

FACULTY SENATE MEETING – Approved 10/16/14
Minutes of Meeting of September 11, 2014
Jack and Florence Ferman Presentation Room

Faculty President Frehlich called the meeting to order at 2:03 p.m.

The Secretary called the roll. Senators not present were: Jessica Baty-McMillan (excused), Mu-Sheng Chang, Steve Holle (excused), Greg Knotts (excused), Marcelo Leonardi, Ben Mallard (excused), Jeanine Minge, Jose Paez (excused), Martin Pousson (excused), Jared Rappaport (excused), Rosa Rivera Furumoto, Steven Stepanek (excused), Michael Summers, Steven Thachuk (excused)

The Faculty Senate [Minutes for May 8, 2014](#) were approved as distributed.

1. Announcements

- a. Each Senator stood-up and introduced themselves by saying their name and what agency and/or department they represent.
- b. The 2015 Faculty Retreat will be held on January 12-13, 2015. The theme is – “CSUN: Celebrating Diversity.” Senators were encouraged to submit a proposal to do a presentation at the Retreat; the deadline is October 20, 2014. A link to the proposal form is available on the Faculty Senate website.
- c. The Faculty Senate Office migrated to Web One over this summer. Senators were invited to contact the Senate Office should they have comments or see errors on the website. The Senate Standing Committee websites will be moving to Web One very soon.
- d. Founders Day is on Saturday, September 20, 2015 beginning at 10:15 a.m. Senators were encouraged to attend and to connect with the alumni.
- e. Frehlich announced that we hit 40,097 students this semester. He thanked the campus community for handling this high number of students so well during these first couple of weeks of the semester.
- f. Frehlich thanked the Educational Equity Committee for organizing the faculty hiring workshop that took place this morning.
- g. Tonyan announced that an Affinity Group (through the Institute for Community Health and Wellbeing) has been formed that consists of faculty members who teach or provide advice on issues related to early childhood care and education. Tonyan invited faculty working in this field to contact her. An alumni panel will talk about career paths in early childhood education on November 6th at 6:30 p.m. in the USU Grand Salon.

2. Brief Reports from the Standing Committee Chairs

The standing committee chairs each described the charge of their committee and what they will be working on this academic year. More information on the standing committee charges and membership is posted at: <http://www.csun.edu/faculty-senate/standing-committees>.

- **Academic Technology;** Chris Sales, Chair
ATC will review the Written Syllabus policy and Faculty Authored Materials policy as it relates to technology. They will look into the guidelines and tools having to do with closed-captioning.
- **Educational Equity;** Boris Ricks, Chair
EEC organizes the faculty hiring workshops each year and is working on retention activities, climate studies, and issues related to diversity and equity.
- **Educational Policies;** Larry Becker, Chair
EPC is revising the Written Syllabus policy and is also updating the Faculty Authored Materials policy. They will continue to review curriculum with a focus this year on assessment and its resource implications.
- **Educational Resources;** Nazaret Dermendjian, Chair
This year, ERC plans to discuss lab printing, the multipurpose facility, multi-year budgeting, the proposed CSU bond process, and the effects and issues related to impaction.
- **Extended Learning Committee;** Luiz Mendes, Chair
ELC makes recommendations for approval of programs offered through the Tseng College of Extended Learning. They will continue to discuss topics such as CSU initiatives, models of delivery of programs, and how these programs benefit the departments and colleges.
- **Graduate Studies;** Mary-Pat Stein, Chair
GSC is working on a policy about who may serve on a graduate thesis committee.
- **Library;** Charles Hatfield, Chair
LC is working on revising their mission statement and will have ongoing conversations about the library collections, utilization of library space, and the open access initiative.
- **Research and Grants;** Larry Biederman, Member
R&G is working on a policy related to copyright patents and intellectual property. R&G coordinates the CSUN Competition for Research, Scholarship and Creative Activity Awards each year.
- **Personnel Planning and Review;** Sheila Grant, Chair
PP&R will continue to explore e-PIF options and platforms, costs and security issues. They will consider granting emeritus status to Lecturers and will work on integrating words on civility and respect into Section 600.

