



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES  
OCTOBER 11, 2016**

*Approved 10-25-16*

**11:30 AM - 12:50 PM**

**PLN-120**

Present: Bonney, Bruschke, Gradilla, Matz, Meyer, Oliver, Stohs, Walker

Absent: Dabirian, Stambough

## **I. CALL TO ORDER**

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

## **II. URGENT BUSINESS**

No urgent business.

## **III. ANNOUNCEMENTS**

- (Matz) Faculty Fund has remained the same, \$1,055.

## **IV. APPROVAL OF MINUTES**

4.1. EC Minutes (Draft) 9-27-16 *forthcoming*

4.2. EC Minutes (Draft) 10-4-16 *forthcoming*

## **V. CHAIR'S REPORT**

- The Provost search will start in the spring (2017) with the expectation it will end in the spring. It is still not known if a search firm will be used.
  - The AA/AS Retreat was apparently a success; we received a lot of good feedback. Amir and I will get together next week to figure out what we will do with all the information that was collected.
  - Chair Bonney will be scheduling an appointment with VP Eanes to discuss ways we can enhance relations between Student Affairs and Academic Affairs.
  - Owen Holmes, AVP Government and Community Relations is retiring; we will need three faculty for that search committee; the committee will start the search process in January. Provost Puri has recommended we adopt a policy of calling the deans and asking for recommendations for newly tenured faculty for some of these search committees; it is a good way to get people involved and get them started thinking about being a part of a larger university community.
  - This Friday Chair Bonney will be sending out to the departments the results of the Area Z review over the summer. A third of all the courses in Area Z were reviewed and it is clear that almost none of them got a perfect set of marks in all five objectives, most of them is not doing well in the fifth one. It is not a true GE recertification, which is why Chair Bonney is sending out the notice instead of the GE committee; they do not want to cause any confusion. An issue that has turned up both in this review and in recertification as well is that faculty are not putting the information that is required by UPS 300.004 in their syllabi. One of the things we should think about and discuss more at a future occasion is what do we do about this.
  - The Ethnic Studies Task Force that came out of the Chancellors office has the report out with the letter. The campus is going to have to report on this next July so VP Puri will be approaching the President to see how she wants to handle it. My recommendation is a task force that involves all the stakeholders: staff, students, and faculty, but not only just ethnic studies faculty, participate in framing this response..
  - There was an exchange of emails regarding dealing with the At-Large seats. That issue is not going on the agenda this year. We are not compelled to put it on the agenda; it was a statement of opinion not a referendum. The administration has always been a part of the constituency since the Constitution was put together and as a basic constituency has always been able to run for an at-large seat. If you go back and read the minutes from the April 28, 2016 meeting, you find that most of the people who were in the room did not wish to completely eliminate the administration from the at-large seats.
- Recommendation: table this until next Tuesday and the Executive Committee can consider voting on whether we wish to take this to the Senate this year.

## **VI. INTERIM PROVOST REPORT – 11:30 AM**

- We are looking for an acting director for FAR. I have talked to some people whom I thought would make a good director and have experience with the RTP process and would be willing do it for this year and we would have the search in Spring, but it has not work out so far. I will be seeing another candidate this afternoon.
- I wanted to let you know that FAR is not going anywhere, it will stay in Academic Affairs because the RTP process is so integral to what we do. The New position of AVP in HR will handle all other items and they will work closely with FAR. As we go electronic in reviewing RTP files, it will be easier to have that collaboration. When people start moving, we will see how we can bring them closer together.
- We are starting to have discussion on the enrollment management process. We need to have a coherent effective enrollment management to meet the institutional needs and to meet student needs. There will be a roll for Student Affairs in the process. There are so many different pieces that the A&R is handling, we had to look at the details and see which part we want to have a critical role for Academic Affairs and what we want Student Affairs to handle. I ask that you keep an open mind and I look forward to getting your ideas.

Q: What will be the interplay between IRAs and the offices?

A: They need to have relationships with all the areas, but they need to be in Academic Affairs

Q: Since Provost Cruz arrived, we had a realignment of who did what in the Provost office and now in the interim, before you took over there was another realignment. If we can get some sort of understanding that when the new provost and the AVPs come in that we can bring institutional stability so whatever is being done, it continue for at least three to five years?

