



ACADEMIC SENATE MINUTES DECEMBER 18, 2014

ASD 14-195

Approved 1-29-15

11:30 AM - 2:00 PM

MINI MARATHON

Pollak Library North 130

Present: Ansari, Balderas, Basil, Bonney, Botsford, Brusckke, Carroll, Casem, Chavis, Cruz, Dabirian, Dries, Eanes, Filowitz, Fischer, Fitch, Fontaine, Green, Guerin, Hassan, Kanel, Knutson Miller, Mead, Mouttapa, Myck-Wayne, Oliver, Perez, Puri, Rodriguez, Sargeant, Stang, Stein, Walicki, Walk, Walker, Watson

Absent: Armstrong, Buck, Fidalgo, García, Gradilla, Jarvis, Lartey, Michalopoulos, Miller, Randall, Rhoten, Yang

I. CALL TO ORDER

Chair Walker called this final meeting of the fall semester to order at 11:30 AM.

II. URGENT BUSINESS

None.

III. SPECIAL RECOGNITION

11:40 AM

Honoree: Paul K. Miller

Retiring from more than 40 years of dedicated service to Cal State Fullerton serving as Director of Disability Support Services, Director of Student Athlete Assistance Program, Commencement Coordinator, University Police Chaplain and as the campus steward of the annual Special Games Program.

Chair Walker invited Paul Miller to the podium to be recognized by the body. A framed resolution was read and enjoyed subsequent to Paul's retirement on 12-31-14. Paul's heartfelt remarks following the presentation of the resolution and the requisite A.S. green bag and key chain, were appreciated by his many long-standing friends and colleagues. Paul's presence on campus will be greatly missed by faculty, staff and students alike.

IV. ANNOUNCEMENTS

➤	Director, Faculty Development Center Position – Call for applications/nominations. 12-month position (add'l stipend) F-T faculty appointment for 3-years. See UPS 102.001 . See ASD 14-177 Note: Faculty Development Center moving to 2 nd floor of Pollak Library as "Faculty Commons" with Oasis & Academic Technology Staff	Apply by Friday, 1-30-15 5:00 PM
➤	Attention: F-T Faculty, F-T Lecturers, Coaches, Counselors, Librarians. Call for Proposals: Junior/Senior Faculty Grants 2015-16: Research, Scholarship & Creative Activity. Contact: ORD@fullerton.edu or X 7482 http://www.fullerton.edu/research/faculty-resources/funding-opportunities.asp	Application Deadline: Friday, 2-13-15 Noon
➤	Call for Nominations for CSU Faculty Trustee 2015-2017 [Full-Time Faculty] Contact Academic Senate office for details. Email sent 11-20-14 [ASD 14-168]	Materials Due in PLN-120 1-12-15, 5:00 PM

V. TIMES APPROXIMATE

11:45 AM

Subject: UPS 330.163 Culminating Experience Guidelines for Master's Programs or Master's Level Degrees [ASD 14-164]

**Discussants: Katherine Powers, Director – Office of Graduate Studies
Paul Stapp, Chair of Graduate Education Committee**

See 14.1 below.

12:15 PM

ASD 14-175 Memo + Proposed New UPS – Exceptional Level of Service to Students - Assigned Time Committee (Proposed CBA Article 20.37) [First Reading 12-11-14]

See 14.2 below.

12:45 PM

Subject: ACADEMIC ADVISING UPDATE**Presenter: Peter Nwosu, Associate Vice President – Academic Programs**

Dr. Nwosu began the PowerPoint presentation *Advising at CSUF – A Progress Report* giving background, and progress made on the redesigned academic advising framework. The framework is informed by WASC expectations as contained in the Commission's letter to President Garcia in 2012 and the university's strategic plan Goals 1 and 2. WASC's expectations included a comprehensive evaluation of advising at CSUF. AVP Nwosu provided a hand-out to senators, which detailed key responsibilities and coordination of the Office of Academic Programs that includes academic advisement efforts, which, he described as a campus-wide responsibility. Academic Programs, the document noted, "exists to advance curricular development, strengthen academic quality and student learning, and enhance student success."

