

FACULTY SENATE MEETING – Approved 11/29/12
Minutes of Meeting of October 18, 2012
Jack and Florence Ferman Presentation Room

Faculty President Stepanek called the meeting to order at 2:02 p.m.

The Secretary called the roll. Senators not present were: Dianne Bartlow (excused), Michael Bennett (excused), Sakile Camara, Matthew Des Lauriers (excused), Abel Franco, Shane Frehlich (excused), Nicholas Habib, Sally Kassamanian (excused), Magnhild Lien (excused), Susan Love (excused), Ben Mallard (excused), Jennifer Matos (excused), Douglas McLaughlin (excused), Kristy Michaud (excused), Jose Paez (excused), Kathleen Rowlands (excused), Mary-Pat Stein (excused), Barbara Swerkes (excused), Holli Tonyan, Gary Victor (excused), David Wakefield (excused), Veda Ward, Jeff Wiegley

The Faculty Senate [Minutes for September 20, 2012](#) were approved as distributed.

1. Announcements

- a. Stepanek announced the membership of the GE Governance Task Force (listed below). The Task Force will review the operation of the GE Council and recommend possible organizational changes that include the option of GEC becoming a separate standing committee of the Faculty Senate.

3 members from EPC: Larry Becker, Cheryl Spector, Mike Rivas

3 members from GE Council: Wayne Smith, Cathy Costin, Sharon Klein

2 members from Senate Exec Committee: Diane Schwartz, Judy Schmidt-Levy

2 members from the Faculty Senate: Veda Ward, Adam Swenson

1 Associate Dean: Judy Hennessey

GE Director: Beth Lasky

- b. We are in the process of voting on the ASCSU constitutional amendment having to do with academic freedom. The election is open and will conclude on October 30, 2012 at 5:00 p.m.
- c. The 2013 Faculty Retreat titled, “*CSUN Shines: Illuminating Pathways to Success*” will be held at the University Student Union (Northridge Center) on January 14-15, 2013. A registration link is on the Senate website. Senators wishing to do a presentation may submit a proposal form to the Faculty Senate Office by next Monday, October 22, 2012.

2. Next Steps for Wait List

Elizabeth Adams, Senior Director for Undergraduate Studies

Adams has met with several groups to gain feedback on the implementation of the wait list. She said that this semester (Fall 2012), 4500 students moved into 5000 classes from the beginning of expanded registration until the Sunday before classes started. The wait list is an excellent tool for knowing where the course demand is. There were a few problems with linked lecture-lab courses and some faculty did not receive instructions on how to use wait lists. Solutions to these issues are being explored.

The Spring 2013 wait list will run exactly the same way as it did this semester. For Fall 2013, however, a decision needs to be made on whether we want to turn the wait list off at the start of instruction or whether to extend it further into the first or second week of the semester. Adams reported that the students and Admission and Records prefer to keep the wait list active for the first two weeks of the semester. SEC recommended this time frame as well.

A straw vote was taken on the Senate's preference on whether to run the wait list until the start of instruction, for one week into the semester, for two weeks into the semester, or extend it even further. The majority of the votes were in favor of extending the wait list past the first day of instruction but there was no real consensus regarding the time period.

3. Proposed Changes in Section 600 (Student Evaluations) based on changes in the Faculty Collective Bargaining Agreement

Matt Cahn, Member of PP&R

Cahn explained that the recent changes to the Faculty Collective Bargaining Agreement (CBA) have created some changes that need to be made to Section 600 so we are in compliance.

The new CBA states that, “**All** classes taught by each faculty unit employee shall have such student evaluations unless the President has approved a requirement to evaluate fewer classes after consideration of the recommendations of appropriate faculty committee(s.)

CSUN's policy in Section 600 says, “Written student questionnaire evaluations shall be required for all faculty members who teach. A minimum of two (2) classes annually for each faculty member shall have such written student evaluations.”

For this semester it would be very difficult to administer student evaluations in all courses. So, we were advised that we could wait until Spring 2013 to make a change.

PP&R came to the Senate to gain feedback on whether to preserve the policy that we have been using or whether to evaluate **all** courses as the CBA now requires. Senators had many questions about what “all” courses would actually mean.

