SENATE EXECUTIVE COMMITTEE MINUTES – Approved 1/28/2016
October 29, 2015
University Hall, Room 277

Members Present: Hoggan, Li, Lisagor, Michaud, Schmidt-Levy, Schutte, Spector, Swenson, Willingham, Wolfbauer (Recording Secretary)

Members Absent: Schwartz

Guests: E. Adams, L. Becker, E. Beres, S. Grant, K. Randolph, W. Whiting

Faculty President Swenson called the meeting to order at 1:03 p.m.

1. Approval of SEC Minutes

MSP to approve the SEC minutes for the September 24, 2015 as distributed.

2. Announcements

a. SEC members were invited to register for the Faculty Retreat being held on January 19-20, 2016.

b. The Memorial Service for Dr. Shane Frehlich is tomorrow, October 30, at 4:00 p.m. in the Valley Performing Arts Center.

3. President’s Extended Cabinet Meeting Report – Adam Swenson

The President’s Extended Cabinet met on Friday, October 23. Swenson reported on the following topics:

1. There was a presentation about the University’s recruitment plan for reaching out to high school and community college counselors and to clarify the effect of impaction. Dwayne Cantrell (Student Affairs) is working to get students more college-ready, and to have more Spanish-language promotional events.

2. The Pride Center said they have grown significantly and spoke about their successes. Transgender Awareness is coming up in November. Several campuses participated in a survey about inclusiveness and accessibility to LGBTQ students. CSUN was #6 in California and #2 in the CSU. The Pride Center is working towards improving policies with housing and residential life, making it easier to modify names on Solar, and to offer training with the police and athletics department.

3. Chief Anne Glavin reported that timely warning announcements will be going out more broadly in the future.

4. Campus planning priorities for the next two years are posted. Swenson said he would forward the link.
5. Dean Theodoulou reported about further developments with the relationships with Universidad Nacional Autónoma de México (UNAM).

4. Policy Items – Personnel Planning and Review Committee  
Sheila Grant, Chair of PP&R; William Whiting, Faculty Affairs

Action Item – Revisions to Section 621.4 (Appointment and Evaluation of FT Lecturers or Equivalent Library or Student Affairs Positions)

This policy change has to do with full-time Lecturers having to go through an additional level of review when applying for a tenure-track position. This creates an equity issue and is the reason why PP&R wishes to delete this requirement from Section 621.4.1.b. At the last SEC meeting, it was suggested to delete the word “normal” from the first sentence in Section 621.4.1.b. since this word is not necessary in the context it is used. At this meeting, SEC suggested to remove “normal” from another related section and to insert the word “approved” where the word “normal” used to be.

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

Action Item – Section 650.3 (Emeritus Status)

Whiting said that PP&R recommends that Lecturers be afforded eligibility for Emeritus status with the same rights and privileges as tenured faculty. At SEC’s request, PP&R will review section (a. through n.) to be sure it is still accurate and current, and will bring revisions to SEC as a separate policy revision.

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

5. Exceptional Levels of Service to Students Awards Revisions (Article 20.37)  
Sheila Grant, Chair of PP&R; William Whiting, Faculty Affairs

Whiting reported that the current Collective Bargaining Agreement provides for Exceptional Levels of Service to Student Awards. A subcommittee (3 members of PP&R) made some revisions based on their experiences from last year. PP&R added a page that lists the CSU System priorities and made the Department Chair’s comments required and the Dean’s comments recommended. Funding for these awards is in the general fund.

MSP to approve the revisions to the Exceptional Levels of Service to Student Awards application.

6. Faculty Secretary Vacancy

At the last Senate meeting, Kristy Michaud was elected Faculty Vice President so she can no longer serve as the Faculty Secretary. SEC will need to consider declaring the position of Faculty Secretary vacant so an election can be held to fill the position at the next Senate Meeting.

MSP to declare the position of Faculty Secretary vacant and to hold an election at the next Senate meeting.
SEC members had a discussion about whether FERP faculty are eligible to serve as faculty officers (Faculty President, Faculty Vice President, and Faculty Secretary). The discussion centered on the meaning of two terms found in the relevant sections of the CBA, Section 600, and the Faculty Bylaws—“full-time members of the Faculty” and “active employment.”

We will need to investigate this matter further and possibly check to see what other campuses do with respect to FERP faculty participation in governance in general and as faculty officers in particular. After discussion, SEC nominated Terri Lisagor to Faculty Secretary. Additional nominations will be accepted at the Senate meeting prior to the election.

7. **Resolution on Open Presidential Searches** – Adam Swenson

Several of the CSU campuses will be conducting presidential searches this year. Presidential searches in the CSU have become a closed process with no campus visits or public exposure to the candidates. We are told that there is a risk to sitting presidents and provosts of being fired if word gets out that they are seeking another job. Twenty-one of the CSU campuses have now passed resolutions for a more open and transparent search process and have asked the remainder of campuses to follow suit.

Swenson drafted a resolution for SEC to consider. Our Statewide Academic Senator Jerry Schutte said that the other CSU resolutions are all very different and address varied concerns. He said that this is not a one-size-fits-all problem and we should consider drafting a resolution that is more pro-active. After discussion, SEC decided to not go forward with a resolution for open presidential searches but to write a resolution that would be more productive. A resolution asking for more faculty participation in the search process is more likely to receive consideration by the Chancellor and Board of Trustees. Schutte volunteered to draft a resolution of this nature for SEC to consider moving forward to the Senate.

