



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES – Summer
Thursday, JUNE 24, 2014**

Approved 7-8-14

11:30 AM - 1:00 PM

MH-141

Present: Bonney, Dabirian, Fontaine, Jarvis, Myck-Wayne (for Bonney), Sargeant, Walicki, Walk, Walker
Absent: Guerin
Guests: Kim, Unnikrishnan

I. CALL TO ORDER

Chair Walker called the meeting to order at 11:30 AM. Agenda items were discussed out-of-order until the majority of EC members were in attendance.

II. URGENT BUSINESS

2.1. A.S. Vision for CSUF Library [LOFT / Librarian Search/ Pfeiffer Partners – Vision Statement / Removal of Vinyl Recordings]

Chair Walker summarized his meeting with the Provost and clarified to EC members the process the Provost intends to follow in making changes to Pollock Library stemming from work of the LOFT Committee. The Provost met with librarians and asked for their input and recommendations regarding contents of the Pfeiffer Report and the LOFT Initiative. No one entity has authority to make sweeping changes that affect the entire campus community (students, faculty, staff, & administrators). Any wide-ranging decisions, such as library de-selections, will be vetted through the Council of Deans and Executive Committee. The Provost will remain vigilant and cognizant that communication will be a high priority in order to quell rumors and misconceptions of what may or may not be happening with library operations.

Chair Walker encouraged EC members to support and remind faculty peers that due process will be part of changes in library procedures.

Senator Dabirian spoke on behalf of the CSUF LOFT (Task Force), which has plans to publish in draft form a process with vision and focus to modify and liberate library space for future use in line with CSUF mission and goals as well as the strategic plan. Faculty will be included in any and all stages of library changes/updates, which includes deselection processes. Senator Dabirian stated that Provost Cruz plans to announce in the near future a one-year interim librarian.

Chair Walker read the LOFT Report, which states the Library is a University resource and intellectual center of the campus. There needs to be a vision before a plan is assessed. Literacy skills are developed in libraries. He suggested the Academic Senate look at both UPS documents relating to the library:

UPS 500.150	Library Circulation Policies	2-18-05
UPS 508.000	Policy on Return or Replacement of Library Materials	8-7-07

There was further discussion on the diminishing number of CSUF tenured librarians as well as MPP librarians, and the need to integrate and engage these vital faculty members into campus life and activities. Data are needed for planning the future work of our Library Committee. Chair Walker stated, in order to be proactive, he will reach out to the other 22 CSU A.S. chairs to receive input on their respective libraries:

- functions / space
- engagement within Academic Affairs
- committee work
- LOFT Initiative reports

Other EC members' help may be needed to collate the data once received from other campus A.S. chairs.

III. ANNOUNCEMENTS

No announcements.

IV. TIME CERTAIN

11:45 AM 12:00 Noon

Topic: ECS Patio Improvement

Discussants: Danny C. Kim, Vice President – Administration & Finance/CFO
Dean Unnikrishnan, College of Engineering & Computer Science

Chair Walker welcomed the above-named guests who presented a brief context for the ECS building visual mock-up shown to EC members. This meeting with EC members is intended to be inclusive in the campus beautification process, which has begun over the summer months. One such “beautification effort” is to remove an overgrown tree in the courtyard of the ECS building. There have been conversations with the chair of Campus Facilities & Beautification Committee (CF&B) and with student leadership regarding elimination of this *non California Oak* tree in order to make visible the “Engineering and Computer Science” sign on the West face of the ECS building and to better utilize ECS programmable space for various college functions. There will be cosmetic upgrades for signage and landscaping in the ECS area – preparing for upcoming accreditation review.

VP Kim gave an overview of various beautification projects, primarily landscaping, to improve appearance across campus, some already completed, others begun, and others in the queue. There is ongoing collaboration with ASI for changes in “Titan Square” near University Hall (Cashier’s area). Painting of buildings and railings and installation of a display board with orange and blue banners is planned. Colorful banners will be positioned strategically around periphery of campus to help promote Titan Pride. The campus and outside community should notice the improved appearance of CSUF.

V. APPROVAL OF MINUTES

6.1 EC Minutes (Draft) 6-5-14

M/S/P (Dabirian/Sargeant) EC Draft Minutes 6-5-14 were approved as submitted.

VI. CHAIR’S REPORT (Walker) No Report

VII. PROVOST REPORT (Cruz) No Report

VIII. STAFF REPORT (Miller) Written report)

9.1 The draft of A.S. Calendar of Meetings (ASD 14-109) will be sent to the DL for Senators and interested “others” to mark calendars for 2014-15.