MSP (unanimous) to maintain the student evaluation policy as currently listed in Section 600 that requires written student questionnaire evaluations be administered in a minimum of two (2) classes annually by all faculty members who teach. President Harrison will also need to approve this policy decision.

Penny Jennings, Executive Secretary for PP&R, pointed out that some Departments and a College requires more courses to be evaluated so they will need to get approval from PP&R to continue their practice.

4. **Seven Faculty Tools for the Digital Age**

Deone Zell, Senior Director for Academic Technology

Link to a description of each tool: <http://www.csun.edu/senate/reports/seventools.pdf>

Zell presented seven technology tools that are now available and supported by the Faculty Technology Center. They include: Course Redesign Institute, Lecture Capture, E-Texts, Lynda.com, Virtual Software Library, Moodle Upgrade, and Digital Stories. Zell distributed a one-page flyer that provides a brief description of each tool and an information website (see link above).

5. **Senate Reports**

a. **President's Report** – President Dianne Harrison

President Harrison reported on the following topics:

- 1) President Harrison congratulated the planning committee for the Funding the Future of the CSU Symposium on a successful conference. There were interesting conversations and the Symposium made CSUN shine.
- 2) Tim White, the incoming CSU Chancellor, attended the Executive Council meeting in Long Beach this week with his two staff members. He listened to discussion of the issues the CSU is facing, especially with regard to access.
- 3) Tuition fees were discussed and slight changes were made to the original proposals based on feedback from the Statewide Academic Senate and CSSA with regard to a third-tier fee (to kick in at 18 units or above rather than 17 units and above), a graduation incentive fee (to phase in at 160 units in Fall 2013 going to 150 units in Fall 2014 and thereafter), and a course repeat fee (no change made to the original proposal).
- 4) Our positioning platform, "CSUN Shine," will be rolled out soon. VISCOM students have done a great job and will present to the President's Cabinet.
- 5) President Harrison attended the Research Fellows presentations; she congratulated and thanked the organizers and supporters.
- 6) The Financial Aid staff was complimented for their work in planning for different scenarios depending on the outcome of the ballot propositions.
- 7) President Harrison mentioned the article in the newspaper today about student debt and said that students in California have the 2nd lowest debt level in the United States because of the CSU. The debt level in California is less than half than that of the rest of the U.S., at about \$16,000.
- 8) A brochure listing many facts about CSUN has been prepared by the President's Office; President Harrison encouraged the Senators to send her any items worthy of adding to the list.

b. **Provost's Report** – Provost Harry Hellenbrand

Provost Hellenbrand reported on the following topics:

- 1) This Fall, we were at 107% above target; we hope to average at 105% above our target for the academic year. Our goal this Spring is to get as many graduating seniors through to graduation as possible.
- 2) Seven million dollars has been set-aside for pay back if we get cut after the November election. If we don't get cut, we can use the money for faculty pay raises, development and new hires. We have planned for contingencies so we are in good shape.
- 3) Since we don't know what the future holds, we plow ahead by trying to meet student demand, faculty development, and to stay fiscally sound.
- 4) We are working on the international student problems by making sure students are prepared and by strengthening the requirements in some of our graduate programs.
- 5) EPC is looking at national Massive Open Online Courses (MOOC's) to prepare ourselves for future online education.

c. **CFA Report** – Nate Thomas

Link to written report: <http://www.csun.edu/senate/reports/cfareport101812.pdf>

Thomas highlighted the following topics:

- 1) The 77th CFA Delegates Assembly was held in San Francisco; time was spent on pension reform, the Faculty Rights Committee (dealing with the new contract), and Cal State Online. The contract is available online at: <http://www.calfac.org>.
- 2) CFA supports “yes” on Prop. 30 and “no” on Prop. 38. A rally will be held on October 30, 2012, 11:30-1:00pm near the Oviatt Library.

The meeting was adjourned at 3:57 p.m.

Submitted by:

Terri Lisagor, Secretary of the Faculty

Heidi Wolfbauer, Recording Secretary