



**ACADEMIC SENATE
EXECUTIVE COMMITTEE
MINUTES – Summer
Thursday, JULY 8, 2014**

Approved 7-22-14

8:30 - 10:00 AM

MH-141

Present: Bonney, Fontaine, Jarvis, Bonney, Sargeant, Walicki, Walk, Walker
Absent: Dabirian, Guerin
Guests: Powers, Cruz

I. CALL TO ORDER

Chair Walker called the meeting to order at 8:30 AM. Provost Cruz was welcomed for his report (see VII).

II. URGENT BUSINESS

2.1. Library Issues

Chair Walker led a discussion regarding disposition of library materials and the misconceptions spreading across campus relating to details of library transformation. Needed space to better serve students is an issue across campus and more efficient utilization of library “purposed student space” is an ongoing discussion. The mission and vision for the CSUF Library will, no doubt, be a campus conversation at the beginning of fall semester.

III. ANNOUNCEMENTS

No announcements.

IV. TIME CERTAIN

9:00 – 9:30 AM

Topic: Graduate Education

Discussant: Katherine Powers, Director, Graduate Studies Office

Chair Walker welcomed Dr. Powers to review and consider various aspects of graduate education. The following items were discussed:

- 1) Clarification of *culminating experiences* outlined in Title 5, Article 7 Section 40510. It was noted that the Title 5 definitions are clear and quite restrictive for *culminating experiences*. At the Academic Senate meeting on 4-24-14, there was lengthy debate and unanimous vote to return UPS 330.163 Culminating Experience Guidelines for Master’s Programs or Master’s Level Degrees (ASD 14-74) to Graduate Education Committee for further review and reconsideration. The 4-24-14 debate highlighted the many variances of definitions, procedures, and methods for graduate students amongst the disciplines to meet the criteria of “culminating experiences”. Title 5 was overlooked in that debate.

Dr. Powers distributed 1) a copy of Title 5 showing the verbatim language defining “thesis” and 2) copy of the UPS 330.163 regarding master’s theses. Several issues were raised:

- There exist differences among disciplines in the interpretation of the graduate degree completion [thesis vs. project];
- The University Policy Statement must continue to be aligned with Title 5;
- Language could be proposed to address disciplinary differences in culminating experiences and we could advocate for Title 5 changes;
- Title 5 is at least 10 years old, which means the language maybe out-of-date.

Chair Walker stated he will

- ✓ request feedback from the other 22 CSU Academic Senate Chairs regarding their respective practice for *culminating experiences* for the graduate degree (number/amount of units given to culminating experiences, acknowledgement in study plans, etc.);
- ✓ Work within ASCSU to follow-up with the Office of Administrative Law regarding review and possible update of Title 5. A draft memo will be needed stating clear, concise language regarding “culminating experiences” that CSU would like to see within Title 5.
- ✓ UPS 330.163 will be returned to Graduate Education Committee with instructions to include more inclusive language regarding theses and projects with alignment to Title 5. With this charge, the

Graduate Education Committee should report back to the A.S. data regarding culminating experiences within each college/department for their graduate students. This information will inform Senators before voting on a revised UPS 330.163.

Dr. Powers said she would

- ✓ Work with the CSU Council of Graduate Deans regarding definition of thesis and project, in particular differences among the disciplines, towards proposing an update to Title 5.

- 2) Two documents to be referred to Academic Standards Committee:
 - a. UPS 300.015 Repetition of Courses [6-7-12]. This document was based on EO 1037 documents specifically for undergraduate students and its current state it is inconsistent with UPS 300.018 regarding WUs for graduate students. Suggestion would be to have a separate document on course repetition for graduate students since they are not covered in EO-1037, if so desired. Or, remove the last paragraph in this UPS: graduate students would receive one free "WU" only.
 - b. UPS 300.018 Unauthorized Withdrawal – Issuance of WU Grade [5-11-12]. UPS 300.015 and 300.018 should be reconciled.
- 3) Understanding Graduate Programs at CSUF. This discussion encompassed the following areas:
 - Resources are needed to fund graduate advisors in the respective programs;
 - Guidelines and training are needed for graduate advisors – both faculty and administrative staff;
 - Faculty advisors need administrative support within graduate programs, but faculty have the final authority and responsibility to sign off on graduate study plans;
 - Continued communication is essential among entities: Graduate Studies Office, A&R, Enrollment Management, graduate advising, graduate students;
 - Maintain currency in University Policy Statements that includes graduate and post-bac students (12% of the student population);
 - Support for Graduate Studies Program – sufficient staffing and resources;
 - A report may be needed for the "State of Graduate Education at CSUF";
 - Graduate Studies and graduate advising areas need to be addressed within the next WASC report.

This discussion ended with a list of items for follow-up.

V. APPROVAL OF MINUTES

6.1 EC Minutes (Draft) 6-24-14

M/S/P (Bonney/Jarvis) EC Draft Minutes 6-24-14 were approved as submitted.