3. **What's New in Information Technology (IT)**

Hilary Baker, Vice President for Information Technology

Baker encouraged the Senators to provide feedback on the draft report for the IT Vision@2017 (<http://www.csun.edu/it/vision2017>). The report focuses on: 1) e-Learning, 2) Analytics, 3) Mobile, Online, & Paperless, and 4) Reliable, Secure Technology. Baker reminded the Senators to complete the information security awareness training; the deadline is September 30.

Baker also highlighted the following topics that are new in IT this year. Here is a link to a flyer that provides more details: <http://www.csun.edu/sites/default/files/IT-whats-new.pdf>

- **Office 365** – Faculty and staff email accounts have been migrated to Microsoft's cloud-based system.
- **Phishing Attacks** – IT is continuing to take action to reduce phishing email attacks. The best method to prevent these attacks is to never enter your CSUN user ID and password in response to an email request.

- **CSUN Mobile App** – This newest app features, “Pay Now” allowing students to pay tuition and campus-related fees.
- **Classroom Technology** – 200 general-use classrooms were replaced with high-performance computers that stream videos, play digital cable channels, and include a DVD/BluRay player.
- **Wi-Fi Eduroam** – Use Eduroam to access Wi-Fi and then you no longer need to log in every time. Eduroam is also available at other universities in the U.S. and the world.

4. Senate Reports

a. **President’s Report** – President Dianne Harrison

President Harrison reported on the following items:

1. **Flag at Half-Mast** - The American flag above the Oviatt Library is at half-mast today for National Day of Service and Remembrance, in honor of the victims of the attack on 9/11.
2. **President’s Convocation** - The welcome back address is available (streaming-video and text) on the President’s Office website.
3. **CSU Graduation Initiative 2015 Executive Leadership Summit** – Campus leaders will attend this Summit on October 15. Stretch goals will be provided to the campuses.
4. **Enrollment/Retention** - President Harrison encouraged Senators to meet with their students when necessary to help them to stay in school. An oversight committee will discuss enrollment issues and whether impaction is the best solution for managing our enrollments.
5. **My Plan to Graduate Tool** – This new CSUN tool was shared at a showcase event during the last BOT meeting. It will make it easier for CSUN students to know what courses they need to take to graduate.
6. **Chancellor Timothy White Visit** – Chancellor White and his wife will visit the campus on September 22. They will meet with Steven Loy to learn more about the 100 Citizens program in the morning. In the afternoon, Chancellor White and the Student Success Fee Advisory work group will hold an open forum in our Presentation Room to gain feedback regarding Student Success Fees.
7. **Investigation into the Death of Armando Villa** – There was a press conference on Friday, September 5, where the results of the investigation into the death of CSUN student, Armando Villa, were announced. It was concluded that the members of the Phi Kappa Phi fraternity engaged in hazing. Consequently, Phi Kappa Phi was asked to voluntarily dissolve the fraternity at CSUN. We are waiting for both the sheriff and coroners’ offices to issue reports to determine individual student culpability as relates to potential violations of the Student Conduct Code.
8. **Sexual Assault Prevention** – A campus climate survey will go out to our students in the Spring. We need to improve our processes for victims and for those accused of sexual assault. A new Sexual Violence Prevention Committee, chaired by Susan Hua, is being formed and will work on these issues.
9. **Men’s Soccer Game** – Senators were encouraged to attend the men’s soccer game against the University of Mexico on September 12.
10. **VPAC Events** – Last night, there was a formal reception at the VPAC welcoming Danielle Brazell, the newly appointed Director of the Department of Cultural Affairs for Los Angeles. Sinbad and Fab Faux are scheduled to perform at the VPAC this year.
11. **Board of Trustees (BOT) Recognition** – CSUN was praised by the BOT for earthquake preparedness, on being among the top 25 film schools, e-advising, and for having two members on the BOT.

