



ACADEMIC SENATE EXECUTIVE COMMITTEE MINUTES – Summer MAY 20, 2014

Approved 6-5-14

11:30 AM - 1:00 PM

MH-141

Present: Bonney, Dabirian, Fitch (for Walicki), Fontaine, Jarvis, Sargeant, Walk, Walker
Absent: Guerin
Guests: Cruz, Nwosu

I. CALL TO ORDER

Chair Walker called the meeting to order at 11:40 AM.

II. INTRODUCTIONS

The colleagues talked amongst themselves with no formal introductions needed.

III. URGENT BUSINESS

IV. ANNOUNCEMENTS

V. TIMES CERTAIN

11:30 AM

Photography Session

Members of the 5-15-14 newly-elected Executive Committee were photographed to update the A.S. Website.

| | | |
|---|------------------|-----------------|
| 1 | Chair | Sean Walker |
| 2 | Vice-Chair | Emily Bonney |
| 3 | Secretary | Steve Walk |
| 4 | Treasurer | Amir Dabirian |
| 5 | At-Large #1 | Lynn Sargeant |
| 6 | At-Large #2 | Sheryl Fontaine |
| 7 | At-Large #3 | Ken Walicki |
| 8 | CSU Senator 2015 | Matt Jarvis |
| 9 | CSU Senator 2016 | Diana W. Guerin |
| 1 | CSU Senator 2017 | Sean Walker |

12:50 PM

Topic: GE Coordinator

Discussant: Dr. Peter Nwosu, AVP Academic Program

Dr. Nwosu began by congratulating EC members elected for 2014-15. He gave a brief update on general education, and this week's on-campus interview status for finalist candidates for the position of Director of Undergraduate Studies. Candidates will be considered for two GE Coordinator positions to oversee GE pathways and assessment of general education.

VI. APPROVAL OF MINUTES

6.1 EC Minutes (Draft) 5-13-14

M/S/P (Bonney/Dabirian) EC draft minutes 5-13-14 were approved as submitted.

VII. CHAIR'S REPORT (Walker)

Chair Walker spent time discussing strategic priorities for 2014-15 (see item 10.8) and the work to be done over the summer meetings to prepare for the A/Y.

The President has signed 19 UPS documents this past year – 3 of which were rescinded. There are approximately 120 active policy documents. Several need to be revisited this A/Y.

Review and reformatting of UPS 100.001 A.S. Bylaws to remove the old **BL** numbers is in progress.

VIII. PROVOST REPORT – 12:30 PM

Provost Cruz continued the update from his report at last week's EC meeting, 5-13-14.

The campus community received an email announcement this morning regarding the inability to fill two permanent positions in recent searches: 1) University Librarian; 2) Associate VP for Research, Creative Activities

& Technology Transfer (AVP RCATT). The search for University Librarian will be put on hold through summer pending deliberations and considerations of Libraries of the Future Taskforce (LOFT), repairs to the Library following the 3-31-14 earthquake, and space planning efforts. For the AVP RCATT position, the search process will be extended immediately with the goal of having a new set of on-campus interviews during fall 2014. Dr. Shari McMahan has agreed to continue to serve as Interim AVP RCATT.

An email will be sent today announcing appointment of Dr. Sheryl Fontaine as the permanent Dean of the College of Humanities and Social Sciences.

An open forum is scheduled with HHD faculty and staff to receive input regarding the search for a permanent dean of the College of Health and Human Development.

Questions for Provost Cruz.

- Faculty hiring. The hiring process is not complete, so an exact number of faculty hires for this year is not available beyond the 70% faculty search success rate thus far. Provost Cruz did provide interview responses from candidates who rejected a CSUF offer of employment. A majority of candidate responses fit into two categories of “received better offer” (combination of salary and work load) and “spousal concerns”.
- Commencement. There will be campus discussions and debriefings regarding the 2-day commencement exercises May 17th and 18th. There will be review and discussion of all aspects of this complex event and improvements for next year’s event, planning for which begins immediately.

IX. STAFF REPORT (Miller written report)

- 9.1 Working toward completing the 5-8-14 A.S. minutes (3 transmittals pending).
- 9.2 Working toward completing the 5-15-14 A.S. minutes (12 transmittals pending).