A: Right now we don't have a system in place; we are creating a new enrollment management system. One should expect some changes anytime a new person at the top-level coming into the position. They have to evaluate what the structures are and whether they will serve the way they want to run things and deliver results. They need some flexibility in doing their job so they can deliver on their promises.

## **VII. STAFF REPORT**

No staff report.

## **VIII. COMMITTEE LIAISON REPORTS**

8.1 ASI Board [Bonney] T, 10-4-16, 1:15-3:45PM, TSU Legislative Chambers

No report.

8.2 Diversity & Inclusion Committee [Gradilla], W, 10-5-16, 9:00-10:00AM, EC-60

No report.

8.3 International Education Committee [Gradilla] W, 10-5-16, 11:00AM-12:00PM, MH-141

No report.

8.4 Information Technology Committee [Bonney] F, 10-7-16, 10:00AM-11:00PM, LH-702

No report.

8.5 Faculty Affairs Committee [Bonney] F, 10-7-16, 10:00AM-12:00PM, MH-141

Meeting cancelled.

8.6 Curriculum Committee [Stambough] F, 10-7-16, 12:00-2:00PM, MH-141

No report.

8.7 Planning, Resource, & Budget Committee [Meyer] F, 10-7-16, 1:00-2:30PM, CP-1060-05

Meeting cancelled.

8.8 General Education Committee [Bonney] F, 10-7-16, 2:00-4:00PM, MH-141

The committee discussed courses carried over from last year and began review of those two courses in the meeting. The courses in question are GEOG 100 and POSC 200. One issue that was clear was that in some instances faculty have not used the revised GE learning objectives or alternatively fail to identify the learning objectives. Emily Bonney will report the results of the Area Z review to the departments in question. The committee approved the changes to UPS 410.200 proposed by the Executive Committee. No new courses have been submitted for inclusion in the GE Curriculum.

## **IX. UNFINISHED BUSINESS**

### 9.1 Email from Jon Brusckhe

1. UPS 100.001 - Academic Senate Bylaws
2. UPS 100.700 - Formation, Operation, and Discontinuation of University Institutes and Centers
3. UPS 300.022 - Assessment of Student Learning at California State University, Fullerton

## **X. NEW BUSINESS**

### 10.1 Textbook Issue

Chair Bonney responded to Michele Barr last week on this issue.

### 10.2 UPS 100.006 - A Commitment to Civility at CSUF

Chair Bonney had a conversation with Gail Brooks regarding this and received a commitment this UPS will not be used in personnel issues.

- We probably need a code of conduct for certain kinds of misbehavior that are not incidents of academic freedom or things covered by the CBA.

Drs. Matz and Gradilla stated once charged with the review of the civility UPS, we did some investigating of different universities and their policies regarding civility, and we felt something was needed. Ideally it would be concise, people would look at, and it would be something people remember. We could use it for the CSUF websites, our own personal websites, and for our classes.

The reason we shortened it is because it was brought to our attention that HR had used it punitively against a faculty and we do not think that was the intention of it.

#### Recommendations:

- Leave the document as it is, as long as people are not using it used as a guide of prescriptive behavior or for litigious purposes. It is an understanding for how we conduct ourselves.
- Simplify the second paragraph and soften the third paragraph.

ITEMS BELOW WILL BE MOVED TO NEXT AGENDA 10-18-16.
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### 10.3 UPS 210.020 Review of Tenured Faculty

### 10.4 UPS 230.000 - Reaffirmation of Statement of Professional Responsibility

### 10.5 Undergraduate Course Reallocation Request Form

### 10.6 UPS 260.104 - Guidelines For Granting Difference In Pay Leaves

1. Article 28 - Difference In Pay Leaves

### 10.7 UPS 100.600 - Proposals and Procedures for the Establishment of University Departments

### 10.8 UPS 220.000 - Policies, procedures, and guidelines for the Administration of Statements of Opinion Questionnaire (SOQ) Forms

### 10.9 Academic Master Plan

### 10.10 UPS 410.103 - Curriculum Guidelines and Procedures: New Programs

## **XI. DISCUSSION ITEMS**

### 11.1 General Education Gets an Integrative Learning Makeover

## **XII. ADJOURNMENT**

M/S/P (Matz/Meyer)