



ACADEMIC SENATE ANNUAL REPORT 2019 – 2020

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I. STANDING COMMITTEES

A. Academic Standards Committee – report submitted by Kristi Kanel

1. Committee Membership

Academic Standards Committee		
Committee Membership	Constituency	Term Ends Spring
Lisa Draskovich-Long – on leave Spring 2020	ARTS	2020
Kristi Kanel, Chair	HHD	2020
Sung Hee Lee	EDUC	2020
Sudarshan Kurwadkar	ECS	2020
Daniel Rueckert	HUM	2020
Zac Johnson	CCOM	2021
Greg Childers	NSM	2021
Sarah Hill	SOC SCI	2021
Erdem Ucar	MCBE	2021
Eric Karkhoff	L/A/C	2021
Nancy Dority	Ex Officio	non-voting
Isaac Gonzalez	Student	2020
Student	Student	2020
Michele Wood	Exec Liaison	2020

2. Committee Actions

The Academic Standards Committee met on the following days with a quorum: 9/20/2019, 10/18/2019, 11/15/2019, 2/28/2020 and through email as well during the COVID-19 situation. Several UPS documents were revised, approved as revised and submitted to the Executive committee for review. Following are the documents reviewed and revised with majority approval by the Academic Standards Committee:

- UPS 400.010 - Independent Study
- UPS 300.040 - Academic Standards for Postbaccalaureate Students
- UPS 300.030 - Academic appeals
- UPS 300.020 – Grading Practices

The committee also made recommendations to the office of records to modify the Medical Withdrawal online form. An election took place to choose a new Chair for AY 2020/2021. Sarah Hill was nominated and was elected unanimously.

It has been a pleasure to Chair this most important committee.

B. Assessment & Educational Effectiveness Committee – report submitted by Emily Erickson
1. Committee Membership

Assessment & Educational Effectiveness Committee		
Committee Membership	Constituency	Term Ends Spring
Bonnie Williams	HUM	2020
Adam Glesser	NSM	2020
Ioakim Boutakidis	HHD	2020
Jennifer Trevitt	SOC SCI	2020
Sinjini Mitra	MCBE	2021
Ronald Oliver	EDUC	2021
Doina Bein	ECS	2021
Emily Erickson, Chair	CCOM	2021
Eric Karkoff	L/A/C	2021
Mike McGee	ARTS	2021
Pamella Oliver	Ex Officio	non-voting
Designee: Su Swarat		
Harry Le Grande	Ex Officio	non-voting
Designee: Yessica De La Torre		
Mark Filowitz	Ex Officio	non-voting
Amir Dabirian	Ex Officio	non-voting
Designee: Willie Peng		
Su Swarat	Ex Officio	non-voting
Lisa Kirtman	Dean (by Provost)	non-voting
Sheryl Fontaine	Dean (by Provost)	non-voting
Student	Student	2020
Student	Student	2020
Eileen Walsh	Exec Liaison	2020

2. Committee Actions

The Assessment & Academic Effectiveness Committee began last fall with a three-part agenda: (A) Support and participate in the WSCUC site visit, (B) Plan and execute a campaign to publicize the assessment principles laid out in the new version of UPS 300.022, and (C) Begin discussing exactly how to assess the resources dedicated to campus-wide assessment and/or the “campus climate” in terms of faculty valence.

- a) **Support and participate in the WSCUC site visit** — Although the WSCUC team didn’t end up meeting with the AEEC as a committee, most of the committee members participated in at least one meeting with WSCUC team members. They were also kept apprised of the WSCUC developments up through the final commendations and recommendations (three of which implicated assessment).

- b) **Plan and execute a campaign to publicize assessment principles** — By the end of Fall semester, there was a loose plan, in terms of both message and placement, for the campaign. By February, the committee was determining whether example scenarios should be incorporated into the campaign. By March, however, it became clear that there was another topic that demanded all channels and ears: Covid-19. The publicity campaign was tabled.
- c) **Discuss how to assess the resources dedicated to campus-wide assessment** — Discussion of this began in the AEEC’s February meeting. Several concerns about resources and workload had emerged in an earlier Assessment Liaisons meeting, led by Su Swarat, AVP of Institutional Effectiveness. However, in that initial discussion, there was a lack of consensus on the committee about whether resources and workload were even a legitimate concern, let alone a measurable one.

3. Future Items

Two of the three agenda items were left uncompleted with the COVID-19 pandemic and subsequent quarantine, so the committee will be able to determine next year, under new leadership, whether it wants to pick these up where we left off.

C. Campus Facilities & Beautification Committee – report submitted by Deepak Sharma

1. Committee Membership

Campus Facilities & Beautification Committee		
Committee Membership	Constituency	Term Ends Spring
Jamie Tucker	ARTS	2020
Hope Johnson	NSM	2020
Sasha Zeedyk	HHD	2020
Gregory Yorba	L/A/C	2020
Kathleen Preston	SOC SCI	2020
Yuhong He	MCBE	2021
Pending	HUM	2021
Joyce Gomez-Najarro	EDUC	2021
Deepak Sharma, Chair	ECS	2021
Javette Hayes	CCOM	2021
Ali Izadian	Ex Officio	non-voting
Designee: Emil Zordilla		
Pending	Staff (by Pres)	Staff
Larry Martin	Staff (by Pres)	Staff
Jacob Fry	Student	2020
Doug Kurtz	Student	2020
Amir Dabirian	Exec Liaison	2020

2. Committee Actions

The committee dedicated its meetings to enrich CSUF experience for students, faculty, staff, and visitors.

- a) The committee actively sought committee members' inputs regarding campus facilities' safety, improvements, and maintenance. The inputs included, but were not limited to,
 - i. Music at Promenade,
 - ii. Parking management,
 - iii. Introducing Purge Day,
 - iv. Concerns about presence of vehicles on campus,
 - v. Implementing smoking restrictions,
 - vi. Safety concerns due to increasing use of skateboards,
 - vii. Upkeep of intramural fields and Amphitheatre,
 - viii. Suggestions to improve buildings like McCarthy Hall,
 - ix. Elevator maintenance,
 - x. Making the exits from parking structures more efficient, and
 - xi. Concerns about new but confusing road-markings at the intersection of Nutwood and Folino Dr.
- b) The committee expressed its sentiments and requested the Academic Senate to make the following changes.
 - i. Provide a dedicated bike lane for efficient usage of parking facilities
 - ii. Regulate the usage of unauthorized Personal Forms of Transportation (PFTs) such as skateboards, hoverboards, and scooters.
 - iii. Take stricter measures to enforce a smoking ban throughout the campus.

3. Future Items

The committee will continue to work with the stakeholders to meet CSUF's goals and mission.

D. Diversity and Inclusion Committee –report submitted by Aitana Guia

1. Committee Membership

Diversity & Inclusion Committee		
Committee Membership	Constituency	Term Ends Spring
Joshua Dorsey	MCBE	2020
Ronald Oliver	EDUC	2020
Hyun Sook Kim	ARTS	2020
John Sanders – on leave Fall 2019	ECS	2020
James Rodriguez	HHD	2020
Jennifer Burnaford – on leave Spring 2020	NSM	2021
Joy Lambert	L/A/C	2021
Aitana Guia, Chair	SOC SCI	2021
Rebecca Dolhinow – on leave Fall 2019	HUM	2021
Chelsea Reynolds	CCOM	2021
Bobbie Porter	Ex Officio	non-voting
Monica Morales-Garcia	Student	2020
Gabriel Ponce	Student	2020
Alexandro Gradilla	Exec Liaison	2020

NOTE: Ankita Mohapatra (ECS) and Mugdha Yeolekar (HUM) served Fall 2019. Parvin Shahrestani (NSM) served Spring 2020.

2. Committee Actions

a) UPS Documents

- i. Revision of UPS 210.001, Recruitment and Appointment of Tenure-Track Faculty. D&I begun work in revising UPS 210.001 in January 2019 in order to strengthen the equity components of our recruitment and appointment process. The committee completed its revisions during the early fall 2019 and sent it to Faculty Affairs for further revisions. In order to reconcile input from both committees, Faculty Affairs and D&I had a joined virtual meeting on April 17, 2020, approved proposed changes, and sent a revised UPS to the Academic Senate for its May 14, 2020 meeting.
- ii. Drafting of new UPS on Diversity, Equity, and Inclusion at CSUF. D&I begun drafting a new UPS on Diversity, Equity, and Inclusion in the fall 2019. The UPS draft was not completed by the end of the spring semester of 2020. Work on it will resume in fall 2020.

b) Committee Input as an Advisory Board

- i. Input into the 2018-23 Strategic Plan
D&I identified elements of 2018-23 Strategic Plan where it might have a role in the implementation process. During the 2018-19 academic year, each member was assigned a goal and the task to contact other stakeholders to learn how this goal could be implemented. D&I members put this task on hold in order to

assume a more urgent request from the Academic Senate in its ASD 19-99 (See below).

- ii. Memo related to ASD 19-99, A Resolution Responding to the Use of Racial Slurs by a Member of a CSUF Fraternity.

