

SENATE EXECUTIVE COMMITTEE MINUTES – Approved 10/4/18
September 13, 2018
University Hall, Room 277

Members Present: DeVeaux, Garcia, Heinen, Henige, Michaud, Neubauer, Spector, Stein, Sussman, Swenson, Theodolou, Wilson (Recording Secretary)

Guests: E. Adams, D. Cours, K.Luna, C. Mayberry

Faculty President Stein called the meeting to order at 1:00 p.m.

1. Approval of SEC Minutes

MSP to approve the SEC Minutes for: [May 3, 2018](#), [June 7, 2018](#), [June 13, 2018](#), [July 16, 2018](#).

2. Announcements

- a. Senator Heinen announced that the Mike Curb College of Arts, Media and Communication will be hosting it's first Research Symposium on Friday September 14, 2018 at 1:00pm in the Cypress Recital Hall.
- b. Senator Spector distributed student success wallet cards to SEC members. Spector announced that the New Student Convocation will be held at 6:00pm on September 13, 2018 at the Oviatt Library Lawn.

3. Vacant Positions:

- a. **MSP:** SEC declared that one EEC position (term ending spring 2021) formerly occupied by Jessica Chen is now vacant. At the meeting SEC members appointed Professor Debi Prasad Choudhary from the Department of Physics and Astronomy to fill this vacancy.
- b. **MSP:** SEC declared that the Senator-at-Large position (term ending spring 2019) formerly occupied by Debi Cours is now vacant. SEC nominated three faculty members. Additional nominations will be taken by email from Senators and at the next Senate meeting. An election will be held at the next Senate meeting to fill this vacancy.

4. [Approval of Spring 2019 Election Calendar](#)

President Stein explained that in recent years, Senate elections have typically been open for one week and going forward elections will be open for one week. Wilson said that the proposed calendar is similar to prior year calendars. SEC members decided that the announcement of the election results will be on or before Tuesday March 19, 2019 or Wednesday March 20, 2019. An additional election results email will be sent out after spring break on March 25, 2019.

MSP to approve the Senate election calendar with the one revision mentioned above.

5. Shared Governance Discussion

President Stein shared that she contacted the ASCSU GE Task Force to request to add a member. President Stein was informed, by former ASCSU chair Christine Miller, that a senator cannot be added but that there will be opportunities in the future to have shared governance

conversations. SEC members discussed inviting the chair of the Academic Senate of the CSU to a future SEC meeting. SEC members had a brief discussion on CSU resolutions, the ASCSU tenets document and shared governance.

6. **Senate Executive Committee Subcommittees**

Faculty President Stein mentioned that she is working with the Faculty Technology Center and CSUN IT to find another way to do elections. They are reviewing new election platforms. Stein also mentioned that the Senate needs to make changes to the bylaws. SEC members discussed the changes that need to be made to the bylaws. SEC members volunteered to serve on the election and bylaws subcommittees.

Election Subcommittee- Senator Heinen, Senator Henige, Senator Swenson

Bylaws Subcommittee- Senator Heinen, Senator Neubauer, Senator Stein, Senator Swenson

7. **EO 1100 (revised) and EO 1110 Discussion**

Interim Provost Theodoulou shared recent correspondence (letter from Interim Provost Stella Theodoulou, letter from Executive Vice Chancellor Loren Blanchard and Frequently Asked Questions on Executive Order 1100 Revised) concerning EO 1100R. All of which are posted on the following website: <https://www.csun.edu/eo1100r>. SEC members discussed section F, the need to move beyond impasse, the executive orders, the role of Faculty Senate, student concerns, listing courses in multiple sections and the importance of sharing information with students, faculty and staff. Faculty President Stein shared that recent updates on the executive orders are also posted on the Faculty Senate website.

8. **GE Reform Discussion**

Christina Mayberry, Chair of EPC and Elizabeth Adams, Undergraduate Studies
Deborah Cours, Undergraduate Studies

Adams gave a brief update on the last EPC meeting. Mayberry mentioned that at the last EPC Meeting, she and Adams gave an informational update on the executive orders and explained that EPC only deals with curricular issues. Administrative or policy issues are to be shared with the Faculty Senate. Mayberry mentioned that EPC is waiting for a decision from the Faculty Senate on what to do next. She said that EPC will align with what the Faculty Senate decides. Adams shared a draft form for cross listing GE courses. Adams said that EPC and the Faculty Senate would have to approve of the proposed process. Faculty President Stein said that we need a Senate Exec subcommittee to work with EPC on GE Reform.

