



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
DECEMBER 10, 2013**

*Approved 12-17-13*

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

**MH-141**

Present: Bedell, Bonney, Dabirian, Fontaine, Jarvis, Pasternack, Stambough, Walicki, Walk, Walker

Absent: Guerin

**I. CALL TO ORDER**

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

**II. URGENT BUSINESS**

**III. ANNOUNCEMENTS**

3.1 (Walker) Several Executive Committee members attended the Women's Basketball game on 12-4-13. CSUF women lost to San Diego.

**IV. APPROVAL OF MINUTES**

4.1 EC Minutes (Draft) 12-3-13  
M/S/P (Bedell/Bonney) minutes of 12-3-13 were approved as submitted.

**V. CHAIR'S REPORT (Walker)**

- 5.1 Reported on several items discussed at the ASCSU Chair's meeting held at the CO on 12-5-13.
- FTS targets and how they are set at each campus;
  - CalState Online has changed name to "Course Match" [from Intrasystem Concurrent Enrollment & Online Current Enrollment];
  - Deferred maintenance issues with a system-wide perspective;
  - Theme of campus self-governance;
  - Distinctness of programs, but with a systemwide trajectory.
- 5.2 The 12-12-13 A.S. agenda is the second to be sent with materials accessed through a Drop Box link.
- 5.3 A follow-up report is still needed following spring 2013 resolution approved spring 2013 after abolition of the Examination in Writing Proficiency (EWP). Procedures and guidelines are still needed for the University Board on Writing Proficiency.
- 5.4 ASCSU has asked for each campus to give input regarding several items:
- ✓ Title V
  - ✓ Engineering units over 120

**VI. PROVOST REPORT – No Report**

**VII. STAFF REPORT**

7.1 We have received five (5) transmittals signed by the President – there are no outstanding transmittals from her office.

**VIII. COMMITTEE LIAISON REPORTS**

- 8.1 **ASI Board of Directors** [Stambough] T, 12-10-13 1:15 – 3:30 PM, TSU -207  
The Board approved \$2,255 from Contingency funds for the Titan Rewards Program. Changes in the administration of the program for greater effectiveness led to the increased cost. They also approved \$2,270 to Lobby Corps for an event to highlight faculty research during an NPR event in the spring. The Board then held elections for Chair and Vice Chair for the spring semester. Derek Smith was elected Chair for the Spring Semester and Kendall Perez was elected Vice Chair for the Semester. The further discussion about the Student Success Initiative was delayed until a later special meeting.
- 8.2 **Curriculum Committee** [Bedell] F, 12-6-13, 12:00-2:00 PM Meeting Cancelled
- 8.3 **Faculty Affairs Committee** [Bonney] F, 12-6-13, 10:00-12:00 PM, MH-141  
The entire meeting was devoted to a preliminary review of UPS 210.001 Recruitment of Faculty [6-18-03]. The committee agreed the revised UPS should be comprised of three sections: 1) recruitment of probationary faculty; 2) recruitment of full-time temporary faculty; and 3) recruitment of part-time faculty.

The last of these would essentially point to the CBA which lays out very specific rules and provides some guidelines or best practices to reduce the kinds of missteps that all too often occur. Chair Lohman announced to the committee that Dr. Hassan had informed her he would not be attending the committee meetings for the foreseeable future although could resume attendance in the future. There also was a brief discussion about UPS 211.100 Appointment of Department Chairs and Vice Chairs. Chair Lohman emphasized to FAR members that there had been considerable misinformation circulated about the arbitrator's decision in Fresno and its applicability to or effect on CSUF elections. There was agreement the documents from Long Beach and San Marcos might not be appropriate models because both preceded the decision and therefore were not helpful guidelines for how one might interpret that document. There was a brief discussion on how a revised document might be drafted and submitted to the Senate this spring for implementation in the fall.

