CALIFORNIA STATE UNIVERSITY, FULLERTON

ACADEMIC SENATE EXECUTIVE COMMITEE MINUTES OCTOBER 8, 2013	*Approved 10-22-13*

11:30 AM - 1:00 PM   **MH-141**

Present: Bonney, Dabirian, Fontaine, Jarvis, Pasternack, Stambough, Walicki, Walk, Walker
Absent: Bedell, Guerin
Guests: Puri, Cruz

I.   CALL TO ORDER
Chair Walker called the meeting to order at 11:30 AM.

II.   URGENT BUSINESS
2.1   Constitution Committee needs to meet in the near future, and the committee composition requires one more A.S. past chair for a total of five former chairs, along with two faculty members. One available faculty member from the list of former chairs will be asked to serve.

III.   ANNOUNCEMENTS
3.1   (Walker) Reported on the ASI "OrangeFest" event Friday, 10-4-13 at Becker Amphitheater on campus prior to the Women's volleyball game. Chair Walker encouraged EC members to get involved in upcoming events across campus to help stir up *Titan Pride*, effect the staid campus culture, and challenge and inspire colleagues to interact alongside student leadership and ASI. ☞athletic events; ☞ pep rallies; ☞ theater productions; ☞ music/symphony; ☞ visual arts.

3.2   (Dabirian)
- Security training will be available beginning November 1st for ALL campus employees. Senator Dabirian asked for EC help to raise awareness among colleagues for the necessity of the mandatory security training, to promote the required training and urge colleagues to comply ASAP.
- Last week's campus shut-down of all internet connections, Outlook, and phone services was due to a professional IT employee resetting an air handler alarm and unintentionally pushing a wrong switch in the process. Once the discovery was made, services were restored. It brings to the forefront that our campus is severely handicapped without Information Technology! Funds have been dedicated for a UPS upgrade on the data center.
- As liaison to the Library Committee and involvement on Information Technology Committee, Senator Dabirian will request input from both standing committees regarding a possible merger of the two committees.

IV.   TIME CERTAIN

11:30 – 11:45 AM
Topic: **Establishing a New School in Mihaylo College of Business & Economics (MCBE)**   **(UPS 100.900 Procedures for Establishing Schools at California State University, Fullerton [8-29-00])**
Guest: **Anil Puri, Interim Associate Vice President for Academic Programs and**   **Dean, Mihaylo College of Business and Economics**

Chair Walker welcomed Dean Puri who succinctly outlined a proposed new School for Risk Management Insurance in the Mihaylo College of Business and Economics. He answered EC members' questions that will assist in the proposal writing process for structure and concept.

The Insurance Studies Program began in 1998-99 with 350 students. The program has grown to 950 students - spring 2013. New courses have been created as well as undergraduate concentrations in B.A. in business and in the MBA program. There also exists a joint program with Math in the Actuarial Science. There is a sizable demand in the marketplace for insurance graduates. We have developed excellent relationships locally and are building a network on a national level. A community-created endowed chair position has been created in insurance and is currently occupied by a nationally known expert in the insurance field. Establishing a school will strengthen and support
- Student placement and research.

- Faculty research.
- Multiple programs – undergraduate/graduate/business/mathematics.
- Student scholarships [currently at $75,000-$80,000/year].
- Expanded campus visits by insurance experts.
- Window of opportunity for program to be nationally ranked – largest school west of the Mississippi.
- Possibility of supporting multiple faculty positions across various CSUF departments outside Mihaylo College.
- Well-defined, vigorous academic program aligned with industry needs.
- Endowment goal to support faculty and student work [$5M].
- Naming opportunities.
- Develop multidisciplinary insurance research projects in other departments and colleges.
- Avenues for the study of social policy issues related to the insurance industry

Following discussion of this model Dean Puri stated that a proposal for School of Insurance will be forthcoming.

V. APPROVAL OF MINUTES
5.1   EC Minutes (Draft) 9-24-13
       M/S/**P** (Bonney/Walk) EC Minutes from 9-24-13 were approved as submitted.
5.2   EC Minutes (Draft) 10-1-13
       M/S/**P** (Jarvis/Stambough) 10-1-13 Minutes were approved as amended - revisions by Pasternack.

