



ACADEMIC SENATE

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**Senate Executive Committee
Meeting Minutes: Tuesday, November 18, 2014
Provost's Conference Room, Bell Tower West 2185
2:30pm - 4:30pm**

Attendees: Dave Daniels, Cindy Wyels, Nancy Deans, Stephen Clark, Alex Yepez, Genevieve Evans-Taylor, Jim Meriwether, Jeanne Grier, Simone Aloisio, John Yudelson, Gayle Hutchinson, Colleen Delaney, Antonio Jiménez-Jímenez

1. Meeting Called to Order at 2:32pm
2. Approval of the Agenda
 - J. Grier asked for any additions to Agenda; S. Aloisio adds Statewide Report
3. Approval of the Minutes from October 21, 2014
 - No comments, Minutes approved
 - Introductions for Dave
 - Cindy Wyels (Senate Secretary)
 - Nancy Deans (CFA Representative)
 - Stephen Clark (Senate Vice-Chair)
 - Alex Yepez (ASI Representative)
 - Genevieve Evans-Taylor (Special Assistant to the President)
 - Jim Meriwether (past Senate Chair)
 - Jeanne Grier (Senate Chair)
 - Simone Aloisio (Statewide Senator)
 - John Yudelson (Statewide Senator)
 - Gayle Hutchinson (Provost & VPAA)
 - Colleen Delaney (At-Large Member)
 - Antonio Jiménez-Jímenez (At-Large Member)
4. Continuing Business
 - SP 14-04 Academic Plan 2015 (APC)
 - J. Grier asked for comments and if ready to proceed to second reading; J. Meriwether said that Health Sciences should not be on here anymore, due to currently being offered as a degree program; C. Delaney was not clear on whether Health Sciences in phased status or not; J. Meriwether said it should be moved from “proposed” column to “being offered” column; J. Meriwether observes today’s agenda shows flaws in process – 2minors, never heard of these, proposed online degree in Liberal Studies (not shown); letter from Pres. Rush re: broken ground in Sierra Hall for multiple programs, J. Meriwether unaware of Engineering; G. Hutchinson asked when letter was received from Pres. Rush

(answer: in yesterday's mail); G. Hutchinson – what office did that come from? (answer: the “asking for money office” also known as University Advancement.);

- J. Grier asked if we can make amendments on the floor to move this forward to second reading. All agreed.

5. New Business

- J. Grier reminded that this is last meeting of this semester, noting attendance concern for next Senate meeting due to it being the Tues before Thanksgiving holiday
- a. 2015 CI Honorary Degree Nominee (Genevieve Evans-Taylor)
 - G. Evans-Taylor in charge of process of honorary degree (Tania Garcia created / documented process draft); G. Evans-Taylor looking for feedback from Exec committee, can finalize later; has to tie into CO guidelines; G. Evans-Taylor would like to implement this next year (time constraints require an ad hoc procedure this year); G. Hutchinson offers suggestion under Procedure Item 2, please add Provost (since honorary degree is highest academic honor that can be bestowed); A. Yopez requests context; G. Hutchinson provides context; J. Meriwether provided positive feedback on the new process document; G. Hutchinson: when going after tenure-track hires, determine whether candidate is “acceptable” under defined criteria; G. Evans-Taylor noted difficulty for person to bring in all documentation for each candidate to discuss with committee; G. Hutchinson & J. Grier suggested potential summary format; G. Hutchinson offered potentially placing items-to-review in the (confidential) RTP reading room.
 - J. Yudelson asked what the candidate pool process is or should be / how are names populated into a candidate pool; J. Meriwether commented that there was a year in which no honorary degree was awarded, perhaps move towards a candidate pool process. J. Grier pointed out that candidate review comes to Exec committee before Presidential review; G. Evans-Taylor posed that recommendations could be submitted to Provost; S. Aloisio recalled a CI Senate Policy in regards to this, G. Evans-Taylor confirmed 2011 policy; J. Meriwether suggested Senate Exec Officers only as a possibility due to confidentiality reasons. A. Jiménez observed that awardees have historically been outside of CI impacts (e.g. Kathy Ireland);
 - J. Grier asked if this process replaces a commencement speaker; has there ever been a commencement speaker without Honorary Degree? Answer: Yes, and at this campus.
 - G. Evans-Taylor asked for guidance. S. Aloisio feels he doesn't have enough information and consultation wasn't sufficiently extensive to allow for an endorsement; J. Meriwether agrees. Senate Exec agrees: no objection to the individual under consideration receiving an honorary degree.