- 8.3 Graduate Education Committee [Walk for Jarvis] F, 12-6-13, 2:00-4:00 PM  
Chair Weismuller broached idea of the committee combining with UCC. E. Fink believed the new structure would make sense with the restructuring of academic programs and the senate. G. Brunelle agreed there is no need to have meetings unnecessarily. Other members were concerned with the message this move would send about the place of graduate education on the campus, which some contend already is seen as secondary in importance. Committee approved changes to UPS 300.002, unanimously. The committee also unanimously agreed to comport the policy on university graduate writing proficiency with the EO requiring it. It then agreed unanimously to recommend that the university provide means to graduate programs without either a designated writing course or writing assessment capacity (avoid unfunded mandate dimension to this). The committee agreed to new language to be added to the charge of the committee given changes to university curricular processes (draft to be shared at next meeting).
- 8.4 Information Technology Committee [Bedell unable to attend] F, 12-6-13, 10:00-11:00 AM PLS-299  
Discussed at length the final exam schedule in the class schedule vs. campus policy. Revisit integration of online class finals and communicating information.  
Com recommended to A&R when class changes are made.  
Emergency preparedness = syllabus policy is not being used/followed. Modifying UPS for audio recording. Chair Grieb will be forwarding policies.
- 8.5 Internships & Service Learning Committee [Dabirian] W, 12-4-13, 9:00-10:00 AM  
VP Eanes attended the meeting and updated the group about student affairs organization / reengineering and transition of office internship and service learning. She also talked about the student success initiative and student success fee which include internships and service learning.  
ISLC Chair Hinesmon-Matthews will ask Ed Sullivan to run the data from CIS external database to compare correlation of graduation rates to achievement gap.  
Jim Case gave a presentation on the employment of civic engagement, and baccalaureate educational experiences of recent CSUF graduates.
- 8.6 Library Committee [Dabirian] T, 12-10-13, 11:00-12:00 PM, PLS-260C  
Pollak Library is planning four exhibits for the year in the atrium exhibit space. Each exhibit will be displayed over a 3 month period. Two exhibitors are student groups. Nine (9) exhibit requests were received. The Library is accommodating each in other spaces.
- 8.7 Planning, Resource, & Budget Committee [Bonney] F, 12-6-13 12:30 – 2:30 PM, PLS-299  
The first order of business was a discussion of the drafts of the revisions to the by-law and the UPS document. There were few comments on the by-law. A more robust discussion of the UPS produced some interesting and useful comments that would enhance the document although the spirit appeared to be that the overall framing of the UPS was an improvement. I had to leave at 1; 45 for the GE meeting so additional comments will have to be provided by Sean who remained for the rest of the meeting.

## **IX. UNFINISHED BUSINESS**

- 9.1 Dean Search Committees: College of Arts, College of HSS – faculty names to be confirmed 12-19-13.  
The College of HSS Search Committee was discussed at the beginning of the session without the dean of HSS. Senator Fontaine joined the meeting to discuss the Dean for the College of Arts search.  
Self-nominations have been received using a GOOGLE Form link for faculty to serve on respective search committees of ARTS and HSS.  
HSS faculty names were thoughtfully discussed to fairly balance the search committee with regard to diversity, gender, and representation among small, medium and large departments, between tenured, untenured, new, mid-career, and late career faculty.  
Faculty names in College of the Arts were discussed to balance the search committee.

- 9.2 [UPS 211.100](#) Appointment of Department Chairs and Vice Chairs [3-25-08]  
Chair Walker introduced the topic that was discussed at the ASCSU Chair's meeting 12-5-13, regarding an arbitrator's decision on the CSU Fresno grievance about department chair elections. There are several issues that remain unclear in the arbitrator's ruling. Across CSUF campus there are numerous department chair elections scheduled, and CSUF, CFA and administration have communicated with faculty regarding this issue. Vice President Gentles sent an email to department chairs and deans regarding the arbitrator's decision. Clarification of UPS 211.100 is needed to minimize various interpretations of policy. In order to support all faculty, wisdom will be needed on how to proceed. An ad hoc committee may be needed to revise UPS 211.100 for spring 2014.
- 9.3 Academic Senate Organizational Chart and Committees moved to next agenda
- 9.4 [Statements of Opinion](#) 2013-14 moved to next agenda. moved to next agenda

## X. NEW BUSINESS

- 10.1 [UPS 210.000](#) Faculty Personnel Policy and Procedures [10-9-13] – Subcommittee Follow-up  
Chair Walker reported on the meeting among himself, A.S. Vice Chair Bonney, and Faculty Affairs Committee (FAC) Chair Lohman and Faculty Personnel Committee (FPC) Chair, Kim Norman.
- Items discussed:
- FPC options when reviewing RTP files: 1) approve; 2) approve with modifications; 3) disapprove.
  - A series of meetings will be scheduled with the FPC chair to discuss this general committee's functions and proposed revisions UPS 210.000. Definition is needed for "substantive change".
  - A strategy is needed for FPC or another committee to review and forward files in an expeditious manner.
  - FAC will receive UPS 210.000 to align with the CFA-CBA. The A.S. Constitution – UPS 100.000 also needs alignment with the CFA-CBA. A report out date will be given for proposed revisions spring 2014.
  - How to support department chairs
- No final decisions were made.

**ITEMS BELOW WILL BE MOVED TO NEXT EC AGENDA 12-17-13**

- 10.2 Standing Committee Replacement: UAC + IEC– LACE Faculty
- 10.3 [UPS 411.600](#) Policy on Service Learning – revision needed to remove reference to rescinded UPS 300.002
- 10.4 [Standing Committee](#) - Assessment & Educational Effectiveness Committee: LACE Representative

## XI. ADJOURNMENT

M/S/P (Dabirian/Jarvis) Meeting adjourned at 1:00 PM.