

FACULTY SENATE MEETING – Approved 9/22/2011
Minutes of Meeting of May 12, 2011
Oviatt Library Presentation Room

Faculty President Stepanek called the meeting to order at 2:04 p.m.

The Secretary called the roll. Senators not present were: Michael Bennett (excused), John Binkley (excused), David Cutcher, Claudia Fajardo-Lira, Cathy Jeppson (excused), Timothy Karels, James Kelley (excused), Conor Lansdale, Jennifer Matos (excused), Breny Mendoza (excused), Theresa Montano (excused), Ken Ng, Steven Oppenheimer, John Reveles, Mary Schaffer (excused), Ashley Skylar, Sally Spencer (excused), Mark Steele, Barbara Swerkes (excused)

The Faculty Senate [Minutes for April 14, 2011](#) were approved as distributed.

1. Announcements

- a. The Honored Faculty Reception is Monday, May 23, 2011, at 10:00am in the USU Grand Salon. All faculty were invited to attend.
- b. The Faculty Governance Reception, hosted by President Koester at the University House, will be this evening, Thursday, May 12, 2011, at 5:30pm.
- c. Stepanek thanked the outgoing Senate Executive Committee, the Faculty Officers, and the outgoing Standing Committee chairs. The Senate applauded their efforts.
- d. Bendavid announced that she was elected to the Democratic Party State Executive Committee for Los Angeles County and mentioned that she is also on the Democratic Party State Legislative Committee.

2. Introduction of New Senators

The newly elected Senators were welcomed and asked to introduce themselves.

3. Election of 2011-12 Senate Executive Committee

The following faculty were elected to serve on the 2011-12 Senate Executive Committee: Cathy Jeppson (Accounting and Information Systems), Greg Knotts (Elementary Education), Kristy Michaud (Political Science), Taeboem Oh (Chemistry/Biochemistry), Judy Schmidt-Levy (Counseling Services), and Diane Schwartz (Computer Science). The following faculty serve as Ex-Officio members: Sandra Chong (CSU Statewide Academic Senator), Shane

Frehlich (Vice President of the Faculty), Provost Harry Hellenbrand (non-voting), April Taylor (Secretary of the Faculty), and Steven Stepanek (Faculty President).

4. **WASC – Educational Effectiveness Report**

Link to Report - <http://www.csun.edu/~instrsch/wasc/index.html>

Michael Neubauer, Co-chair of WASC Steering Committee

Elizabeth Say, Co-chair of WASC Steering Committee

Neubauer reported that we began our WASC Re-accreditation process in 2007 with an approval of the Institutional Proposal (IP). We selected three themes to guide our re-accreditation process: *Student Success through Engagement and Learning*, *Faculty and Staff Support for University Success*, and *Learning as an Institution*. Three task forces worked on these themes to prepare the Capacity and Preparatory Review (CPR). In February 2010, a seven-member WASC team visited the campus as part of the CPR and we received an excellent review. The final step of the re-accreditation is the Educational Effective Review (EER) and the WASC Steering Committee is currently working on the report, which is due on June 22, 2011.

The draft EER report will be ready next Tuesday, May 17, 2011, and will be posted on the WASC website along with a blog to gain campus feedback (see link above). Dean Say asked the Senators to read the report and to provide suggestions and any additional data that appears to be missing. Open forums are scheduled for May 18th and 19th, 12:00 – 1:15pm. WASC will visit the campus again on September 14-16, 2011.

5. **Proposal for a Nursing Department at CSUN**

Link to Executive Summary –

<http://www.csun.edu/senate/reports/nursingdeptproposal051211.pdf>

Joyce Munsch, Child and Adolescent Development

Marianne Hattar-Pollara, Director of Nursing Program

Shane Frehlich, Chair of Kinesiology

Munsch explained that a committee (Munsch, Hattar-Pollara, Frehlich, Malec) has been studying the possibility of the Nursing Program transitioning into a Department of Nursing. The Committee is currently seeking consultation from various groups on campus, including the Senate Executive Committee, Provost's Council, and Council of Chairs.

Hattar-Pollara said that although there has been an increase in demand for nurses in the region, State and the nation, CSUN has not kept pace with the growth of Schools/ Departments of Nursing within the CSU. An establishment of a Nursing Department at CSUN will help increase program visibility, attract well-qualified students and faculty, and help better position the department to seek external funding.

Frehlich said that resources will be shifted from the Health Science Department (where the Program is currently housed) to the Nursing Department. The current program Director will become a Department Chair and the current staff and office space will be utilized. Future growth of full-time faculty will depend upon University funding and will be requested as the increase in FTES justifies the position. One plan to bring in additional funding is through a self-support MS Nursing Program, run through the College of Extended Learning. The final decision to approve this proposal rests with the Provost and the Provost's Council.

6. **Policy Item** – **Personnel Planning and Review Committee**

Magnhild Lien, Chair of PP&R

Action Item – [Effective Date of New or Revised Personnel Procedures](#)

Lien explained that the purpose of the proposed revision to the PP&R procedures is to clarify implementation issues around effective date. She noted that once the changes to the College's or Department's personnel procedures are approved at the University level, the newly approved procedures become effective three years thereafter. During this three-year period, all candidates under review will follow the old criteria, unless a candidate specifically elects to be evaluated under the new criteria delineated in the newly approved procedures.