VI. CHAIR'S REPORT (Walker)
6.1   Searches are moving forward. Please fill out doodle poll when requested in order to schedule EC time with each candidate visiting campus.
6.2   Meetings scheduled: 1) PAB this afternoon with report on student success as agenda item; 2) Council of Deans W, 10-9-13, 8:30-11:30 AM.
6.3   Chair responses to three individuals [10-1-13 EC agenda/minutes] were exchanged among EC members via email. To be sent as discussed to 1) Senator Bruschke; 2) Senator Hassan; 3) Senator Michalopoulos.

VII. PROVOST REPORT   11:45 – 12:00 PM
Provost Cruz gave a brief overview of last weeks' Academic Council meeting held in San Francisco. Topics discussed:
  - <u>Student Success and Bottlenecks RFP.</u> CO needs to demonstrate how funded proposals impact student success. A system-wide database is needed to track student performance. This effort will require system-wide definitions regarding what constitutes as a high impact practice, for example Principal investigators of CO funded projects will meet in November in San Jose to discuss the complexities of establishing uniform definitions. CO recognizes that Cal State Fullerton is at the forefront of HIPs.
  - <u>Bottleneck Courses.</u> A repeat presentation was given at this meeting from the Board of Trustees earlier meeting. Statistics from a survey administered to department chairs identified the most common bottleneck courses and revealed that department chairs felt that the bottlenecks where mostly due to lack of funding for faculty, scheduling problems, and lab space. CSU Provosts also felt curricular design was part of the problem CSUF internal analysis is needed.
  - <u>Budget</u>. Rerun from the Board of Trustees meeting indicates the $250M budget figure from the State will be unchanged.
  - <u>120 Units to Degree</u>. Problem remains with 112 engineering programs across the CSU (4% of 2697 degrees overall). Fullerton has 5 programs over 120 units. Across the CSU, upper level division GE and limitations with double counting (on average programs have been able to double count about 15 units) are main obstacles. Chancellor will send a letter to programs soon showing great variation in number of units required for specific programs (e.g., Mechanical Engineering). Programs will be asked to take a look as to why they may be high on the list.

Discussion of other issues:
- OCE/SB386: Provost Cruz indicated that the information he has received from IRAS indicated that no CSUF student should have been in a position where they were unable to gain access to a course in this effort. All courses had available seats (in addition to seats reserved for ICE efforts) for enrollment. [Note: Based on ensuing discussion, Provost Cruz indicated he would bring additional information next time he met with Senate Exec.] CSUF did not establish any new sections in the process of providing

access to the courses. In some cases College Deans offered to underwrite the costs of remote exam proctoring and offered TA/GA support if the department and faculty member felt it was needed. In terms of staff effort, there was a minor addition in the number of transitory concurrent enrollments needing to be processed in the normal A&R workflow (no additional staffing). Not aware of any problems encountered by either faculty or students; however, a feedback survey at the end of the course(s) may reveal more information. This is a new program (still a pilot program as of fall 2013), so student success and drop rates are difficult to assess at this time. The Chancellor's Office has not given specific guidelines on the state law mandating support for "space available basis". There could be financial implications on possible displacement of Open University students.

- SB1440 – Associate Degrees for Transfer. Senator Pasternack indicated that it is simplification to state that a broad model is used for most CSUs to accommodate AA transfer. (Per Senator Pasternack, there are 36 ways for a student in business to obtain a transfer degree.) New course sequence would be needed to accommodate another model. The suspicion is that the State of California will not be saving money on this transfer degree program.

- Strategic Task Forces. Provost Cruz indicated that all task force chairs have been asked to convene their first committee meeting prior to November 1. All 11 task forces will develop an action plan to implement by spring semester. A campus-wide email and website will be forthcoming letting campus know the composition and status of the task forces. A Town Hall meeting will be scheduled early in the spring semester.