VI. CHAIR'S REPORT (Walker)

Chair Walker reported that the Academic Senate budget has been rolled. He will send a more specific summary to Executive Committee members.

VII. PROVOST REPORT – 8:30 AM

Provost Cruz gave an update on the following items:

1. **Budget.** Gave a brief statement on the Governor's signed budget for 2014-15. Indicated that the move to performance-based funding is evident. The CSU has been asked to develop a multi-year academic sustainability plan and to demonstrate how it will invest its funds to drive progress on a series of performance metrics. Our IRAS group has done a preliminary analysis and our campus is trending positively on most of the proposed metrics. Next steps include continuing our work to position ourselves well for the impending change to our funding model and to try to influence the new model in a way that will recognize our institutional mission and leverage our strengths. Another interesting aspect of the budget is that the responsibility for capital projects will move from the state to the system and institutional level.
2. **Organizational Structure.** The Council of Deans and the President's Cabinet continue to evaluate gaps in our organizational structure. An area of particular concern, particularly given the state's move to outcomes-based funding, is Enrollment Management. The Provost will work with VP Eanes to develop a process through which they can engage the relevant campus stakeholders in the evaluation of promising models to support the enrollment management function. The Provost believes that this is a function that should ultimately reside in the Division of Student Affairs, with the understanding that said unit would be charged with supporting the implementation of the university's academic plan. In response to comments from Senate Exec, the Provost agreed that if the enrollment management function were to be driven out of Student Affairs, the responsibility for decisions and direction regarding the implementation of the academic

plan and the flow of communications to academic colleges and departments would originate in the Division of Academic Affairs.

3. **Irvine Campus.** An ad hoc committee has been charged to develop a high-level vision for the future of the Irvine Branch Campus. Dean Puri is the working chair of the committee. The other members of the committee are Peter Nwosu, Lisa Kopecky, Shari McMahan, Lea Jarnagin, Pete Evanow, Susan Cooper. A representative from Admin & Finance will be added soon. The committee has 45 days to produce their plan. The report will leverage the information gathered through the focus groups conducted in spring 2014 by Rodgers & Associates. The committee is working to develop a bold and attainable strategy for the Branch Campus. The report will be shared with the campus community in early fall as part of the consultation process.
4. **Library.** Clarified questions regarding the Library's proposed deselection process and stressed that there will be a campus-wide conversation in the fall prior to actual deselection of materials. An announcement will be forthcoming for an Interim Librarian appointment following much consultation and deliberation with the President's Cabinet, the Executive Committee of the Academic Senate, the Council of Deans, University Library faculty and staff, and various other stakeholders.

Provost Cruz assured EC members he will keep them apprised of developments in the above areas.

VIII. STAFF REPORT No report.

Items below will be moved to next EC agenda 7-22-14.

IX. UNFINISHED BUSINESS

- 9.1 Setting Goals and Priorities for Academic Senate 2014-15
- 9.2 Action Item from Statements-of-Opinion (ASD 14-95) [All University Election Results 2014]

X. NEW BUSINESS

- 10.1 PRBC Recommendations to President 2014-15
- 10.2 Continue Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2014-15
Executive Committee Follow-up from 5-15-14 Marathon + Electoral Meeting
- 10.3 ASD 14-22 UPS 300.005 Final Examinations [3-9-11] [Source: ASC/EC] – forthcoming Memo from Senate Chair
- 10.4 ASD 13-101 Resolution re Collegial Governance [Spring 2013] + ASD 13-163 Joint Memo
- 10.5 ASD 14-104 Resolution– Academic Programs to Review Course Numbering [“Jarvis” Resolution 4-24-14]
- 10.6 ASD 14-86 Resolution to Create Ad Hoc Committee re Research [Source: EC]
- 10.7 ASD 14-98 Assessment & Educational Effectiveness Plan [Source: AEEC] [Version 1 on 5-15-14 agenda]
- 10.8 ASD 14-119 Update on Programmatic GE Learning Goals & Outcomes [FYI on 5-15-14 agenda]
- 10.9 ASD 14-85 Resolution – Policy Audit [Source: EC] – forthcoming Memo from Senate Chair
- 10.10 ASD 14-84 Resolution – Double-Counting in Major, Minors & General Education [Source: EC]
- 10.11 ASD 14-99 New UPS 4xx.xxx Project and Thesis at the Undergraduate Level [Source: UCC] – forthcoming Memo from Senate Chair
- 10.12 ASD 14-100 New UPS 4xx.xxx Service Courses [Source: UCC] – forthcoming Memo from Senate Chair
- 10.13 ASD 14-101 UPS 102.000 Academic Jurisdiction – Revision Related to ASD 14-100 [Source: UCC] – forthcoming Memo from Senate Chair
- 10.14 Discussion Regarding Social Media Policy

XI. ADJOURNMENT

Meeting adjourned at 10:00 AM.