Expanding on the "Advising @CSUF", the 23rd iteration of the document, AVP Nwosu noted that the development of the framework document began in spring 2014. There are seven elements to this framework document/report developed collaboratively with colleges, Information Technology Division, Student Affairs Division, Council of Deans, and several university committees, groups, and individuals. The advising framework aligns with the Campus Strategic Plan - Goals # 1 and 2.

Two types of advising structures were identified on campus— centralized advising managed through the Academic Advisement Center and decentralized work going on through colleges and academic units and also in specialized population groups in the Division of Student Affairs. An integrated advising system was proposed and is being implemented to better serve our students, meet the goals of the strategic plan, as well as satisfy WASC expectations for a comprehensive evaluation of advising at CSUF.

Progress on implementation of key elements and initiatives were discussed in detail.

- Advising pathways through the work of Academic Advisement Center working with colleges putting together academic road maps for students.
- Course rotation plans that indicate to students when particular courses will be offered. This will help both students and faculty. This piece is yet to be developed.
- Expanded mandatory advising (75% of students)-implementation of first phase took place in fall 2014.
- Technology based solutions to support the work of advisement-progress on implementation of TAN, EAB analytics, and Student Success Dashboard was discussed.
- Additional professional advisors-8 graduation specialists and 1 trainer adviser hired, with plans for 9 new professional advisers as retention specialists to be hired in spring 2015.
- Student success teams-college-based teams being formed.
- Professional development-ongoing professional development for faculty and staff advisers provided by AAC.

Assessment and evaluation – undergraduate and graduate studies—ongoing, with review of preliminary data of student evaluation of advising by AAC

Recommendations finalized this presentation:

- ✓ Provide sufficient funding for professional development to ensure all members of the success teams are prepared to meet expectations.
- ✓ Provide professional development for associate deans on leading teams.
- ✓ Create reporting systems to ensure the campus community is aware of success team activities and accomplishments.
- ✓ Align student success teams to report to the college deans/Irvine campus dean.
- ✓ Ensure success teams have support from senior leadership on campus.
- ✓ Build in feedback loops in the team's operating practices, including standing meeting structures to ensure mid-course corrections in a timely manner.

Question and answer period followed the presentation with several observations worth noting:

- Mindful of overextended students who work full-time and register for more units each semester than they can manage.
- Advisors making notes in system and legislators being made aware that 30 units per year to achieve a four-year graduation rate may not be in the best interest of either student or State of CA, and is unrealistic for our student population.
- Institutionalize mentorship drawing example from the successful experience of the Freshman Programs.

VI. APPROVAL OF MINUTES

6.1 ASD 14-172 Academic Senate Minutes 11-20-14 (Draft)

M/S/P (Bonney/Dabirian) ASD 14-172 Draft Minutes from 11-20-14 were approved as submitted.

6.2 ASD 14-185 Academic Senate Minutes 12-11-14 (Draft) Moved to 1-29-15 Agenda

VII. CONSENT CALENDAR

M/S/P (Walicki/Walk) Consent Calendar was approved unanimously.

7.1 ASD 14-188 Proposed BA Degree with a Major in Vietnamese [Source: Academic Programs/PRBC]

7.2 ASD 14-189 Proposed Concentration in Aging within MS for Social Work [Source: Academic Programs/PRBC]

VIII. CHAIR'S REPORT (Chair Walker)

Chair Walker did not give a report.

IX. PROVOST REPORT (Cruz)

Provost Cruz reported the following:

Enrollments.

Spring 2015: as of 12-18-14, FTEs total 26,747. There are 400 more students enrolled compared with last spring. There are small variations across colleges with an increase of approximately 30% (FTEs) in ECS student demand.

Fall 2015: approximately 63,000 applications have been received as of last week, which is an increase of 7,000 from the same time last year. There is a marked increase in applications in ECS –1500 more than last year at this time; MCBE – 2,000 more; HSS –1500 more. Graduate applications (included in numbers above) show significant increase – 1100 applications received compared to 890 a year ago. Unfortunately, given the limited enrollment growth approved by the Chancellor's Office for our campus (0.75%), the number of CSU-eligible students who will *not* gain admission to CSUF will likely increase this year. We have more demand with less capacity.

Faculty Hiring.

