

**FACULTY SENATE MEETING – Approved 10/17/13**  
**Minutes of Meeting of September 12, 2013**  
Jack and Florence Ferman Presentation Room

Faculty President Stepanek called the meeting to order at 2:03 p.m.

The Secretary called the roll. Senators not present were: Dianne Bartlow (excused), Chhandak Basu (excused), Michael Bennett, Matthew Des Lauriers, Nhut Tan Ho (excused), Amy Levin (excused), Jennifer Matos (excused), Janet Oh (excused), Jose Paez (excused), Jared Rappaport, Rosa Rivera Furumoto, Holli Tonyan (excused), Christopher Woolett

The Faculty Senate [Minutes for May 9, 2013](#) were approved as distributed.

**1. Announcements**

- a. New and returning Senators were asked to stand and introduce themselves.
- b. Freshman Convocation will occur this evening beginning at 6:00pm on the Oviatt Lawn. Edward Humes, the keynote speaker and author of *Garbology*, will be available at 4:00pm in the Oviatt Library Presentation Room, to answer questions about his book. Flyers are available on the back table. Spector invited faculty to email her ideas for next year's Freshman Common Reading.
- c. Over the summer, the General Education Governance Task Force made recommendations to the Senate Executive Committee as to whether or not the General Education Council should be made a Standing Committee of the Faculty Senate, and on how the responsibilities assigned to GEC should be carried out beyond Spring 2013. SEC accepted the report and adopted the following recommendations: 1) The existing GEC should finish the current recertification cycle by the end of Fall 2014, 2) After Fall 2014, GE recertification will become the responsibility of EPC, 3) Approval of all new and modified GE courses will be handled by EPC effective immediately, and 4) EPC will provide SEC with a planning document, by the end of this academic year, on how they will handle the extra workload related to GE recertification. The current terms of existing GEC members will be adjusted to conclude at the end of Fall 2014, and then the Council will be dissolved. The full GE Governance Task Force report is posted at:  
[http://www.csun.edu/senate/reports\\_pending.html](http://www.csun.edu/senate/reports_pending.html).
- d. Given the light agenda, each Standing Committee will be given the opportunity to provide a brief report.
- e. Veda Ward, faculty liaison to Associated Students, invited Senators to the AS meetings which are held every Monday morning at 9:00am in the USU Grand Salon.

- f. Judy Schmidt-Levy, Counseling Services, announced that the campus has a license to use Kognito. It is a virtual interactive program to learn how to deal with students in distress and to assist returning Veterans. She encouraged Senators to take advantage because the license expires at the end of this year and may not be renewed. Senators were invited to the Counseling Service's Open House on Wednesday, October 2, 2013, to learn more about their services.
- g. All faculty were sent an email invitation to attend the *Higher Education in the Brave New World Symposium* being held on September 30 and October 1 at the USU Northridge Center. The registration link is on the Senate website: <http://www.csun.edu/senate>.

## 2. **Election for Senator-at-Large to Replace Michael Neubauer**

Ballots were distributed and an election was held to replace Michael Neubauer as Senator-at-Large. Neubauer was recently appointed Vice Provost. Boris Ricks, Political Science, was elected to complete Neubauer's term that ends in Spring 2014.

## 3. **Technology Update for the New Academic Year**

Hilary Baker, Vice President for Information Technology  
Chris Olsen, Senior Director of Infrastructure Services/ISO

A flyer that describes "What's New in IT" was made available and is posted at:  
<http://www.csun.edu/senate/reports/whats-new-it-091213.pdf>

Baker reported that many new technologies were introduced this Fall. Baker and Olsen briefly explained the following: 1) New CSUN mobile app, 2) New Moodle features, 3) myCSUNbox (cloud file storage), 4) myCSUNsoftware (free software for students), 5) lynda.csun.edu (video training online), 6) Change of Major and Minor online form, 7) the launch of myCSUNtablet this Fall, 8) eduroam wireless, and 9) The roll-out this fall of security wireless training.

Olsen said that a very important take-away from this meeting is to **never** share your password with anyone. Also, please be aware of which websites you visit by paying attention to the URL link. Due to the aging infrastructure, Baker mentioned that we will migrate to a new email environment; this will happen behind the scenes with no interruption to your email. Mac users, primarily, may see a slightly different look and feel when using Webmail.

## 4. **Senate Reports**

### a. **President's Report** – President Dianne Harrison

President Harrison reported on the following topics:

- 1) **Leadership Reception** - Senators were thanked for attending the reception for Senators and new faculty members at University House on August 22. President Harrison hopes to make this an annual tradition.