VIII. STAFF REPORT No report.

IX. COMMITTEE LIAISON REPORTS

9.1 **ASI Board of Directors** [Stambough] T, 10-15-13 1:15 – 3:30 PM, TSU -207 No Report.
Various reports were continued.

9.2 **Academic Standards Committee** [Walk] T, 10-11-13 1:00 – 2:00 PM, MH 166
The committee reviewed draft revisions to UPS 300.020 and largely maintained the changes recommended at the previous meeting. The committee also reviewed and approved draft revisions to UPS 300.023 on Grade Changes focusing on the sections addressing grading practices and grade inflation. Both revised UPS documents will be (have been) forwarded to the Senate Exec. The committee then examined a draft of a new UPS on challenge exams developed on the basis of EO 1036. The document had been reviewed over email prior to the meeting and slightly modified. The group agreed to forward the draft to the Senate Executive Committee for comment.

9.3 **Curriculum Committee** [Bedell] F, 10-11-13 12:00 –2:00 PM, MH-141 Meeting held online.

9.4 **General Education Committee** [Bonney] F, 10-4-13 2:00 –4:00 PM, MH-141
In addition to the committee members, Anil Puri as interim AVPAP and Lynn Sargeant as Interim Director of Undergraduate Programs were present. The committee reviewed its mission for the semester which included the following: (1) taking action on two applications for approval of courses for the GE curriculum; (2) granting Nursing a variance on the GE requirements in three categories; (3) finalizing the PPR and setting a date for the site review; (4) finalizing revisions to UPS 411.200; and (5) beginning preparation of a workable assessment plan that will be ready for the WASC review in 2015. Over AVPAP Puri's objection the committee voted to act at its 11 October meeting on items 1-4 and to begin discussions on the assessment plan. The committee also agreed there would be no action on any other courses this fall. Following a long discussion on prior mostly unsuccessful efforts to create a GE Assessment plan the committee agreed the only workable strategy was to devise a set of broadly framed GE learning outcomes that would articulate with the ULOs in UPS 300.003, and that would subsume the more narrowly stated GE Learning Objectives in 411.201 General Education: Goals for Student Learning. Assuming that those proposed learning outcomes are deemed acceptable to the campus community the committee will then, with the help of the soon-to-be-appointed Director of Assessment, draft an assessment plan with the intent that the plan be completed by May 2014. The committee will consider options for the learning outcomes including simply adopting the LEAP Learning Outcomes strongly favored by both Chancellor White and President Garcia.

9.5 **Information Technology Committee** [Dabirian for Bedell] F, 10-4-13 10:00 –11:00 AM, PLS-299 No Report.

9.6 **Planning, Resource, & Budget Committee** [Bonney] F, 10-4-13 12:30 –2:30 PM, PLS-299
Most of the meeting was devoted to presentations by Ann Camp on behalf of President Garcia, Amir Dabirian (VP-IT), and José Cruz (VP-AA) regarding the reorganization of their respective divisions. In each case the presentation began with a slide of the organization of the division in 2012 prior to initiation

of the changes over the past year. The current structure of division's organizational charts revealed some interesting developments. The chart for the President's office (not circulated to PRBC) now reflects only the internal structure of the office, and some of the reports from the 2012 charts have been removed altogether, perhaps as a consequence of the increase in the number of vice-presidents. The IT chart indicated that while there had been some rearrangements within the division there was overall no significant change in the number of individuals. The biggest shifts were apparent in the reorganization of Academic Affairs. This chart indicated that even after the changes there still are a large number of direct reports to the Provost and the incoming AVPAP may have more responsibilities than one would like. Following the divisional presentations by the vice-presidents Jon Bruschke presented a revised version of the PowerPoint he delivered to Executive Committee last year on the dire state of the budget. This report was met with criticism from Provost Cruz and VP/CFO Steve Garcia. There were no PRBC volunteers to serve on a proposed ad hoc committee suggested by Senator Bruschke to determine where missing funds may be.

