



**ACADEMIC  
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Senate Executive Committee  
Meeting Minutes: Tuesday, January 27, 2015  
Provost's Conference Room, Bell Tower West 2185  
2:30pm – 4:30pm

Attendees: Cindy Wyels, Nancy Deans, Stephen Clark, Vanessa Bahena, Genevieve Evans-Taylor, Jim Meriwether, Jeanne Grier, Simone Aloisio, John Yudelson, Gayle Hutchinson, Colleen Delaney, Antonio Jiménez-Jiménez  
Staff present: David Daniels

1. Meeting Called to Order at 2:36PM
  - i. Introductions for each Exec member to Vanessa Bahena, ASI President and returning member to the Senate Exec Committee.
2. Approval of the Agenda
  - i. S. Aloisio requested to add his report on faculty employment trends and tenure density; J. Grier noted that Arts Management minor is delayed by request of the program; A. Jiménez requested to add info on mission center chairs; Agenda was approved with additions.
3. Approval of the Minutes from November 18, 2014 (attached)
  - i. Minutes were approved.
4. Continuing Business
  - a. SP 14-07 Visual Media Communication Minor (Curriculum)
    - i. A. Jiménez: they did a good job of putting it together, but students only need three courses to complete it – now that we have several other minors in Art, might be confusing; J. Grier noted that two more are coming from Art, – question is, do we hold these up while we figure it out, or send these through first? C. Wyels stated they may have big picture problems. J. Grier expressed to CurrComm the concern of seeing high unit minors; requested they look at policy options to determine acceptable ranges of units; considering data on graduation rates of high-unit vs. low-unit minors? double-counting / how many courses make a minor? “back door majors?” Requested they look at this type of data to help drive decision making; In lieu of this data, we only have minimum unit guidelines for minors (not maximum);
    - ii. J. Grier noted that minors don't go on Academic Master Plan; J. Meriwether asked why this was the case; J. Grier answered that they go on an internal plan that doesn't get submitted to CO; J. Grier offered her assistance to meet with Academic Planning regularly;
    - iii. C. Wyels noted that the program reviews were put off for a few years, previous review feedback received says to look at the whole picture;
  - b. SP 14-08 Security Systems Engineering Minor (Curriculum)



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- i. Discussion: Humboldt senate chair unaware that HSU is leading a security systems initiative after checking with several administrators on campus; same issues here with high-units, but the next phase of plan is to convert into Major;
- ii. J. Yudelson observed that one of the community colleges is interested in a BA program – language was a little unclear, does this mean that there is a minor already? J. Grier asked if J. Yudelson thought this should be a major; Answer was no, but recommended that conversation should be started, potentially at top levels;
- iii. C. Wyels observed that you could complete minor by completing required courses for Computer Science major (later corrected: one additional course needed); S. Clark noted previous policy from 2001, no limit on how many can apply from one major to another; J. Meriwether said that students regularly ask him for minor credit for simply taking major courses, but that these should just be an emphasis / track within a major; V. Bahena asked what is a minor vs. just an emphasis within major; A. Jiménez answered that for minors students from other disciplines complete subjects outside of their discipline, whereas an emphasis is just going deeper into existing subject;
- iv. S. Aloisio asked if this is intended to be a minor that Computer Science majors could get; J. Grier read that emphases are 12 units or more, concentrations are less than 12 units, citing SP 11-10; J. Grier encouraged that this is still a good question to ask, “what is a minor?” S. Clark asked given that double-counting policy goes back to 2001, should we revisit? J. Grier agreed that we should review this and regularly review all policies; J. Meriwether asked how many units outside of a major would be required - outside of the 2001 policy, no one is doing anything “wrong” or “illegal.” J. Grier: Let’s make a list of policies that we want to review. These double counting and overlap policies are certainly an artifact of early days with fewer course options for students.
- v. J. Grier noted that once approved by CurrComm, the program chair may sign after Senate Exec review; when CurrComm sends full list to chairs, it includes minors and is time consuming; J. Meriwether said there’s nothing in writing suggesting chair needs to be involved in new minor submissions; G. Hutchinson suggested that there should be some evidence that chairs were involved; A. Jiménez recommended that if these proposals represent good intentions, maybe Senate Exec can ask for more time to determine what a minor is? G. Hutchinson felt that this course of action would not be fair to proposers; J. Meriwether reminded that items of continuing business may not be removed from agenda, then asked Exec, does Senate Exec work to craft improvements or does it disallow progress only under egregious circumstances? J. Grier agreed that it’s a good



question to ask what our role is; C. Wyels offered a role definition that we identify issues and identify a committee or create a task plan to address issues;

- vi. J. Grier: any objections to advancing this to second reading? C. Wyels wants to ask proposers if a CompSci major would just need one course to get this minor; G. Hutchinson asked if proposers can be given questions ahead of time; J. Grier: Yes; No objections to moving this forward.
- c. SP 14-09 Policy on Disqualification (SAPP)
  - i. A. Jiménez noted that we're not supposed to say "CSUCI" anymore
  - ii. No other objections to move forward to second reading.

