



ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
APRIL 9, 2013

Approved 4-23-13

11:30 AM - 1:00 PM

MH-141

Present: Bedell, Bonney, Brusckke, Matz, Stambough, Walker

Absent: Dabirian, Guerin, Pasternack, Randall

Guest: Fontaine

I. CALL TO ORDER

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

II. URGENT BUSINESS

- 2.1 ASD 13-53 UPS 210.000 Faculty Personnel Policy & Procedures, Pg. 9 add "Mentoring" M/S/P (Walker/Matz). Motion to approve document and forward to A.S. 4-11-13. Vote (by voice). Approved ASD 13-53.
- 2.2 ASD 13-54 New Course Proposal – General Education [ASTR 101L] [Source: GE Com] M/S/P (Bonney/Bruschke). Motion to approve document and forward to A.S. 4-11-13. Vote (by voice). Approved ASD 13-54.
- 2.3 ASD 13-56 New Course Proposals - Graduate [ACCT/POSC 593; CRJU 445; HIST 541T; MATH 580] [Source: Grad Ed Com] M/S/P (Matz/Bonney). Motion to approve document and forward to A.S. 4-11-13 (with prerequisite added to History 541T). Vote (by voice). Approved ASD 13-56.
- 2.4 Search Committee – FDC Director (5 faculty) Five faculty will be asked to serve for confirmation under A.S. Consent Calendar 4-11-13.
- 2.5 Search Committee –Dean of Students (3 faculty) Three faculty will be asked to serve for confirmation under A.S. Consent Calendar 4-11-13.
- 2.6 Student Safety Brochure – Faculty Input [4-15-13 projected distribution by Environmental Health & Safety] Members agreed the content is appropriate.

III. ANNOUNCEMENTS

- 3.1 (Bedell) The place for Senator Mougo Nyaggah who passed away 3-29-13, will be designated with a rose beside his name tag at the 4-11-13 A.S. meeting. It is my understanding that Dr. Jarrett Lovell, Vice President of California Faculty Association, will take the ex-officio position on the A.S. until CFA Elections are held and a new president is elected.

IV. TIME CERTAIN

11:45 AM
TOPIC: ASD 13-57 Report
Enhancing Collegiate Writing in the Post EWP Environment
 English Writing Proficiency Exam (EWP) Report Back from A.S. 5-17-12
Discussant: Dr. Sheryl Fontaine, Ad Hoc Committee Chair
Ad Hoc Committee + University Board on Writing Proficiency

Chair Bedell introduced Associate Dean Fontaine and thanked her for coordinating and leading the combined Ad Hoc Committee and University Writing Board to a final recommendations report as a result of changes in campus upper division writing requirement within UPS 320.020 University Writing Requirements, approved 5-25-12. Dr. Fontaine answered questions regarding the content of the report.

1.	Changes in leadership and membership of University Writing Board on Writing Proficiency
2.	Proposed revisions to the guidelines for Upper Division Writing Courses
3.	Expanding the curriculum to provide a developmental sequence of course
4.	Additional recommendations

Executive Committee members were interested in the multiple levels and implementation of the ideas presented. If the university is committed to writing skills for students, it seems an appropriate time to hire a *Writing Across the Curriculum* Coordinator who would chair this committee, oversee the requirements and related curricula, coordinate with FDC professional development for any faculty teaching upper division writing course, and work in coordination with the Composition Coordinator in the department of English, Comparative Literature, and Linguistics

Members of Exec and the Writing Board agree that the goals for the UDW requirement should be consistent with University Learning Outcomes and that a balance should be reached between establishing appropriate guidelines for courses and requirements and respecting departmental differences and options. Adequate funding will be needed to accomplish recommendations.

Chair Bedell suggested this report be forwarded to the Academic Senate to endorse on an upcoming spring 2013 agenda.

The Academic Senate will be asked to:

- 1) Endorse report and the merits within.
- 2) Suggest an outside reviewer be invited to campus to conduct a programmatic review and provide recommendations as well as input on the recommendations made by our Writing Board/Ad Hoc Committee.
- 3) Endorse revisions to UPS 320.02 University Writing Requirements.
- 4) Create a timetable for implementation / a beginning toward objectives.

V. APPROVAL OF MINUTES

M/S/P (Walker/Bonney)

5.1 EC Minutes (Draft) 3-26-13

VI. CHAIR'S REPORT

VII. STAFF REPORT (Miller)

Petitions are being picked up in MH-143 for All University Elections. There are 19 constituency seats to be elected May 6-9, 2013.

VIII. COMMITTEE LIAISON REPORTS

ASI Board of Directors [Stambough] T, 4-9-13 1:15 – 3:30 PM, TSU NO REPORT

University Curriculum Committee [Bedell] F, 3-29-13 Meeting Cancelled

Faculty Affairs Committee [Matz] F, 3-29-13 10:00 AM – 12:00 PM No Quorum

The UPS documents that are presently being edited and reviewed are:

UPS 108.000 – visiting professors

UPS 260.102 sabbaticals

UPS 210 – evaluation of temporary faculty

Faculty Development Center Board [Guerin] T, 4-9-12 No Report

General Education Committee [Bonney] F, 3-29-12 2:00-4:00 PM Meeting Cancelled

Graduate Education Committee [Bonney] F, 3-29-13 2:00-4:00 PM

Members of Grad Ed Committee reviewed three proposed graduate writing courses - HIST 501T, NURS 605 and EGME 574. All three are previously approved courses being considered for certification as fulfilling the graduate writing requirement and all three were approved. The committee also reviewed and approved as a Graduate Writing Course ACCT 470.

Library Committee [Dabirian] M, 4-8-13, 1:00 - 2:00 PM, PLS-260C Meeting Cancelled

Planning, Resource, & Budget Committee [Walker] F, 3-29-13 12:30-2:30 PM, PLS-299 Meeting Cancelled

Student Academic Life Committee [Guerin] T, 4-9-12 No Report

IX. UNFINISHED BUSINESS

9.1 ASD 13-34 [Statements of Opinion](#) for All University Elections, Spring 2013
The question regarding the academic schedule needs to be direct.

9.2 ASD 12-136 Proposed UPS re Faculty Representation on the Advisory Committee to the Trustees Committee for the Selection of The President [Source: FAC]

This item will be postponed until next year since there are more pressing matters for spring 2013, and no urgency regarding this item of business.

- 9.3 Update? Steinberg-Sponsored Bill to Allow "Outsourcing" of CSU (and UC and CC) Classes
Chair Bedell asked that this item be moved until ASCSU takes a position.

X. NEW BUSINESS

- 10.1 ASD 13-61 Proposed Functions for Standing Committee: Assessment of Educational Effectiveness Committee [Source: AEEC]

Senator Bonney spoke to this document passed unanimously by the newly created AEEC standing committee December 2012. AEEC members were very deliberate about each item identified as functions of this committee. The committee relied on the documents submitted by the ad hoc committee. The committee's next project will be to redraft the UPS on Assessment, presumably including a section on assessment of General Education. Approval of the bylaws will be added to the Academic Senate agenda under New Business on 4-11-13.

The committee will report on its progress to Senate Exec

- 10.2 ASD 13-47 Revised UPS 411.100 Curriculum Guidelines & Procedures: Courses re Streamlining Language [14 pgs]

This item will be added as a First Reading item on the Academic Senate agenda 4-11-13.

The following item will be moved to the next Executive Committee agenda.

- 10.3 Standing Committee Vacancies

XI. ADJOURNMENT

Meeting adjourned at 1:05 PM.