

EXECUTIVE COMMITTEE MINUTES – 1/28/2010

November 12, 2009

University Hall, Room 277

Members Present: Bendavid, Broussard, Chong, Frehlich, Lien, Matos (Chair), Spector, Stepanek, Swerkes, Wolfbauer (Recording Secretary)

Members Absent: Dungey, Hellenbrand

Guests: J. Luedders, P. Jennings, V. Pedone, W. Whiting

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

1. Approval of Minutes

MSP to approve the Minutes of October 1, 2009 as distributed.

2. Announcements

- a. Faculty Retreat registration forms were distributed to the SEC members.
- b. CFA is having a demonstration at the Board of Trustees on Wednesday, November 18, 2009.

3. General Education Task Force Report

Link to the GE Council Task Force Report (11/12/09):

<http://www.csun.edu/senate/reports/gecouncilreport111209.doc>

Vicki Pedone, Chair of GE Governance Task Force

Pedone said that the members of the Task Force have visited seven of the nine academic councils in the Colleges and feedback has been positive and constructive on developing a GE Council. She distributed a summary report that includes some of the suggestions and concerns (see link above). It was suggested that the Task Force look at models from other campuses for setting up the Council's membership. Matos asked Pedone to write up a charge for the GE Council similar to those listed in the Faculty Bylaws for the other Standing Committees.

Next steps, the Task Force will continue and complete its consultations with the academic councils in the remaining two Colleges; Pedone will give a brief presentation and will hold

an Open Forum at the next Senate meeting to gather additional input and feedback before submitting the final report of the GE Task Force to the Senate Executive Committee.

4. **Review of Standing Committee Minutes**

Academic Technology Committee (5/1 – no policies, 9/4 - deferred)

Extended Learning Committee (9/16 – no policies)

Educational Policies Committee (9/16 – policies forthcoming may include limiting the number of majors and minors a student might have and creating a university bachelors degree)

Graduate Studies Committee (9/15 – no policies)

Library Committee (9/2, 10/7 – no policies)

Personnel Planning and Review Committee (9/23, 10/21 – no policies; 9/9 - question was raised on how probationary faculty were notified about requesting an additional probationary year to compensate for the furlough year. Penny Jennings said that CFA notified all faculty, information was posted on the Faculty Affairs FAQ website and PP&R made announcement when visiting the Colleges.

Research and Grants Committee (9/11 – no policies)

5. **Leave of Absence for Patricia Juarez-Dappe on the Faculty Senate**

MSP to grant Patricia Juarez-Dappe a one semester (Spring 2010) leave of absence from the Faculty Senate.

6. **Provost's Report – Jerry Luedders**

Jerry Luedders, Assistant Provost, attended the meeting in Provost Hellenbrand's absence and reported on the following:

- a. Information is being collected on how Colleges will spend the federal stimulus money. CSUN will receive \$1.8 million dollars. This money is to be spent on adding class sections without increasing FTES. Therefore, stimulus dollars will be used to help meet targets for degree completion, address s-factor course issues, offer supplemental course sections, increase the number of interpreters, and for counseling and advisement. Luedders said that the Chancellor has mandated the way these funds are to be spent.
- b. The Chancellor's Office has requested that all campuses submit Graduation Rate Improvement Plans by December 24th. The percentage rate improvement assigned to CSUN is six percent.
- c. Our planning efforts over time have put us in a better position than other campuses. There are many ways to manage enrollments without immediately jumping in and cutting or collapsing programs. There is no initiative on this campus to go that route.

7. **Policy Item – Personnel Planning and Review Committee**

William Whiting, Chair of PP&R

Action Item - Statement on Professional Responsibility Policy

Whiting reminded the Executive Committee of the suggestions made to Section 604 at the last Senate meeting and he explained the changes made by PP&R to address their concerns.

A suggestion was made to remove the term “blood relative” where mentioned in various sections of the document because the definition of this term is vague. Jennings explained that removing this term is a significant change to Section 600 and that it would be a policy change that should go before the Senate. The term “blood relative” in Section 600 refers to those who should not make certain decisions because of a conflict-of-interest.

MSP to forward to the Senate, as amended, with a do-pass recommendation. In addition, a longer conversation will take place with regard to changing the term “blood relative” with regard to “conflict-of-interest” and the gender language in Section 600.

8. **Statewide Academic Senate Report – Barbara Swerkes**

Swerkes reported the following:

- a. Ben Quillian, Executive Vice Chancellor for Budget and Finance, said that mid-year budget reductions will occur. There is no intention to continue the furlough program; furloughs were necessary this year to give us more time to plan and to reduce enrollments. He said that there will be reductions in employees and programs.
- b. Swerkes and Stepanek provided highlights on the resolutions. This link will provide a summary on the twenty-two resolutions proposed:
http://www.calstate.edu/AcadSen/Records/Summaries/documents/Summary_Nov09.pdf
- c. Swerkes reported that most campuses did not have much flexibility in choosing furlough days. It was suggested at the Statewide Academic Senate that March 2nd be declared as a day without the CSU (universal furlough day).
- d. There is still no faculty trustee on the Board of Trustees.

9. **Other Business**

a. Replacement on the Educational Equity Committee

The Executive Committee suggested a few faculty members to replace Maria-Elena de Bellard on the Educational Equity Committee. The Senate Office will check with the first choice candidate to see if the faculty member is willing to serve.

b. Resolution on Implementation Guidelines for Technology Changes that Impact Instruction

A resolution providing guidelines for technology changes that impact instruction was drafted and discussed at the Joint Academic Technology Committee and the Educational Resources Committee meeting on November 10, 2009. Chong/Stepanek provided a brief update and said that both Committees will continue reviewing and revising the resolution at their respective December meeting.

10. **Set Agenda for December 10, 2009 Senate Meeting**

- Action Item -- Statement on Professional Responsibility Policy (PP&R)
- General Education Task Force Report and Open Forum
- Senate Reports

Meeting adjourned at 4:03 p.m.

Submitted by: Heidi Wolfbauer, Recording Secretary
Sandra Chong, Secretary of the Faculty