X. NEW BUSINESS

- 10.1 Summer – Meeting Dates/Times – Summer 2014 / Alternates
M/S/P (Bonney/Walk) Motion was approved for summer meetings dates for Executive Committee.
If an EC member will be unable to attend these set meeting times, an appointed alternate may attend.

| Date | Time | Term |
|--------------------------|--------------------|------------------------------|
| Tuesday, May 20, 2014 | 11:30 am - 1:00 pm | Summer |
| Thursday, June 05, 2014 | 11:30 am - 1:00 pm | Summer |
| Tuesday, June 24, 2014 | 11:30 am - 1:00 pm | Summer |
| Tuesday, July 08, 2014 | 8:30 am - 10:00 am | Summer |
| Tuesday, July 22, 2014 | 8:30 am - 10:00 am | Summer |
| Tuesday, August 05, 2014 | 8:30 am - 10:00 am | Summer |
| Tuesday, August 19, 2014 | 11:30 am - 1:00 pm | Fall Semester Begins 8-18-14 |

- 10.2 ASD 14-125 Executive Committee Liaison Choices for 2014-15
EC members volunteered for the 18 committees (17 standing + ASI BOD). Chair Walker will finalize the list and send it for EC members’ final approval via email. It was suggested that each EC member ask another member to be their alternate when they are unable to attend a meeting as liaison.
- 10.3 ASD 14-109 A.S. Calendar of Meetings 2014-15
Chair Walker made an Excel spreadsheet for the A/Y with particular dates for A.S. attention. This will allow for better positioning of meeting dates that won’t coincide with other dates that could diminish attendance. EC members agreed that having an “if needed” meeting on the calendar is a good thing for senators to plan for and enjoy extra time in their schedule when the meeting is *not needed*. Discussion ensued. The final fall semester A.S. meeting will be from 11:30 am to 2:00 pm (a mini-marathon) noted on the meeting calendar.
- 10.4 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2014-15
This discussion will be held next meeting.
- 10.5 ASD 14-124 Artist Diploma – A Professional Certificate in Music Performance [Source: Grad Ed Com/PRBC]
Chair Walker explained why this document was not on the Marathon meeting agenda for approval 5-15-14. It was not forwarded to the Academic Senate office following approval by Grad Ed Com (3-7-14) and PRBC (4-18-14). EC members unanimously agreed that this non-controversial item that most likely would have been on the Consent Calendar should be added to next EC agenda to approve. It should then be forwarded to President García for approval ASAP.

- 10.6 A.S. Orientation Meeting Date + Assignments [Last year: 9-19-13]
EC members agreed on the date of Thursday, 9-11-14, for A.S. Orientation.
- 10.7 AA/AS Annual Retreat, Fall 2014 – DATE / TOPIC – University Writing
Three possible Friday dates were discussed amongst EC members. Chair Walker will confer with Provost Cruz and President García and report back on which date will work: Oct 10, 17 or 24.
- 10.8 Setting Goals and Priorities for Academic Senate 2014-15
Chair Walker led a discussion on items from last year's list. There is a long list of items to accomplish 2014-15 and we will have to prioritize!
- 10.9 Action Item from Statements-of-Opinion (ASD 14-95) [All University Election Results 2014]

1) All General Education course requirements should require a C or better to be fulfilled.

Background:

Currently, some General Education (GE) category requirements can be fulfilled with a grade of D or higher. In Fall 2012, 3398 grades between D and C- (inclusive) were earned in these courses.

| FULL-TIME ELECTORATE RESPONSES | |
|--------------------------------|-----------------------|
| 236 (36%) | Strongly Agree |
| 147 (22%) | Agree |
| 60 (9%) | Neutral or No Opinion |
| 101 (15%) | Disagree |
| 54 (8%) | Strongly Disagree |

| PART-TIME FACULTY RESPONSES | |
|-----------------------------|-----------------------|
| 31 (46%) | Strongly Agree |
| 14 (21%) | Agree |
| 7 (10%) | Neutral or No Opinion |
| 8 (12%) | Disagree |
| 6 (9%) | Strongly Disagree |

| FULL-TIME STAFF RESPONSES | |
|---------------------------|-----------------------|
| 67 (38%) | Strongly Agree |
| 50 (28%) | Agree |
| 19 (11%) | Neutral or No Opinion |
| 22 (12%) | Disagree |
| 16 (9%) | Strongly Disagree |

