

**SENATE EXECUTIVE COMMITTEE MINUTES** – Approved 2/1/18**November 9, 2017****University Hall, Room 277**

**Members Present:** Chong, Henige, Li, Neubauer, Schmidt-Levy, Spector, Stahl, Stein, Swenson, Wilson (Recording Secretary), Wolfbauer

**Members Absent:** Heinen, Lisagor

**Guests:** D. Lemus, S. Murray, I. Carvajal

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

**1. Approval of SEC Minutes**

MSP to approve the [SEC minutes for October 5, 2017](#) as distributed.

**2. Announcements**

- a. Spector announced that there were five finalists chosen for the Freshman Common Reading series at CSUN. The selection committee will meet in January 2018 to choose the winning title. Link to the announcement: <https://www.csun.edu/undergraduate-studies/academic-first-year-experiences/news/five-finalists-csun-2018-2019-common>
- b. Swenson announced that the Philosophy Department is hosting a speaker series with Professor Brady Heiner on November 14, 2017 at 4:00pm in Sierra Tower 503. Heiner will be presenting on mass incarceration.
- c. Stahl announced that the College of Social and Behavioral Sciences, the Department of Cinema and Television Arts, and UNAM LA are hosting their 3<sup>rd</sup> Annual Latin American Film Festival on November 17, 2017 at 6pm in front of Manzanita Hall.

**3. Review of Standing Committee Minutes**

Academic Technology (9/8-no policy)

Educational Policies (9/20, 10/4, 10/18-no policy)

Educational Resources (9/12-no policy)

Graduate Studies (9/12-no policy)

**4. Subcommittee Reports**

Swenson requested that Wilson add subcommittee reports as a future agenda item. The election subcommittee reported that there was a meeting on Friday November 2, 2017 with Vice President Hilary Baker and CSUN Information Technology (IT) regarding election tools. Henige shared that IT is trying to use existing resources (Canvas) for the elections.

5. **Policy Item** – Personnel, Planning and Review Committee  
Sean Murray, Chair of PP&R; Daisy Lemus, Faculty Affairs

**Action Item - Section 622.6.2 (Appointment and Evaluation of Department Chairs)**

Murray and Lemus reported that the PP&R made some changes to the policy as recommended by SEC. It was mentioned that the purpose of the proposed policy change is to help clarify responsibilities and rights when appointing Department Chairs. The goal is to make sure that faculty have a part in the nomination process.

The SEC suggested the following:

*622.6.2.b Nomination of Candidates*

SEC members requested clarity concerning the language of section 622.6.2.b *Nomination of Candidates*. There was a request to add the word “member” to indicate that any tenure track faculty member can make a nomination of a candidate.

*622.6.2.c Departmental Advisory Vote and Certification*

It was suggested that there needs to be more clarification in the language describing the number of votes received by each candidate. An SEC member suggested to replace the first sentence with “the Department Search and Screen Committee shall conduct an advisory vote to allow the Department’s tenure track faculty to indicate their preferences for Department Chair”. There was also a request to update the second sentence to read “the Department Search and Screen Committee shall tabulate and advance the number of votes received by each candidate, on the advisory ballot, along with the certification of the process, to the Dean of the College”.

*622.6.2.d Responsibilities of the College Dean*

SEC members requested to revise the first sentence to read “the Dean shall provide opportunities for full-time faculty in the department to have conferences with the Dean concerning the selection of a new chair. There was also a request to add “after these conferences” to the second sentence, replace vote results with “the results” and to end the sentence with “department’s advisory vote”.

Murray and Lemus conveyed that they would share the recommendations with PP&R. There was also a brief discussion about the implementation process of the policy.

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

6. [EO 1100](#) (revised) and [EO 1110](#) Discussion

Swenson discussed the current situation with respect to EO 1100 (revised) and EO 1110. Swenson explained that, consistent with the Senate’s action, EPC will continue to operate as normal with their usual operating procedures. In particular, faculty originated curricular changes concerning GE’s that had been placed on hold, will now move forward as usual under the existing GE Program. Swenson also mentioned that the President is convening an Ad Hoc Task Force composed of students, faculty and staff to make recommendations to her concerning General Education. SEC members had a brief discussion about the Ad Hoc Task Force.

## 7. **Provost's Report** – Provost Yi Li

Provost Li reported on the following:

- a. Provost Li shared that recently he attended Board of Trustee meetings at the Chancellor's Office. During the meetings there was a brief discussion about the timeline of the executive orders and suggestions of possible delays in the implementation process. Li mentioned that CSUN students and faculty gave a powerful presentation at one of the meetings.
- b. Provost Li attended the EDUCAUSE Annual Conference in Philadelphia in October 2017 with Vice President Hilary Baker. Provost Li learned about innovation, campus success rates and technology.
- c. Provost Li said that CSUN faces several challenges ahead. It is important that CSUN Faculty are at the table and involved in the decision-making process at CSUN.

## 8. **Statewide Academic Senate CSU Report-** Sandra Chong

Sandra Chong reported on the following:

- a. Sandra Chong mentioned that the Tenure-Density Committee finished their report and it will be ready for distribution in a couple of weeks.
- b. Sandra Chong shared that the Admissions Advisory Council recently met and had a discussion about the CSU changing admission requirements for high school students.
- c. Sandra Chong also mentioned that the Academic Affairs Committee discussed the need for faculty development resources.

Link to written report: [https://www.csun.edu/sites/default/files/sasreport\\_Nov.pdf](https://www.csun.edu/sites/default/files/sasreport_Nov.pdf)

## 9. **New Business**

SEC discussed creating a Resolution of Commendation for Heidi Wolfbauer. The SEC proposed writing a draft at the next SEC meeting.

## 10. **Set Agenda for December 7, 2017 Senate Meeting**

- Withdrawal Unauthorized Policy (EPC)
- Action Item - Section 622.6.2 (Appointment and Evaluation of Department Chairs)
- Senate Reports

Meeting adjourned at 3:31 p.m.

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