D&I set to accomplish the three tasks the Senate demanded:

- a) Review current diversity training practices and make recommendations for changes, improvements, or additions, including the addition of anti-racism training to the existing training, and
- b) Review current hiring practices and procedures with a focus on diversity, equity, and inclusion.
- c) Review current evaluation practices and procedures, including those related to retention, tenure and promotion, with a focus on diversity, equity, and inclusion. In this review, the committees should carefully consider cultural taxation which often impacts faculty and staff of color who support, advocate, and mentor students of color.”

D&I consulted with the Faculty Development Center and HRDI to fulfil section a).

Because of COVID-19, it did not have enough time to discuss and make recommendations. The item will be given further consideration in fall 2020. D&I pursued its revisions of UPS 210.001 in fulfillment of section b). And D&I was not able to tackle section c). It will resume its work in fall 2020.

c) Other Matters

- i. Election of Chair for 2020-21 AY

Aitana Guia was re-elected as D&I Chair for 2020-21 AY.

d) Item carried over to next year

- i. Revisions of UPS 210.001, Recruitment and Appointment of Tenure-Track Faculty, after Senate meeting
- ii. Drafting of new UPS on Diversity, Equity, and Inclusion at CSUF
- iii. Completion and approval of D&I’s report in fulfillment of ASD 19-99

E. Elections Committee – report submitted by Sarah Hill

1. Committee Membership

Elections Committee		
Committee Membership	Constituency	Term Ends Spring
Merri Lynn Casem	NSM	2020
Fang Zhang	MCBE	2020
Kristi Kanel	HHD	2020
Henry Puente	CCOM	2021
Sarah Hill, Chair	SOC SCI	2021
Stephen Stambough	Exec Liaison	2020

NOTE: Merri Lynn Casem (NSM) and Kristi Kanel (HHD) ran for seats during the All-University Elections, Spring 2020 and therefore did not serve on this committee. Shelli Wynants (HHD) served during the All-University Elections, Spring 2020.

2. Election Results

- a) [ASD 19-91 Special Election, Fall 2019](#)
- b) [ASD 20-25 CSU Election, Spring 2020](#)
- c) [ASD 20-51 All-University Elections, Spring 2020](#)

3. Additional Comments

In addition to the administration of the above elections this year, the Elections Committee has one suggestion for a clarification of the rules for the General Committee elections. While the Academic Senate Bylaws specify that the Academic Senate shall nominate a candidate for each position to be filled on General Committees, at times it has been the case that there is not an Academic Senate nominee for a General Committee election, along with no other candidate nominated via petition. This makes for an odd election in which no one is running for a position. While there may be write-in votes for these positions, often the write-in votes are entirely split. In this case a special election must be called at a later date in order to fill the position on the General Committee. Thus, when it occurs that there is no nominee for a General Committee, we would recommend that the General Committee election be postponed and held as a special election at a later date once there is an Academic Senate nominee.

F. Extended Education Committee – report submitted by Jochen Burgtorf

1. Committee Membership

Extended Education Committee		
Committee Membership	Constituency	Term Ends Spring
Nathan Carr	HUM	2020
Ken Guo – on leave Spring 2020	MCBE	2020
Tenzin Dorjee	CCOM	2020
Hakob Avetisyan	ECS	2020
Colleen Greene	L/A/C	2020
Debra Ambrosetti	EDUC	2021
William Meyer	ARTS	2021
Nilay Patel	CNSM	2021
Yuying Tsong	HHD	2021
Jochen Burgtorf, Chair	SOC SCI	2021
Rommel Hidalgo	Ex Officio	non-voting
Chris Swarat	Ex Officio	non-voting
Student	Student	2020
Student	Student	2020
Irene Matz	Exec Liaison	2020

2. Committee Actions

- a) Approved courses/certificate programs:
- SEDU 7187: LIFT: Diversity and Inclusion Leadership
 - SEDU 7188: Promoting Culturally Responsive Teaching
 - SEDU 7189: Seven Tenets of Healthy Classrooms
 - SEDU 7190: Augmented Reality and Literacy
 - SEDU 7191: Three Reads Routine: Supporting Students with Accessing and Engaging with Mathematic Text
 - SEDU 7192: Why Diversity Matters
 - SEDU 7193: Continuous Improvement to Drive Learning and Instruction
 - SEDU 7194: A Social Justice Approach to Classroom Literacy, Assessments, and Intervention
 - SEDU 7195: Using Students' Funds of Knowledge to Plan Math Tasks
 - SEDU 7196: Assigning Competence and Attending to Status in the Math Classroom
 - SEDU 7198: Providing Meaningful Feedback to Support Growth in Mathematical Knowledge and Understanding
 - SEDU 7209: Create Technology Conference
 - SEDU 7210: Introduction to Game-Based Learning
 - SEDU 7213: Using Games to Learn
 - SEDU 7214: Gamification in Education
 - SEDU 7215: Implementing and Supporting Cooperative Learning in Mathematics Certificate in Game-Based Learning
- b) **Other business:** At the request of the Academic Senate, the EEC investigated the feasibility of a merger with the IEC (International Education Committee) and reached out to IEC leadership. Under the current circumstances, neither committee appears inclined to move toward a merger.
- c) **Election:** The EEC elected Jochen Burgtorf to serve as chair for AY 20-21.

G. Faculty Affairs Committee – report submitted by Sean Walker
1. Committee Membership

Faculty Affairs Committee		
Committee Membership	Constituency	Term Ends Spring
Joao Barros	HHD	2020
Kate Burlingham	SOC SCI	2020
Carolyn Coal	CCOM	2020
Vita Jones	EDUC	2020
David Naish	ECS	2020
Atul Teckchandani	MCBE	2021
Jade Jewett	ARTS	2021
Peter de Lijser	CNSM	2021
Pending	HUM	2021
Barbara Miller	L/A/C	2021
Kristin Stang	Ex Officio	non-voting
Ed Collom	Ex Officio	non-voting
Sean Walker	Exec Liaison	2020

2. Accomplishments

- Resolution on Faculty Workload: Policy and Procedures EP&R 76-36 ASD 20-14
- New UPS – UPS 210.060 Nepotism and Conflict of Interest in Employment
- Revision of UPS 220.000 Policies, procedures, and guidelines for the Administration of Student Opinion Questionnaire (SOQ) Forms
- UPS 270.000 Teaching by Academic Administrators was rescinded
- New UPS – UPS 265.000 Grant Related Specially-Funded Instructional Faculty Appointment
- Revision of UPS UPS 260.102 Sabbatical Leaves
- First reading of revisions to UPS 210.001 - Recruitment and Appointment of Tenure Track Faculty
 - This represents the work of two committees FAC and the Diversity and Inclusion Committee
 - Both committees reviewed and revised the document. D&I and FAC had two joint meetings to complete the document prior to sending to the Academic Senate

3. Plan for 2020-2021

- FAC/D&I should return UPS 210.001 Recruitment and Appointment of Tenure Track Faculty back to the Academic Senate for approval
- FAC should reconsider UPS 220.000 and move SOQs to completely online and consider a common set of questions; Also, FAC should consider less biased questions/instruments for student evaluation of teaching

- Work in Progress
 - UPS 210.000 Tenure and Promotion Personnel Procedures - Revised by subcommittee of FAC but not reviewed by committee; Review by FAC and send to Academic Senate
- Review & Potentially Revise
 - UPS 260.104 Guidelines for Granting Difference in Pay Leaves (review for compliance with CBA and clarity)
 - UPS 210.002 Tenure and Promotion Personnel Standards
 - *Questions*
 - Do the standards for promotion to full professor have to be equal to or higher than those required for tenure and promotion to associate professor? Yes - equal to or higher - but should be able to account for variation in paths - e.g. lots of service/teaching or teaching/scholarship or service/scholarship. [notes from FAC meeting]
 - How often should personnel standards be reviewed? - 5 to 7 Notifying Departments (p11) how should this process work? [notes from FAC meeting]
 - UPS 210.070 Evaluation of Lecturers
 - Review Procedures for Compliance with CBA
 - Review section on classroom observations
 - UPS 210.050 Recruitment and Appointment of Temporary Faculty
- Topics
 - Chair Evaluation
 - UPS 211.100 - Appointment of Department Chairs and Vice Chairs & UPS 211.000 Responsibilities of Departments and Department Chairs
 - Probationary Extensions
 - Associate Professors stepping into roles as MPP or Department Chairs
 - Evaluation & Promotion

H. Faculty Development Center Board – report submitted by Chris Street
1. Committee Membership

Faculty Development Center Board		
Committee Membership	Constituency	Term Ends Spring
Penchan Phoborisut	CCOM	2020
Satoko Kakahara – on leave Spring 2020	HUM	2020
Bill Meyer	ARTS	2020
Edward Knell	SOC SCI	2020
Chris Street, Chair	EDUC	2020
Thanh Nguyen	MCBE	2021
Shelli Wynants	HHD	2021
Michaela Keating	L/A/C	2021
Michael Turi	ECS	2021
Kristy Forsgren	NSM	2021
Erica Bowers	Ex Officio	non-voting
Kristin Stang	Ex Officio	non-voting
Amir Dabirian	Ex Officio	non-voting
Designee: Willie Peng		
Joe Albert Garcia	Ex Officio	non-voting
Tejas Mane	Student	2020
Student	Student	2020
Kristi Kanel	Exec Liaison	2020

NOTE: Megan Graewingholt served as Executive Liaison until March 2020.

