

EXECUTIVE COMMITTEE MINUTES – Approved 10/4/12
September 6, 2012
University Hall, Room 277

Members Present: Chong, Hellenbrand, Hoggan, Lisagor, Michaud, Neubauer, Schmidt-Levy, Schwartz, Stepanek (Chair), Wolfbauer (Recording Secretary)

Members Absent: Frehlich, Garcia

Guests: E. Adams, S. Klein, C. Rawitch, A. Skylar, D. Wakefield

Faculty President Stepanek called the meeting to order at 1:05 p.m.

1. **Approval of SEC Minutes**

MSP to approve the following sets of minutes: [April 26, 2012](#), [May 31, 2012](#), [June 29, 2012](#) and [July 27, 2012](#).

2. **Announcements**

- a. Freshman Convocation is this evening (September 6) at 6:00pm on the Oviatt Library lawn.
- b. The Faculty Retreat will be on January 14-15, 2013; it will be a two-day event held on the CSUN campus.
- c. The next CSU Higher Education Symposium is being planned for October 11, 2012 at the LAX Marriott Hotel. It is by invitation only; those invited include provosts, campus presidents, campus senate chairs, members of ASCSU, alumni council, the California State Student Association, and CSU Board of Trustee members. They will be looking at the current funding model and addressing the master plan.
- d. Stepanek will serve on an ad hoc committee formed to review the future of the registration waitlist.
- e. There are three faculty representatives on the University Strategic Enrollment Planning Committee. Chong is a continuing member (appointed by the University President) and the other two positions need to be filled -- one opening for a faculty member recommended by the Faculty President and appointed by the President, and the other opening for the Faculty President or designee. Schwartz will be recommended to the President fill the open faculty slot. [Later, Stepanek appointed Lisagor as his designee.]

3. **President's Extended Cabinet Meeting Report** – Steven Stepanek

Stepanek gave the following highlights from the August 27th President's Extended Cabinet meeting.

- a. Since January, there have been nine new CSU presidents appointed.
- b. International travel and risk management was discussed. State department advisories need to be followed and the CSU needs to revisit this because of insurance issues.
- c. Campuses have been asked to document their early start program experiences.
- d. Cal State Online is planning a roll-out for January 2013 and discussed developing a cloud computing environment.
- e. The Chancellor's Office is looking into campus impaction.
- f. There is an on-going issue with regard to large unit majors and what can be done to lower them.
- g. CSUN will rejoin the Coalition of Urban Serving Universities; this will open opportunities for grants.
- h. There was discussion on donor prospects.

4. **Spring 2013 Faculty and Senate Election Calendar Approval**

MSP to approve the election calendar as distributed. Link to the approved calendar:
<http://www.csun.edu/senate/SEC/electioncalendar2013.pdf>

5. **Faculty Special Election – Amendment to the Statewide Academic Senate Constitution**

In Spring 2012, a special election was held to amend the Constitution of the Academic Senate CSU to include a statement upholding academic freedom. The amendment passed by 96 percent in favor. It was later determined by the Chancellor's Office legal counsel that the amendment could not go forward to the Board of Trustees. The amendment was slightly revised, with consultation from legal counsel, and passed by the ASCSU. CSU campuses need to hold special faculty elections to consider the amended language.

MSP to announce this at the next Faculty Senate meeting and to hold an election shortly thereafter.

6. **Replacement for Leilani Hall on Graduate Studies Committee**

SEC members suggested faculty to replace Leilani Hall on the Graduate Studies Committee. The Senate Office will contact the faculty (as ranked) to see if he/she is willing to serve.

7. **Resolution Supporting Proposition 30**

Stepanek shared the resolution from the ASCSU in support of Proposition 30. Other CSU campuses have approved endorsements to the ASCSU resolution. SEC discussed drafting a possible resolution for CSU, Northridge.

Our campus will hold a "CSUN Forum on the November Ballot Tax Initiatives" on September 19. We will ask a Melanie Williams to give a report at the Senate Meeting and then follow this report with an open discussion by the Senate.

8. **Set-up Task Force to determine whether the General Education Council should become a Standing Committee**

Elizabeth Adams, Senior Director of Undergraduate Studies

Sharon Klein, Chair of General Education Council

David Wakefield, Chair of Educational Policies Committee

Link to GEC resolution and GE Council Task Force Report:

<http://www.csun.edu/senate/resolutions/gecouncilreport-resolution031810.pdf>

Klein pointed out the 4th RESOLVED on the *Resolution on Recommendations Report from GE Governance Task Force on Formation of the General Education* passed by the Faculty Senate in March 2012:

RESOLVED: That the Faculty Senate of CSUN approves the recommendation that during 2012-2013 a task force be convened to review the operations of the General Education Council and be charged with proposing policy regarding the structure of the council and determine whether or not it should become a standing committee of the Faculty Senate.