8. **Policy Item** – Educational Policies Committee

   Larry Becker, Chair of EPC; Elizabeth Adams, Undergraduate Studies

   **Action Item** – **Honors at Graduation Policy**

Becker said that allowing students to graduate with honors, having completed 30 units at CSUN, makes the policy consistent with the residency requirement. In response to questions raised at the Senate meeting, Adams said that none of the other CSU campuses have a disparity between the honors at graduation unit requirement and the residency requirement. She also added that it is very rare for students to take credit-no-credit courses at this level.

MSP to move forward with a do-pass recommendation.

9. **Sexual Assault Campus Climate Survey Results** – Jerry Schutte

Schutte explained that the Clery results reported a very low percentage (less than one-tenth of a percentage) of sexual assaults even though a survey administered by the 2006 Department of Justice found 1 out of 5 students experiencing sexual assaults in college. So, there is an investigation that is looking at universities who are in violation of Clery reporting. Laws are being mandated that campuses must administer a survey every other year to guide the interpretation of the Clery statistics, and campuses will be penalized for not complying.
Schutte assisted President Harrison in administering a survey on this campus, which was modeled after the one given by Rutgers University, a campus that has a similar demographic to CSUN. The survey was sent to 36,000 students with 10,000 students responding (28%). Schutte has already presented the results to many groups on this campus and plans to present to the Senate at the next meeting. In conclusion, Schutte said that the survey is methodologically sound, and students consider themselves valued, happy and safe (83%). CSUN has a relatively low incidence of sexual violence, but there is a great disparity between incidence and reporting.

10. **Provost’s Report** – Provost Yi Li

Provost Li reported on the following topics.

1. Provost Li said that CSUN is innovative in many ways. He mentioned University 100, Early Start, and the redesign of math classes as innovative projects to help with student success. He believes that whatever we do well to help all students is benefitting the under-served student, because of our very diverse student demographic.

2. We are using the Education Advisory Board (EAB) Student Success Collaborative and looking at student data for the past 10 years so we can make an early predication on whether our current students are making progress or at risk. The advisement centers will target students who are performing in the middle with good potential to graduate in six years so they have a better chance of staying in school. They will use EAB success markers (gateway courses) to find the correlation between grades and graduation in six years. They will also use Dashboards as a tool.

3. Provost Li has allocated $100,000 to remodel office space for our new faculty.

4. There was a public information session at Mission College to address parents and community leaders about impaction. They explained the state funding process and commended CSUN as a leader in trying to help meet the needs of the community. Attendees were encouraged to sign-up to join the “Coalition Against Impaction” and to contact their local legislative representatives to ask them for more funding to the CSU.

5. Dr. Kerry Rockquemore, President and CEO of the National Center for Faculty Development & Diversity presented a faculty workshop on "Writing Procrastination & Resistance: How to Identify Your Writing Blocks and Move Through Them."

6. Provost Li met with the Council of Chairs and three Colleges (AMC, S&BS, Tseng College) to talk about priorities and to learn about the concerns of the faculty.

11. **LACI@CSUN Speaker Series**

Kevin Randolph, Deputy Director of LACI@CSUN

Ed Beres, Director of University Relations for LACI

Los Angeles Cleantech Incubator (LACI) is a non-profit organization that helps startup companies succeed and grow by providing easy access to office space, helping them to get engaged with customers and investors, and by giving them guidance on how to build their business. They are working to learn more about the innovative activities on the campus so they can build a communications mechanism and work with the faculty and departments to identify problems, provide resources, and network, so their innovative projects can move
forward. They shared some of the upcoming events, distributed flyers, and invited SEC members to attend.

12. **Review of Standing Committee Minutes**

**Academic Technology** (9/11 – no policies)

**Educational Equity** (3/9, 4/13, 5/11 – no policies; Spector is working with EEC to make their agenda and minutes publicly available.)

**Educational Policies** (4/22, 5/6, 8/26, 9/9, 9/23 – The Honors at Graduation policy was revised and is currently moving through SEC and Senate; EPC is discussing the EO 1100 “Basic Skills” draft policy.)

**Extended Learning** (3/18 – no policies; Changes came down from the Chancellor’s Office that guide their budget.)

**Graduate Studies** (9/8 – no policies; GSC discussed the “administrative policy” that restricts graduate students from taking 100-300 level courses as prerequisites for their master’s program. Is this still in effect for Spring 2016? Departments are adjusting admission standards because of this restriction.)

**Library Committee** (9/2 – no policies; They have been discussing their charge and making changes to the Faculty Bylaws. Committee members are consulting with Swenson about this.)

**Personnel Planning and Review** (9/2 – no new policies; The two policies mentioned above are currently moving through SEC and Senate.)

13. **Set Agenda for October 15, 2015 Senate Meeting**

- Appointment and Evaluation of FT Lecturers or Equivalent Library or Student Affairs Positions Policy (PP&R)
- Emeritus Status for Lecturers Policy (PP&R)
- Honors at Graduation Policy (EPC)
- Resolution Related to Presidential Searches
- Election of Faculty Secretary
- Sexual Assault Campus Climate Survey Results – Jerry Schutte
- AS Update – Jorge Reyes
- Senate Reports

Meeting adjourned at 4:43 p.m.

Submitted by: Kristy Michaud, Secretary of the Faculty and Heidi Wolfbauer, Recording Secretary