#### 5. New Business

- a. President to make opening remarks
  - a. Pres. Rush will speak at first Academic Senate meeting next week.
- b. John Gormley report at Senate re: Physical master planning approvals (Grier)
- c. New CBA—WTU Allocations for Exceptional Service Pool (Grier)
  - a. J. Grier says each campus was given a slice of this allocation pool for doing greater than normal service; CI got 9 WTUs, equating to three classes that we can allocate to award people for exceptional service; Fullerton got 60+ units, went the policy way; Sonoma made it procedural (got 16 WTUs); S. Aloisio observed that contract is for this academic year, and that WTUs can be banked – 9 WTUs are banked, so could be 18 WTUs next A.Y.;
  - b. J. Grier asked Exec for thoughts if we should go the policy route as CSU Fullerton or the procedure route as Sonoma State and proposed the Professional Leaves Committee as an option. A. Jiménez considered mini-grant committee and that this process could mirror their process; S. Aloisio observed that there's language within contract to determine what the units are supposed to be used for; J. Grier noted that it could be a contentious process if mini-grant committee is charged as it is not a tenured faculty committee, that's why idea of Professional Leaves Comm comes to mind; J. Meriwether recommended to consider RTP committee as persons who could benefit from reassigned time; J. Grier noted the mandatory application and reporting process as well as criteria that must relate directly to students; also if we do make a policy, will have to go through Full Senate (sunset of June 2017); J. Yudelson asked if we have already determined that lecturers would be eligible; J. Grier answered yes, as all instructor types are eligible;
  - c. J. Grier offered to create the procedure language and asked Exec who would like to work on the criteria; S. Aloisio and J. Yudelson agreed to help.
- d. Policy on Composition of MPP Search Committees—conflicts (Grier)

Commented [CW1]: Actually, John asked whether we'd already determined that lecturers would **not** be eligible, but I'm all for leaving in this kinder, gentler version!



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- a. J. Grier found that we have administrative policy and Senate Policy on MPP search, but that these are not the same and we should have them as exact matches – for example, Senate Policy is not as comprehensive, leading to need to have a single policy (see intellectual property); S. Aloisio thought it's a good idea to get faculty to look at policy; G. Hutchinson noted the effective date on admin policy was March-2013, asked if faculty on the PPPC were involved as a subcommittee? J. Grier said no and recommended that we send this issue to Faculty Affairs and ask they work with Anna Pavin from HR.
- e. State Support and Extended Education: Programs and Enrollments (Meriwether)
  - a. J. Meriwether: we have BA & BS programs in different places – is it Ok to have these degrees offered at Open U, where students pay a different rate, faculty are paid different rates, etc.? Do we want BA programs through Extended U? J. Meriwether had concerns: regarding enrollments, we're trying to grow by 8%, do enrollments at Extended U count toward this? How many programs are seeking enrollments and are they working together or competing? C. Wyels observed that we could open up this discussion regarding what is statewide and what is not to include masters programs, as there's a huge impact on students;
  - b. G. Hutchinson noted lots of pieces that could be harmonized – you can't have a degree in Chem stateside, and also have one at Ext. U (i.e. no duplicate programs, one supplants the other); J. Grier thought this may also be an academic planning issue; G. Hutchinson liked C. Wyels' idea of collecting questions to determine info for further discussion;
  - c. A. Jimenez recalled putting some programs in Ext. Ed to “incubate” until ready to put in stateside – maybe not all were created this way, but recalls was part of the discussion, i.e. since we don't have many resources stateside, let's put them at Ext. Ed.; G. Hutchinson observed that there is opportunity to have programs in both areas; Discussion example: BA in Liberal Studies is online through Ext. Ed, but may be in competition with other course offerings;
  - d. J. Grier asked Exec for deadline of one week from today to send questions that she will collect (before next Full Senate meeting on Feb. 3<sup>rd</sup>).
- f. GPS Minor (Curriculum)
  - a. S. Clark said this looks stronger at 18 units, but when looking at actual courses, some don't focus on GPS studies; C. Delaney observed that a large chunk of the related courses would cover the pre-modern material; S. Clark recalled creating courses to support a minor first; C. Delaney said we lack the resources to create a new course for each new minor; A. Jimenez asked if the name of the minor could be changed, could the word “global” be removed? Asked J. Meriwether if this will fall under History? J. Meriwether answered Yes.