2) The approval process for departmental personnel standards should be streamlined.

| FULL-TIME ELECTORATE RESPONSES | |
|--------------------------------|-----------------------|
| 232 (35%) | Strongly Agree |
| 150 (23%) | Agree |
| 87 (13%) | Neutral or No Opinion |
| 72 (11%) | Disagree |
| 64 (10%) | Strongly Disagree |

| PART-TIME FACULTY RESPONSES | |
|-----------------------------|-----------------------|
| 17 (25%) | Strongly Agree |
| 13 (19%) | Agree |
| 25 (37%) | Neutral or No Opinion |
| 2 (3%) | Disagree |
| 9 (13%) | Strongly Disagree |

| FULL-TIME STAFF RESPONSES | |
|---------------------------|-----------------------|
| 37 (21%) | Strongly Agree |
| 47 (26%) | Agree |
| 48 (27%) | Neutral or No Opinion |
| 21 (12%) | Disagree |
| 16 (9%) | Strongly Disagree |

#1 EC members discussed the strong responses and clear message for Question 1 – general education. Expectation and learning outcomes are related to grades. EC will need to work with leadership of ASI to determine how to proceed.

#2 Department Personnel Standards.

We need to propose to FAC and FPC new models for the approval of department personnel standards. These could include several important items 1) delineation of the university responsibilities for creating/implementing/maintaining department personnel policies; 2) periodic review of these DP documents by the college and department; and 3) review of DP documents by faculty who are closer to the disciplines of the department writing the standards. Department policies must take less than one year to be approved and should be electronic format. Dabirian noted that most of our policies are not structured for administrative responsibility. A new setup will mean a large workload and must be thought through strategically and thoughtfully.

- 10.10 #Fall Events: Concert Under the Stars – Sat, 9-13-14; Convocation – Meng Hall, Mon, 8-18-14
These two events are on the Excel spreadsheet from Chair Walker. EC members should add dates to individual calendars.

Chair Walker gave an overview of the following items for summer review and beyond [items 10.11 through 10.13]. He asked EC members to consider the following items:

- ✓ How to proceed for assessment of general education and recertification of GE courses. We will be working with a new Director of Undergraduate Studies.
- ✓ How to proceed with a campus-wide conversation on collegial governance and how to involve faculty and departments with the process. May need written rules and policies for guidance of shared governance.
- ✓ Revisit the committee interest form and the need to involve new faculty in shared governance.
- ✓ Committee staffing, including search committees. How to balance self-nomination with information from department chairs and/or associate deans to confirm effective, balanced committees to accomplish goals of the respective committees.

- 10.11 Returned Documents to EC from 5-15-14 Marathon Meeting:
1. ASD 14-22 UPS 300.005 Final Examinations [3-9-11] [Source: ASC/EC]
 2. ASD 13-101 Resolution re Collegial Governance [Spring 2013] + ASD 13-163 Joint Memo

MARATHON AGENDA 5-15-14– NEW BUSINESS ITEMS NOT DISCUSSED:

1. ASD 14-99 New UPS 4xx.xxx Project and Thesis at the Undergraduate Level [Source: UCC]
 2. ASD 14-100 New UPS 4xx.xxx Service Courses [Source: UCC]
 3. ASD 14-101 UPS 102.000 Academic Jurisdiction – Revision Related to ASD 14-100 [Source: UCC]
- 10.12 Marathon Meeting 5-15-14 – Informational Items
1. ASD 14-104 Resolution– Academic Programs to Review Course Numbering
[“Jarvis” Resolution 4-24-14]
- 10.13 Returned Resolutions to EC from 5-15-14 Electoral Meeting from Consent Calendar:
1. ASD 14-86 Resolution to Create Ad Hoc Committee re Research [Source: EC]
 2. ASD 14-85 Resolution – Policy Audit [Source: EC]
 3. ASD 14-84 Resolution – Double-Counting in Majors, Minors & General Education [Source: EC]

11 ADJOURNMENT

Meeting adjourned at 1:03 PM.