SENATE EXECUTIVE COMMITTEE MINUTES – Approved 9/1/16
April 28, 2016
University Hall, Room 277

Members Present: Dermendjian, Hoggan, Lisagor, Schmidt-Levy, Schutte, Schwartz, Spector, Swenson, Wolfbauer (Recording Secretary)

Members Absent: Li, Michaud, Willingham

Guests: L. Becker, S. Grant, P. Jennings, D. Lemus, M. Neubauer, M. Shiffrar, M. Stein

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 March 17, 2016 as distributed.

2. Announcements

   a. There will be a memorial service for José Luis Vargas on Friday, April 29, at 2:00 p.m. in the Valley Performing Arts Center. Guests were asked to wear the color blue, which was Jose Luis’s favorite color.

   b. Spector announced that she is the team leader for Matador Momentum: Re-imagining the First Year of College at CSUN. Spector will speak more about this later in the agenda.

3. Faculty President’s Report – Adam Swenson

   Swenson reported on the following topics:

   1. The Five-year Review Committees for V.P. William Watkins and V.P. Hilary Baker have both conducted surveys and reviews will wrap up soon.

   2. College elections are concluding and Senate and standing committee rosters will be available soon.

   3. Extended Cabinet Report:

      a. Work is being done on disaster emergency preparedness plans and evacuation procedures.

      b. Deone Zell reported on Portfolium.

      c. There will be metal detectors at the commencement ceremonies which will cause delays so attendees were encouraged to arrive early.

      d. It was reported that the VPAC attendance is good and they are above their attendance goals for the 2015-16 season.

      e. EO 1051 calls for a CSU waiver when faculty take their students off-campus.

      f. There is a push to improve transportation to our campus and in the community; there will be more sustained and vigorous lobbying in this area.
4. The Retention and Graduation Committee continues to move forward and they plan to work on improving our business processes to avoid students getting frustrated and leaving CSUN before completing their degree.

5. Dr. Estela Bensimon (Terry Piper Lecture Series) presented, *Making “Race Talk” a Routine Practice on College Campuses*. This was an important presentation, but not well attended by faculty. [SEC had a side conversation about why faculty attendance at special events is poor. Making videos or scripts available, or having a website with archived presentations, were suggested.]

4. **Policy Item** – Personnel Planning and Review Committee
Sheila Grant, Chair of PP&R; Daisy Lemus, Interim AVP Faculty Affairs; Penny Jennings, Academic Personnel

**Action Item** – Section 650.3.5 (Emeritus Status – Rights and Privileges) and Section 650.4 (Rights and Privileges Extended to Surviving Life Partners)

Grant said that PP&R consulted with a few members from the Association for Retired Faculty with regard to the rights and privileges listed in Section 600. Jennings clarified the changes made to Sections 653.5.b, 653.5.d, 653.5. e, and 653.5.h. The goal, in most cases, is for emeritus faculty to have the same rights and privileges as active faculty. Grant said she will double-check with IT and the Library to clarify a few questions in those areas. SEC members made a few editorial revisions.

**MSP** to forward to the Senate with a do-pass recommendation pending that PP&R makes the suggested editorial revisions.

5. **Policy Item** – Educational Policies Committee
Larry Becker, Chair of EPC

**Action Item** – Basic Skills Policy

Becker reminded SEC members that the Senate recently passed the policy requiring students get a “C” or better grade in all four Basic Skills courses. Per coded memo ASA-2016-08, issued on April 13, 2016, the CSU considers the grade of “C” a requirement in a general sense and permits various forms of the grade (C-, C, C+) as the minimum grade for Basic Subjects courses. Permitting the grade of “C-” as a minimum passing grade for Basic Subject courses makes us in compliance with the CSU minimum grade requirement.

Campuses will be expected to comply with the uniform policy regarding the use of the grade of “C-” in basic subjects for admission to the Fall 2017 term, and for graduation purposes with the 2016-17 catalog year. Since we are expected to have this in place for Fall 2016, SEC concluded that it was necessary to send this to Senate for a vote at their next meeting.