Both EPC and GEC acknowledged that there are bigger issues to work out and that having a task force relook at the issues and determine whether the GEC should become a standing committee is the next important step. The role of the GE Director and the how the membership is constituted also needs to be reexamined.

MSP to set up a Task Force consisting of the following membership: 3 members from the Educational Policies Committee, 3 members from the General Education Council, 2 members from the Senate Executive Committee, 2 members from the Senate, the GE Director and one Associate Dean. The task force will be asked to provide a status report to SEC at the November 1st meeting. Schwartz and Schmidt-Levy were selected to be the SEC representatives on the Task Force.

9. **Cal State Online Update**

Ashley Skylar, Campus Communication Liaison for Cal State Online

The California State University has selected Pearson eCollege as the partner to provide online courses and program delivery services for the Cal State Online initiative. They are currently working on a budget model based on the services they will offer and plan to start with the four package model – 24/7 help desk and enrollment services, instructional design, student support services, and marketing. Cal State Online will launch in Spring 2013 starting as self-support with five complete fully online programs. Skylar said that the major benefits of using Cal State Online versus our local Extended Learning offices are flexibility, scalability, and marketability.

10. **Second Baccalaureate Degree Update**

Cynthia Rawitch, Vice Provost

Rawitch informed SEC that there is a Chancellor's Office directive that states that Second Baccalaureate Degrees except STEM and Nursing programs must be self-support. We have not been in compliance for the last two plus years because we have allowed Second BA

students into the University through state-support. Therefore, we are working with a consultant to design a stack/profile in which a student can come in through self-support, pay self-support fees, but move into SOLAR and be a fully matriculated state-side student. Second BA's may only enroll in courses after priority registration. An SEC member mentioned that it is not possible to generate a DPR for a Second BA student so this should be looked into.

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

Hellenbrand reported on the following items:

- a. **Enrollment** – We should be at 3 1/2 to 4 percent over our FTES target this Fall. We have 4190 freshman and about 4000 transfer students. Hellenbrand expects that we will be at about 5 percent over our target for the year.
- b. **Budget** – The division is in good shape.
- c. **Contract Negotiations** – Faculty equity pay needs to be negotiated between the campuses and the union. The contract now requires student evaluations be done in every class as the default position if a campus/department doesn't have a policy. There is a provision that online student evaluations will be a department decision. Hellenbrand recommends a more uniform online form if we go that route.
- d. **Chancellor Candidate Interviews** – Interviews will occur on September 15th and 16th. It is a closed process.
- e. **Proposition 30** – Provost Hellenbrand shared his views on Proposition 30.

12. **Review of Standing Committee Minutes**

Educational Equity (4/9 – no policies. Mission statement was revised; EEC will report to SEC soon; 5/14 - no policies)

Educational Policies (10/26, 11/30, 2/1, 2/29 – no policies; 3/14, 3/28 – discussion on repeat policy, standard operating procedures postponed; 4/18 – discussed repeat policy and wait list.)

Educational Resources (3/13 – no policies. Four CSU's have given a vote of no support. Enrollment issues and effects of wait list were discussed; 4/10 – no policies. Discussed Cal State Online, updates on SOLAR wait list and my path to graduation. Hillary Baker gave an update on IT Vision 2015.)

Graduate Studies (4/10 – no policies; 5/8 – GSC discussed a policy for meeting the GVAR)

Library Committee (Faculty can check out 100 books for 6 months, one time renewable; Digital journal subscriptions are quite expensive.)

Personnel Planning and Review Committee (4/18 – no policies; 4/25 – University Publication Standard policy was sent back to PP&R. The Policy on Reappointment was passed by the Senate in May 2012.)

13. **Set Agenda for September 20, 2012 Senate Meeting**

- Report on September 19, 2012 “CSUN Forum on November Ballot Tax Initiatives” followed by an Open Discussion
- Faculty Special Election – Amendment to the Statewide Academic Senate Constitution
- Learning Commons Redesign Plans for the Oviatt Library (Mark Stover)
- Senate Reports

Possible presentations for future Senate meetings:

- CSUN Positioning Platform Presentation
- 2011-2012 Tseng College Annual Report
- Cal State Online Update

14. **Other Business**

None.

Meeting adjourned at 4:18 p.m.

Submitted by: Heidi Wolfbauer, Recording Secretary
Terri Lisagor, Secretary of the Faculty