- 2) **Beginning of Semester Thank You** - Senators were thanked for accommodating the large number of students entering CSUN this fall. The beginning of the semester went smoothly and students have been very appreciative.
- 3) **Chancellor White Visit** – Feedback is that Chancellor White was very positively received by all the groups with whom he met. Chancellor White noticed the special aspiration and pride among the students, faculty, and staff with whom he interacted on both a planned and spontaneous basis. He complimented CSUN on our amazing programs.
- 4) **Visit to China** - President Harrison and Professor Justine Su, Director of the China Institute, are traveling to three cities in China next week. The President of Nanjing University of Science and Technology (NUST) invited President Harrison and Professor Su to NUST's 60<sup>th</sup> anniversary which includes a scholarly conference focused on internationalization. President Harrison was asked to welcome all the international presidents and other international guests and to participate in a panel discussion. President Harrison will also chair a panel at Guangzhou Medical University at a conference on higher education and internationalization. She will speak about CSUN's 35-year history of partnerships with China. CSUN was among the first U.S. universities to forge partnerships with China universities. Many CSUN alumni today work at Chinese universities and many CSUN graduate students are studying in China. President Harrison and Professor Su will meet with groups of alumni in Shanghai, Nanjing, and Guangzhou.
- 5) **Freshman Convocation** - The 7<sup>th</sup> Annual Freshman Convocation will take place this evening. President Harrison encouraged faculty to attend.
- 6) **University Planning and Budget Group (UPBG)** – UPBG will meet on September 27<sup>th</sup>. President Harrison has seen a draft of the budget report to be presented by Vice President Colin Donahue, which is clear, understandable and transparent.
- 7) **Tseng College Building** – At the next Board of Trustees meeting, on September 25<sup>th</sup>, CSUN will seek approval for the planning and design of a building to house the Tseng College. Once the building is completed, the Tseng College's current space will be used for research.
- 8) **Learning Commons** - The grand opening celebration of the Oviatt Library Learning Commons is October 3<sup>rd</sup>. The new Learning Commons has doubled the number of students coming into the Library. President Harrison encouraged the Senators to also see the Learning Resource Center's new space on the Library's third floor.
- 9) **Special Olympics World Summer Games** - President Harrison attended the Los Angeles Area Chamber of Commerce Board of Directors meeting earlier today. The agenda included a presentation by the person overseeing the 2015 Special Olympics World Summer Games, which will take place in Los Angeles. President Harrison hopes that many CSUN faculty, staff, and students will volunteer to help.

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

Provost Hellenbrand reported on the following topics:

- 1) We enrolled 5800 first-time freshman and 5200 transfer students with an average student load of 12.06 units (highest ever at CSUN). Provost Hellenbrand thanked the deans, chairs, faculty, and advisors for accommodating students in classes this fall. We are at 105% of our FTES target. Applications are up across the CSU.
- 2) A significant amount of work having to do with technology has been done by our faculty. Over 150 faculty are working on e-tablet related projects. We will need to evaluate whether IT is staffed adequately to handle this additional workload. And we will assess the myCSUNtablet initiative this year.
- 3) The search for the Associate Vice President for Faculty Affairs is continuing, as well as the search for a permanent Dean for Arts, Media, and Communication, and a Director for the Valley Performing Arts Center.
- 4) There is no new news about the budget.
- 5) Schutte and other faculty have been tasked with looking at long term space issues with the assumption that we are going to grow.

c. **CFA Report** – CFA President Nate Thomas

Link to written report: <http://www.csun.edu/senate/reports/cfareport091213.pdf>

Thomas made the following comments:

- 1) Faculty are getting a 1.34% raise retroactive to July 1, 2013 and paid before December 1, 2013. For full-time faculty, this will be roughly be an additional \$80 per month.
- 2) The current contract will end in June 2014. In preparation, the CFA Bargaining Team invites faculty to participate in a survey that will communicate faculty priorities to the CFA Bargaining Team. Andy Merrifield, chair of the CFA Bargaining Team, will visit the campus on Thursday, October 10, at 11:30am, location TBA, to get feedback and listen to issues.

## 5. **New Business**

The Senate standing committee chairs were given an opportunity to provide a brief report on what their committee will be working on this upcoming academic year.

**Graduate Studies Committee** (Merril Simon, Chair) – GSC is working on a disqualification policy and a non-academic professional behavior policy. They would appreciate input on both.

**Academic Technology Committee** (Chris Sales, Chair) – Sales read the committee charge. They are working to develop an email response policy. More information is available on the ATC website.

**Extended Learning Committee** (Pat Miller, Chair) – Miller read the committee charge and said they are working to update their mission statement. They are currently reviewing the certificate policy.

**Personnel Planning and Review Committee** (Sheila Grant, Chair) – PP&R is looking at the viability of doing electronic Professional Information Files (PIFs). They are engaging in fact-finding and best practices.

**Educational Resources Committee** (Jerald Schutte, Chair) – ERC looks at demand (they follow enrollment carefully) and supply (vet-out budgetary issues). This year, a Resource Allocation Committee, will analyze the principles and practices that we should engage in over the next 5-10 years to help satisfy the unbalance of supply and demand. With the Sustainability Plan rolling-out, ERC will review the resource allocation. They will also look at the costs of printing on campus. ERC will discuss the use of ten classrooms located in the new Tseng Building and they will be studying feedback on some of the new technologies that affect resources.

**Library Committee** (Susan Auerbach, Chair) – The committee is working on a resolution encouraging CSUN faculty to opt-in and deposit journal articles and other scholarly work in ScholarWorks (CSUN's open access institution repository).

**General Education Council** (Wayne Smith, Member) – GEC will evaluate 150 course packets during the next 2-3 semesters.

The meeting was adjourned at 3:43 p.m.

Submitted by:

Terri Lisagor, Secretary of the Faculty

Heidi Wolfbauer, Recording Secretary