**MSP** to forward to the Senate with a do-pass recommendation, and with notification that this will go up for a vote on May 12th, and provided that EPC uses the standard policy template and appends the Coded Memo ASA-2016-08.

6. **Approve 2016-17 Senate Calendar**
A draft calendar was distributed to SEC members for their approval. Wolfbauer said that the calendar is similar from previous years. The Faculty Retreat has been shortened to one day due to the very low participation rate occurring on the second day for the last several years.

MSP to approve the 2016-17 calendar as distributed.

7. **Policy Item** – Graduate Studies Committee  
Mary-Pat Stein, Chair of GSC; Maggie Shiffrar, Graduate Studies

**Action Item** – [Graduate Institutional Learning Outcomes](#)  

The CSU Chancellor’s Office and WASC are requiring that CSU campuses establish Institutional Learning Outcomes (ILO) for their graduate programs. Stein reported that the revisions recommended by the Senate are now incorporated into the policy. SEC made a few editorial revisions.

MSP to forward to the Senate with a do-pass recommendation, pending that GSC accepts the revisions.

8. **A Resolution Honoring José Luis Vargas**  

The Educational Equity Committee drafted a beautiful resolution honoring José Luis Vargas, former Director of the Educational Opportunity Program, who passed away after a brief illness. Jose Luis served as Executive Director of the Educational Equity Program for over 15 years. SEC made a few editorial revisions.

MSP to send forward to the Senate with a do-pass recommendation.

9. **Review of Standing Committee Minutes**

- Extended Learning (2/17 – no policies)
- Educational Policies (3/2, 3/16 – no policies)
- Educational Resources (2/19 – no policies)
- Personnel Planning and Review (2/10, 2/24, 3/9, 3/16, 3/30 – no new policies)

10. **Set Agenda for May 12, 2016 Senate Meeting**

- Elect 2016-17 Senate Executive Committee
- Action Item – Section 650.3.5 (Emeritus Status – Rights and Privileges) & Section 650.4 (Rights and Privileges Extended to Surviving Life Partners)
- Action Item – Graduate Institutional Learning Outcomes
- Action Item – Basic Skills Policy
- Matador Momentum
- FAR Report
- Senate Reports
11. **Other Business**

1. **Faculty Governance Discussion**— SEC members had a lengthy conversation about faculty governance. Some of the questions and concerns that were raised include: 1) What level of decisions affecting faculty should have SEC or Senate approval?, 2) Should more things come through SEC as a monitoring mechanism so we can keep track of things that affect faculty?, and 3) On some committees, we need better, more accurate, and timely minutes posted on the websites.

Swenson said that he wants to work more closely with the Senate standing committees and their chairs, and recommends that the SEC help the committees to do their jobs better and be more effective. We will spend some time looking at the committee charges; Swenson plans to have a Senate-wide orientation at the beginning of the Fall semester. Swenson encouraged members to send him any ideas related to this.

2. **Matador Momentum**— Spector said that CSUN was chosen as one of 44 universities across the nation to start working on better serving all of our students, with a focus on first-year students. Matador Momentum, our local team of 20 people, is focusing on creating forward motion for our students in four areas: 1) Institutional Intentionality, 2) Curriculum, 3) Faculty and Staff, and 4) Students. This effort is cross-divisional and includes faculty, staff, and students.

3.  

4. **Follow-up on Schutte’s Advocacy Trip to Sacramento**— Schutte had an opportunity to meet with the higher education liaison in the Department of Finance who has the Governor’s ear on higher education issues. Schutte said that the LAO does not work together proactively with the Department of Finance. The LAO acts mainly as a consultant to the legislature after-the-fact to provide factual information for the legislature to debate. Schutte received a letter from this liaison suggesting that they continue the discussion. Steve Relyea, Executive Vice Chancellor and CFO, and Schutte plan to construct a meaningful dialogue and help the Governor understand how the CSU student is different (demographics, graduation rates, retention, etc.) from the UC student. He asked SEC members to send him any useful information to include in this dialogue.

Meeting adjourned at 3:57 p.m.

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