



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES
SEPTEMBER 19, 2017**

Approved 10-17-17

11:30 AM - 12:50 PM

PLN-120

Present: Bonney, Brunelle, Brusckhe, Dabirian, Gradilla, Myck-Wayne, Oliver, Patton, Shahi, Stambough, Stohs

I. CALL TO ORDER

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

II. URGENT BUSINESS

- We need to send the Provost names for the GE Task Force.
- Apple has announced today iOS 11 for iPhone and iPad coming out. Do not upgrade your devices at this time, IT is testing and will announce when it is ok to update your devices.
- The phishing email messages have gotten out of hand.
- IT has sent out an email to help you identify phishing messages.

III. ANNOUNCEMENTS

- (Dabirian) Don't forget to change your password.
- (Bonney) Complete your EO 1083 responses.
- (Stambough) I have received confirmation there will be a GE Webinar on September 29th at 2:00 pm.

IV. APPROVAL OF MINUTES

- 4.1 EC Minutes (Draft) 9-5-17
M/S/P (Oliver/Brunelle) Minutes were approved.
- 4.2 EC Minutes (Draft) 9-12-17
M/S/P (Oliver/Brunelle) Minutes were approved as amended.

V. CHAIR'S REPORT

- I met with the Provost mostly regarding issues related to GE 1100 and the AA/AS Retreat.
- The Constitution Committee met on September 18th; they are going to draft up language to make changes to the Constitution for implementation of the Constitutional Amendment that was passed last year. They are going to clean up the language, so it is consistent within the Constitution. They will propose a memorandum of understanding or a resolution of what the implementation is going to be or put it in the Bylaws. This spring we will have the five At-large seats reduced to two seats. We will have an election for two At-large seats, and the remaining three seats will be distributed per the formula from the Elections Committee, and for the next two years, it will be the same thing. If it passes the Senate without dissent, we are ready for the spring elections. If it does not pass the Senate without dissent, it will have to go to a vote.

Suggestion:

Introduce this to the Senate as a first reading item and discuss putting it on the agenda as an action item.

VI. STAFF REPORT

- We received a total of 6 nominations for the Faculty Leadership in Collegial Governance Award. There were three new nominations and three nominations for files to be resubmitted.
- We received a total of 22 nominations for the Outstanding Lecturer Award. There were twelve new nominations and ten nominations for files to be resubmitted.
- Due to the AA/AS Retreat's new location (from the Marriott to Titan Hall) the Senate office staff is responsible for the set-up and breakdown of the room. We will be setting up the room on Thursday before the retreat and need assistance with this daunting task.
 - (Dabirian) Staff will be provided to help.
- We have 160 people registered for the AA/AS Retreat.

VII. COMMITTEE LIAISON REPORTS

7.1 ASI Board [Stambough], T, 9-19-17, 1:15 - 3:45 PM, TSU Legislative Chambers

No report submitted.

7.2 Internships & Service Learning Committee [Stohs for Brusckke], W, 9-13-17, 9:00 - 10:00 AM, MH-141

- Review of UPS 411.601 proposed revisions.
Dawn has asked for more time to consider revision; so there will be no vote today.
- Discussion: in the past had found extensive non-compliance; needed to act.
Review current version - which has suggested revisions; and accept (reject) suggestions.
Re-open discussions about a complete overhaul of the policy. Discussion of how the Risk Management and educational goals are maintained. Who does what, CICE or Departments (colleges or programs)? Many programs are likely to be in non-compliance. What can be done with policy and practice to rectify this? Should internship courses/programs be "re-certified" like GE Courses?

7.3 University Advancement Committee [Myck-Wayne], W, 9-13-17, 9:00 - 10:00 AM, CP-810

- Call to order at 9:00am.
- The chair was elected: Richard Laton from NSM.
- After introductions, the committee reviewed the charge of the function of the UAC.
- The committee reviewed the annual report. The committee discussed the Dinner21 and TAG grants. Dianne Fisher explained that the Dinner 21 program was going well. However, they need more faculty representation. The TAG grants are funded for Spring, 2018. The grants provide temporary funding to student, alumni and faculty gatherings. The funding is for \$2,500. Twelve grants were funded for 2017/2018. Several committee members pointed out that these subsidies are not well advertised. It was suggested that perhaps Dianne Fisher or someone from her office provide a presentation to the Academic Senate about these activities.
- There was a survey conducted last year by the UAC; however, no one was informed or new how to situate the questionnaire within any context. Dianne Fisher said she would report on the survey at the next meeting.
- Senate Ex Liaison introduced the three top priorities for this year: UPS 100.600, UPS 100.300 and to look at the strategic plan and provide feedback to move forward with the new strategic plan in the spring.
- Dianne Fisher spent some time discussing Graduating class gifts to the university and how we can get graduate involved. Richard Laton said that Geology had wanted to have graduate name rocks and have them around campus, but there was always a conflict with CFB committee.
- Dianne also discussed homecoming for the 60th anniversary, December 2 and all the events that will be taking place. She shared a powerpoint presentation that will be sent to all committee members. Again, this would be an excellent presentation for Academic Senate.

