



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES - SUMMER
JULY 12, 2016**

Approved 8-2-16

11:30 AM - 12:50 PM

PLN-120

Present: Bonney, Brusckhe, Casem (for Meyer), Dabirian, Gradilla, Matz, Oliver, Stambough, Stohs, Walker

I. CALL TO ORDER

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

II. URGENT BUSINESS

- Karen Stocker consented to be the Fullerton Rep for CSU International Programs, but her name didn't make it onto the consent calendar for the May 19th Marathon meeting. Senate Exec was asked to approve the appointment in order to expedite the process. In the fall her candidacy for the position will be put on the first senate meeting's consent calendar.

III. ANNOUNCEMENTS

- (Casem) Senator Casem announced that today is the 40th anniversary of the Fullerton mass shooting. There will be a memorial service in the grove this evening. Senator Matz alerted us to *The Los Angeles Times* article that covered the shooting in a recent story: <http://www.latimes.com/socal/weekend/news/tn-wknd-et-0703-cal-state-fullerton-memorial-20160702-story.html>
- (Bruschke) Senator Brusckhe will be ordering lunch for the July 26th meeting from WhichWich.
- (Bruschke) Senator Brusckhe announced that he along with Senators Stambough, and Dabirian "survived" the basketball game yesterday. Brusckhe would like to also announce faculty will win this year's faculty/staff basketball game.

- IV.** (Gradilla) Senator Gradilla requested course syllabi from his colleagues on Senate Exec for a presentation he will be doing this Friday at Rio Hondo. The topic for his presentation "How Do We Best Prepare Community College lower division students for transfer?" for Rio Hondo College's Student Success and Student Equity grant.

V. APPROVAL OF MINUTES

No minutes.

VI. CHAIR'S REPORT

- Chair shared from the meeting with Alison Wrynn and Sue Swarat on July 5th that they will come to talk with Senate Exec on July 26th. They will be prepared to discuss GE Assessment as well as the following listed below.
 - They raised question on the Centers and Institutes. The senate will revise the UPS, but first Senate Exec must determine which senate committee will be charged with this critical task.
 - Chair Bonney, Wrynn and Swarat discussed the issue of Annual Reports. What purpose do they serve? Are they even read?
 - A solution would be to develop a UPS to address the purpose and rationale for the Annual Report.
 - An issue arose related to unclear syllabi and student's interpretation that syllabi are "contracts". Wrynn will consult with University Counsel regarding the nature of the litigation triggered by syllabi.

Suggestions:

- Add the boilerplate language to be included in all faculty's Titanium course pages.
- Senate Exec asked about the nature of the lawsuits (grading, unclear course outcomes, accommodations, etc) because this information will greatly determine the type of action needed.
- Senator Dabirian suggested we can put some of the core policies online and require every student at the beginning of the semester to go click through them. Dabirian offered the example that the first

- time the student logs onto the portal they see the emergency preparedness information. A new tab could be developed for the core of the syllabus, which will be about learning outcomes and grades.
- The Academic Standards committee would be designated as the appropriate committee to figure out the most effective way to comply and decide if we need to make change to UPS 300.004.
 - Wrynn and Swarat recommend having an accreditation committee to track WASC issues.
 - A couple of our senate committees (Faculty Affairs Committee and the FDC Board) need to update the ex-officios because some MPP positions have been redefined or eliminated.
 - Chair Bonney recommended following suit with other CSU campuses that have Academic Planning committees made up of faculty and administrators.

VII. INTERIM PROVOST REPORT – 12:30 PM

Interim Provost Anil Puri discussed several challenges facing his office. One critical area of urgency will be to fill on an interim basis the various positions in need of filling with the most significant position being that of the AVP for Academic Programs. Puri asked for names of potential candidates to help fill these positions. He has also consulted with PAB and more specifically with the deans.

Another critical issue pertains to the portfolio of duties and units that were within the purview of the Deputy Provost. Part of the duties has been assigned to Kristin Stang. But there still remains uncertainty as to what to do with the rest of the Deputy Provost's portfolio.

Q&A:

Q: Looking at Academic Programs on other campuses, I was curious as to why we had decided to eliminate the position of Deputy Provost since it seems that many of the larger campuses if they don't have a Deputy Provost have an associate provost in that position.

