



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
MAY 12, 2015**

Approved 5-26-15

11:30 AM - 1:00 PM

Academic Senate Office – PLN-120

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

Guests: Cruz, van der Pol

I. CALL TO ORDER

Chair Walker called the meeting to order at 11:31 AM.

II. URGENT BUSINESS

III. ANNOUNCEMENTS

Chair Walker congratulated Vice Chair Emily Bonney for receiving the 2014-15 Faculty Leadership in Collegial Governance Award – presented at the 5-7-15 Academic Senate meeting. It was well-deserved!

IV. TIME CERTAIN

11:30 - 11:45 AM

Topic: CSUF RESPONSE TO CA DROUGHT

Discussant: Willem van der Pol

Interim Assistant Vice President of Facilities Operations and Management

Willem van der Pol was welcomed to give the PowerPoint presentation that several other groups have also seen. Water reduction mandates have been given through the Governor's EO, a senate bill, the water district and the City of Fullerton as well as the Chancellor's Office Sustainability Policy. The city of Fullerton must reduce water consumption by 28%. CSUF plans a reduction of 28% by 2-28-16 (reduce by 50,000,000 gallons based on 2013 usage, which was 181,000,000 gallons / 25% people/10% air conditioning/65% landscape). Landscaping changes have begun during the past A/Y. Statistics and strategies were shared as part of the Campus Master Plan. Auxiliary water usage falls under 1) campus housing, 2) ASI; 3) Parking; 4) ASC; 5) Arboretum. The arboretum leads the way in conservation efforts. The CO has committed monies to change and/or install meters, valves, fixtures, restrooms, etc.

The Campus Facilities and Beautification Committee has been involved with plans; however, there is a need for a campus-wide committee that meets regularly and will include faculty, students, and staff for this long-term master landscape plan. Members will collectively plan how we want to change the look of the campus in this conservation effort. Members of CF&B Committee will be invited to have a presence on the campus-wide committee.

V. APPROVAL OF MINUTES

5.1 EC Minutes (Draft) 5-5-15

M/S/P (Bonney/Walicki) EC minutes of 5-5-15 were approved as submitted.

VI. CHAIR'S REPORT

No formal report was given.

VII. PROVOST REPORT– 12:00 Noon

Provost Cruz gave an update on searches.

Dean - College of the Arts (COTA) search is coming to a close. If negotiations go well, an announcement could be made to the campus next week.

Director of Honors Program. Open forums with candidates have taken place and feedback is still being considered for an appointment to be made.

Dean - NSM Search process has begun. With two previous failed searches using a search firm, feedback received from open forums, a decision was made not to retain a search firm. Search committee is working on position description and ads. The search will begin fall 2015, with appointment/hire planned for fall 2016.

Dean – HHD Position description and the position ad has been approved.

Dean - COMM Position description is being worked on using feedback from faculty and staff in the college.

Campus Master Plan update. Today's PAB meeting will discuss collected feedback from the many group presentations over past months for approval of the CMP framework. The topics for each subcommittee and how to populate respective subcommittees projected to launch in fall will be further discussed.

VIII. STAFF REPORT No report

IX. COMMITTEE LIAISON REPORTS

- 9.1 ASI Board of Directors [Walker] R, 5-7-15, 1:15-3:30 PM, TSU 208 – See Notes from EC 5-5-15.

On May 7, there was a special meeting of the ASI Board that I was unable to attend (agenda attached). During this meeting the board approved the recommendation for the ASI Executive Director, continued work on the budget, and did several student leader appointments. There will be an additional Board Meeting on May 14 from 1:15 – 3:45 to complete the work that the board must finish this semester.

- 9.2 ASI Board of Directors [Walker] Special Meeting R, 5-14-15, 2:00-5:00 PM, TSU 208

Special meeting was called for R, 5-14-15. The Board approved candidates for several positions and had several discussions about qualifications of candidates and this will likely come back as a discussion item next year. The members of the Board and the Executive Officers thanked each other and there was recognition of the Neha Ansari who served as Chair of the Board this year and will be graduating.

- 9.3 Assessment & Educational Effectiveness Committee [Guerin] W, 5-6-15, 1:00-2:15 PM, MH-141

There was discussion on a revised PPR guidelines document. Department chairs had been asked for comments. After discussing the need to tweak the annual report guidelines so that they are coordinated with the PPR, members tabled the document rather than to have a series of amended documents over the near term.

Dr. Su Swarat and Dr. James Rodriguez will edit the current PPR guidelines and bring it back next week for the committee to review. The goal is to reduce the workload and efficiency of both processes.

I encouraged the chair and the committee to submit the AEEE annual report with an eye toward helping the next committee get a good start. The annual report will also be on the agenda next week.

I also asked the committee to think about a theory of change as to how we make a cultural shift toward assessment at CSUF. Based on the comments of many today, there is still much for the campus community to learn about it.

Senator Bonney will be the substitute liaison for AEEC final meeting 5-13-15.

- 9.4 Assessment & Educational Effectiveness Committee [Bonney for Guerin] W, 5-13-15, 1:00-2:15 PM, MH-141

For its final meeting of 2014-15, AEEC reviewed the potential contents of the annual report by reviewing their activity for the year. The committee has tabled the review of the PPR to make sure it is aligned with other reporting changes. Chair Rizkallah also wants to include the fact that members of the committee have been attending assessment conferences. This conversation was followed by a discussion of future directions. One suggestion is to send junior faculty to assessment conferences. Another possibility would be to consider creating a recommendation about how to incorporate assessment activities in the RTP process, that is, participation in assessment would be part of the review under the teaching rubric. Another issue is figuring out how to assess centers and institutes although this could be problematic and in any case the conversation would need to include the deans as well. Another issue is how to involve contingent faculty and their courses in assessment since it is part of the teaching process. These ideas all will be spelled out more completely in the annual report which will include the future work for the committee. Pam Oliver reminded members that there is a 15 June deadline by which the assessment information must be entered into Compliance Assist, and over the summer the liaisons will work at interpreting the material and provide feedback to the departments. There was a request for clarification of the relationship of the liaisons with the committee and the suggestion that there be reports from the liaison group. The committee approved the revisions to the Interim PPR Guidelines and Procedures that will be forwarded to the Academic Senate. Teeanna Rizkallah was re-elected chair for 2015-16.

