

EXECUTIVE COMMITTEE MINUTES – Approved 4/1/2010

February 25, 2010

University Hall, Room 277

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

Members Absent: None

Guests: P. Jennings, M. Kilmnick, T. McCarron, W. Whiting

President Matos called the meeting to order at 1:05 p.m.

1. Approval of Minutes

MSP to approve the Minutes of January 28, 2010 (with corrections).

2. Announcements

a. There will be a Senate Executive Committee meeting next Thursday, March 4. The Day of Action will also be on March 4; Cecile Bendavid noted that she has a list of activities that will take place. The Day of Action will culminate with a march at 3:45 p.m. and a rally at 5:00 p.m.

b. Spector announced that The Hands for Haiti benefit concert is on Friday, February 26, 7 – 9 p.m. in the Northridge Center, USU. Those donating \$10.00 will receive a free entrée at Chiptole's restaurant, valid only on February 27th and 28th.

3. Spring 2010 Election Slate

A few additional faculty members were nominated to serve on the Standing Committees.

It was MSP to approve both ballots. The election ballots will be sent out on March 9 and due in the Senate Office on March 25.

4. Faculty Committee Award Volunteers

The Executive Committee members were invited to serve on the faculty award committees. Five members volunteered to serve.

5. Academic and Athletic Field Lighting Project

Tom McCarron, Vice President for Administration and Finance

McCarron reported that a project is underway to light the soccer field and the north instructional field located by Halsted Street and Lindley Avenue. Soccer games are currently held in the afternoons when it is very hot and therefore attendance is down. The lighting project will allow practice and games to take place in the evening hours thus extending the availability of the fields. The community will be given the opportunity to provide comments on this project. Funding will come from capital outlay interest earnings and from the campus quality fee for facility improvements. The new lighting will be more directional in nature and more energy efficient; it will cost \$12 per hour to light the main field and \$5 per hour to light the smaller field. The project will start at the beginning of summer and end before the Fall 2010 semester begins. McCarron was asked to come to the Senate to report on this topic.

6. **Proposed Academic Calendars for 2012-2013, 2013-2014 and 2014-2015**

Penny Jennings, Associate Vice President for Faculty Affairs

Michelle Kilmnick, Faculty Affairs

Link to proposed calendars:

<http://www.csun.edu/senate/reports/academiccalendars2012-14.pdf>

Jennings explained that the Chancellor's Office has a number of norms and definitions that must be adhered to when developing the academic calendar. For example, we must have a minimum of 170 academic workdays but no more than 180. In addition, there are a number of state holidays that must be observed on the actual dates they occur. Also, there are Faculty Senate recommendations that must be considered based upon a survey administered in 2007. Kilmnick said that the proposed calendars for 2012-2013, 2013-2014 and 2014-2015 are very similar to those approved for the previous three years. The calendars will be presented to the Senate as well as to various other groups on campus for their feedback.

7. **Section 600 and 700 Distribution**

Penny Jennings, Associate Vice President for Faculty Affairs

William Whiting, Chair of PP&R

Section 600 and 700 Administrative Manuals (Academic Personnel Policies and Procedures) have historically been sent to faculty and staff. For environmental and cost reasons, PP&R brings forth a motion to limit paper copies of the manual to college deans, department chairs, PP&R members, Academic Affairs administrators, CFA representatives and new tenure track faculty members. For all others, PP&R proposed that it would be available electronically in a searchable format. SEC recommended that the electronic manuals be in (pdf) format with a live index.

Jennings said that her office will proceed with this plan for the coming year. If it becomes obvious that additional manuals should be distributed, they will revisit this decision. Jennings was asked to communicate this change to all faculty and to possibly offer hard copies to those who request one.

8. **Draft Resolution: Flexible Enrollment Planning for Individual CSU Campuses**

A subcommittee of SEC was formed to review a resolution from Professor Carol Shubin regarding the Chancellor's decision to reduce enrollments. The subcommittee (Frehlich, Spector, Stepanek and Swerkes) discussed the resolution and presented a revised draft resolution (Flexible Enrollment Planning for Individual CSU Campuses) for feedback from SEC. Hellenbrand said he would draft a few sentences regarding the financial aid piece that might be included in the resolution. Swerkes suggested the subcommittee review the statewide resolution (AS 2919-09), which has a few statements that should also be considered for inclusion. Discussion took place about potential impact, if any, of this resolution.

The subcommittee will revise the resolution based on feedback, bring it back to March 4th SEC for further discussions; Carol Shubin will be invited to the March 4th SEC meeting.

9. **Review of Standing Committee Minutes**

Academic Technology (9/4, 10/2 – no policies)

Educational Equity (9/14, 10/12, 11/9, 12/7 – no policies)

Educational Policies Committee (12/9, 1/27 – policy statement forthcoming on unit limits on majors/minors)

Educational Resources (9/8, 10/13, 11/10 – no policies)

Library (11/4 – no policies)

Personnel Planning and Review Committee (12/2, 1/20 – no policies)

Research and Grants Committee (11/13 – possible policy forthcoming on Competitions with Limited Submissions)

10. **Provost's Report – Harry Hellenbrand**

Provost Hellenbrand mentioned the following:

1. The WASC accreditation process was highly successful and those who were involved did marvelous work.
2. We've anticipated a deeper budget cut of 15 percent and planned accordingly; therefore, we are in pretty good shape. We are planning for a 5-6 percent cut for next year. We will have some money to carry forward and by moving summer session from the General Fund to Extended Learning, it will free up about \$3 million.
3. The deans, chairs and advisors have worked very hard to come within 25 FTES of our enrollment target.
4. A long term planning effort will be rolled out in the coming weeks based on a growth of up to 40,000 students. We will look at what other States are doing. We need to consider ways to bring in other sources of money such as grants and contracts, extension, non-resident fees, advancement, investments, etc.
5. We seem to be driving students to the "for-profit" universities where they are paying very high fees but have low incomes and go into financial debt.

6. We will need to find alternative ways to compensate faculty and staff as the state will continue to underfund salaries.
7. Questions were answered regarding furloughs, replacing permanent faculty, and the possibility of pay cuts.

11. **Set Agenda for March 18, 2010 Senate Meeting**

- Academic and Athletic Field Lighting Project – Tom McCarron
- General Education Task Force Recommendations/Resolution – Action Item
- Academic Calendars for 2012-2013, 2013-2014 and 2014-2015
- On-line, paperless, distribution of Section 600 and 700
- Senate Reports

Meeting adjourned at 3:50 p.m.

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