

**EXECUTIVE COMMITTEE MINUTES** – approved 4/26/2012  
**March 22, 2012**  
**University Hall, Room 277**

**Members Present:** Chong, Frehlich, Jeppson, Knotts, Oh, Rawitch, Schmidt-Levy, Schwartz, Stepanek (Chair), Taylor, Wolfbauer (Recording Secretary)

**Members Absent:** Michaud

**Guests:** D. Aks, M. Cahn, R. Fischbach, P. Jennings, A. Skylar, W. Smith

Faculty President Stepanek called the meeting to order at 1:04 p.m.

1. **Approval of SEC Minutes**

MSP to approve the SEC Minutes of [February 23, 2012](#) and [March 1, 2012](#) (as revised).

2. **Announcements**

- a. It was announced today that the new campus president is Dr. Dianne Harrison, current president at CSU, Monterey Bay. Stepanek shared some of her credentials and background and said that she is dedicated to shared governance and working with the faculty, staff and students. She will be visiting the campus on Tuesday, March 27, 2012; SEC members will meet with her from 9:30 – 10:00am in UN 250. The entire campus community received an invitation to attend an open house from 2:00-3:00pm at the Valley Performing Arts Center courtyard.
- b. Carol Shubin requested that a document titled, Recommendations for Changes to the CSU, Northridge 10-Year Resource Study be distributed to SEC members for their feedback.

3. **Inclusion of “Technology Related” Activities into Existing Faculty Awards**

Links to: [Proposed Suggestions](#) and [Existing Faculty Awards](#)

Wayne Smith, Member of Academic Technology Committee

Ashley Skylar, Chair of Academic Technology Committee

The Academic Technology Committee proposed adding a new faculty award, “Innovation and Leadership in Academic Technology,” at the February 23, 2012 SEC meeting. After discussion by SEC, it was suggested that instead of creating a new award, that technology activities be infused in one or more of the existing faculty awards since technology is used in many areas such as teaching, creative projects, service, publication, etc.

Smith reported that ATC favored having a separate new award. After a lengthy discussion about the best ways to recognize diverse technology activities, SEC members leaned toward their original decision of infusing technology language into the existing awards. Consequently, SEC commented on each proposed award suggestion. After considerable discussion, Schwartz volunteered to work on some added language to the Exceptional Creative Accomplishment(s) Award and the Distinguished Teaching, Counseling or Librarianship Award as it was felt that these two awards would most benefit from added technology language. The other awards do not preclude technology and are fine the way they stand for now. In addition, promoting the awards to those working on technology activities and getting the word out to those who are most deserving would be helpful.

#### 4. **Academic Program Consolidation Guidelines Discussion**

At the March 1, 2012 SEC meeting, the existing policy on Discontinuance of Programs (approved November 29, 1982) was briefly discussed and members asked for more time to read through the policy to determine whether it should be re-visited, revised or not changed at all.

Rawitch said that the Chancellor's Office recently sent a memo to the Provost's stating that campuses should not change discontinuance of program policies at this time. Should campuses wish to discontinue programs, they must use their existing policies. SEC decided that they are comfortable with the existing policy and that no changes are necessary at this time.

#### 5. **Policy Items – Personnel Planning and Review Committee**

David Aks and Matthew Cahn, Members of PP&R

##### **First Reading – [University Publication Standard Policy](#)**

Cahn said that in a small number of cases, faculty misunderstood the university's standard for publication. PP&R decided it was important to add "peer reviewed" to the policy since Section 632.4.2.1 has long been interpreted to include the standard of peer review. PP&R acknowledges that the standard for what is "peer reviewed" can vary by discipline so they have deferred to the departments to advise their faculty. They also propose to delete "reviews" since this term means different things to different disciplines. Departments would have the autonomy to define whether or not review articles are acceptable. These proposed revisions have been reviewed by the faculty at large, the Council of Chairs and discussed at two public faculty forums.

**MSP** to forward to the Senate for a first reading.

##### **First Reading – [Policy on Reappointment](#)**

Aks explained that Section 600 refers to "continued growth as a recognized scholar and contributor to the field of study" and that "additional significant contributions to the field since appointment are expected for tenure and initial promotion. PP&R is proposing to add language stating that a faculty member must show evidence of making progress toward meeting the requirements for tenure and promotion. This will provide additional guidance to

probationary faculty on their path toward promotion and tenure. PP&R anticipates that this change to Section 600 will make it easier for probationary faculty to get promoted and to be awarded tenure.

It was suggested to change the order of sentences in Section #1 to read,

In order to be retained during the probationary period, a faculty member must show evidence, as demonstrated in the Professional Information File, of making progress toward meeting the requirements for tenure and promotion. The eventual tenurability and promotability of a faculty member becomes a consideration of increasing importance when the candidate is being considered for retention.

MSP to forward to the Senate, with the editorial change, for a first reading.