2. Committee Actions

For AY 2019-20, the Faculty Development Center Board set out three goals: (a) Provide input on faculty mentoring, (b) Review programs and services offered by FDC, and (c) Provide input on FEID and other grants supported by the FDC. Review and update UPS 101.001, “The Faculty Development Center (FDC)”.

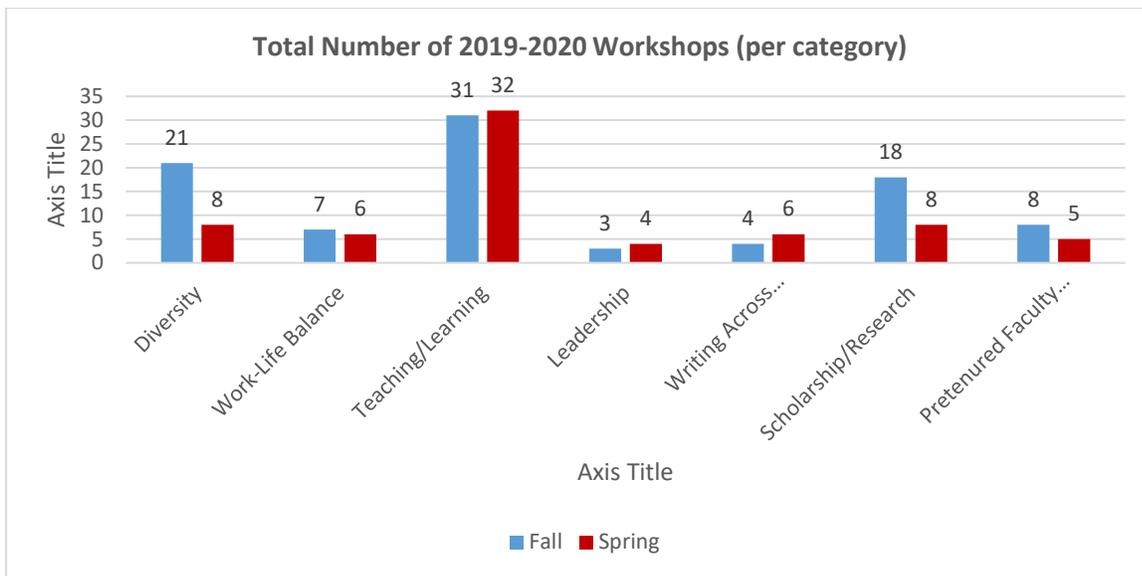
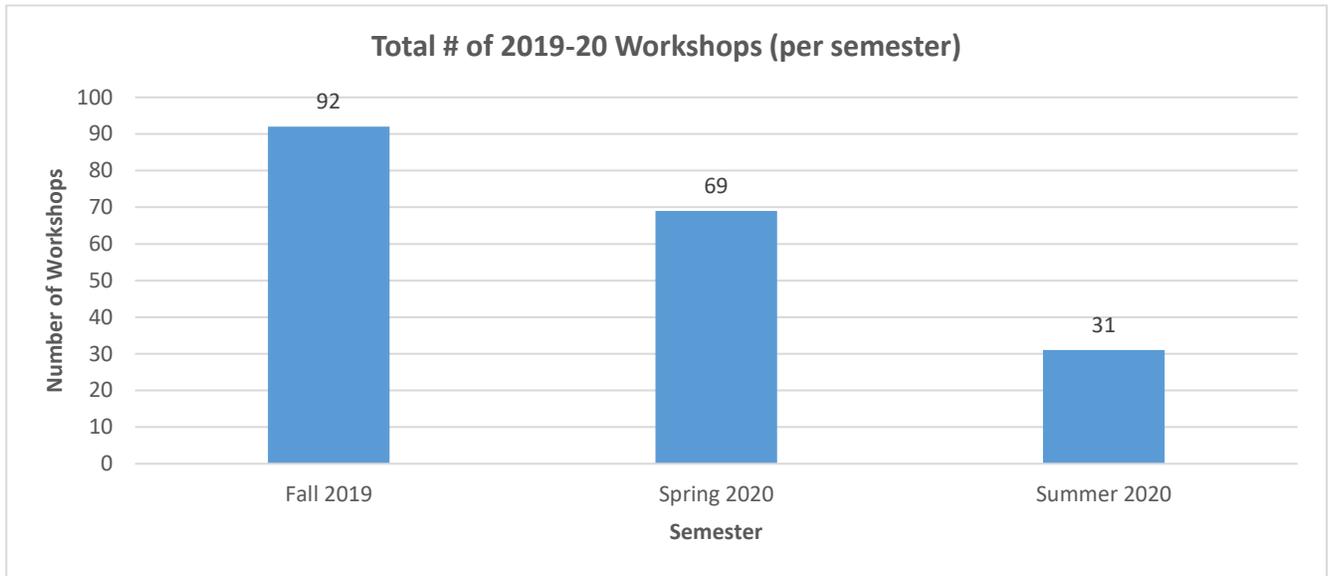
a) Provide input on faculty mentoring

The FDC Board provided feedback and guidance on how to structure an optional faculty mentoring program for second year faculty members.

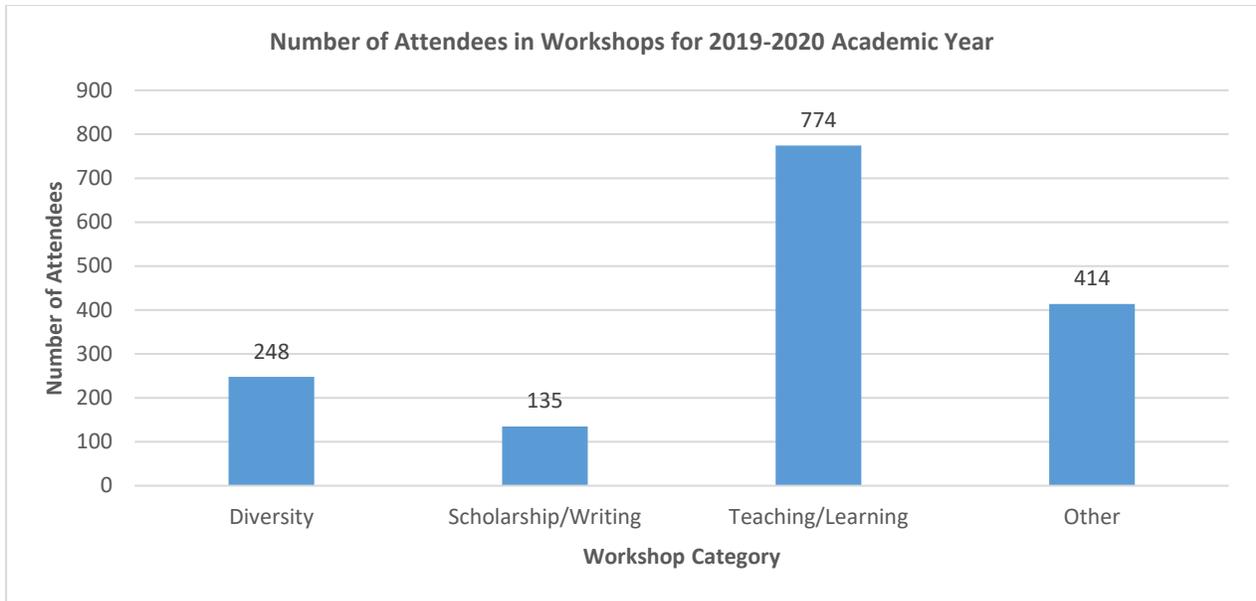
b) Review the programs and services offered by the FDC.

During the 2019-20 Academic Year, the FDC offered 192 workshops. Topics addressed were, diversity, work-life balance, teaching, leadership, writing, and scholarship-research. Further, the FDC targets workshops to specifically meet the needs of the lifespan of faculty (new, pre-tenured, and mid-career). Workshops were offered as one-time or in a series. Some of those offered in a series are New Faculty Support Meetings, Scholarship of Teaching and Learning, Pre-Tenured Faculty. This year, due to the pandemic, all workshops after March 20 were offered through zoom. In addition, the FDC is providing a series of weeklong workshops on Teaching

Remotely hosted in both the current Learning Management System (LMS) Titanium and Canvas. As of June 11th, we have more than 850 registrations.



F19: 92 Workshops; S20: 69 Workshops → AY Year 19-20: 161 Workshops



Scholarship and Research Workshop Attendance	
	Total # of Attendees Per Month
August	3
September	26
October	30
November	6
December	13
January	13
February	12
March	2
April	30
May	0
Total # Attendees Throughout AY 2019-20: 135	
**Note: Total Number of Attendees: sum of all attendance records per day of month	

Teaching and Learning Workshop Attendance	
	Total # of Attendees Per Month
August	85
September	133
October	49
November	62
December	34
January	89
February	146
March	67
April	39
May	70
Total # Attendees Throughout AY 2019-20: 774	
**Note: Total Number of Attendees: sum of all attendance records per day of month	

Diversity Workshop Attendance	
	Total # of Attendees Per Month
August	0
September	52
October	78
November	33
December	26
January	0
February	42
March	17
April	0
May	0
Total # Attendees Throughout AY 2019-20: 248	
**Note: Total Number of Attendees: sum of all attendance records per day of month	

- c) Provide input on FEID and other grants supported by the FDC
- The FDC Board provided feedback on the content of the FEID web-based application, including the documents and rubric. All FDC Board members, with the exception of those who applied, served as FEID reviewers. The FDC Board discussed how best to select applications from different colleges to reflect equitable allocation of resources while at the same time maintaining high quality proposals. The Board recommended supporting the top 30 proposals from the pool of 34, with an 88% funding rate. Due to this year's exceptional situation, the FDC Board felt this enhanced level of support was warranted.