12. **Two-year Work Plan** – President Harrison will meet with Chancellor White next week to discuss the two-year plan; afterwards, it will be posted on the President’s Office website and distributed to the campus community.

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

Provost Hellenbrand reported on the following items:

1. **Enrollment** – There is only a slight increase in freshman this Fall considering there were 2000 more applicants than last year. We enrolled 4600 students from our local service area and another 1000 students from outside the area. To reduce enrollments, we would have to raise the GPA index and/or not admit students from outside the service area. Current students are taking more units. This increases our FTES and improves graduation rates (4% increase which is one of the highest in the CSU). We will have some serious discussions this year to work together on managing enrollments.
2. **Budget** – Our budget appears to be strong. Campuses will be responsible for supporting salary increases. Our campus can handle this expense but smaller campus may struggle.
3. **Diversity** – We will work on improving diversity hires. Group training will be offered to assist those involved in hiring.
4. **Graduation Rate Initiative** – Campus leaders will attend a Graduation Initiative Summit next month to learn more about available tools to improve our retention rates. CSUN is making improvements at the freshman level. We will continue to monitor why students leave after the first or second year and we will also attempt to find out why our juniors and seniors change majors and leave CSUN.
5. **Writing Council** – This Spring, we will work with the Writing Council on a pilot to help faculty handle large classes in upper division GE courses that are writing intensive.
6. **125 Percent Rule** – The campus is being required to keep better track of faculty hours over 100% so we need to develop a system for counting time and monitoring.
7. **Assessment** – We need to work on closing the loop with assessment, climate survey results, etc.
8. **Appreciation** – Provost Hellenbrand thanked everyone for their hard work in accommodating the high enrollment numbers this semester.

c. **Statewide Academic Senate CSU Report** – Statewide Senator Sandra Chong

Link to written report: <http://www.csun.edu/sites/default/files/sasreport091114.pdf>

Statewide Senator Chong highlighted the following items:

- In regard to the 120-unit limit in engineering program, the Chancellor asked campuses to provide rationales and solutions for getting to 120 units.
- The BOT have been looking into the bullying issues and something will be rolled out soon.
- The CSU received \$4.5 million from Helmsley to support CSU STEM; CSUN will submit a STEM grant application. Chong asked STEM faculty to join in this effort.
- Bechtel gave \$1 million to the CSU to innovate the teaching preparation programs. A letter of appreciation was presented to the S.D. Bechtel Jr. Foundation.
- The Ethnic Studies Committee thanked the ASCSU for the resolution in support of ethnic studies.
- The new elected ASCSU officers are listed in the written report.

Statewide Senator Schutte added the following highlights from the ASCSU plenary meeting held on September 4-5, 2014.

- A search firm will interview the candidates for Executive Vice Chancellor. They asked the ASCSU members for feedback on the criteria for filtering applications.
- Cal State Online has been completely restructured to be an online service-oriented group. Campuses are free to choose their own LMS and fee structure for courses.
- The student organization (CSSA) sent four students to Washington D.C. to work on the sexual assault policy. The students are working with Sacramento to pass a bill for \$50 million in additional infrastructure funding.
- They waived the first-reading (bill is on the governor's desk) and passed a resolution opposing AB46, which requires that data be made available concerning online classes offered by the CSU, because it was vague and involved too much time and work.
- In light of SB967, there was a first-reading on a Sexual Violence Resolution, encouraging the bill to include reference to same sex, "victim's" and "accused's" rights, and to acknowledge potential policy and legislative conflicts.

d. **CFA Report** – CFA President Nate Thomas

Link to written report: <http://www.csun.edu/sites/default/files/cfareport091114.pdf>

The issues on salary and workload are holding up the contract from being settled. On Tuesday, September 23, from 2-3:30 p.m., the Statewide Bargaining team will meet with CFA officers to explain more details on CFA's salary and workload proposals and on what has been settled in the contract so far. Thomas said that bargaining has been collegial and productive.

The meeting was adjourned at 4:25 p.m.

Submitted by:

Terri Lisagor, Secretary of the Faculty

Heidi Wolfbauer, Recording Secretary