9.2 The 5-15-14 A.S. minutes and pending transmittals have been completed. The status of transmittals:

ASD	Document	TITLE	AS Appr	Fwd to President	President Signed
13-42 rev. 3/21/14	UPS 291.000	Distinguished Faculty Member Guidelines [Source: FAC]	4/24/14	5/5/14	5/7/14
14-69	UPS 410.100	Student-to-Student Tutorials	4/24/14	5/5/14	5/9/14
14-73	UPS 330.124	Leaves of Absences for Graduate & Credential Students	4/24/14	5/5/14	5/9/14
14-13	Catalog	Proposed School of Music	5/1/14	5/8/14	5/9/14
13-167 rev	UPS 210.070	Evaluation of Temporary Faculty (new UPS)	5-8-14	5/30/14	6/5/14
14-78	UPS 100.201	Planning & Budgeting Process	5/8/14	5/30/14	6/5/14
14-82	UPS 100.700	Formation, Operation & Discontinuation of University Institutes & Centers	5/15/14	6/3/14	6/5/14
14-88	UPS 210.000	Faculty Personnel & Procedures	5/15/14	6/3/14	6/5/14
14-91	UPS 410.103	Curriculum Guidelines & Procedures: New Programs	5/15/14	6/3/14	6/5/14
14-92	UPS 410.104	Undergraduate Options, Concentrations & Emphases	5/15/14	6/3/14	6/5/14
14-97	UPS 320.020	University Writing Requirements	5/15/14	6/3/14	6/5/14
14-79	UPS 211.100	Appointment of Department Chairs & Vice Chairs	5/8/14	5/30/14	6/15/14
13-158 rev. 3-21-14	New UPS	Proposed New UPS 300.XXX Credit by Examination (Challenge Exams)	5/15/14	6/19/14	pending
14-107	UPS 210.001	Recruitment & Appointment of Tenure-Track Faculty	5/15/14	6/19/14	pending
14-112	UPS 300.002	Academic Advising Policy	5/15/14	6/19/14	pending
14-115	UPS 411.600	Policy on Service Learning	5/15/14	6/19/14	pending
14-116	UPS 411.601	Policy on Academic Internships	5/15/14	6/19/14	pending
14-124	Catalog	Proposed Artist Diploma: A Professional Cert in Music Performance [EC on behalf of AS]	6/5/14	6/19/14	pending

14-83	UPS 210.050	Recruitment & Appointment of Temporary Faculty (doc name change from <i>Personnel Policy for FT Temp Faculty</i>)	5/15/14	6/20/14	pending
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IX. UNFINISHED BUSINESS

- 9.1 Setting Goals and Priorities for Academic Senate 2014-15
 - Sean will send to EXEC Com members the Excel file to mark comments on the list of UPS documents for review. In the future the list, along with a memo asking for review, mark-ups and comments, will also be sent to Council of Deans, as well as MPPs so we can have a roadmap for fall semester.
- 9.2 Action Item from Statements-of-Opinion (ASD 14-95) [All University Election Results 2014]

Chair Walker stated the #1 S-O-O re grades should be addressed through UCC and input from ASI. EC needs to formulate a plan/process to know what and how to charge a committee with meaningful review and streamlining of DPCs.

BELOW INFORMATION IS TAKEN FROM 5-20-14 EC APPROVED MINUTES.

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.

X. NEW BUSINESS

- 10.1 ASD 14-126 COE – Proposed Name Change for Title Degree: MS in Education with a Concentration in Literacy and Reading

Chair Walker explained that ASD 14-126 was sent to the A.S. at the end of spring semester when there was no time to accomplish due process. This non-controversial item can be expedited over the summer in order to move forward quickly when fall semester begins.
- 10.2 ASD 14-127 COE – Proposed Program Name Change for Department of Reading – to Department of Literacy and Reading Education

This item (along with ASD 14-126) was received at the end of spring semester. This non-controversial item can be expedited over the summer in order to move forward quickly when fall semester begins.

Items below will be moved to next EC agenda 7-8-14.

- 10.3 PRBC Recommendations to President 2014-15
- 10.4 Continue Faculty Committee Assignments for Standing Committees/Misc Boards/Committee, 2014-15

Executive Committee Follow-up from 5-15-14 Marathon + Electoral Meeting

- 10.5 ASD 14-22 UPS 300.005 Final Examinations [3-9-11] [Source: ASC/EC]
- 10.6 ASD 13-101 Resolution re Collegial Governance [Spring 2013] + ASD 13-163 Joint Memo
- 10.7 ASD 14-104 Resolution– Academic Programs to Review Course Numbering [“Jarvis” Resolution 4-24-14]
- 10.8 ASD 14-86 Resolution to Create Ad Hoc Committee re Research [Source: EC]
- 10.9 ASD 14-98 Assessment & Educational Effectiveness Plan [Source: AEEC] [Version 1 on 5-15-14 AS Agenda]
- 10.10 ASD 14-119 Update on Programmatic GE Learning Goals & Outcomes [FYI on 5-15-14 agenda]
- 10.11 ASD 14-85 Resolution – Policy Audit [Source: EC]
- 10.12 ASD 14-84 Resolution – Double-Counting in Major, Minors & General Education [Source: EC]
- 10.13 ASD 14-99 New UPS 4xx.xxx Project and Thesis at the Undergraduate Level [Source: UCC]
- 10.14 ASD 14-100 New UPS 4xx.xxx Service Courses [Source: UCC]
- 10.15 ASD 14-101 UPS 102.000 Academic Jurisdiction – Revision Related to ASD 14-100 [Source: UCC]

11 ADJOURNMENT

Meeting adjourned at 1:00 PM.