



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
MARCH 24, 2015**

*Approved 4-7-15*

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

**Academic Senate Office – PLN-120**

Present: Bonney, Dabirian, Sargeant, Walicki, Walk, Walker  
Absent: Fontaine, Guerin, Jarvis  
Guest: Kim

**I. CALL TO ORDER**

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

**II. URGENT BUSINESS**

**III. ANNOUNCEMENTS**

- 3.1 (Walker) Items for discussion were sent to VPAF Danny Kim in preparation for his TC at noon (see below).
  - 1) Personnel changes within Facilities Planning and Management.
  - 2) Parking structures update and suicide follow-up.
  - 3) Campus Smoking Policy
  - 4) Fiscal State reserves & impact of zero growth.
- 3.2 (Dabirian) A concerted effort is being made to remind people to reduce printed handouts for all meetings. An announcement is made at all meeting groups that VPIT Dabirian attends.

**IV. TIME CERTAIN**

**12:00– 12:30 PM**

**Topic: Update re Division of Administration and Finance**

**Presenters: Danny C. Kim, Vice President for Administration and Finance/CFO**

Chair Walker welcomed VPAF Kim. An update was given regarding each of the above topics. VPAF Kim is looking forward to hiring the much-needed Associate Vice President for Business Administration Services to help with critical needs to be addressed. Campus interviews for candidates are being held this week and next.

There have been major changes in personnel and in the process for capital programs and facilities operations. Details were discussed. PRBC will be involved in funding strategies, both short and long-term.

**V. APPROVAL OF MINUTES**

- 5.1 EC Minutes (Draft) 3-17-15  
M/S/P (Bonney/Walicki) minutes of 3-17-15 were approved as submitted.

**VI. CHAIR’S REPORT (Chair Walker)**

- The 3-26-15 AS Chair’s Report will include a lot of information discussed at statewide meetings last week (March 18-19-20 at the CO, Long Beach)

**VII. STAFF REPORT (Miller)**

- ✓ Outstanding Professor Committee members are reviewing files for Barnes Teaching Award. Meeting to determine recipient from 6 eligible files will be held Thursday, 3-26-15. From that point, the AS office will set up a time for the President to attend the classroom of the recipient for award presentation.
- ✓ eVoting continues this week for ASCSU Senator from CSUF. Mark Stohs is the candidate running for a 3-year term to replace Matt Jarvis whose term ends May 2015. Voting results will be announced after 4:00 PM, Thursday, 3-26-15.
- ✓ Three transmittals are still pending from President García:

ASD #	Document	Title	AS Approved	Sent
14-99	New UPS 400.020	Undergraduate Project and Thesis	2/12/15 NB	2/26/15
14-192	UPS 411.601	Policy on Academic Internships	2/12/15 NB	2/26/15
14-194	UPS 100.605	Policy on Administrative Restructuring of Academic Programs	2/12/15 NB	2/26/15