The approved 2-year plan to hire 150 tenure track faculty members is on track. Traditionally, most hires tend to occur in the spring semester. At the end of fall semester, 68 searches were underway. Three (3) offers have been accepted thus far. 13 recruitments are in the *offer* stage. 22 searches are in the *interview* stage. 19 searches are still in the *screening* stage. The divisions of Academic Affairs and Human Resources, Diversity and Inclusion are working on a system for near *real-time* faculty search updates to be given during spring semester.

Sabbaticals.

This year 83 sabbatical applications were received; 49 were ranked as *highly recommended*, 27 as *recommended*, 7 *not recommended*. Last year approximately 69 applications were recommended. 61 sabbaticals were funded (close to 90%) - mostly through complementing our baseline funding for sabbaticals with carry-forward dollars. We will continue to strive to fund as many sabbaticals as possible. An update should be forthcoming early spring semester.

Salary Increases.

Our representatives from HRDI and Office of Administration & Finance met at the Chancellor's Office early this week. Two technical letters will be forthcoming from the Chancellor's Office with instructions regarding implementation of salary increases according to the new CBA. As a result of communication between CFA and President García, a joint meeting will be planned during spring semester to discuss the Campus Equity Program. Updates will be forthcoming.

Community Colleges and BA Degree Programs. Through legislation, community colleges have been given opportunity to present proposals for bachelor's degrees. Unfortunately, timelines have been rushed with no clear mechanisms put in place for consultations regarding possible duplication of the proposed degrees. Some community colleges are asking department chairs to endorse their proposals. We have asked Department Chairs to communicate immediately with AVP of Academic Programs so that the proposals may be vetted by the Academic Senate and the Council of Deans. Two proposals requests have been received thus far. There is perceived overlap or duplication of an existing program.

Higher Education Budget.

The CSU System's federal policy priorities for 2015 include the following:

- Improving college access through aid to students;
- Preparing students for college – preserve programs in place;
- Fostering degree completing for California's diverse population;
- Educating students for tomorrow's work force (funding STEM, NSF, NIH)
- Solving societal problems through applied research (funding for NSF, NIH, Dept. of Energy);
- Promoting state and private support for public universities.

X. STATEWIDE ACADEMIC SENATE REPORT

Senator Guerin reported from the committee to select faculty and one staff recipient for the systemwide 2014-15 Wang Award(s) which will be announced in January. This award carries a \$20,000 stipend for these worthy recipients.

Chair Walker state he recently met with ASCSU Chair Filling regarding the Community College Bachelor Degree Program. Chair Filling serves on the Intersegmental Committee, which is monitoring the lack of consistent process from community colleges moving forward.

XI. ASI REPORT

Senator Ansari reported ASI Board has approved the movie "Dear White People" to be shown on campus in February. Justin Simien, writer/director, has also been invited to discuss the process of making the film and will serve on a panel following the film's showing. March 6, 2015 is the date confirmed to host Magic Johnson. May 6, 2015, Laverne Cox, American actress, reality TV star, television producer, and LGBT advocate best known for her portrayal as Sophia Burset on the Netflix TB series "Orange is the New Black" will be guest lecturer.

ASI has been involved as 24/7 host at the TSU for all-night study activities over final's week.

XII. CFA REPORT (Hassan)

Senator Hassan stated the ongoing topics of salary and disappointing labor relations with administration persist. He appealed to Provost Cruz to become more actively involved in the labor relations process. He announced President García's positive communication to meet with CFA in the spring to discuss the Equity Program. He requested a meeting ASAP.

XIII. FIRST READING

- 13.1 ASD 14-142 Proposed University Policy on Revision and Review of UPS Documents [Source: Exec Com]
There was little discussion on this document, which will be brought back at the first AS meeting for spring 2015, 1-29-15. Senator Guerin suggested the body consider the document's variables in time for possible future discussion.