I. Faculty Research Policy Committee – report submitted by Nikolas Nikolaidis
1. Committee Membership

Faculty Research Policy Committee		
Committee Membership	Constituency	Term Ends Spring
HyeKyeung Seung	CCOM	2020
Debbie Rose	HHD	2020
Jessie Peissig	SOC SCI	2020
Jennifer Yee	HUM	2020
Mark Bilby	L/A/C	2020
Fernando Rodríguez-Valls	EDUC	2021
Heather Denyer	ARTS	2021
Nikolas Nikolaidis, Chair	CNSM	2021
Maria Casanova	MCBE	2021
Kiran George	ECS	2021
Binod Tiwari	Ex Officio	non-voting
Sydney Dawes	Ex Officio	non-voting
Michael Coughlin	Ex Officio	non-voting
Student	Student	2020
Stephen Stambough	Exec Liaison	2020

2. Committee Actions

For AY 2019-20, the Faculty Research Policy Committee (FRPC) set out two goals: (I) Collect information, review, and report on the variable (supervisor) units distribution across Colleges. (II) Collect information, review, survey, and report on the top obstacles that faculty researchers face at CSUF in their scholarly and creative activity with a focus on extramural grant writing.

(I) Collect information, review, and report on the variable (supervisor) units distribution across Colleges.

The committee collected information from different Colleges at CSUF as to how they distribute faculty credit (WTUs) for research, supervision, and thesis courses. The committee also retrieved documents defining these courses and their use. The committee found differences on how different Colleges or Departments distribute these credits. The committee wrote a report to the Academic Senate detailing these findings, this report was forwarded to the Provost and was used in a recent Resolution on Faculty Workload.

(II) Collect information, review, survey, and report on the top obstacles that faculty researchers face at CSUF on obtaining extramural funding.

The issue at hand is that although CSUF is high among other CSUs in publication and scholarly activity records, is far behind in securing extramural grants. The committee

evaluated results from individual colleges and survey data from 2016 to determine whether there is a systemic issue, define a consensus of the issues involved, and propose specific ideas to resolve this issue. Although specific issues were identified, the committee decided to generate a new survey focusing more on the individual faculty and their needs. The committee worked on generating the questions and the concepts to be addressed by the survey.

3. Future Items

The FRPC will continue working on the he top obstacles that faculty researchers face at CSUF on obtaining extramural funding. Our aim is to finalize the survey language and administer it earl in the fall semester, analyze the results, and propose how to resolved these issues. The committee will also work in the Intellectual property policy for our campus.

J. General Education Committee – no report submitted

1. Committee Membership

General Education Committee		
Committee Membership	Constituency	Term Ends Spring
Rosie Ordonez-Jasis	EDUC	2020
Greg Childers	NSM	2020
Garrett Hart	CCOM	2020
Jim Taulli	ARTS	2020
Karyl Ketchum – on leave Spring 2020	HUM	2020
Danny Kim	HHD	2021
Brenda Bowser, Chair	SOC SCI	2021
Sarah Parramore	L/A/C	2021
Pratanu Ghosh	ECS	2021
Emmanuel Lartey	MCBE	2021
Elizabeth Boretz	Ex Officio	non-voting
Mark Filowitz	Ex Officio	non-voting
Designee: Brent Foster		
Melanie Therrien	Student	2020
Jesus Rojas	Student	2020
Michele Wood	Exec Liaison	2020

NOTE: James Hussar (HUM) served Spring 2020.

K. Graduate Education Committee – report submitted by Melanie Sacco

1. Committee Membership

Graduate Education Committee		
Committee Membership	Constituency	Term Ends Spring
Minjung Kim	CCOM	2020
Melanie Sacco, Chair	CNSM	2020
Pablo Jasis	EDUC	2020
Sam Stone	SOC SCI	2020
Robert Tomaszewski	L/A/C	2020
Katherine Powers	ARTS	2021
John (Kenneth) Faller	ECS	2021
Eric Carbajal	HUM	2021
Penny Weismuller	HHD	2021
Jennifer Chandler – on leave Spring 2020	MCBE	2021
Mark Filowitz	Ex Officio	non-voting
Joe Albert Garcia	Ex Officio	non-voting
Monica Morales-Garcia	Student	2020
Student	Student	2020
Sean Walker	Exec Liaison	2020

NOTE: Sean (Tsuhsuang) Hsu (MCBE) served Spring 2020.

2. Committee Actions

- a) The Graduate Education Committee reviewed and approved four course proposals for the Graduate Requirement: CPSC 597, EGCE 567, KNES 592, ACCT 506
- b) One certificate program was reviewed and approved by the GEC in Curriculog: Communication Sciences and Disorders Multicultural Certificate
- c) Two UPS documents were discussed and revisions of both documents were forwarded to the Academic Senate for consideration:
 - i. UPS 330.164 Posthumous Degree and Recognition for master’s students
 - ii. UPS 400.010 Independent Study
- d) The Graduate Education Committee discussed mitigation of the impact of campus due to COVID-19 on the progress of graduate students completing their requirements for graduation. It was resolved that OGS would communicate with all academic units regarding changes in procedures due to the move online and that OGS could accept a modified culminating activity for students impacted by campus closure. There would be a lot of latitude to make culminating projects that are substitutes for the original projects without going through Curriculog or doing program changes for the summer.
- e) The Graduate Education Committee discussed in consultation with Michele Taylor from the CSUF Admissions office two issues for students in credential programs wishing to change objectives to use units acquired in a master’s program
 - i. UPS 410.106 section 1. B. 4. states: “The master’s degree Study Plan may include no more than nine units of post-baccalaureate work taken at this

institution prior to admission to an approved program.” A major issue is that students in the credential program complete more than 9 units at CSUF before transitioning into the master’s program. This issue was not resolved and requires follow-up.

- ii. The procedure for students changing from a credential program to a master’s program was changed to require a new application, creating problems for timing (missed deadlines or terms the program isn’t open). Admissions can help with this process to issue late application authorizations for programs for which the deadline had already passed, or the program was closed entirely for the term. Programs that want to open up just internally only who don’t want to take external applications can provide Michele Taylor or Brenda Hernandez in Admissions the academic plan codes to have this set up for Cal State Apply.
- f) A new chair for AY 2020-2021 was elected: Penny Weismuller.
- g) Areas for Graduate Education Committee activity in the coming academic year will include:
 - i. Review of a revised proposal for graduate writing requirement: EGCE - 551 - Construction Procurement Management
 - ii. Follow up on the 9-unit cap for credential students entering the master’s program – it needs to be determined whether this is a requirement from outside the CSU (Title 5 or Chancellor’s Office) or if the CSUF interpretation has been overly rigid and the essence of the UPS is to accept up to 9 units toward the master’s program taken prior to admission to any approved CSUF post-baccalaureate program, including the credentials program, such that all units within the credential program would apply toward the master’s degree. Some revision to the UPS may be in order to reflect this more clearly if the broader interpretation of the UPS is correct, such as discussed in email after conclusion of the semester and proposed below:

The master’s degree Study Plan may include no more than nine units of post-bacclaureate work taken at this university prior to admission to an approved CSUF credential or master’s program.

L. Honors Programs Advisory Board – no report submitted

1. Committee Membership

Honors Programs Advisory Board		
Committee Membership	Constituency	Term Ends Spring
Scott Annin	NSM	2020
Hunter Hargraves	CCOM	2020
Patricia Perez	SOC SCI	2020
Jonathan Cornforth	L/A/C	2020
Malia Hoffmann	EDUC	2020
Craig McConnell, Chair	HUM	2021
Ken Guo – on leave Spring 2020	MCBE	2021
Kathrine Reed	ARTS	2021
Shelli Wynants	HHD	2021
Phoolendra Mishra	ECS	2021
Pamella Oliver	Ex Officio	non-voting
Designee: Brent Foster		
John Gleaves	Ex Officio	non-voting
Sandra Pérez	Ex Officio	non-voting
Harry Le Grande	Ex Officio	non-voting
Designee: Rochelle Woods		
Aaron Aguilar	Student	2020
Student	Student	2020
Eileen Walsh	Exec Liaison	2020

M. Information Technology Committee – report submitted by Charles Grieb

1. Committee Membership

Information Technology Committee		
Committee Membership	Constituency	Term Ends Spring
Nimer Alrushiedat	MCBE	2020
Colleen Greene	L/A/C	2020
Kavin Tsang	HHD	2020
Loretta Donovan	EDUC	2020
Karyl Ketchum	HUM	2020
Nikolas Nikolaidis	NSM	2021
Phoolendra Mishra	ECS	2021
Charles Grieb, Chair	ARTS	2021
Jon Brusckhe	CCOM	2021
Eriko Self	SOC SCI	2021
Framroze Virjee	Ex Officio	non-voting
Designee: Amir Dabirian		
Pamella Oliver	Ex Officio	non-voting
Designee: Steve Walk		
Danny Kim	Ex Officio	non-voting
Designee: Rachel Lasser		
Amir Dabirian	Ex Officio	non-voting
Designee: Willie Peng		
Harry Le Grande	Ex Officio	non-voting
Designee: Elahe Amani		
Sandeep Chopra	Ex Officio	non-voting
Erica Bowers	Ex Officio	non-voting
Shelli Wynants	Ex Officio	non-voting
Jacob Fry	Student	2020
Pooja Mohite	Student	2020
Amir Dabirian	Exec Liaison	2020

2. Committee Actions

For AY 2019-20, Information Technology Committee continued their role (a) acting as an information technology advisory board with monthly CITO updates and provided committee feedback, (b) Discussion of concerns pertaining to ‘E-Sports’. (c) Were consulted in the evaluation and adoption of a new LMS. (d) Drafted a recommended response to the Chancellor’s office ATI Audit. (e) Pandemic response - transition to Online delivery. (f) Ongoing review and update UPS 411.104, “Policy on Online Instruction”, UPS 103.004 “Computing Resources Use Policy”, and Intellectual Property.