## VIII. COMMITTEE LIAISON REPORTS

- 8.1 ASI Board of Directors [Walker] T, 3-24-15, 1:15-3:30 PM, TSU 208  
The ASI Board of Directors received reports from several ICCs and funded councils, a representative from the Arboretum, and ASI Elections. The board authorized ticket sales to alumni for spring concert and approved a contract for an off campus event. There was a special meeting at 2:30 to where the board appointed a new Lobby Corps Advocacy Coordinator.
- 8.2 Academic Standards Committee [Walk] F, 3-20-15, 1:00-2:00 PM, MH-166  
ASC revisited UPS 300.005 Final Exams and Online Courses, considering three recommendations that included 1) Suggested addition from AS Chair Walker addressing online courses, 2) A point raised by L. Randall pertaining to common exams and moorhen courses, and 3. A point by K. Kanel with respect to special and mini sessions. The group found these changes acceptable. ASC Chair Filowitz noted objections raised by K. Powers to proposed revisions to UPS 300.018 and asked that AS Exec Com consider these points and provide guidance on whether the committee should pursue the proposed changes with regard to WU rules for graduate students.
- 8.3 Assessment & Educational Effectiveness Committee [Guerin] W, 3-18-15, 1:00-2:15 PM, MH-141 – **Cancelled**
- 8.4 Campus Facilities & Beautification Committee [? for Jarvis] F, 3-20-15, 10:00-11:00 AM, LH-702 No Report
- 8.5 Extended Education Committee [Walk] M, 3-23-15, 3:00-4:00 PM, CP-950  
EEC Chair Tiwari shared minor changes made on the floor of the AS 3-12-15 to UPS for 410.115. Meeting adjourned within seven minutes. Revised UPS 410.115 Academic Credit Certificate Programs [6-24-05] will be forwarded to AS Chair Walker to agendize for the 4-9-15 AS meeting.
- 8.6 Faculty Affairs Committee [Bonney for Sargeant] F, 3-20-15, 10:00-12:00 noon, MH-141  
FAC members discussed UPS 211.100 Appointment of Department Chairs and Vice Chairs [2-13-15]. The Committee would like to make two changes to the document. One would be to specify the length of the nomination period as five working days from the opening of the nomination. The second would be to extend the nomination period for an additional five working days in the event only one person is nominated to prevent the situation in which the only candidate is in fact someone most of the department would prefer not to have as chair. The committee also will insert a provision that for purposes of this document the term "working days" shall refer to days when courses are in session.  
  
Perrin Reid and Shari McMahan joined the committee at 10:30 to discuss 210.001 Recruitment of Faculty [8-18-14]. Ms. Reid asked for committee input regarding additional language to increase diversity of the hiring pool. This might involve a more diverse search committee that is not always possible. The discussion was much more about procedure than actual policy. There was some discussion about the possibility of having people from outside the department on the search committee with the aim of getting a more diverse search committee. There was significant pushback on that idea.
- 8.7 Planning, Resource, & Budget Committee [Bonney] F, 3-20-15, 1:00 – 2:30 PM, CP-1060-05  
The meeting began with a LOFT presentation by Amir Dabirian and Scott Hewitt. Jon Brusckke was curious about how the work would be funded. VPAF Danny Kim explained that \$6 M would come from the CO earthquake money and the rest would have to come from existing resources. VP Kim emphasized the importance of making the right capital improvements at this moment while looking to the future. There was a brief discussion for possible ways of funding the project. Next was a report on Outcomes Based Funding by Provost Cruz. Jon Brusckke emphasized the importance of maintaining standards and insisting on equity. There was an extended discussion of what OBF is and the anxieties people have about faculty being asked to do more and the push to get students out, which also got us back to the need to reduce class size and more effectively reach more students.

## IX. UNFINISHED BUSINESS

- 9.1 Continue Discussion re ASD 15-38 Elections Committee Memo re Proposed Changes to Bylaws & Constitution - Election Timeline  
This item raised constituency issues which are still pending until Chair Walker has opportunity to meet with VP-HRDI Gentles and VPSA Eanes. The Elections Committee's suggested changes within ASD 15-38 for All University Elections timeline to both Bylaws and Constitution will be added to the 4-9-15 AS agenda.
- 9.2 ASD 15-37 Finalize Statements-of-Opinion / Assign Pro-Con Statements for Ballot  
Assignments have been made by Chair Walker for pro/con statements for each of four questions. Pro/con statements should be ready for review at the next EC meeting 4-7-15 and will be made available for preview prior to the All University Elections, Spring 2015 [eVoting April 27-30, 2015]. S-O-O will need to be finalized for the ballot at the AS meeting 4-9-15.