- b. Requests to make presentation at senate
 - i. Amy Wallace (WASC)
 - Asking for time to give WASC update if she gets info back from a recent WASC conference call; S. Aloisio recommends a time limit be imposed.
 - ii. Mortar Board nomination request time certain 3pm (Andrea Grove)
 - Student presentation for Mortar Board nominations: J. Meriwether: this is essentially an announcement. Granting request privileges one organization over others. Exec agreed to grant request, with a 3-min. time limit.
 - iii. Online Special Committee
 - A way to get information out to faculty, but J. Grier says may need more time, so instead is planning to schedule two brown bag meetings; A. Jiménez asked if community time could be used for this – J. Grier said Senate has not historically used community time for potential agenda items; J. Grier said that the Online Special Committee has yet to agree on single document, current draft document exists but not finalized. J. Meriwether recalled last Spring candidates for Senate offices made statements and took questions during Community Time; J. Grier asked if any objections to include within Community Time? – Exec said no objections. J. Grier will check with the committee about a presentation.
- c. Visual Media Communication Minor (Curriculum)
 - Interdisciplinary minor between Communications and Art; J. Grier was curious at 27 units for a minor program; Senate Policy guidelines give minimums, not maximums; C. Wyels noted that as an example, an Art major would only have to take 3 COMM classes; A. Jiménez said it would be nice to have more topic-specific courses; J. Meriwether looked at upper division courses and wondered how existing courses could be re-packaged into proposed minor program; J. Yudelson said media relations is a new class, had concerns with the high number of units for this minor, offering discussion of what is and what is not considered a minor – can anyone put forth a minor, what about pedagogical considerations? G. Hutchinson: when proposals come before committee, can authors / sponsors of minors be included in committee meetings and/or have visibility into types of questions asked?; J. Grier said historically has not invited people, but if they ask they have been approved to attend; S. Clarke said if this could be considered as more of an emphasis rather than a minor, added that it should be significantly different enough from a major; C. Wyels: not a clear enough guideline on what constitutes a minor, inviting people to meetings won't help without clear campus understanding/ guidelines surrounding minors; J. Grier commented that data analytics minor passed – internal master plan has not been vetted yet, maybe

holding off on these; G. Hutchinson asked if these have passed Curriculum Committee (Answer: Yes) – then, if vetted through Curr. Comm, why would Senate Exec hold up their progress; G. Hutchinson suggests to not change the rules for programs who’ve worked hard to get it to this stage; C. Wyels proposed that we let these minors exist as is, then ask for development of guidance documents for all future minor program submissions; S. Aloisio recommends asking Curr. Comm. what criteria is used to approve minors (i.e. reviewed for academic merit); S. Clarke recalls that the last minor (medieval studies) Exec committee sent back, did we change our Exec procedures mid-year?; G. Hutchinson just wants to avoid dual processes between multiple review committees, suggests originators of proposals could attend, then receives first / second readings in a single committee (e.g. Exec might end up making decisions without Curr.Comm or originators, which may have adverse affects); J. Yudelsohn asked if decisions like these that may inform philosophical stance should be discussed / vetted at the Full Senate level; C. Wyels clarified that the procedure is to give the issue to a committee that then submits any policy to the Full Senate to accomplish this; J. Meriwether added that Exec committee should be aware of possible perception of being obstructionists, should possibly err on the side of pushing items forward, and that more formal language from Curr.Comm would be helpful to Exec.

d. Security Systems Engineering Minor (Curriculum)

- J. Meriwether was not sure why this is engineering, not a single engineering course within this minor, should be “cybersecurity” or similar instead; G. Hutchinson asked if there is a computer engineering major on the master plan – C. Wyels confirmed; J. Meriwether noted that form reads “no additional resources needed,” then read that “advancement is working hard to obtain outside resources”; A. Jiménez had same concerns as previous minor, many of the courses are a stretch (e.g. how does forensic chemistry relate?) – to inform specialized knowledge for a specific job, why not create separate courses by topic instead; A. Jiménez noted that many minor programs lead to major programs; G. Hutchinson currently having conversations with industry leaders who comment that they are battling multiple cybersecurity threats; J. Grier summarized number of units from 28-32; A. Jiménez asked about the relevance of some of the math courses included; C. Wyels commented about relationship of specific math courses to cyber security; S. Clarke asked about high unit loads – J. Grier said that they likely started with the upper division first, then put in required lower division courses that were required prerequisites; J. Grier offered open invitation to attend Curr.Comm with her; A. Jiménez said this would make a great major (by adding a class); C. Wyels said that there’s grant money for this topic; G. Hutchinson and J. Meriwether agreed on relevancy of topic and potential for major; J. Meriwether can’t recall a conversation about engineering at CI; G. Hutchinson said that