The committee concluded the year with electing Prof. Chuck Grieb to serve as for the 2020-21 AY.

- a) **Acting as Information Technology Advisory Board.** Issues of note which were discussed include “E-Sports”, implementation of Multi Factor Authorization (MFA), the ATI Audit and the significant impact the Pandemic has had on the use of technology in the delivery of instruction. The committee will continue to act as an advisory board and monitor implementation of these and other academic technology strategies.
- b) **E-Sports.** Space in the library has been allocated for the development of E-Sports at CSUF. Concerns were raised about the inclusiveness of the E-Sports community and culture. The committee wishes to ensure that the use of space is appropriate and the culture one that is inclusive of all. The conversation is ongoing.
- c) **New LMS.** The committee participated in evaluating and recommending the new Canvas LMS.
- d) **ATI Audit.** The committee evaluated the results of the ATI Audit, drafted and sent a resolution recommending considerations in response to the Audit’s recommendations.
- e) **Pandemic response.** The transition to online delivery of almost all courses has become a priority of the committee.
- f) **UPS 411.104, “Policy on Online Instruction”.** Extensive revision has been recommended to bring the UPS into compliance with current practice and CSU norms. This discussion is ongoing and will be resumed by the committee in the fall of 2020. Discussions pertaining to UPS 103.004 “Computing Resources Use Policy” and Intellectual Property are also ongoing.

3. Future Items

The impact of moving most of the coursework online will continue to be a priority. Review of UPS 411.104 and UPS 103.004 are ongoing and a priority for the committee to conclude in 2020-21. The University lacks an Intellectual Property Policy. Recent negotiations between the Chancellor’s Office and the CFA have reset the status of IP policy being developed by the CSU. Discussion of the need for an IP Policy will be a topic in the 2020-21 AY. The committee will continue it service as an information technology advisory board.

N. International Education Committee – no report submitted
1. Committee Membership

International Education Committee		
Committee Membership	Constituency	Term Ends Spring
Darren Sandquist	CNSM	2020
Linda Kroff	ARTS	2020
Laichen Sun	SOC SCI	2020
Dean Kazoleas, Chair	COMM	2020
Sudarshan Kurwadkar	ECS	2020
John Hickok	L/A/C	2021
Peng Liu	MCBE	2021
Joao Barros	HHD	2021
Rebecca Gutierrez Keeton	EDUC	2021
April Bullock	HUM	2021
Chris Swarat	Ex Officio	non-voting
John Beisner	Ex Officio	non-voting
Ankit Sharma	Student	2020
Student	Student	2020
Amir Dabirian	Exec Liaison	2020

O. Internships and Service Learning Committee – report submitted by John Haan
1. Committee Membership

Internships & Service Learning Committee		
Committee Membership	Constituency	Term Ends Spring
Vahideh Abedi	MCBE	2020
Amber Chitty	COMM	2020
John Patton	SOC SCI	2020
Kathryn Wilson, Chair – Fall 2019	ARTS	2020
Rakeshkumar Mahto – on leave Spring 2020	ECS	2020
Brady Heiner – served Fall 2019 only	HUM	2021
Grace Cho	EDUC	2021
John Haan, Chair – Spring 2020	NSM	2021
Joy Sage	L/A/C	2021
Shana Charles	HHD	2021
Elizabeth Zavala-Acevez	Ex Officio	non-voting
Designee: Douglas Stude		
Dawn Macy	Ex Officio	non-voting
Pooja Mohite	Student	2020
Lesley Aguirre	Student	2020
Eileen Walsh	Exec Liaison	2020

NOTE: Michael Groves (NSM) served Fall 2019.

2. Accomplishments & Activities:

During the 2019-20 academic year the committee:

- a) Discussed (by way of follow up) the document that the committee developed last year in response to workload concerns regarding faculty mentoring of student internships. This document was discussed at the February Academic Senate meeting as “11.3 ASD 20-14 Resolution on Faculty Workload: Policy and Procedures EP&R 76-36” with the following subpoints:
 - i. Internships and Service Learning Committee Report on WTU
 - ii. Faculty Research Policy Committee Variable Units Memo
 - iii. EP&R 76-36 Faculty Workload: Policies and Procedures

The committee discussed this document both before and after its appearance on the senate floor. New members of the committee agreed with the importance of this document and discussion.
- b) Invited 2 speakers to give formal presentations at committee meetings to allow committee members to understand the roles of internships and service learning to the CSUF community: Andrew Gonzales (CICE) and Robert Pierce (CICE). These presentations sparked active and informative discussions with the committee.
- c) Began discussions that will lead into primary agenda items for AY20-21. First, the committee discussed expansion of internship programs to departments that do not have a strong emphasis on the activity. Second, the committee discussed the activity of

service learning and how the university might more effectively implement it, both in programs where it is already integrated and in programs that presently do not have any service learning courses.

3. Future Outlook

During the 2020-21 academic year, the committee will:

- a) Continue to examine the workload issue in collaboration with the Academic Senate and the Faculty Research Committee
- b) Invite presentations from experienced faculty who coordinate and/or teach service learning courses/activities
- c) Discuss the role of the committee in service learning at CSUF; this has not been discussed in any detail for at least 5 years on this committee.
- d) Further discuss potential for expansion of internships in some programs.

P. Library Committee – report submitted by Mark Bilby

1. Committee Membership

Library Committee		
Committee Membership	Constituency	Term Ends Spring
Christopher Slogar	ARTS	2020
Pratanu Ghosh	ECS	2020
Jeanette Solano – on leave Spring 2020	HUM	2020
Maritza Lozano	EDUC	2020
Natalie Fousekis	SOC SCI	2020
Lingxiao Li	MCBE	2021
Sinan Akciz	NSM	2021
Erika Thomas	CCOM	2021
Mark Bilby, Chair	L/A/C	2021
Daniela Rubin	HHD	2021
Emily Bonney	Ex Officio	non-voting
Tejas Mane	Student	2020
Anjali Lyer	Student	2020
Irene Matz	MCBE	Exec Liaison

2. Committee Actions

- a) **Advised ASCSU on the Creation of a Systemwide Model Green Open Access Policy and Decided to Pass a Campus Green Open Access Policy Early in AY 2020-2021.** Last academic year, on May 17, 2019, ASCSU unanimously passed AS-3376-19/FA, which arose out of the work of this committee. This year, as this committee’s chair, Bilby participated in the ASCSU Open Access Ad Hoc Committee created in keeping with the CSUCO’s response to AS-3376-19/FA. Together with Lana Wood at CSUEB, Bilby put together a meeting of the committee on April 10,

2020, that included guests Angus MacDonald (Lead IP Counsel) and Katie Fortney (California Digital Librarian) from the University of California Office of the President. This meeting answered and settled all legal questions and concerns and should lead to the creation of a model Green Open Access policy for the CSU and successful passage of Green Open Access policies across most if not all CSU campuses. In April 2020, after news that the CSU East Bay Academic Senate was close to approving a Green Open Access Policy (which they eventually did), the CSU Fullerton Senate Library committee considered passing (for the fourth time!) our own Green Open Access Policy, but the committee felt it would be best to do this at the start of AY 2020-2021.

