

**SENATE EXECUTIVE COMMITTEE MINUTES** – Approved 2/26/15  
**January 29, 2015**  
**University Hall, Room 277**

**Members Present:** Chong, Grant, Hellenbrand, Lisagor, Michaud, Schwartz, Simon, Spector, Swenson, Wolfbauer (Recording Secretary)

**Members Absent:** Frehlich, Thachuk

**Guests:** E. Adams, L. Becker, W. Whiting

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

**1. Approval of SEC Minutes**

**MSP** to approve the [SEC Minutes for December 11, 2014](#) as revised.

**2. Announcements**

- a. The Senate Office is now accepting nominations for faculty awards; the deadline is February 20, 2015.
- b. The 2015-16 Freshman Common Reading book is, *Every Day*, by David Levithan. Copies of this book are available to faculty and staff willing to talk about the story with at least one freshman student.
- c. The Faculty Retreat Planning Committee was commended for putting on a very successful Faculty Retreat.

**3. President's Extended Cabinet Meeting Report – Adam Swenson**

1. Vice President Hilary Baker presented the results of the annual IT survey.
2. EAB (student predictive analytics) is being rolled out gradually.
3. Vice President William Watkins gave a presentation on impaction.
4. President Harrison, Adam Swenson, and others attended the Centennial Symposium of the Association of American Colleges and Universities (AAC&U) on Wednesday, January 21, 2015, in Washington, DC.

**4. Criteria and Process for Implementation of CBA Article 20.37 - Assigned Time for Faculty with Exceptional Levels of Service to Students**

The new Collective Bargaining Agreement (Article 20.37) states that campus senates shall develop policies and procedures to award assigned time to faculty who are engaged in exceptional levels of service to students. All faculty members in Unit 3 are eligible to apply and applications are to be

evaluated by a faculty committee. There must be an appeals process that is binding. The CSU will allocate \$1.3 million to this program and funds will be allocated to each campus.

After discussion, **MSP** that PP&R shall design the policies and procedures for awarding the reassigned time provided for in the CBA, including the constitution of the committee that will decide the awards, and bring the proposed policy to SEC for approval.

SEC provided feedback and suggestions to Bill Whiting (AVP for Faculty Affairs) and Sheila Grant (Chair, PP&R) to take back to PP&R and asked that it be conveyed that the design of the policies and procedures be fast-tracked due to the short timeline.

#### 5. **Faculty Elections – Nominations for Faculty Officers, Statewide Academic Senators, Senators-at-Large and Standing Committee Representatives**

Spring 2015 faculty elections will be held in March for faculty officers, CSU statewide academic senators and senators-at-large. Nominations were taken for these positions and additional nominations will be taken at the next Senate meetings and by petition. Nominations for senate-elected positions on the Standing Committees were also taken. The Senate Office staff will contact the nominees to see if they are willing to run for these positions.

#### 6. **Policy Item** – Educational Policies Committee Larry Becker, Chair of EPC Elizabeth Adams, AVP for Undergraduate Studies

##### **First Reading** – [Faculty Authored Material Policy](#)

Becker said that an audit was recently conducted and found this policy to be out of date and not enforced uniformly. EPC has updated the policy and is attempting to bring it into line with new modes of publishing and have added a link to the most current copyright law information. The policy applies to works authored by any CSUN faculty member, in which the CSUN author has a personal financial interest, and would require departmental approval by an independent departmental peer review committee of tenured faculty. SEC suggested a few friendly amendments for EPC to consider.

**MSP** to forward to the Senate for a first reading with editorial revisions.

#### 7. **Report on Impaction** Elizabeth Adams, AVP for Undergraduate Studies

For 2016-17, Adams reported that we will: 1) redefine the freshman service area, 2) create a transfer service area, and 3) we will move to full program impaction. Program impaction is the only way to raise the floor for admission to freshman and transfers. Impaction criteria will be imposed in four departments (Psychology, Kinesiology, Cinema and Television Arts and Music).

Adams summarized the changes to the freshman (map distributed) and transfer service areas. We have an agreement with the Chancellor's Office to bring down our resident enrollment by one percent per year, while the Chancellor's Office FTES target goes up one percent per year. This will help to close the gap between our resident enrollment FTES and the CO target by 2019-20. Adams said this will be done as carefully and as minimally as we can. Since we are

not planning to accept students from Ventura County, we will allow them to come to CSUN (in tier one) for programs not offered by CSU, Channel Islands.

Public notices will be published in several newspapers and three public hearings will be held in the local service area (early March) for our stakeholders. There will be a website for public comment. The final impactation report is due to the Chancellor's Office on March 16<sup>th</sup>.

#### **8. California Community College Proposed Bachelor's Degree Programs**

The Chancellor's Office is seeking feedback on whether the California Community College (CCC) proposed degree programs duplicate any CSU bachelor's degree programs or curricula. The CCC system has been given approval to implement up to 15 pilot baccalaureate degree programs (list distributed – <http://www.calstate.edu/app/programs/CCCBacs.shtml>) that do not duplicate CSU or UC degree programs or curricula. Swenson said that he has contacted associate deans and chairs that may have duplicate/overlapping programs. Adams mentioned that the most overlap is the Interaction Design Program (Santa Monica College), which is a combination of graphic design and computer engineering. There is also some overlap with a few of the other programs. Feedback is due to the Chancellor's Office by February 12, 2015.

#### **9. Provost's Report – Provost Harry Hellenbrand**

Provost Hellenbrand said that the CSU is planning a one percent enrollment growth for next year.

#### **10. Statewide Academic Senate CSU Report – Sandra Chong**

Chong reported on the following items:

1. There were two days of heated conversation around the California Community College proposed Bachelor's Degree Programs.
2. The Faculty Trustee Nominating Committee received seven applications and will forward four applications to the ASCSU for interview and election at the March Plenary. Steven Stepanek's application was included in the four that will be considered by the ASCSU.
3. The 100<sup>th</sup> Anniversary Celebration of AAUP will be held on Friday, March 13, 2015, at CSU East Bay; Senators are invited to attend.
4. Provost Harry Hellenbrand will be retiring at the end of Spring 2015.
5. The ASCSU collected about \$1400 to help with Shane Frehlich's medical expenses. They are also inquiring on whether it's possible to donate catastrophic leave (sick/vacation) across CSU campuses.
6. Resolutions passed:
  - FGA Opposition to Unnecessary Bundling of Online Academic Journal Articles
  - Non-Tenure Track Faculty and Shared Governance in the California State University: A Call to Campus Senates
  - Call for Withdrawal of the Proposed 2015 Teacher Preparation Regulations under Title II of the Higher Education Act
  - The Need for a Comprehensive CSU Policy on Academic Freedom

- Appreciation of Support for Passage of AB 2324 (Williams) *Trustees of the CSU: Faculty Member of the Board*
- Commendation of the CSU Academic Conference 2014

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

Academic Technology Committee (9/5, 10/3, 11/14 – no policies; Swenson met with the ATC chair to discuss a resolution that they are working on about student/faculty electronic communications for written syllabi.)

Educational Policies Committee (11/19 – no policies)

Extended Learning Committee (10/15 – no policies)

Library Committee (10/1 – they have revised their mission statement. Swenson will contact the chair to invite him to meet with SEC to discuss.)

Research and Grants Committee (9/12, 10/10, 11/14 – no policies)

#### 12. **Set Agenda for February 12, 2015 Senate Meeting**

- Faculty and Senate Nominations
- Faculty Authored Material Policy
- Impaction Update
- Senate Reports

Meeting adjourned at 4:10 p.m.

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