A: I'm trying to figure that out too.

Q: What remains in Shari's portfolio?

A: Intuitional Research, PPR, Irvine Campus, and LOFT.

Q: Who is the RTP process under?

A: The management of the RTP process is under FAR.

Q: Where do chairs needing support dealing with RTP as well as dealing with adjuncts go?

A: Kristin, all the things that chairs and faculty need help with FDC, FAR, online are all combined in Kristin's portfolio.

Q: Does Kristin need more help since she has a bigger job?

A: She has staff support.

Q: If you are on the campus and you are serving in the interim role, how does that get evaluated?

A: We have committees that we form for these selections.

Q: Are we using search firms to fill the permanent positions?

A: When we get there we will decide; I can't tell you right now.

If you have any names you would like me to consider for the position of AVP Academic Programs, I need to hear about them very soon because that is a critical position that is vacant right now, and my first priority is to fill that position.

VIII. STAFF REPORT

No staff report.

IX. UNFINISHED BUSINESS

- 8.1 Continue Faculty Committee Assignments or Standing Committees/Misc. Boards/Committees, 2016-17
Waiting on faculty to respond to request to serve on the various committees.

8.2 ASD 16-96 A.S. Calendar of Meetings 2016-17 (draft)

M/S/P (Matz/Walker) Motion to approve the draft calendar of A.S. meeting dates was approved unanimously.

- Change the November 3rd meeting from an “if needed” meeting to a regular scheduled meeting and make the December 8th meeting an “if needed” meeting.
- Correct the date for the Fall AA/AS Retreat (October 7th).

Suggestion:

- Build in a semester social
 - One possibility would be to leave the December 15th meeting as a scheduled meeting and build into it a social activity or have some food as part of that meeting. Maybe start that meeting at 11:00 am, add a little time to it for a chance to be social.

8.3 Setting Goals and Priorities for Academic Senate 2016-17

1. Academic Unit definition

Chair Bonney will work on this, looking at what other places have done. We will have a discussion on this on July 26th. Sean and Steve will assist with working on this.

2. Revision/Review 30 UPS documents

Chair has sent out a list of UPS documents that she identified needed to be reviewed or have not been reviewed in ten years. One issue arose, although we identify when a document has been changed, we do not indicate when it was last reviewed when *no* changes were made, so we need to begin to do that.

3. New UPS documents

- Evaluation chairs
- Students with disabilities

Both of these proposed new UPS documents came up last year, so academic year Chair Bonney wants to follow up and assign them to the appropriate committees.

Suggestions:

- Send these documents to SALC to work on.
- There is an educational piece to this that needs to be handled at New Faculty Orientation. And there may also be an awareness piece, which means perhaps that there is not so a need for a UPS, but perhaps a resolution in support of facilitating learning for all students including specifying that there should be correct links in syllabi..
- Open the semester with something from Exec at the first Senate meeting on August 25th.

4. Staffing search committees

- Dean ECS
- Provost
- Associate VP for Student Affairs

Please come to the next meeting on July 26th with suggestions.

- Need five faculty for the Dean ECS search and need to decide who wants to be chair's designee on that committee.
- Chair will serve on the Provost search committee and need five faculty for the Provost search committee.
- Check Dropbox for email from VP Eanes and request for three faculty for Associate VP Student Affairs.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 7-26-16.

5. Ongoing searches – VP HRDI and Dean of the Library

6. Senate role in finalizing the AMP

8.4 Syllabus Policy

X. NEW BUSINESS

- 9.1 Planning AS/AA Fall 2016 Retreat – September 23, 2016, 8:00AM to 1:00PM
The retreat has been moved to October 7th
- 9.2 Department Name Change Requests
 - 1. Geography
 - 2. Comparative Religion

XI. DISCUSSION ITEMS – FROM THE MARATION MEETING 5-19-16

- 10.1 ASD 16-75 Revision to UPS 210.007 Appointment of Administrative Personnel [Source: FAC]
 - 1. Renumber UPS 210.007 to UPS 100.400
- 10.2 ASD 16-76 Revision to UPS 210.500 Search Committees for Administrative Personnel [Source: FAC]
 - 1. Renumber UPS 210.500 to UPS 100.500

XII. ADJOURNMENT

M/S/P (Dabirian/Matz)