- b) Referred a Successful ORCID Resolution to ASCSU.** Last AY this committee passed an ORCID resolution, which, following the advice of AS Executive committee, became an ORCID endorsement, co-signed by five AS committees (Library, Faculty Affairs, Faculty Research Policy, FDC Board, and Information Technology) and several administrators. This year this committee referred our ORCID resolution (thoroughly revised by Bilby) to ASCSU's Faculty Affairs committee through our AS Chair and ASCSU Senator Mark Stohs. That committee reviewed the resolution on December 13, 2019 and approved it on January 24, 2020. ASCSU plenary approved the resolution (AS-3412-20/FA) without dissent on May 7, 2020.
- c) Considered Revisions to UPS 300.004 to become an "Open Syllabus Policy" and Passed a "Resolution in Support of Open Syllabi."** As committee chair, Bilby initially proposed revisions to UPS 300.004 to require departments to collect and archive electronic versions of faculty syllabi, and also to encourage faculty and departments to follow best practices in accessibility and linked open data compliance in these archived syllabi. These recommendations would help populate our new ScholarWorks Institutional Repository and also provide valuable information for the library to support faculty textbooks and Open Educational Resource alternatives. The committee felt that such policy revisions should be considered by Faculty Affairs committee and Senate Executive committee. As an alternative approach, this committee passed a "Resolution in Support of Open Syllabi" to outline best practices in syllabus creation and archiving, but this resolution was rejected by Senate Executive Committee.
- d) Began Development of Faculty Survey in Response to Curzon 360 Report.** Sue Curzon, former Library Dean at CSU Northridge, conducted an extensive external review of the Library. Associate Dean of the Library Ann Roll identified four action items for the AS Library Committee based on this review:
 - i. In partnership with the Academic Senate's Library Committee, conduct an updated survey of faculty needs to inform a plan of continuous outreach to faculty.
 - ii. In consultation with the Academic Senate's Library Committee and college faculty, develop a long-range collection development plan that supports the curriculum.
 - iii. In partnership with the Office of Research and Sponsored Projects and the Academic Senate's Library Committee, conduct or obtain a survey of faculty research and grants activities to develop a multi-year collection development plan that supports faculty research.

- iv. In partnership with the Academic Senate's Library Committee and college faculty, identify strategic scholarly communication priorities to be developed, funded and implemented.

Last AY, the committee decided that all four action items should be done together as part of a single survey so as not to overburden faculty and to await the hiring of the new Collection Development Librarian. This AY, the Survey Task Force (Sinan Akciz, Ann Roll, Mike DeMars, Keri Prelitz, and Mark Bilby) met multiple times to develop the content and a Spring timeline to administer and review the faculty survey. Unfortunately, COVID-19 interrupted these plans, and so the Task Force decided to postpone the faculty survey until AY 20-21.

- e) **Decided on Strategic Plan Implementation Roles.** The committee volunteered to advise or be of service in regard to evaluating the following goals in the Strategic Plan:
 - Transformative Education 7: Increase existing outreach with community partners and alumni to connect faculty, students, and staff.
 - Transformative Education 8: Increase on-campus student employment, internships, and professional development opportunities.
 - Student Completion 6: Increase interventions to support retention efforts, including focus on equity and opportunity gaps
 - Student Completion 7: Promote and support the critical roles of faculty and staff in collaborative student success efforts
 - Financial and Physical Capacity 4: Foster university-wide community engagement efforts that develop a deep, meaningful CSUF presence throughout Orange County.
- f) **Selection of AY 20-21 Chair.** On May 4, 2020, the committee elected Sinan Akciz as chair for the next academic year.

The committee passed this information along to Senate Executive Committee, but we did not hear back about any specific responsibilities being assigned.

3. Future Items

- a) Pass a Green Open Access Policy. Following ASCSU Green OA Resolution, pass a Green OA Policy identical to those being passed by other CSU campus Senates in AY 20-21.
- b) Oversee Library Services Survey. Create and conduct a survey of Library services related to outreach, collection development, grant support, and scholarly communications.
- c) Create an Open Research, Publishing, and Education Policy or Resolution. Create a policy or resolution designed to ensure complete institutional funding and support for faculty to publish Open Access and to create, use, and adopt Open Educational Resources.

Q. Planning, Resource, and Budget Committee – report submitted by Dave Mickey
1. Committee Membership

Planning, Resource, and Budget Committee		
Committee Membership	Constituency	Term Ends Spring
Dave Mickey, Chair	ARTS	2020
Mikyong Kim-Goh	HHD	2020
Craig McConnell	HUM	2021
Chean Chin Ngo	ECS	2021
Maria Estela Zarate	EDUC	2021
Anthony Davis	LIBRARY	2021
Stacy Mallicoat	SOC SCI	2022
HyeKyeung Seung	CCOM	2022
Peter de Lijser	NSM	2022
Marcia Clark – on leave Spring 2020	MCBE	2022
Framroze Virjee	ADMIN	Ex-Officio Voting
Designee: Danielle Garcia	ADMIN	non-voting
Pamella Oliver	ADMIN	Ex-Officio Voting
Harry Le Grande	ADMIN	Ex-Officio Voting
Danny C. Kim	ADMIN	Ex-Officio Voting
Greg Saks	ADMIN	Ex-Officio Voting
Amir Dabirian	ADMIN	Ex-Officio Voting
David Forgues	ADMIN	Ex-Officio Voting
Emeline Yong	STAFF	Ex-Officio Voting
Nelson Nagai	STAFF	Ex-Officio Voting
Claire Jenkins	Student	2020
Aaron Aguilar	Student	2020
Megan Graewingholt	Exec Liaison	2020

NOTE: Adelina Gnanlet (MCBE) served Spring 2020.

2. Committee Actions

Presentations:

- Emily Bonney Professor Liberal Studies Dean Pollak Library
- President Virjee’s Memo to the PRBC
- Graduate Studies Joe Albert Garcia, Ph.D.
- FDC, Dr. Erica Bowers
- Budget 101, VP Danny Kim, Laleh Graylee
- Binod Tiwari , Ph.D., P.E. Associate Vice President Office of Research and Sponsored Projects
- Associated Students, Inc. Aaron Aguilar President
- WASC Update Pamella H. Oliver Provost and Vice President for Academic Affairs

- Program Cost Analysis Requirements Alyssa Adamson
- Parking and Transportation Kristen Jasko

Conversation with the Deans: Planning and Resources

- Sheryl I. Fontaine, Ph.D. Dean, College of Humanities and Social Sciences
- Marie Johnson Dean of the College of Natural Sciences and Mathematics
- Lisa Kirtman, Ph.D. Dean, College of Education
- Dale A. Merrill, Dean College of the Arts
- Susan Barua, Ph.D. Dean, College of Engineering and Computer Science
- Morteza Rahmatian Dean, Mihaylo College of Business and Economics
- Bey-Ling Sha Dean, College of Communications

Programs Reviewed

- Center for Navigation in ECS
- Bachelor of Science in Human Services with a Concentration in Addiction Studies
- Bachelor of Science in Human Services with a Concentration in Elementary Education
- Bachelor of Science in Human Services with a Concentration in Mental Health
- Minor in Science, Culture, and Society
- Bachelor of Science in Public Health with a Concentration in Public Health Nutrition
- Bachelor of Science in Computer Science with a Concentration in Cybersecurity
- Master of Science in Computational Applied Mathematics
- Bachelor of Fine Art in Art with a Concentration in Glass
- Bachelor of Fine Arts in Art with a Concentration in Computer Animation and Game Art
- Business Administration, Human Resources Concentration
- Communication Sciences and Disorders Multicultural Certificate

PRBC Memo

The University has successfully managed the challenges of moving to a virtual environment caused by the COVID-19 “Stay at Home” safety measures to flatten the curve. This has caused an environment of financial uncertainty. PRBC recommends if budget reductions are necessary to balance the budget and address mandatory and other critical budget needs, then funds should be prorated across the divisions or addressed by one-time funds, divisional reserves, or unallocated year-end budget balances, in alignment with the priorities set forth in the PRBC 2020 Annual Memo.

R. Student Academic Life Committee – report submitted by Jamie Tucker

1. Committee Membership

Student Academic Life Committee		
Committee Membership	Constituency	Term Ends Spring
Phoolendra Mishra	ECS	2020
Kyeung Hae "Karen" Lee – on leave Spring 2020	HHD	2020
Rebecca Dolhinow – on leave Fall 2019	HUM	2020
Ying-Chiao Tsao	CCOM	2020
Jamie Tucker, Chair	ARTS	2020
Adelina Gnanlet	MCBE	2021
Armando Garza	EDUC	2021
Michael Loverude	NSM	2021
Patricia Literte	SOC SCI	2021
Jonathan Cornforth	L/A/C	2021
Elizabeth Boretz	Ex Officio	non-voting
Harry Le Grande	Ex Officio	non-voting
Designee: Hallie Hunt		
Amanda Davidson	Ex Officio	non-voting
Student	Student	2020
Student	Student	2020
Student	Student	2020
Michele Wood	Exec Liaison	2020

NOTE: Megan Graewingholt served as Executive Liaison until March 2020.

2. Committee Actions

This past year was a very challenging year for all of us. The committee began the year with looking at UPS 230.100, dealing with elections on campus, which we tabled for next year. Mark Stohs, asked the committee to look, and revisit UPS 300.000, Students Rights and Responsibilities, after the incident in the fall, and to report back by the end of Spring 2020. We have made great progress, but the UPS needed a lot of work and revision. We will continue to work on the document through the Summer and into Fall 2020 Semester. I am hoping to submit to the senate in the Fall an updated UPS 300.000 to be reviewed.