At the last Senate meeting, a Senator pointed out a contradiction in the policy where the policy states that **all** candidates under review will be considered under the old criteria unless the candidates specifically elect to be evaluated under the new criteria; however, a few lines below that statement indicate that faculty hired after University approval of new Department Personnel Procedures shall be evaluated under the new criteria. PP&R revised the language (second sentence in both sections) to address this concern. Lien added that efforts will be made to advise candidates about these implementation details. Department Chairs will be asked to inform their candidates and PP&R will include information on their FAQ's website.

Stepanek pointed out that PP&R will re-visit the policy next year to discuss the "three-year" time frame and to determine if further revisions need to be made.

The motion to approve the policy was unanimously passed.

7. **President's Report** – Jolene Koester

President Koester welcomed the new Senators and noted the importance of their participation in faculty governance. President Koester reported on the following three topics:

1. **Budget** - The Republican legislators put out their own budget plan in anticipation of the Governor's May Revision reflecting updated revenue projections for the state. The CSU is urging Republican legislators to vote with the Democrats and the Governor on tax extensions. If the tax extensions are not approved, there will be an additional \$500 million cut to the CSU. Chancellor Reed has said that with a cut of this size, he will ask the Board of Trustees to raise tuition fees by as much as 32 percent. This would generate about \$400 million (after supporting financial aid) and leave the CSU with an effective additional budget reduction of \$100 million (approximately \$7 million additional cut for Cal State Northridge). Our careful planning and conservative spending have put Cal State Northridge in a relatively good financial position, and we will continue to make careful and thoughtful budget reductions.

President Koester added that we will continue to see declining support from the state to public higher education, and the timeline of political decision-making relative to the budget will continue to be at odds with the CSU's and Cal State Northridge's decision-making timelines. Therefore, we will need to plan and make decisions that are best for the University and not be so dependent upon state funding and the state's schedules.

2. **Retirement Announcement** – President Koester said now is the right time for her to retire after 12 years at Cal State Northridge. She said the campus is in good standing academically and financially. After retirement, she plans to continue her work on college readiness and to conduct research related to communication and how it does and does not function for presidents in terms of their successes and challenges.
3. **Search for New President** – President Koester said that a Search Advisory Committee, chaired by a member of the Board of Trustees, will be formed to begin the process to hire a new University president. This committee will work with the Chancellor’s Office on the job announcement, hire a search firm, advertise the position, review applications, select individuals for airport interviews, and conduct final campus interviews. The Board of Trustees will interview the final candidates and select the new president. President Koester indicated there may be an interim president. A web page will be established to keep the campus informed during the transition period.

8. **Senate Reports**

a. **Provost’s Report** – Harry Hellenbrand

Provost Hellenbrand expects that we will fill about 85 new faculty positions this year. He said that we have already planned for a 5 percent cut and the dollars have already been set aside. We’ve begun planning for additional cuts, and colleges were asked to explore budget reduction scenarios. In these scenarios, Colleges were asked to look at increasing the student-faculty ratio by no more than 2.5 percent, staffing, technology, equipment budgets, and all other non-personnel related budgets to prepare for further cuts. These plans will be rolled out soon.

We also need to look at ideas for revenue generation – the campus quality fee, more international students, more grants and contracts, and other ways of generating funds.

b. **CFA Report** – Cecile Bendavid

Link to written report: <http://www.csun.edu/senate/reports/cfareport051211.pdf>

Bendavid mentioned that the CFA Chapter officer election is now taking place. A State of Emergency Rally will take place on Friday, May 13th. A bus will be provided to take faculty and students to the rally in Pershing Square. There will be a Webcast National Press Club conference regarding the National Plan on Tuesday, May 17 at 10:00am in Sierra Hall Room 108. A link to the Bargaining Update is included in the written CFA Report (see link above).

c. **Statewide Academic Senate Report** – Steven Stepanek

Link to written report: <http://www.csun.edu/senate/reports/sasreport051211.pdf>

There were no questions from the Senators.

9. **Other Business**

- a. **Online and Hybrid Course Policy Implementation** – A Senator asked why it will take more than a year to implement the recently approved Online and Hybrid Course policy. Stepanek said that there are two reasons for this delay -- One reason is because of the costs involved in making SOLAR modifications. The other reason is because of the early deadlines associated with building the course schedule. We are currently in the queue with Admissions and Records for making these changes. Next Spring, it's possible that we may be able to build some of the Online and Hybrid Course codes into the footnotes.
- b. **Senate Reports** – An outgoing Senator raised a complaint about the Senate agenda. He wanted to see more time spent on legislative issues and less time on executive and Senate reports. Stepanek said he would raise this matter with the Senate Executive Committee.

The meeting was adjourned at 3:35 p.m.

Submitted by:

Heidi Wolfbauer, Recording Secretary

Sandra Chong, Secretary of the Faculty