



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
DECEMBER 1, 2015**

Approved 12-8-15

Draft

11:30 AM - 12:50 PM

PLN-120

Present: Bonney, Casem, Guerin, Meyer, Oliver, Sargeant, Stang, Stohs, Walker

Absent: Dabirian

I. CALL TO ORDER

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

II. URGENT BUSINESS

There was no urgent business

III. ANNOUNCEMENTS

- Bonney: No Academic Senate meeting this Thursday.
- Walker: Reported advising an increasing number of transfer students that have fulfilled their B4 GE requirement with only Intro to Stats. These students will be negatively impacted if they declare a major that has a math requirement with College Algebra as a pre-requisite. We should consider how to anticipate and respond to this trend. Chair Bonney will investigate how other campuses are responding to this.

IV. APPROVAL OF MINUTES

4.1 EC Minutes (Draft) 11-17-15 M/S/P (Walker/Stohs) minutes were passed.

V. CHAIR'S REPORT (Bonney)

Chair Bonney reported on topics below.

- Student applications for next year are up by 9%. Concern was expressed about underfunding of the UC and CSU and its long-term impact on preparation of an educated workforce in the state. Eligible students will be turned away due to lack of space.
- Met with the Provost. Will share the link to TheDemands.org website that is a clearinghouse for student concerns regarding issues of racial inequality on campuses across the nation. The Provost would like the Senate to begin thinking about how to address these concerns in a proactive manner. What are the issues that may be emerging on this campus? Need to think about how to direct the conversation in a productive way. Help students to become effective advocates and articulate needs. Will be asking President Garcia her thoughts and what role the Senate may play.
- Spring retreat regarding the Academic Master Plan will be held 3/18/16 at the Marriott. Looking to circulate a draft document two weeks in advance and seek significant feedback.
 - Ongoing feedback will be critical and organization is important to facilitate communication with the larger campus community. Collection of feedback needs to be sensitive to the demands on faculty time.
 - Concern was expressed about timeframe of AMP committee work. Original December 2015 deadline was extended to March 2016 with the goal of completion by fall 2016.
 - An unintended consequence and surprising benefit of the AMP committee work has been to reveal resources for decision-making on campus.
- Review the two documents from FAC: Draft UPS on Instructional Materials & Search documents. Less concerned about the Search document. Asked for response to Search document by next week's meeting. Had previously asked FAC for a 1-2 page document establishing policy regarding textbooks. Need to provide feedback to FAC prior to bringing the document to the full committee. Need to identify areas of concern. Decisions need to be handled at the level of the Department.
 - The length of document makes it difficult to use
 - Some of the language is borrowed from other sources that could simply be referenced
 - The document is addressing policy and procedure. Could these be separated?
 - Concern about interpretation of what is "timely" in view of accessibility.
 - Departments should be required to establish policy. Deans should not be involved

- Appreciate the work of the committee, but will request additional consideration based on feedback.
- Concerns about the definitions used in the draft – specifically the definition of “instructional materials”, “accessible”, “required”, “recommended”.
- Need a University policy that mandates that departments establish a policy for instructional materials that is reviewed on a regular basis (minimum 5yrs)

VI. PROVOST REPORT

No Provost report.

VII. STAFF REPORT (Benjamin Report)

No staff report.

VIII. COMMITTEE LIAISON REPORTS

- 8.1 Assessment & Educational Effectiveness Committee [Casem] W, 11-18-15, 1:00-2:15 PM, MH-141
The committee discussed the wording of a memo that will be sent to Chair Bonney regarding the suggestion that faculty efforts as related to assessment be acknowledged by inclusion in any revision of UPS 210.000. Chair Rizkallah will make revision based on the conversation and distribute them to the committee members through email. The assessment liaisons have met to discuss progress and roadblocks to progress.
- 8.2 Academic Standards Committee [Sargeant] F, 11-20-15, 1:00-2:00PM MH-166
No report received.
- 8.3 Faculty Affairs Committee [Bonney] F, 11-20-15, 10:00 AM -12:00PM, MH-141
No report received.
- 8.4 Planning, Resource & Budget Committee [Meyer] F, 11-20-15, 1:00-2:30 PM, CP-1060-05
Presentation of Budget Update by VP Kim. Most of this was taken from his presentation to the Academic Senate last week. Discussion of the numbers included we are still \$616,500,000 behind our former 3 Billion (1989) from the state. Most new funding is not equal and CSUF receives a smaller percentage than our numbers would indicate.
Projected 1 million in El Nino flooding damage.

IX. NEW BUSINESS

- 9.1 Revision to UPS 300.016 Withdrawal Policy [Source: ASC]
ASC has eliminated language concerning the appeals process.
- Concern was expressed about consistency of our policy with EO prohibiting exemptions to the 18unit cap on withdrawals. Withdrawal for dire circumstances will not count against the cap.
 - In some cases, the dire circumstances clause has not been appropriately applied, leading to accumulation of units against the 18 unit cap. The role of the Petition Committee is then to retroactively address these types of changes. There is a long-standing practice that allows students to petition. Errors result from a lack of knowledge of the process.
 - It needs to be decided if a UPS addressing the work of the Petition Committee is required. This will be addressed by ASC in future.
 - It was suggested that Debbie Briggs has institutional knowledge that could be helpful
 - The suggestion was made to include reference to the 2009 EO to clarify the motivation for the revision and to move the language about 18 unit cap further up in the document. These amendments can be made from the floor
 - This document will be included on the agenda for the Senate’s 12-10 meeting.
- 9.2 Revision to UPS 300.031 Academic Appeals Board [Source: ASC] will placed on Consent Calendar
- 9.3 New UPS 210.055 Visiting Faculty Appointments [Source: FAC] Limited faculty appointments – only 25 are available system-wide per year. Refers to CBA. Suggest putting this document on the agenda for a first reading on 12/10/15.

- 9.4 Revision to UPS 412.010 Honors Program [Source Honors Board]. Concern about ownership of curriculum by faculty not the Honors Program and absence of a process for review of faculty teaching in the University Honors Program. Various aspects in the document replicate policies that already exist in other UPS. Suggest removing the bullet point list. Need more substance regarding assessment and faculty performance review in the document before bringing it to the senate.
- 9.5 Continue Discussion re Presentation for Proposed Changes to Bylaws & Constitution – CONSTITUENCY ISSUES [from 4-28-15 EC meeting]
Chair Bonney would like to have a 15 minute open conversation about the elimination of the At-Large seats at the Academic Senate meeting on 12/10/15. Will provide a more detailed plan for achieving this goal at the next Executive meeting. Need to consider how to handle faculty appointments to MPP positions.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 12-8-15.

- 9.6 [UPS 410.200](#) Program Performance Review Policy [7-11-11]
 - 1. FAC response
- 9.7 [UPS 411.102](#) Curriculum Guidelines and Procedures: Academic Jurisdiction
- 9.8 UPS [411.200](#) General Education Guidelines and Procedures: New and Existing Courses Policy
- 9.9 Discussion on Smoking
- 9.10 Follow-up on Retreat. New UPS on Core Competencies?
- 9.11 Revised ECS Exemption Resolution – Jon Bruschke
- 9.12 Discussion on Excess Units
- 9.13 Discussion on Articulation Issues

X. ADJOURNMENT

Unilaterally declared by Chair Bonney
Meeting adjourned at 12:55 PM.