S. University Advancement Committee – report submitted by Richard (William) Laton
1. Committee Membership

University Advancement Committee		
Committee Membership	Constituency	Term Ends Spring
Lidia Nuno	SOC SCI	2020
Natalie Tran	EDUC	2020
Daniel Cavagnaro	MCBE	2020
Alice Lee	HHD	2020
Keri Prelitz	L/A/C	2020
Katherine Powers	ARTS	2021
Tara Suwinyattichaiporn	CCOM	2021
Pratanu Ghosh	ECS	2021
Richard (William) Laton, Chair	NSM	2021
Satoko Kakihara	HUM	2021
Greg Saks	Ex Officio	non-voting
Designee: Todd Frandsen		
Binod Tiwari	Ex Officio	non-voting
Justin Gerboc	Ex Officio	non-voting
Mohamed Mohamed	Student	2020
Student	Student	2020
Stephen Stambough	Exec Liaison	2020

2. Committee Actions

For AY 2019-20, the University Advancement Committee (UAC) set out with several goals: (a) to review and provide input to Advancement, (b) Review the results of a survey of all departments on alumni outreach, and (c) to review any policies that the Senate may need reviewed.

- a) **Review and Provide input to the University Advancement group.** The Chair of the UAC met with Vice President Saks in Fall 2019. Additionally, several staff members provided updates to the committee throughout the fall and spring. The UAC would listen, question and provide input to staff to all outreach activities. These ranged from; homecoming, dinner with 12 titans to Fullerton days and for the first time Titan Giving Day.
- b) **Review Results of Survey of all Departments in regard to their alumni outreach efforts.** In the spring of 2019, the Committee sent out a survey of alumni outreach efforts to the college deans. A total of 22 departments participated in the survey. The committee reviewed the results of this survey and provided input to the Advancement personnel.
- c) **Review any policies that the Senate may need reviewed.** The committee was asked to review UPS 100.300. We reviewed the policy and had no significant changes to

forward to the Senate. This may change as new directives come down from the Chancellor's office

3. Future Items

The first item of business for the UAC in AY 20-21 is to select a Chair. The UAC has primarily been involved in providing input into specific University Advancement programs. It has not, however, been actively engaged in discussing true integration of faculty in advancement efforts. It is not entirely clear the degree to which the UAC should or wants to be involved in activities of University Advancement, or if occasional consultation is sufficient. It may be helpful to revisit the Development Culture Strategic Task Force's recommendations to see if there are particular areas for UAC to encourage faculty engagement in building a culture of philanthropy.

T. University Curriculum Committee – report submitted by Fred Kinney

1. Committee Membership

University Curriculum Committee		
Committee Membership	Constituency	Term Ends Spring
Rob Robinson	SOC SCI	2020
Robert Mead	MCBE	2020
Benikia Kressler – on leave Spring 2020	EDUC	2020
Merri Lynn Casem	CNSM	2020
Phoolendra Mishra	ECS	2020
Fred Kinney, Chair	ARTS	2021
Rahul Chakroborty	COMM	2021
Debbie Rose	HHD	2021
Irena Praitis	HUM	2021
Samuel Barber	L/A/C	2021
Mark Filowitz	Ex Officio	non-voting
Designee: Brent Foster		
Student	Student	2020
Student	Student	2020
Alexandro Gradilla	Exec Liaison	2020

NOTE: Alison Dover (EDUC) served Spring 2020.

2. Committee Actions

- a) **AB 1460 & CSU Ethnic Studies.** Discussed at length how CSUF would possibly address AB 1640. There seemed to be a consensus that Ethnic Studies has the support of the university the issue is the mechanics of implementing it and possibility of adjusting &/or increasing the rigor of Overlay Z classes to meet the requirements of AB 1460. It should be noted that members of the UCC felt that CSUF could get ahead of the requirements and become a model within the system for Ethnic Studies.

- b) **UPS 411.100 Curriculum Guidelines & Procedures: Courses (Retiring Courses)** in the Ethnic Studies Department The committee showed strong support for the impact that these courses have.
- c) **Revision of UPS 410.103 – Curriculum Guidelines and Procedures: Academic Programs.** This revision was motivated by revisions to UPS 410.104. With the move to all undergraduate subprograms being identified as concentrations, these modifications remove reference to options and emphases as undergraduate subprograms.
- d) **UPS 410.105 - Policy for Bachelor of Arts/Bachelor of Science Differentiation.** The UCC voted to retain UPS as is, with an informal note to Senate that the UCC acknowledges there may be a case to rescind UPS 410.105 Policy for Bachelor of Arts/Bachelor of Science Differentiation.
- e) **Revision UPS 410.113 - Guidelines for the Structure of Joint Degree Programs.** The UCC voted to approve the changes to UPS 410.113 Guidelines for the Structure of Joint Degree Programs to match the language of the WASC Joint Degree Policy as it pertains to programs shared between separate colleges or universities. The name should be updated so as not to conflict with the WASC use of Joint Degree Programs.
- f) **UPS 430.000 - Guidelines for the Submission of Proposals for the Addition of New Degree Programs to the University’s Master Plan.** UCC voted to approve a revision to UPS 430.000 Guidelines for the Submission of Proposals for the Addition of New Degree Programs to the University’s Master Plan. The UCC made minor edits, eliminated outdated terminology, and brought policy into alignment with the Curriculog submission system.

3. Committee Input as an Advisory Board

- a) **Honors Program Course Changes – Add A New Topic to HONR 304T.** UCC is responsible as the Honors Program is not housed in a College. The UCC approved a proposal to adding an another topic to HONR 304T.

4. Other Actions

- a) **Election of Chair for 2020-21 AY**
Fred Kinney was elected as UCC Chair for 2020-21 AY.

5. Item carried over to next year

- a) **UPS 411.102 Curriculum Guidelines and Procedures: Academic Jurisdiction**

U. University Writing Proficiency Committee – report submitted by Janna Kim
1. Committee Membership

Writing Proficiency Committee		
Committee Membership	Constituency	Term Ends Spring
Jonathan Markley	SOC SCI	2020
Teeanna Rizkallah	MCBE	2020
John Koegel	ARTS	2020
Christina Ceisel	CCOM	2020
Melanie Sacco	NSM	2020
Alison Dover	EDUC	2021
Janna Kim, Chair	HHD	2021
Jie Tian	L/A/C	2021
Garrett Struckhoff	ECS	2021
Kevin Lambert	HUM	2021
Mark Filowitz	Ex Officio	non-voting
Bonnie Williams	Ex Officio	non-voting
Leslie Bruce	Ex Officio	non-voting
Melanie Sacco	Ex Officio	non-voting
Student	Student	2020
Irene Matz	Exec Liaison	2020

2. Committee Actions

According to UPS 320.020, courses used to fulfill or partially fulfill undergraduate students’ Upper Division Writing Requirement (UDWR) must be reviewed and certified by the University Writing Proficiency Committee (UWPC) as writing intensive, writing complementary, or thesis courses.

In AY 2019-2020, the UWPC launched its 8-year review cycle, focusing on courses from Mihaylo College of Business and Economics (MCBE) and the English Department. The one course submitted by MCBE and the seven courses submitted by the English Department were reviewed and approved. The UWPC also agreed to review courses submitted to Curriculog for writing certification on an ongoing basis, resulting in the review and approval of two writing-complementary courses from the Department of Computer Science. The WAC website is being updated to publish a list of all UDWR-certified courses for the campus.

The Colleges of Health and Human Development and Natural Sciences and Mathematics will be asked to submit their courses for UDWR review in AY 2020-2021, and relevant units in those colleges have been notified by memo.

Leslie Bruce and Christina Cardenas, representing Writing Across the Curriculum (WAC), worked with the UWPC to create a set of online resources and information to facilitate the

UDWR certification and recertification process. Now published on the WAC website are the 8-year review cycle for UDWR certification, an online list of UDWR-certified courses, and sample materials from UDWR-certified courses.

Finally, in AY 2019-2020, the UWPC reviewed 12 student petitions for UDWR.

3. Future Actions

Next academic year, we will meet with and provide support, as needed, to academic units that are scheduled for UDWR certification in the next two academic years, including those in Health and Human Development, Natural Sciences and Mathematics, and Communications.

II. GENERAL COMMITTEES

A. Faculty Personnel Committee – report submitted by Reyes Fidalgo

1. Committee Membership

Faculty Personnel Committee		
Committee Membership	Constituency	Term Ends Spring
Uksun Kim	ECS	2020
Eve Himmelheber	ARTS	2020
Gulhan Bourget	NSM	2020
Radha Bhattacharya	MCBE	2021
Janice Myck-Wayne	EDUC	2021
Elaine Rutkowski	HHD	2021
John Hickok	LIBRARY	2021
Jason Teven	CCOM	2022
Kristine Dennehy	SOC SCI	2022
Reyes Fidalgo, Chair	HUM	2022

2. Committee Actions

The FPC held seven face-to-face and several zoom meetings, and worked synchronously and asynchronously via email mostly during the Spring semester—including vacation periods and weekends, and through family losses, to:

- a) Review and make recommendations on twenty-five (25) faculty portfolios from Educational Leadership (1); Literacy and Reading Education (1); Finance (4); Economics (3); Accounting (2); Kinesiology (3); Politics, Administration and Justice (1); Counseling and Psychological Services (3); Child and Adolescent Studies (2); Human Services (1); Nursing (1); Information Systems and Decision Sciences (1); and Civil and Environmental Engineering (2).
- b) Revise and make recommendations on two (2) files after approved additional material requests.
- c) Review and make recommendations on ten (10) additional material requests.

