5/15	6/16/15
20	15-110	Catalog	GE Course Proposals, Spring 2015 (Source: GE)	5/14/15 CC	6/5/15	6/16/15
21	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
22	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

23	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
24	15-61	New UPS 411.202	GE Program: Unit Requirements, Academic Standards & Exceptions [Source: GE]	5/14/15 NB	6/16/15	6/16/15
25	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
26	15-114	UPS 103.005	World Wide Web Policy [6-7-12] [Source: ITC]	5/14/15 NB	6/16/15	6/16/15

VIII. UNFINISHED BUSINESS

- 8.1 Continue Discussion re AA/AS Retreat Topic: Five Core Competencies [(F) 10-16-15]
Chair Bonney led the continuing discussion from the meeting 6-30-15 regarding the definition and assessment of “core competencies”. She met separately with Alison Wrynn and Provost Cruz to solidify goals. Programs accredited by outside agencies are already aligned with what the core competencies look like at the institutional level. EC members gave input on the need for a product at the end of the all-day retreat. Framing the need for attendance at this retreat will be important. All agreed that the university community needs to be aware and engaged with the message “Why WASC Matters”.
- Provost to promote and preview the retreat at the first meeting of the Council of Deans;
 - AS preview at the first meeting 8-27-15;
 - Invite a WASC Team member to speak as well as a CSUF faculty member such as Greg Childers who was a member of the group attending the GE conference in Hawaii;
 - Communicate this is *not* another assessment conference;
- Conversations and updates will continue as fall semester approaches. The goal is to have the retreat format and organization in place early so that information can be disbursed as follow-up to the 6-23-15 email to DL-FT Faculty & DL-Management to “Save the Date” of October 16th.
- 8.2 AA/AS Retreat, Spring 2016; Date Pending. Topic: Enrollment Management [President+Provost availability]
EC members agreed that an early date in spring semester would work best. Friday, February 5, 2016 will be presented to President García’s office and the Provost’s office to officially set the date.
The topic was briefly discussed as important for effective planning future years’ enrollment.

Item 8.8 Discussed Out of Order

- 8.8 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2015-16
1. Academic Master Plan Subcommittees (4 faculty to serve on each)
Faculty names were discussed to fill these four subcommittee positions; a total of four faculty that will include one EC member on each. Faculty to be asked to serve, and when they agree to serve, the names will be forwarded to the Provost.

Subcommittee 1	Programs, Degrees, and Outcomes [What we teach]
Subcommittee 2	Students [Who we teach]
Subcommittee 3	Faculty and Pedagogy [How we teach]
Subcommittee 4	Infrastructure and Resources [What we need to support our teaching]
 2. Complete Standing Committee Assignments
 3. Ten (10) faculty to Added Standing Committee: University Writing Proficiency Committee
 4. 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]

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 7-21-15.

- 8.3 Consider a Change to End AS Meetings at 12:50 PM
- 8.4 ASD 15-124 Review Committee Liaison Choices for 2015-16.5 ASD 15-124 Review Committee Liaison Choices for 2015-16
- 8.5 ASD 15-125 Review A.S. Calendar of Meetings 2015-16
- 8.6 Multiple Dates for Committee Chair Orientation – Fall 2015
- 8.7 AS Budget for Assigned Time 2015-16
- ~~8.8~~ Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2015-16
SEE ABOVE
- 8.9 Action Items from Statements-of-Opinion (ASD 15-106) [All University Election Results 2015]
- 8.10 College of Education – Campus Comments Requested re Reaccreditation

IX. NEW BUSINESS

- 9.1 Proposed Campus Policy re WASC Credit for Prior Learning Policy [Feedback by 7-16-15] Research, Creative Activities and Technology Transfer: Infrastructure – Mission, Vision, Organizing Principles
- 9.2 Research, Creative Activities and Technology Transfer: Infrastructure – Mission, Vision, Organizing Principles
- 9.3 Academic Appeals Board re [UPS 300.021](#) Academic Dishonesty [6-30-10]
- 9.4 Faculty Development Center Board Composition – Adding/Replacing Ex Officio Member
- 9.5 ASD 15-126 Treasurer's Report from Academic Senate Account for CSFPF #93400, #97007, #97845
- 9.6 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]
- 9.7 PPR Guidelines
- 9.8 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]
- 9.9 Refer to Faculty Affairs Committee: UPS 210.007 Appointment of Administrative Personnel [1-30-13]
- 9.10 Refer to Faculty Affairs Committee: UPS 210.500 Procedures: Search Committees for Administrative Personnel [1-30-13]
- 9.11 Continue Discussion re Presentation for Proposed Changes to Bylaws & Constitution – CONSTITUENCY ISSUES [from 4-28-15 EC meeting]
Chair Walker stated this ongoing discussion will carry over into the summer for the new EC to agendize. The topic will be brought forward for action – 2015-16 Academic Senate.

X. ADJOURNMENT

M/S/P (Walker/Stang) Meeting adjourned at 1:05 PM.