- 9.5 Curriculum Committee [Fontaine] F, 5-8-15, 10:00-12:00 PM, MH-141 *if needed* NO MEETING

- 9.6 Extended Education Committee [Walk] M, 5-11-15, 3:00-4:00 PM, CP

EEC Member Filowitz chaired the meeting in the absence of Chair Tiwari. M. Filowitz updated committee on revisions to UPS documents approved by the president. B. Tiwari was elected chair for 2015-2016. K. Knutson Miller thanked the group for its work this A/Y. Interim Dean. Knutson Miller distributed a document summarizing "promising partnerships proposals" for consideration by the committee. She proposed working with Academic Programs to begin to build self support programs, particularly those in innovative formats or locations (especially Irvine), credit or non-credit bearing programs, international graduate study, and other

entrepreneurial ideas. She asked members to broach discussions in their respective programs about such possibilities. She plans to present the idea to the Council of Deans

9.7 Faculty Development Center Board [Sargeant] F, 5-8-15, 9:00-11:00 AM, PLS-044

In addition to hearing a report from the FDC Director regarding Teaching Titans Day and the FEID grant awards, the FDCB was able to elect (unanimously) a chair for 2015-16: Ying-Chiao Tsao.

The board also reviewed the wording of its bylaws and approved to send to Senate Exec a recommendation that the bylaws be amended to include, as an ex officio member, the AVP of Research, Creative Activity, and Technology Transfer.

Other business included a discussion of the role, if any, that the FDC might play in helping faculty explore ways to fund international travel and research, as well as learn about affordable textbooks and other materials. The highlight of the meeting, however, was the OUTSTANDING cheesecake provided by secret pastry chef Barry Pasternack as a "thank you" to Kristin Stang for all of her hard work and her dedication to the FDC.

9.8 General Education Committee [Bonney] F, 5-8-15, 2:00-4:00 PM, MH-141 *if needed* NO MEETING

9.9 Graduation Education Committee [Walker for Jarvis] F, 5-8-15, 2:00-4:00 PM, KHS-221

Final meeting for 2014-15, meeting had no quorum. Paul Stapp volunteered to remain as chair. I am going to send a note to ask if there are objections from the committee so that we can start with a chair in the fall.

9.10 International Education Committee [Dabirian] W, 5-6-15, 11:00-12:00 PM, MH-141 NO REPORT

9.11 Planning, Resource, & Budget Committee [Bonney] F, 5-8-15, 1:00-2:30 PM CP-1060-05

The focus of attention was the discussion of the Budget recommendation letter. The revisions to the letter had omitted the specification that tenure track density be measured by a ratio using FTES. At the end of this discussion the PRBC agreed that the faculty density issue should be adjusted to refer to improving the Tenured/tenure-track faculty to FTEF and the student to faculty ratios. There also was discussion about the issue of structural deficits which led to the additional of a fourth bulleted item in the first half of the letter to include the need to increase hiring and training staff. The letter otherwise was accepted as drafted.

9.12 Planning, Resource, & Budget Committee [Bonney] F, 5-15-15, 1:00-2:30 PM CP-1060-05 MTG CANCELLED

X. UNFINISHED BUSINESS

10.1 Standing Committees Vacancies – Using Committee Interest Database

There was time to discuss a few committee vacancies where “declines” were received. Faculty who agreed to serve on standing committees will be confirmed on the AS 5-14-15 electoral agenda consent calendar.

10.2 AS Budget and EC Assigned Time

A report was received from the Provost’s office, and was a topic at the weekly meeting between Chair Walker and Provost Cruz this morning. Release time is being negotiated for 2015-16, which includes a full-time chair position (24 units assigned time).

10.3 Faculty Appointment to Student Health Advisory Committee [Student Health & Counseling]

The charge for this committee has been received. Now a faculty member is needed to serve.

XI. NEW BUSINESS

11.1 ASD 15-114 UPS 103.005 World Wide Web Policy [6-7-12] [Source: ITC]

EC members agreed this item will remain on the AS marathon meeting agenda under new business.

XII. ADJOURNMENT

FINAL EXECUTIVE COMMITTEE MEETING FOR 2014-15.

Meeting adjourned informally at 1:00 PM following a surprise gift-giving and cake-cutting ceremony for Marilyn Miller for her planned retirement 7-31-15.

Year	Chair	Vice Chair	Secretary	Treasurer	At-Large	At-Large	At-Large	CSU Senate
2014-2015	Sean Walker	Emily Bonney	Steve Walk	Amir Dabirian	Lynn Sargeant	Sheryl Fontaine	Ken Walicki	Matt Jarvis 2015 Diana Guerin 2016 Sean Walker 2017

Year	Chair	Vice Chair	Secretary	Treasurer	At-Large	At-Large	At-Large	Immediate Past Chair	CSU Senate
2015-2016	Emily Bonney	Bill Meyer	Merri Lynn Casem	Amir Dabirian	Kristin Stang	Lynn Sargeant	Ron Oliver	Sean Walker	Diana Guerin 2016 Sean Walker 2017 Mark Stohs 2018