

SENATE EXECUTIVE COMMITTEE MINUTES – Approved 10/6/16
September 1, 2016
University Hall, Room 277

Members Present: Dermendjian, Henige, Lisagor, Schmidt-Levy, Schutte, Smith, Spector, Stein, Swenson, Wolfbauer (Recording Secretary)

Members Absent: Grant, Li

Guests: E. Adams, R. Ellison, M. Neubauer, M. Rinnert, D. Zell

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

1. Approval of SEC Minutes

MSP to approve the SEC Minutes for April 28, 2016 (as amended), May 27, 2016, June 20, 2016, and July 14, 2016.

2. Announcements

- a. Schmidt-Levy invited members to the University Counseling Service's Open House on Wednesday, October 19th and Thursday, October 20th from 10:00 a.m. to 1:00 p.m.
- b. Smith invited members to an Open Access conference titled, "A Day of Data" on Tuesday, October 25th from 8:30 a.m. to 3:00 p.m. in the Oviatt Library, Ferman Presentation Room. For more information, contact Wayne Smith or Elizabeth Altman.
- c. Schutte announced that the Chancellor's Office has established a committee to examine and critically analyze the system-wide tenure density issue. Their first meeting is scheduled for September 19th.
- d. Dermendjian said that the department chairs are concerned about University Counseling Services not being available on evenings and weekends for students, so they are planning to bring this issue forward.

3. Faculty President's Report – Adam Swenson

Swenson reported on the following topics:

1. Extended Cabinet Report from May and August:
 - a. There was discussion about academic dishonesty.
 - b. There was discussion about 2010 cohort graduation rates.
 - c. A University Art Collection Commission will be established to assist with accepting donations to the campus.
 - d. A draft Marketing and Communications policy was circulated.
 - e. Chief Glavin gave a presentation about the closed-circuit TV cameras.
 - f. There was a presentation about Carnegie Engaged-campus Designation. The campus will likely apply for this designation.
 - g. CSUN is included on Metro's Measure M for the Fall 16 ballot. It is in CSUN's best interest that this ballot measure passes.

2. The searches for a new Director of University Counseling Services and AVP for Faculty Affairs are continuing and they will begin review of applications soon for both positions.
3. The campus's plan for graduation goals will be submitted to the Chancellor's Office and then be forwarded to the State legislature.
4. Neubauer and Swenson are co-chairs of the WASC Committee and will work to prepare the interim report.

5. **Approve Spring 2017 Election Calendar**

SEC reviewed the proposed Spring 2017 election calendar. **MSP** to approve the calendar as distributed.

6. **Appoint Standing Committee Liaisons/Reviewers from SEC**

SEC members were assigned to be liaisons/reviewers to the Standing Committees (see table below). The talking points to address, when members attend the first or second meetings, was distributed. Swenson said he would like the liaisons to work more closely with the standing committees this year.

Faculty Senate Standing Committee	SEC Reviewers/Liaisons
Academic Technology	Jerry Schutte
Educational Equity	Judy Schmidt-Levy
Extended Learning	Kim Henige
Educational Policies	Mary-Pat Stein
Educational Resources	Wayne Smith
Graduate Studies	Cheryl Spector
Library	Terri Lisagor
Pers. Planning & Review	Nazaret Dermendjian
Research & Grants	Sheila Grant

7. **Provost's Report** – Michael Neubauer

Neubauer reported on the following:

1. The graduation initiative goals are significant stretch-goals. The Deans will receive College goals. For next year, there is about \$3.5 million available for CSUN, if we can improve 4-year graduation rates for first-time freshman (FTF) and 2-year graduation rates for transfer (FTT) students. Everything has to be on the table to make this happen.
2. Impaction was successful. Our headcount is down by 3% with a big reduction of first-time freshman and transfer students. However, housing has been negatively impacted by this reduction.
3. The WASC interim report is due on November 1st. Neubauer hopes to present to the SEC and the Senate soon.

8. **Proposed Naming of the South Wing of Manzanita Hall**

Rick Ellison and Matt Rinnert; University Advancement

Ellison and Rinnert reported that the Hollywood Foreign Press Association has had a long-standing relationship with CSUN, with an initial gift of \$15,000 in 1996. They have committed to a \$2 million gift to CSUN to support student scholarships and equipment and facilities upgrades in CTVA. In recognition of this gift, Ellison and Rinnert are seeking

approval from the SEC and the CSU Board of Trustees to name the south wing of Manzanita Hall the “Hollywood Foreign Press Association South Wing”.

Questions raised by SEC: 1) Where is the exact location for naming and the signage? 2) Is there a campus naming policy? 3) Is the gift price appropriate for this naming opportunity? and 3) Who was consulted and involved in the negotiation process?

MSP to approve the proposed naming of the South Wing of Manzanita Hall in honor of the Hollywood Foreign Press Association.

9. **CSUN Learning Management System (LMS) Transition**

Elizabeth Adams, Undergraduate Studies; Deone Zell, Faculty Technology Center

Zell announced that a new LMS, “Canvas”, is coming soon. In Spring 2016, the CSU evaluated four LMS’s and Canvas scored very high by the CSU and CSUN. She said that Canvas offers superior performance in terms of ease-of-use, analytics, grading, course migrations and openness. Zell shared some of the functionality and things you can do in Canvas. There is a multi-semester timeline to migrate – faculty can use Moodle and Canvas in Spring 2017, Summer 2017, and Fall 2017. Beginning Spring 2018, Moodle will be discontinued, and the entire campus will have switched to Canvas. The Faculty Technology Center (FTC) will help migrate courses and offer support including workshops, walk-in, and online support. Information about the transition is available at:

<http://www.csun.edu/it/canvas>

10. **Replace Members on the Graduate Studies Committee (GSC) and the Educational Equity Committee (EEC)**

SEC selected a faculty member to replace Sloane Burke on the GSC. A faculty member was also selected to replace Paul Lazarony on EEC. A few others faculty members were also recommended and ranked for EEC, should their first choice not be available.

11. **Request to Show New Active Shooter Awareness Video at the Next Senate Meeting**

SEC members were sent a link to view the new Active Shooter Awareness Video prepared by Police Services. Chief Glavin has asked to show the video at the Senate meeting on September 22. It was pointed out that the video, currently on YouTube, needs better captioning. Swenson will convey this message to Chief Glavin.

SEC members recommended that the video link be sent out to the Senators along with their agenda, so that Senators preview the video before the Senate meeting, and that Chief Glavin be available for discussion and questions during the meeting.

12. **Set Agenda for September 22, 2016 Senate Meeting**

- Introduce Standing Committee chairs
- Moodle to Canvas Transition
- Graduation Initiative 2025
- Active Shooter Awareness
- Senate Reports

Meeting adjourned at 3:57 p.m.

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