SEC members said that the Faculty Senate should be presented with options and vote on what to do next, in regard to GE reform and the executive orders. Interim Provost Theodoulou suggested having college meetings with each college on campus, before the next Faculty Senate meeting to discuss the executive orders. SEC members also discussed the importance of shared governance, EO implementation, student learning outcomes and cross listing of GE courses.

9. **Provost's Report** –Interim Provost Stella Theodoulou

Interim Provost Stella Theodoulou briefly reported on the following:

1. There were 74 applicants for the AVP of Student Success position. There are 9 search committee members.
2. There were 110 applicants for the Provost Search. The committee narrowed it down to 14 interviews. Interviews will be held in the coming week.

3. Interim Provost Theodoulou will be giving an enrollment update at the University Planning and Budget Group (UPBG). The student headcount has decreased and the FTES and average unit load has increased.

10. Faculty Senate Office Budget

SEC members discussed the current Faculty Senate office budget and the need for the faculty president to be considered a chair position. The faculty president is required to work during the summer (to act as PP&R, attend meetings and make decisions). There is currently no stipend for the faculty president to work for 12 months in the faculty senate budget. Stipends have been provided in the past, however they pose a conflict of interest since the work being done is for Faculty and the money has come from Central Administration. SEC members requested a minimum of \$10,000 for a summer stipend for the faculty president's work.

MSP to consider the Faculty President a 12-month position, just as department Chair positions are 12 months. A request will be sent to the Provost.

11. Standing Committee Liaisons: Responsibilities and Process for Reviewing Minutes

Faculty President Stein explained to all SEC members their responsibilities as a liaison and the process for reviewing minutes for policy. The SEC members were assigned to standing committees via email over the summer. SEC members have arranged to attend a meeting of their assigned Senate Standing Committee this fall. At the meeting, SEC members will briefly read the committee's charge and provide general information about service and expectations.

Senator Spector shared an update on the March 13, 2018 ERC minutes. There is work on a revised shared use agreement between CSUN and Northridge Academy High School. Also Senator Spector reported on the September 11, 2018 GSC meeting. The Career Counseling Option Grad Program and Theatre Option Grad Program options have been suspended, effective spring 2019. Senator Neubauer shared that on May 2, 2018 EPC passed a motion objecting to President Harrison's directive to implement credit bearing courses in lieu of the remedial coursework in developmental math.

SEC Reviewers/Liaisons	FS Standing Committee
Elizabeth Sussman	Academic Technology
Kim Henige	Educational Equity
Adam Swenson	Extended Learning
Michael Neubauer	Educational Policies
Marcy DeVeaux	Educational Resources
Cheryl Spector	Graduate Studies
Kristy Michaud	Library
Julia Heinen	Personnel, Planning and Review
Monica Garcia	Research and Grants

12. Statewide Academic Senate CSU Report- Adam Swenson

Adam Swenson reported on the following:

- a. Adam Swenson mentioned that the Tenets of Shared Governance document has not been signed or passed by the ASCSU.

- b. The Academic Preparation and Educational Preparation (APEP) Committee shared that the chancellor's office will be visiting various campuses this fall regarding EO1110 progress (pertaining to Early Start). Northridge was on the list for campus visits.

Link to written report: https://www.csun.edu/sites/default/files/sasreport_092718.pdf

13. President's Report/New Business

Faculty President Stein reported on her plan for the next Faculty Senate meeting and shared an executive order options document with SEC members. SEC members discussed the logistics of the next Faculty Senate Meeting. SEC members decided to have general faculty meeting to discuss EO1100R after the next Faculty Senate meeting. The general faculty meeting will be open to all faculty, staff, administrators, students and the CSUN community. Faculty President Stein said that she would consult further with SEC members on how to shape the meeting.

14. Set Agenda for September 27, 2018 Senate Meeting

- Senator-at-Large Election
- Introduction of Chief Diversity Officer
- Introduction of Standing Committee Chairs
- Senate Reports

Meeting adjourned at 3:50 p.m.

Submitted by: Kim Henige, Secretary of the Faculty and Nicole Wilson, Recording Secretary