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- b. This item will be added to the agenda as a first reading item.
- g. Art History Minor (Curriculum)
  - a. J. Grier noted this is another high-unit minor at 27 units; A. Jiménez found no relationship between subject of art history and the BIO 212 included course; J. Meriwether pointed to logic that some universities offer a major in art history, so we could offer a minor; J. Grier noted that specializations can appear on transcripts; J. Meriwether thought this to be more of a track / specialization within Art, versus its own minor; S. Clark said when met with Alison, she said that this a study of art versus creating art (i.e. analysis, interpretation); J. Meriwether asked why not just make a Major, then noted the 18 units of lower division, plus 33 units of upper division;
  - b. C. Wyels suggested that since this hasn't been to first reading yet, can we ask Art to see how all of these options fit together? J. Grier followed with comments on the existing specialization in Art History, then asked would this minor be replacing it? J. Yudelson said he could see an example of a business major wanting to be an art gallery owner, but still seeing some repetition with Art's course grouping; then asked if we should send it back to both Art and Curr Comm? J. Grier noted that A. Perchuk is chair of CurrComm; A. Jimenez observed that students may be getting different experiences due to broad choices available in electives; J. Grier asked Exec to send her comments on this, even via track changes, she will compile;
- h. Statewide Senator Aliosio Report
  - i. S. Aliosio displayed the tenure density report and requested it be attached to the Academic Senate agenda; ,
  - ii. Guidance sought on Executive Order being drafted regarding Master's programs, talking about changing requirements in percentages, graduate deans proposed more stringent requirements, certain number of units had to primarily be for grad students (50%); wording of "primarily for grad students" is a bit nebulous, more precise language proposed of "not scheduled at the same time or same room as undergrad"; second change is to increase percentage to 60% from 50%; G. Hutchinson said she objected at last Provost meeting due to it maybe penalizing smaller campuses; K. Mallon is in charge of this; G. Hutchinson thought it may be helpful to send her analysis via email.
  - iii. J. Grier asked if there was a deadline, S. Aloisio answered no and was not an urgent matter; J. Grier recalled that W. Cordeiro heads a post-bac council, who are meeting next week on Feb. 3rd – S. Aloisio offered to forward docs to J. Grier to then submit to W. Cordeiro; S. Aloisio thought it would help to determine if it affects our programs and if so, which programs, noting that the grad deans are basically asking for more rigor.



- iv. J. Yudelson noted that we have a new executive vice chancellor, who is going to hang his hat on graduation rates, which we may see more of in the near future; S. Aloisio distributed handout info to ExecComm on community college degree offerings, representing those that have been approved to go forward as a pilot, and further noted that we are being asked to identify the overlaps; J. Yudelson observed that community college is to consult with CSUs and UCs, but had questions / concerns if they are qualified to offer upper division courses and whether or not they will transfer to CSUs;
- v. C. Wyels suggested that we could divide up these proposals to send to appropriate persons, in particular, Health Sciences-related ones should go out for careful review; J. Grier says we could include all of the chairs.
- i. A. Jiménez Report on Center Directors:
  - a. A. Jiménez wanted to clarify process to rotate terms for Center Directors; J. Grier said that B. Hartung gave her a draft that mirrors similar process to select Senate Chairs; A. Jiménez asked how to expedite this so that overlap and mentorship can occur before the end of the year; J. Grier suggested we could potentially waive first reading, or could also examine criteria at Senate Exec; J. Meriwether noted a lack of clarity on founding documents within Centers.

Commented [JG2]: Thought I would note my preference for Senate Exec rather than ExecComm!

## 6. Chair Report

- a. Certificates (Curriculum) [SP10-12 states certificates come to senate]
  - i. Previous discussion from a meeting or two ago, it was stated certificates don't come to Senate, but according to policy above, certificates DO come to senate after approval of the Academic Planning Committee.
- b. Request to present at Senate: Residential Education Event
  - i. Request to announce a faculty lunch, advertising for an event that happens in late February, received an abstract for newsletter, asked for 5 minutes of time at Full Senate, which J. Grier asks Senate Exec for direction; basically, they're looking for ways to interact with faculty; no objections on such an announcement at the end of the meeting but not appropriate during reports.
- c. Order of agenda for senate meeting
  - i. Discussion: can we change order of agenda to get business done at time certain, etc.? Would changing the agenda order have any impact on increasing ability to move business forward? J. Grier offered suggestion to move Intent to Raise Questions to later in agenda; i.e. suggestion that we could start with reports, questions, and other items that do not require quorum; note that some professors teach until 2:45pm; sometimes questions are submitted to Senate Chair ahead of time, but other times



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questions are spurred in the context of the meeting; Motion to move intent to raise questions after new business. No objections.

7. Other Business

- i. A. Jiménez brought up the application and review process for UNIV 392 courses – J. Grier suggested that the Senate newsletter would be a great spot to include these links and any additional information.

8. Meeting adjourned at 4:33pm