## 6. **Academic Senate CSU Report – Sandra Chong**

Chong reported briefly on the following items:

- a. Stepanek reminded Statewide Senators to RSVP to attend the “*Funding the Future of the CSU*” symposium hosted by CSU, Northridge.
- b. More faculty are needed to review C-ID’s for SB1440.
- c. There are a number of issues and concerns with the Common Management System for Human Resources around functionality and cost. A team is being formed to work on making changes.
- d. Karen Y. Zamariippa, AVC of Advocacy and State Relations, gave advice and suggestions on advocating support for public institutions. She said we should work in our local areas by giving clear, concise messages and to follow-up.
- e. Bettina Huber, Director of Institutional Research at CSUN, reported her national findings on the gender differences in terms of persistency and college success.
- f. The Chancellor said that the CSU will have to come up with \$35 million in pension costs, we are facing a \$200 million trigger cut in December if the tax measure does not pass, and a flat budget if it passes. Specific campuses will be allowed to admit SB1440 students in Spring 2013.
- g. The Emeritus Retired Faculty Association (ERFA) is trying to recruit members and generate campus chapters.
- h. A list of the resolutions will be included in the written report provided to the full Senate.
- i. An ASCSU 50<sup>th</sup> anniversary celebration is being planned for March 2013.

## 7. **Provost’s Report – Cynthia Rawitch**

The Chancellor’s Office has issued a directive on managing enrollment for the next two years. There will be no Spring 2013 admits. Students may initially enroll in 13 units and then 16 units in the second wave. We are waiting to hear back from the Chancellor’s Office on whether graduating seniors can enroll in up to 19 units. Certain categories of students will be allowed to enroll in 16 units.

About 4500 first-time freshmen plus 250 international first-time freshmen have been admitted to Northridge. We won't know until May 1<sup>st</sup> how many Tier 1 freshmen will enroll. If we limit Fall enrollment and fall below our target, we can drive up enrollments in the Spring by opening more sections and allowing students to take more classes.

There are concerns regarding the handling of international students. They are integrated into the priority registration schedule but many do not register. For entering international freshman, seats are held in classes. A serious problem is that they are arriving unprepared in math and writing. An ad hoc committee has been formed to look at issues involving lack of preparedness, acculturation, better advising, homesickness, etc. We will not admit international first-time freshman in Spring 2013.

The Basic Skills and the Undergraduate Academic Internship policies are in the process of being signed by the Interim President.

## 8. **Campus Policies Regarding External Speakers Discussion**

Fischbach said that it is his desire to protect academic freedom but he has concerns about permitting our logo and emblems to be used without scrutiny. He said there is no mechanism for reviewing the appropriateness of speakers coming to our campus and we need to address how our name is used by public speakers. The issue is the appearance of a university sanctioned speaker and it is serious when people can use our name and we have no control over what they say. He said that his intention is not to prevent someone from speaking but that they not abuse the opportunity to speak. He suggested that we create a policy requiring a disclaimer clause (i.e., CSUN does not endorse) to be included on all advertisements for on-campus speakers that are not directly related to a course. He also believes that we should have a balance of opinions on given topics over a period of time. Rawitch said that the university stands for free speech and academic freedom, and if you set a standard you are changing what the university stands for. Some SEC members felt uncomfortable inviting a distinguished speaker and having to include a disclaimer clause on advertisements. Discussion on this topic will continue in the future.

Fishbach left his notes and a national report on how universities rate in terms of academic freedom for SEC to review.

Stepanek brought attention to an academic freedom letter signed by three university presidents and an academic freedom resolution from Cal Poly San Luis Obispo. He asked SEC to consider a similar resolution for this campus. SEC agreed that a resolution should be considered; Stepanek said he will draft something for SEC review. Stepanek also mentioned that the ASCSU is working on a resolution.

## 9. **Review of Standing Committee Minutes**

Academic Technology (11/4, 12/2, 2/3 – no policies)

Educational Resources (12/13 – no policies)

Personnel Planning and Review Committee (2/8 – no policies)

## 10. **Set Agenda for April 19, 2012 Senate Meeting**

- First Reading - University Publication Standard Policy
- First Reading - Policy on Reappointment
- Campus Climate Survey Results
- Resolution Supporting Presidents' Letter on Academic Freedom
- Senate Reports

## 11. **Other Business**

- a. Senate Reports – A concern was raised about CFA having a standing position on the Senate agenda each month even when they have no new information to report. They were also concerned about whether it is appropriate for CFA to solicit votes and to attempt to recruit new members at the Senate meeting. Stepanek said he would contact CFA to set up some guidelines for their report (i.e., have the CFA report distributed prior to the Senate meeting and be prepared to take questions; avoid proselytizing; report factual similar to Statewide CFA reports (e.g., negotiations). SEC members appreciate the written report and new pertinent information.
- b. A question was raised as to whether faculty are covered by Workman's Compensation over the summer months.

Meeting adjourned at 4:45 p.m.

Submitted by: Heidi Wolfbauer, Recording Secretary  
April Taylor, Secretary of the Faculty