X.   UNFINISHED BUSINESS

10.1   Follow-up to ASD 13-101 Reaffirmation of Commitment to Shared Governance, Spring 2013 [5-16-13]
The 2-page draft document, written by Chair Walker, received edits from multiple EC members. Chair Walker will send revised document to Provost Cruz for his input. Further edits are expected before sending to Council of Deans for review and input. Item will be agendized for A.S. meeting 11-7-13.

10.2   **O**nline **C**oncurrent **E**nrollment [OCE]   [Formerly **I**ntrasystem **C**oncurrent **E**nrollment (ICE) [Pasternack]
AB 386 (cross-enrollment for online education) recently signed by Governor Brown to take effect 1-15-14. See Provost comments above. There was no further discussion. Senator Pasternack may have questions answered (see EC minutes 10-1-13) from the Chancellor's Office at a later date.

10.3   ASD 13-150 New Course Proposals from Academic Programs, Fall 2013 [18 courses]
Several questions from the list of 18 courses were to be discussed with office of Academic Programs (from EC minutes 10-1-13). One change will be made to COUN 538 description. Delete final sentence: ~~One or more sections offered online.~~ ASD 13-150 NCPs will be added to A.S. agenda under Consent Calendar 10-24-13.

10.4   ASD 13-155 Resolution re Preamble removed from Revised UPS 260.102 Guidelines for Granting Sabbatical Leaves for Faculty [A.S. approved 9-26-13 sans preamble]
With minor edits to original resolution written by Vice Chair Bonney, ASD 13-133 will be added to A.S. agenda 10-24-13 under New Business.

XI.   NEW BUSINESS

11.1   ASD 13-152 UPS 280.000 Intramural Research Grants [4-25-03] [Source: Research Com]
The 2-page document sent from University Faculty Research Committee was discussed; however, prior to further review and discussion, document needs to be incorporated into UPS 280.000 using track changes feature. Investigation is needed on why some of the changes were made by FRC. Chair Walker will ask for input from Council of Deans on wording within document.

11.2   Review Revised UPS 100.001 A.S. Bylaws [outline format]
[ASD 13-26 approved 4-11-13 + 13-104 approved 5-23-13]
Document formatting was completed and approved by A.S. spring 2013; however, revisions throughout the document are still needed. EC members were asked to review outline formatting prior to incorporating changes received from committees; i.e., 10.7 (below). The plan will be to send the new formatting to standing committees to ask for review and input for composition and functions. Some committees have done this at their first meeting for fall 2013, using the prior formatted UPS 100.001 A.S. Bylaws.

11.3   ASD 13-153 Revision to UPS 100.001 Bylaws– Functions for Campus Facilities & Beautification
[Source: CF&B Com]
Item was approved for A.S. agenda 10-24-13 under New Business.

11.4   ASD 13-154 Revision to UPS 100.001 Bylaws– Functions for Faculty Development Center Board
[Source: FDCB-Spring 2013]
FDCB revision to Bylaw was forwarded by committee spring 2013, but was not agendized and approved by A.S. UPS 102.001 The Faculty Development Center was revised in 2012. FDCB has committee composition and functions in both locations – Bylaws and UPS 102.001. Following discussion, FDCB will be asked to review composition and functions with objective to remain in UPS 100.001 and removed from

UPS 102.001. FDCB input is needed prior to revisions being made to either document. Refer documents to FDCB.

11.5 LACE Constituency Represented on Faculty Personnel Committee [Guerin] Move to a future EC agenda.

11.6 Spring Retreat Date and Organizing Committee

The topic of general education is coming to the forefront for the spring retreat. The date still needs to be set. Organizing event and outcomes will be important next steps. General education topic is timely with ASCSU GE Advisory Committee working on this as well. Chair Walker suggested EC members meet on Thursday, 10-17-13 (no A.S. meeting) for a "retreat planning discussion".

11.7 Ad Hoc Committee for Online Policy Problems – Report Back to A.S. January 2014. Move to a future EC agenda.

XII. ADJOURNMENT

M/S/**P** (Bonney/Stambough) Meeting adjourned at 1:05 PM.