## X. NEW BUSINESS

- 10.1 Ad Hoc Committee per [UPS 260.100](#) Assigned Time for Exceptional Service (per CBA) – Committee & Forms  
EC members agreed to ask for volunteers at the next AS meeting to find faculty willing to serve on this ad hoc committee.
- 10.2 HHD Dean Search Committee Confirmed 10-16-15: Replace Faculty Member on Sabbatical  
EC members agreed the HHD faculty member on sabbatical need not be replaced. Dr. Matt Englar-Carlson will continue on search committee since he is willing to continue and plans to miss only one meeting.
- 10.3 ASD 14-193 UPS 410.103 Curriculum Guidelines and Procedures: New Programs [6-5-14] [Source: UCC]  
Chair Walker laid framework for clarifying revisions to UPS 410.103. There was lengthy discussion prior to asking GE Committee to evaluate the needed process in moving forward to allow students to double-count within their respective programs.  
Current rules are contradictory. These rules disenfranchise students in targeted majors and create confusion and misunderstanding among faculty. The issues and reasonableness of double-counting need to be clarified and more fully understood across departments and the campus community.
- 10.4 Philosophy Department Memo-of-Concern re Double-Counting GE  
Chair Walker plans to include explanation of the double-counting issue in his Chair's Report for the AS meeting 3-26-15. GE Committee has agendaized this item for review, and it will be sent to the campus community for comments/feedback prior to debate by the Academic Senate during spring semester.
- 10.5 Visiting & Adjunct Professor Process – Assign to FAC  
EC members agreed to forward to Faculty Affairs Committee for review and feedback.
- 10.6 CO Request for President García's 3-year Review  
Chair Walker asked EC members to send feedback they may have ASAP for him to include in this review due 3-25-15.
- 10.7 [UPS 240.200](#) Policy on Amorous or Sexual Relationships between Faculty, Staff and Students [9-19-94] / Title IX – Link to EO 1097 <http://www.calstate.edu/eo/EO-1097.html>  
This UPS is *not* in compliance with Executive Order. EC members agreed to continue this item under unfinished business until input is received from university counsel and HRDI.
- 10.8 ASD 14-163 UPS 300.018 Unauthorized Withdrawals – Issuance of WU Grade [5-11-12] [Source: Grad Ed Com/ ASC]  
Chair Walker framed issue with the conflict in language between two committees – ASC and Grad Ed. Graduate Education Committee agreed to change language to what ASC proposed. This change will affect the WU process currently being followed for graduate students. UPS 300.018 will need to have very clear language so graduate students fully understand the policy standards.  
EC members agreed to add ASD 14-163 to the AS agenda 4-9-15. Chair Walker will notify Dr. Katherine Powers this item will be on the agenda if she would like to speak to the revisions made to UPS 300.018.
- 10.9 ASD 15-41 Proposed Dept. Name Change: RTVF to Dept. of Cinema and Television Arts [Source: COMM]  
EC members agreed Chair Walker, according to UPS 100.601 Procedures for Department/Program Name Changes, a memo should be sent to the campus community following spring break regarding proposed name change.
- 10.10 ASD 15-43 MCBE Proposed Concentration in Global Trade within BA International Business
- 10.11 ASD 15-44 MCBE Proposed Concentration in Marketing Analytics within MBA-Depts of ISDS & Marketing
- 10.12 ASD 15-45 MCBE Proposed Post-Baccalaureate Certificate in Health Care Analytics within Dept. of ISDS
- 10.13 ASD 15-46 NSM Proposed Concentration in Actuarial Science within BA Mathematics
- 10.14 ASD 15-47 HHD Proposed Concentration in Clinical Movement Science within BS Kinesiology  
The above five (5) proposals, received from Academic Programs, will be added to the 4-9-15 AS agenda.
- 10.15 ASD 14-22 rev. 3-20-15 UPS 300.005 Final Examinations [3-9-11] [Source: ASC]

Chair Walker reminded EC members what has been repeatedly asked Academic Standards Committee to address within this policy. EC members agreed that document should be returned to AS Chair Filowitz with recommended language to be incorporated into UPS 300.005 that more fully addresses the issues associated with online final exam schedules conflicting with final exams in the catalog for in class courses.

**ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 4-7-15.**

- 10.16 Standing Committees Vacancies – Using Committee Interest Database
- 10.17 Timely Graduation – PP + Analysis [Source: AP+EC]

## **XI. ADJOURNMENT**

M/S/P (Walk/Walicki) Meeting adjourned at 1:57 PM.