- d) Hold three (3) conferences with the Department Chair.
- e) Hold four (4) conferences with the Provost.

3. Recommendations

The FPC urges the senate to include a representative from the committee in future discussions regarding the revision of UPS 210.000, 210.002, and other RTP-related processes and documents.

B. Professional Leaves Committee – report submitted by Jennifer Burnaford

The Professional Leave Committee (PLC), in association with Faculty Affairs and Records (FAR), is tasked with reading, reviewing and ranking sabbatical proposals submitted by CSUF faculty members.

1. Committee Membership

Professional Leaves Committee		
Committee Membership	Constituency	Term Ends Spring
Jennifer Burnaford, Chair	NSM	2020
Shawn Wang	ECS	2020
Kathleen Preston	SOC SCI	2020
Adolfo Prieto	LIBRARY	2020
Rebecca Bodan	HHD	2021
David Nevell	ARTS	2021
Carolyn Coal	CCOM	2021
Yuna Kim	MCBE	2022
Timothy Green	EDUC	2022
Brady Heiner	HUM	2022

2. Committee Actions

Two Professional Leaves Committee members attended the workshops provided by Faculty Affairs and Records for potential applicants. These members played an important role as they answered many of the questions during the workshops. The committee met three times in Fall 2019. Our first kick-off meeting was to learn the process and discuss the rating rubric from UPS 260.102. Next, we held a calibration meeting in which we discussed our ratings of several applications from past cycles (we only practiced with applications from past applicants who had agreed to share their applications with others). After all of the ratings were submitted, FAR ran the reports and the committee met for its final recommendations meeting. This is where we saw the applicants rated from high to low and decided where to draw the lines and create our final recommendations of Highly Recommended, Recommended, and Not Recommended.

Award Recommendations

Of the 86 applications, 7 applicants requested a one-year leave and 79 requested a one-semester leave.

Fifty (50) one-semester leave proposals and seven (7) academic year leave proposals were **HIGHLY RECOMMENDED** for awards.

Twenty-seven (27) one-semester leave proposals were **RECOMMENDED** for awards.

Two (2) one-semester leave proposals were **NOT RECOMMENDED** for awards.

Funding

The Provost funded the top 42 one-semester proposals that were “Highly Recommended” as well as all 7 academic year proposals. Applicants who were not funded received their overall rating, ranking, and any comments entered by Professional Leaves Committee members during proposal evaluation.

Follow-up Inquiries

After the award letters were distributed, several faculty members contacted the committee Chair and Ed Collom (FAR Director) to discuss their denials. Ed met with several candidates and exchanged emails with others.

3. PLC Chair Comments

The current system of application review and evaluation moves efficiently and effectively. The three committee meetings (kick-off, calibration, and final recommendations) were important in helping the committee members align expectations with UPS 260.102 and to maintain consistency in terms of evaluating the large number of proposals. FAR was essential in terms of making the process run smoothly.

C. Faculty Research Committee – report submitted by Katherine Bono
1. Committee Membership

Faculty Research Committee		
Committee Membership	Constituency	Term Ends Spring
Steven Chen	MCBE	2020
Zair Ibragimov	NSM	2020
Rahul Chakraborty	CCOM	2020
Katherine Bono, Chair	HHD	2020
Katherine Powers	ARTS	2020
Jidong Huang	ECS	2021
Cynthia Gautreau	EDUC	2021
Kevin Lambert	HUM	2021
Philippe Zacair	SOC SCI	2021
Barbara Miller	LIBRARY	2021
Binod Tiwari	Ex Officio	non-voting
Tariq Marji	Ex Officio	non-voting
Student	Student	2020

2. Committee Actions

For AY 2019/2020, the Faculty Research Committee (FRC) was tasked with implementing two intramural funding opportunities for faculty, including the Research, Scholarship, and Creative Activity (RSCA) and the Junior/Senior grants. For each of these programs, the committee reviewed and revised the call for proposals and the scoring rubric. After faculty had submitted proposals, the FRC reviewed all eligible proposals, scored them, and made recommendations for funding to the Office of Research and Sponsored Projects and to the Provost.

3. Future Items

In AY 2020-2021, the FRC will complete the same tasks as were completed in AY 2019-2020.

III. MISCELLANEOUS COMMITTEES

A. Academic Appeals Board – report submitted by William Haddad

1. Membership

Academic Appeals Board		
Committee Membership	Constituency	Term Ends Spring
Daniel Rueckert – served Spring 2020 only	HUM, ASC	2020
Merri Lynn Casem	NSM	2021
Penny Weismuller	HHD	2021
William Haddad	Ex Officio	Ex Officio
Amaya Gregory	Student	2020
Issac Gonzalez	Student	2020

NOTE: Lisa Draskovich-Long served Fall 2019.

2. Comments

Per UPS 300.030, I am pleased to submit to you a summary of the activities of the Academic Appeals Board for 2019-20 “listing the number of appeals cases heard” and their disposition.

The voting members of the Board were three faculty: Merri Lynn Casem (Chair), Penny Weismuller, and Daniel Rueckert; and two students: Issac Gonzalez and Amaya Gregory. Chalea Forgues from Student Affairs served the Board as staff. I was the ex officio appointee of the Academic Senate.

During the academic year the Board met seven times and made decisions on nine student appeals. Six were denied, and three were approved. Further, I was able to resolve two potential appeals informally so they never reached the Board.

I was impressed by the professionalism of the Board throughout the year. The success of the Board is strongly dependent on robust and fair leadership from the Chair. Dr. Casem was an excellent chair, especially in her inclusiveness. The faculty took their responsibilities seriously and deliberated for extended periods to make sure the decisions reached were correct. In my view, most impressive was the work of the student members. After being reticent for a very brief period, they rapidly learned that their opinions mattered. As a result, they often led the Board’s discussions, making motions, and voting with confidence. All of the Board’s decisions were unanimous.

B. Institutional Review Board (IRB) – report submitted by Matt Englar-Carlson
1. Membership

Institutional Review Board (IRB)	
Committee Membership	Constituency
Miriam Ashtiani, Ph.D.	Sociology (alternate)
Justine Baldacci, MPH	Environmental Health and Safety
Rebecca Bodan, Ph.D.	Nursing
Richard Boucher, MD.	Student Health Center
Ioakim Boutakidis, Ph.D., Vice Chair	Child and Adolescent Studies
Daniel Choi, Ph.D.	Educational Leadership
Pablo Costa, Ph.D.	Kinesiology (alternate)
Matt Englar-Carlson, Ph.D., Chair	Counseling
Russ Espinoza, Ph.D.	Psychology
Jorge Fontdevila, Ph.D.	Sociology
Barbara Glaeser, Ph.D.	Special Education
Maureen Jakocko, RN	Community Member Representative
Robert Lockie, Ph.D.	Kinesiology
Michelle Martin, Ph.D.	Social Work
Jessie Peissig, Ph.D.	Psychology (alternate)
Rachel Ruggieri,	Student Kinesiology
Lee Ann Stone, Ed.D.	Community Member Representative (alternate)
Veronica Thomas, Ph.D.	Prisoner Advocate Member

2. Committee Actions

For AY 2019-20, the Institutional Review Board (IRB) had two main goals: (a) continual update the IRB website so it was more user friendly, and (b) provide more campus trainings for Cayuse IRB through the Faculty Development Center (FDC) for faculty as well as department specific trainings for students.

a) Update the IRB website so it is more user friendly.

<http://www.fullerton.edu/doresearch/compliance/>

Continuous maintenance on the RESEARCH COMPLIANCE web pages within the Titan Research Gateway to cover the various areas for compliance.

b) Provide more campus trainings for Cayuse IRB through the Faculty Development Center (FDC) for faculty as well as department specific trainings for students.

Collaborate with FDC to set up centralized Fall 2019 campus trainings for faculty Cayuse IRB trainings and switched to Zoom for Spring 2020 session. Trained a total of 65 PI/research personnel on how to navigate through the Cayuse IRB system. Continued group training such as McNair Scholars, specific departments and class, and for new faculty members.

CSUF IRB 2019-2020 Activity

Total # of Studies: 994

The number of protocols reviewed/approved consists of all Initial, Modification and Renewal notices submitted to the Compliance Office for review. Some protocols may have been submitted more than once during the fiscal year for review. **Total of (773) different studies.**

# of Protocols Reviewed/Approved: 924				
Faculty	492	53.25%		
Staff	25	2.71%		
Students	407	44.05%		
			Graduate	363
			Undergraduate	44
			Class Projects	81
			Disseration	91
			Other	6
			Research	130
			Thesis Publication	99

Review Type

Exempt	512	55.41%
Expedited	283	30.63%
Full Review	129	13.96%
Total #:	924	100%

Submission Type

Initial	348	37.66%
Modification	174	18.83%
Renewal	146	15.80%
Closure	255	27.60%
Incident	1	0.11%
Total #:	924	100%

College/Program

Other	18	1.95%
BUS	51	5.52%
COTA	7	0.76%
COM	101	10.93%
EDU	158	17.10%
ECS	19	2.06%
HHD	200	21.65%
HSS	342	37.01%
NSM	28	3.03%
Total #:	924	100%