

EXECUTIVE COMMITTEE MINUTES – Approved 1/24/2013
November 1, 2012
University Hall, Room 277

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

Members Absent: Frehlich

Guests: Desrochers, Feucht-Haviar, Lien, Shubin, Spector

Faculty President Stepanek called the meeting to order at 1:10 p.m.

1. Approval of SEC Minutes

MSP to approve the [SEC Minutes for October 4, 2012](#) as distributed.

2. Announcements

- a. The 2013 Faculty Retreat is on January 14-15. A link to register is on the Faculty Senate website: <http://www.csun.edu/senate>.
- b. Stepanek reported the results of the ballot initiative to include a statement in the ASCSU Constitution supporting the AAUP Statement of Principles on Academic Freedom and Tenure. 221 votes were cast; 114 (52% voted No), 107 (48% voted YES). Each CSU campus has one vote and it will take a +50% (12 campuses) to either approve or defeat the initiative.
- c. Hoggan mentioned that there is a 12-foot “free speech” sculpture on display by Manzanita Hall.

3. How Learning Works Initiative

Cynthia Desrochers, Professor of Elementary Education

Link to How Learning Works document: <http://www.csun.edu/senate/SEC/learningworks110112.pdf>

Desrochers said that many faculty do not know the key principles of “how people learn.” To this end, she felt that we could do a more conscientious job of helping faculty understand the key principles of learning (see link above). She referred to a book titled, *How Learning Works: Seven Research-Based Principles for Smart Teaching (The Jossey-Bass Higher and Adult Education Series)* that provides great insight and examples. Desrochers said there is plenty of data that support these principles. She requested feedback from SEC.

A committee has been formed to study the key principles and to share them with faculty by offering a series of workshops. A SEC member said it is important to find ways to motivate

faculty to use the principles by seeing positive results. It was suggested to offer a workshop after the Faculty Retreat concludes on January 15, 2013.

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

Stepanek gave the following highlights from the October 15th President's Extended Cabinet meeting.

- a. An update was given on the "CSUN Shines" initiative and cabinet members were provided the opportunity to influence its design.
- b. The cost of textbook and e-texts were discussed and cabinet members are exploring options with Apple and their iBooks Author project.

5. **April 2013 Higher Education Symposium**

Michael Hoggan, Chair of Planning Committee

Hoggan sent a report to SEC that provided a timeline and the steps taken in preparing for the CSU Funding the Future of the CSU: Part II Symposium held on October 11, 2012 at the LAX Marriott. Hoggan said that these events provide an opportunity for the right people to discuss important topics with one another in person. A regionally focused event is being considered for April 2013 but the exact date/location is still tentative.

Carol Shubin brought up concerns that she and other members of previous CSU Futures event planning committees had been excluded from organizing and attending the October 11th Symposium. Discussion ensued regarding her concerns.

Later, Lisagor and Garcia volunteered to meet with Shubin to continue this discussion with her. SEC suggested preparing a resolution recognizing the efforts of all who have worked on past events.

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

Provost Hellenbrand said that we have built up carryover dollars in preparation for the budget cuts, so financially we are in good shape. He will argue that any available money should be used for equity raises. For Spring 2013, the campus must stay within its enrollment caps.

With the announced retirement of Dean William Jennings, a search for a new Dean of the College of Business and Economics will be launched. An interim dean will be hired for Spring 2013 with a permanent dean scheduled to begin in Fall 2013; we don't expect to hire a search firm.

7. **Tseng College of Extended Learning**

Joyce Feucht-Haviar, Dean of Tseng College of Extended Learning

Stepanek asked Dean Feucht-Haviar to share her thoughts on why CSUN is considered to have the premier Extended Learning College in the CSU. Dean Feucht-Haviar said that ten years ago, CSUN offered a typical Extended Learning program. However, as time went on, career paths were changing and higher level degrees and special skills were being required.

Given the climate, she asked the question – What could CSUN do to highlight its strengths and provide opportunities for faculty to work in new areas and respond to the changing needs?

Over the last decade, we have developed core capacities to leverage flexibility, innovation, revenue sources, creativity, outreach, partnership, links with industry, etc. One step at a time, they built the capacities to do all of the things necessary to grow. We have built a capacity at this university that makes the difference and gives us more opportunities and flexibility.

Feucht-Haviar distributed the Tseng College’s 2012-13 Orientation/Overview, a booklet that provides a general picture of CSUN’s Extended Learning programs. She also distributed a brochure titled, *Elevate*, that provides examples of the graduate education and applied research taking place at CSUN along with a listing of the many graduate-degree and graduate-credit certificate programs. SEC will invite Feucht-Haviar to do a presentation at the next Senate meeting.

8. **Proposed Changes to Section 600**

Magnhild Lien, Chair of PP&R

Link to proposed changes to Section 600: <http://www.csun.edu/senate/policies/section600changes110112.pdf>

PP&R requested guidance from SEC on whether changes to Section 600 be considered as editorial. Lien said that changes to Section 622.2.2, 622.3.5, and 622.4.3 all have to do with the written description of the major accomplishments “over the previous five years” for academic administrators. PP&R proposed that, “over the previous five years” be changed to “achieved during the period under review.” The document (link above) includes all of the proposed changes along with the supporting reasons.

MSP to consider the changes as editorial.

Additional changes proposed are in Sections 606.1.1.a.(2), 606.1.2.a.(12), 621.2.2.b., 672.2.2., and 672.3.1. PP&R recommended that the term “curriculum vitae” (CV) be used in Section 600 instead of “resume.” The term “curriculum vitae” is generally used in institutions of higher learning to describe a summary of one’s academically-related experiences. SEC suggested that the last two lines be deleted from the supporting reasons.

MSP to consider the changes as editorial.

As department personnel procedures come up for approval, they will be asked to change the word “resume” to “curriculum vitae.”

9. **Review of Standing Committee Minutes**

Academic Technology (5/4 – no policies)

Educational Policies (5/2 – approved a temporary change to the EPT cutoff scores for one year; 9/5 – working on a new policy for the probation and disqualification of 2nd baccalaureate students. EPC is exploring whether to accept credit from massive open online

courses; 9/19 – EPC discussed the BOT proposal to eliminate all 9 units of upper division GE; reviewed the standard operating procedures at all meetings but tabled discussion.)

Graduate Studies (9/11 – GSC discussed using GRE scores to satisfy GEAR; will check to see whether there is an existing CSUN policy.)

Library (9/5 – no policies)

Personnel Planning and Review (9/19 – they are working on editorial changes to comply with CBA; 10/3 – they are interpreting policies for personnel committees and sabbaticals and there is continuing conversation regarding grounds for declining to serve on a personnel committee. PP&R is waiting on some legal ruling on a decision regarding number of sabbaticals based on the new contract language.)

10. **Set Agenda for November 29, 2012 Senate Meeting**

- Tseng College of Extended Learning Presentation (live demonstration of an on-line class)
- CSUN Positioning Platform Presentation (Vance Peterson)
- Resolution on Recognition of Work
- Senate Reports

Possible presentations for future Senate meetings:

- Faculty Athletics Report

11. **Other Business**

None.

Meeting adjourned at 4:40 p.m.

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