



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
NOVEMBER 15, 2011**

Approved 11-29-11

11:30 AM - 1:00 PM

MH-141

Present: Bedell, Dabirian, Fidalgo, Guerin, Pasternack, Randall, Stambough, Walicki, Walk, Walker

I. CALL TO ORDER

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

II. URGENT BUSINESS

2.1 (Pasternack)

- Asked for Exec Com input for the Extended Education Com meeting on 11-28-11.
- The CSU Webinar will take place W, 11-16-11 from 1:30 – 2:30 PM. Sign on early for the Q/A session because the maximum 200 slots will fill quickly. This will be a podcast following the live session.
- Inquired if Exec Com will jointly support the December 10th fundraiser for President Gordon?
Answer = no.

2.2 (Walker) What should be done to follow-up last week's *time certain* (re Poynter Institute) with Communications Department for spring 2012 – The decision will be to send Dean Briggs and Dr. Witmer the approved minutes from 11-8-11, with a statement that Executive Committee strongly supports comments in the highlighted bullets.

III. ANNOUNCEMENTS

- 3.1 (Walk) Introduced his newly grown moustache for "Movember" supporting a nonprofit foundation – its motto... "Supporting prostate cancer and other male cancer initiatives."
- 3.2 (Walicki) Inquired for the ASC (secretary) in the Department of Music why the chargeback for Physical Plant work orders is extraordinarily expensive. This is a long-established CSUF practice.

IV. APPROVAL OF MINUTES

- 4.1 Executive Committee Minutes (Draft) 11-8-11
M/S/P (Dabirian/Walk) minutes were approved as submitted.

V. CHAIR'S REPORT (Bedell)

Assigned time suggestion for three Research Committee faculty who have volunteered to read a minimum of 175 files for the newly funded MAG scholarship applications, in honor of retiring President Gordon, and research grants this fall and a second round of MAG scholarship and research grant applications in spring (see further discussion under 8.1).

VI. STAFF REPORT No report.

VII. LIAISON REPORTS

Associated Students, Inc. BOD [Dabirian] T, 11-1-11 1:00 – 3:15 PM

There was a presentation on Student Center fees, which are the lowest system-wide. Titan Student Center is open 115 hours. This is the 3rd highest system-wide, and next semester, we will be #1 for most open hours. Open hours for the Recreation Center are 7th in the CSU (101 hrs/week). Student Union and Rec Center will be open to students for extended *all night study* hours from 12/3-16/11.

There are plans to have glass cases installed at the Irvine Campus for ASI materials

Library Committee [Bedell] M, 11-14-11 1:00 – 2:00 PM, **Meeting Cancelled**

Student Academic Life Committee [Guerin] T, 11-15-11, 9:00-10:00 AM

A primary concern the SALC is wrestling with is how to make sure faculty are aware of the student engagement survey data. The committee is impressed with HSS plan, which includes review of such data in the PPR. SALC may recommend that this same item be included on annual reports.

University Advancement Committee [Walk] W, 11-9-11, 9:00-10:00 AM

Chair Sue Sy reported she had reviewed the functions of the committee with Sheretha Benjamin of the Academic Senate office and will report the results of this conversation at the next meeting. Chair Sy will be on the agenda for the November 16, 2011 FDC Chairs meeting to administer a survey on alumni using clickers. The committee reviewed the survey intended for the FDC meeting and approved final revisions. The group agreed to survey all attendees rather than just department chairs. The group also considered minor proposed edits to the best practices document. A discussion of the "culture of philanthropy" concept took place. P. Hillman traced the roots of the latter phrase in a CSU trustees initiative from four years ago. Pam Hillman announced a December 2011 gala to support the Milton A. Gordon Fund, but is concerned that the attendees include too few external individuals and constituencies vs. faculty, staff and administrators. She also said Gerald and Linda Patton are attempting to raise money for a MAG Scholarship Fund, but clarified that this is not a University Advancement effort.

VIII. UNFINISHED BUSINESS

8.1 Assigned Time Document(s) [ASD 10-177 + ASD 11-05]

There was considerable discussion and debate about this document approved by the Academic Senate spring 2011. This is the first semester the document has been tested. Although research was done by an ad hoc committee regarding time and workload of various committee members and chairs, the document was revised on the floor of the Academic Senate, which ultimately gives little latitude for assigning release time to faculty members. Workloads can shift, committees can be formed, and time-frames can be very restrictive. One area of agreement was a review of this document for possible revisions. Three Executive Committee members (Fidalgo/Stambough/Dabirian) volunteered to review the document and work toward a collaborative and equitable process/system to allocate assigned time.

8.2 Staff Serving on Academic Senate [Stambough/Dabirian]

M/S/P (Dabirian/Stambough) Motion to move forward to the Academic Senate the addition of two staff members elected to the Academic Senate membership for a one-year term, using the same model as the two elected part-time faculty members and two appointed ASI student members. A prepared document will be sent to all members of the body prior to distribution of the A.S. agenda containing this *New Business* item. Academic Senators will be given the opportunity to read the motion with background and rationale for support of this item. There should also be language to cover possible vacancies to these two staff positions.

IX. NEW BUSINESS

9.1 Resolution Recommending EC Explore Formation of a Sustainability Committee [Source: CF&B]

This continues an item under New Business on the Academic Senate agenda for 12-15-11; however, further discussions are needed by the Executive Committee.

9.2 Office Hours Policy – New Draft (ASD 09-47 Rev.) [Source: FAC]

The suggestions received from Executive Committee members will be forwarded to Brent Foster, Chair of Faculty Affairs Committee for their meeting on Friday, 11-18-11.

Items will be moved to next Executive Committee agenda.

9.3 GE Committee – Assessment and Recertification, Etc. [A.S. TC 10-13-11: GE Update]

9.4 UPS 320.010 University Writing Requirements [6-24-05] EWP + Upper Division Writing Course

9.5 Goals and Priorities for Academic Senate 2010-11

(Review 2009-10 Goals-Priorities and bring your top goals/priorities for next year to meeting)

9.6 PAB/AS Executive Committee Retreat – Spring 2012 (?)

9.7 Streamlining RTP Process

9.8 Election Results – Statements-of-Opinion

9.9 Update Mission and Goals

9.10 Statement on Professional Ethics

X. ADJOURNMENT

Meeting adjourned at 1:00 PM.

Executive Committee meetings through fall 2011:

November 29	December 6	December 13
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