7.4 Writing Proficiency Committee [Oliver], F, 9-15-17, 9:00 - 11:00 AM, PLS-299

- The meeting was called to order, and introductions were made. Acknowledged Leslie Bruce's appointment as Faculty Fellow for Writing Across the Curriculum.
- Approval of Minutes for April 21, 2017.
- Unfinished Business
UPS 320.020 revisions from the last meeting were reviewed, and additional revisions were made by the committee Chair Evanow; he will send out the new changes to the committee to review and hopefully approve at the October 20, 2017, meeting.
- Nicole Willey writing approval (April 2016) – Garrett Struckoff will send the appropriate UWPC committee minutes to verify that support which will be sent to R &R and her department.
- New Business
 - The committee clarified the process/mechanism for student petitions to the Writing Board - Once the committee approves the student petition the chair will sign the R & R petition and return it to R & R, as well as notify the student and their department.
 - Student petition – Kouri Robinson was denied. R & R will be notified as well as the students department.
 - POSC 426 was approved by the committee as an upper division writing course.
 - BIOL 410, HCOM 307, HUSR 580 will be reviewed at the October 20, 2017 meeting.

- 7.5 Faculty Affairs Committee [Bonney], F, 9-15-17, 10:00 AM - 12:00 PM, MH-141

No report submitted.

- 7.6 Academic Standards Committee [Brunelle], F, 9-15-17, 1:00 - 2:00 PM, MH-141

The committee met today with all but one member present. The committee, after some discussion, chose Stephen O'Connor as its chair for this year. We spent most of the meeting going over the annual report from last year and reviewing the charge and functions of the committee. Last year's annual report indicated that the only unfinished business from last year was a possible review of UPS300.015 – Repetition of Courses policy. The Committee had deferred action on that report until the Registrar's Office had implemented new software this fall that would inform students early on regarding the CSUF grade forgiveness/grade averaging policy and course repeat policy in the UPS. Nancy Dority, Asst. VP of Enrollment Services was present and informed the committee today that the software is now live. The committee, therefore, requested that at our next meeting she offer a brief presentation to the committee about how the software might impact 300.015, after which the committee could discuss what changes, if any, would be useful to make to 300.015.

- 7.7 General Education Committee [Bonney], F, 9-15-17, 2:00 - 4:00 PM, MH-141

No report submitted.

- 7.8 Library Committee [Stohs], M, 9-18-17, 11:00 AM - 12:00 PM, PLS-256

The Committee discussed the Open Access Policy and approved it with a couple of revisions. The change will be posted soon.

VIII. UNFINISHED BUSINESS

- 8.1 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2017-2018

- Continued filling the standing committee vacancies. An email will be sent out to faculty asking them to serve. Once we receive acceptances, we will add their names to the consent calendar at the next AS meeting.
- We will need a person for the College of Education on the Professional Leaves Committee. The person on the committee is planning on applying for sabbatical next year.

Suggestion:

Timothy Green

- 8.2 GE Task Force

Suggestions:

SS - Jessica Stern

HUM - Eliza Noh

ECS - Michael Shafae, Binod Tiwari, Kiran George

COMM – Sutko

CBE – (preferably from Economics) request names from the chair of Economics, Dipankar Purkayastha

EDUC – Julian Jefferies

NSM – Mori Jamshidian

ARTS – Jade Jewett

HHD – Ioakim Boutakidis

Ex Officio's:

Lynn Sargeant

Su Swarat

Elizabeth Boretz

Brent Foster

Arnold Holland

- 8.3 SOQ Task Force

- 8.4 Meaning of Degree

IX. NEW BUSINESS

9.1 Response to EO 1110: Academic Preparation

9.2 AA/AS Retreat Agenda

Executive Committee discussed what the agenda for the retreat should look like and the topics of discussion for each session.

Chair Stambough will finalize the program from the suggestions/recommendations and will forward the final schedule to Provost Puri to review with President Garcia.

X. ADJOURNMENT

M/S/P (Dabirian/Bruschke) Meeting adjourned at 12:55 PM.