XIV. NEW BUSINESS

- 14.1 [Time Approx.] ASD 14-164 UPS 330.163 Culminating Experience Guidelines for Master's Programs or Master's Level Degrees [7-7-06] [Source: Grad Ed Com]
M/S/P (Oliver/Puri) Motion to approve ASD 14-164 revised UPS 330.163.
Graduate Education Committee Chair, Dr. Paul Stapp, spoke on behalf of committee members regarding revisions to this document following return of document by the AS last year for further review. The committee considered Title 5 of the California (Educational) Code of Regulations as it relates to the master's degree topic. Language specifies types of permitted culminating experiences in the CSU for thesis, project, and comprehensive exam.
(Guerin) Line 28, II.A. proposed amendment was considered *friendly*: Delete first word in second sentence "It". Second sentence will read: "Within the body of the paper, the student identifies the issue or problem, states"
VOTE (by Voice) ASD 14-164 was unanimously approved.
- 14.2 [Time Approx.] ASD 14-175 Memo + Proposed New UPS – Exceptional Level of Service to Students - Assigned Time Committee (Proposed CBA Article 20.37) [First Reading 12-11-14]
M/S/P (Casem/Green) Motion to approve proposed new UPS ASD 14-175.
Discussion ensued. Senator Hassan made a motion to revise 6.2 Review Criteria (begin Line 107) but there was no second to motion.
VOTE (by Voice) ASD 14-175 for a new UPS was approved.
- 14.3 ASD 14-146 UPS 411.100 Student-to-Student Tutorials [Source: UCC]
M/S/P (Sargeant/Bonney) Motion to approve revised UPS 411.100 (ASD 14-146).
There was some discussion regarding revisions sent forward by University Curriculum Committee.
VOTE (by Voice) approved with 1 abstention.

- 14.4 ASD 14-100 New UPS 4XX-XXX Service Courses [Source: UCC]
 M/S/P (Oliver/Chavis) Motion to approve proposed new university policy statement regarding service courses. Chair Walker informed the body that following last year's Academic Senate debate regarding revisions to UPS 411.102 Curriculum Guidelines and Procedures: Academic Jurisdiction, Executive Committee asked the current University Curriculum Committee to review the Academic Jurisdiction policy and recommend a separate policy for service courses to ensure communication among all departments that offer service courses. Clarification was made that the term "service" in this document relates only to the service that one department renders to another department or program. This does *not* involve student learning.
 M/S (Filowitz/Kanel) Motion to change word *Service* to Support throughout the document. The body agreed this is a *friendly* amendment that also changes the title to SUPPORT COURSES. This change will help promote the separate idea and use of "service learning" taking place within courses.
 M/S/P (Guerin/Filowitz) Replace current paragraph 2 (Lines 10-13) with text in two sections that will clearly define the role for both academic units - the provider of the support course as well as the unit relying on the support course in order to facilitate student success.
 Chair Walker read proposed amendment as follows:

 When changing a support course (e.g., deletion of course, unit value shift, prerequisites change, addition or deletion of major course topics, reduction in course scheduling), the academic unit offering the support course shall consult with all concerned academic units that rely on the support course.
 When adding, modifying, or terminating program requirements involving support courses, the academic units that require or recommend the service course shall consult with the academic unit(s) that offer the support course.
 VOTE (By Voice) The proposed Guerin/Filowitz amendment was approved.
 Back to main motion - to approve ASD 14-100. There was no further discussion.
 VOTE (by Voice) ASD 14-100 for proposed new UPS (for Support Courses) was approved as amended.
- 14.5 ASD 14-101 UPS 411.102 Curriculum Guidelines & Procedures: Academic Jurisdiction [Source: UCC]
 M/S/P (Bonney/Stang) Motion to approve ASD 14-101, revised UPS 411.102, which indicates removal of Section IV SERVICE COURSES, that is covered in a new UPS (see approved ASD 14-100 above). Senator Bonney asked that an amendment be made to Section II. 3. as follows:
"Curricular experimentation should not be discouraged. Instead faculty should be able to respond to evolving professional demands and student needs. To that end openness to innovation, flexibility, and change should be reflected in curricular development, implementation, review, and evaluation."
 Hearing no objection, this revision was considered *friendly* to the document.
 VOTE (by Voice) ASD 14-101 Revised UPS 411.102 was approved as amended.
- 14.6 ASD 14-171 Memo + Revised UPS 300.022 Assessment of Student Learning Outcomes at CSUF [Source: AEEC]
 M/S/P (Casem/Bonney) Motion to approve this revised UPS 300.022 from AEEC. Senator Brusckhe spoke to the document. No motions were made.
 VOTE (by Voice) ASD 14-171 UPS 300.022 was approved with 8 abstentions.

XV. ADJOURNMENT

M/S/P (Bonney/Bruschke) Motion was approved to adjourn at 1:52 PM.