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President has announced that CI is moving to include engineering program, citing faculty discussion ongoing with Pt. Mugu about ideas and proposals for security engineering / mechatronics engineering; interest from community benefactors / military contractors, but in idea phase at this time; A. Jiménez recalled Robotics Engineering in 2011, did that pass? (Exec answer: not sure if passed); J. Meriwether agreed that it should proceed organically like this, but to not move forward to Agenda yet without resources; G. Hutchinson said that resources are in fact in place according to the proposal and that they are able to launch this minor with the resources listed; S. Aloisio asked J. Meriwether if we should pose questions in writing to proposal sponsors, would be less time consuming than inviting them to a meeting; J. Meriwether recalled an example of a similar proposal asking for tenure-track faculty in less than a year, even when “no new resources” was listed; A. Jiménez found a policy on emphasis but not minors; J. Grier recalled SP-02-01

J. Grier will follow up with the Curriculum Committee re: Conversation about what a minor is supposed to be. No campus consensus. Discussion as to how to handle things in absence of clear understanding, what to do with two minor proposals on table. Q re what Curriculum looks at when it evaluates these proposals. Rec that appropriate committee be charged with developing policy containing criteria for creating (and sustaining) a minor.

- e. Policy on PI FCOI-revised (RSP)
- f. Policy on Subrecipient Monitoring-revised (RSP)
 - i. The two above (e.-g.) we’ve seen last Spring; policy sponsors have made minor revisions, should they be consent items; S. Aloisio agreed to categorize revisions as consent items, J. Yudelson agreed;
- g. Policy on Responsible Use of IT Resources
(<https://csyou.calstate.edu/Policies/icsuam/Pages/8105-00.aspx>)-you will need to authenticate in through myCI
 - J. Meriwether suggested involvement of Technology Advisory Committee to go through details of report; S. Aloisio agreed, and when referring to Executive Orders, to attach the E.O. to the report / proposal
- h. CSULA’s Letter to CSU Faculty re: Affordable Health Care Act
 - J. Yudelson observed that many of our students not enrolled in Covered California, asked Exec on how to get the word out to students, via announcement or other means – J. Meriwether clarified that we have a vice president of health and wellness in Student Affairs and that this responsibility could be forwarded here as well as to Student Government; C. Wyels cautions that the CSULA letter might imply that video is to be shown in class; J. Yudelson just wanted announcement format where video link is shared
- i. Policy on Disqualification (updated from SAPP)



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- Updated policy was sent; C. Wyels said it clarified things we asked them to clarify; no objections to moving forward to first reading item on Agenda.
- j. Freshman Profiles
 - J. Meriwether thought this to be an interesting document, trend seems to be admitting a higher and higher percentage of our applicants with scores that are going lower and lower – think about support for such students (cited examples of enrollment increase vs. SAT score decrease); S. Aloisio agreed that we're supposed to be increasing retention rates, meeting achievement gap targets; J. Yudelson agreed and cited goal to increase graduation rates by 10% or more; S. Aloisio recalled J. Grier and G. Hutchinson attending a retention meeting, both commented that a follow-up meeting is on the calendar; C. Wyels asking about grad rates, 60% are first generation, higher minority enrollment, statistics for both correlate to lower graduation rates – are demographic trends being considered by CO as they assign campus targets for retention and graduation rates; G. Hutchinson agrees an excellent question with need for follow-up; A. Jiménez noted the high percentage of female students, along with some of the economic trends; J. Grier agreed that economic factors play a big factor; S. Aloisio commented that CO is very aware of demographic data but not clear whether this data is considered when setting graduation targets; G. Hutchinson noticed that while SAT declines, GPAs are going up – wants to ask H. Dang about the index that students are brought in on.

Statewide Report (by S. Aloisio)

- Wayne Tikkanen's term as the faculty director for the Institute of Teaching and Learning (ITL - <http://www.calstate.edu/itl/about/>) is over at the end of the year. The ITL is seeking a new faculty director. This is a faculty development position for the system and is a three-year commitment. Those interested should contact the ITL office directly.

6. Chair Report

- Coded memorandum from CO defining Centers and Institutes; will send to our Centers and Institutes.
- New contract approved, gives a role to Senate in deciding student service awards; Senate for each campus selected to come up with criteria for these awards – many campuses are deferring their 2014-2015 campus allotments to double up in 2015-2016; CI needs criteria and selection process; J. Grier cautioned against creating a competition for pennies; new probationary (untentured) faculty will have a research course buyout (teaching 3/3) for the first two years.

7. Other Business

- Items set for agenda, closing comments for last Senate Exec meeting of semester
- Meeting adjourned at 4:31pm