

**EXECUTIVE COMMITTEE MINUTES** – Approved 9/6/12  
**April 26, 2012**  
**University Hall, Room 277**

**Members Present:** Chong, Jeppson, Knotts, Michaud, Oh, Rawitch, Schmidt-Levy, Stepanek (Chair), Taylor, Wolfbauer (Recording Secretary)

**Members Absent:** Frehlich, Schwartz

**Guests:** D. Aks, M. Cahn, P. Jennings, W. Smith

Faculty President Stepanek called the meeting to order at 1:06 p.m.

**1. Approval of SEC Minutes**

**MSP** to approve the [SEC Minutes of March 22, 2012](#) as distributed.

**2. Announcements**

- a. This is the last regular SEC meeting for this academic year. Stepanek thanked the members for their hard work and service. He encouraged members to consider running again for SEC.
- b. The Faculty Governance Orientation will be on Friday, May 25, 2012, 12-1:30pm at the Orange Grove Bistro. Outgoing and new incoming SEC members, and the new standing committee chairs are invited to attend to participate in a general overview of the faculty governance process.
- c. The Honored Faculty Reception will be on Monday, May 21, 2012, beginning at 10:00am in the Grand Salon, USU.
- d. The Faculty Governance Leadership Reception, hosted by the University President, will be on Thursday, May 10, 2012, from 5-7:00pm at the Orange Grove Bistro. All senators are invited to attend.
- e. It was decided by the Statewide Academic Senator this Spring to decentralize legislative advocacy efforts to the individual campuses. This will become an effort to reach out to the local legislatures that serve the immediate area. Stepanek will work with Brittny McCarthy (Government Relations) for assistance in this endeavor.
- f. Oh reported that faculty are not covered by Workmen's Compensation over the summer. Human Resources is looking into this issue since there are many faculty who do work over the summer.

### 3. **Inclusion of “Technology Related” Activities into Existing Faculty Awards**

The Academic Technology Committee proposed adding a new faculty award related to technology. SEC decided that instead of creating a new award, technology activities be infused in one or more of the existing awards. After considerable discussion at the March 22, 2012 SEC meeting, Schwartz volunteered to work on rewriting the criteria for the Exceptional Creative Accomplishment(s) Award (ECA) and the Distinguished Teaching, Counseling or Librarianship Award (DTCL) as it was felt that these two awards would most benefit from the added technology language.

Additional “technology” language was recommended for both awards. For the DTCL award, SEC spent time clarifying what “collaborative” technology means. For the ECA award, an SEC member felt that the phrase “creative field” may be too restrictive. SEC decided to add the list of fields back to the criteria since this award is specifically intended for those in the Arts but to make it clear that one may use technology in the creative effort.

Stepanek said he will work on the wording and email it to SEC for their review and approval.

### 4. **2012-13 Senate Calendar Approval**

Stepanek mentioned that dates may change if any revisions are made to the Academic Senate CSU or the Board of Trustees calendars which are both still awaiting approval.

**MSP** to approve the 2012-13 Senate calendar as distributed.

### 5. **Resolution in Support of Academic Freedom and Freedom of Speech** – Steven Stepanek

Link to resolution:

<http://www.csun.edu/senate/resolutions/acadfreedomresolution042612.pdf>

At the April 19, 2012 Senate meeting, a motion was passed to have SEC take another look at the resolution and to consider not referencing the presidential letter or the speaker but to only address the concept of freedom of speech and academic freedom.

Stepanek distributed a draft resolution, “*Endorsing the Joint Statement on Academic Freedom by Presidents Armstrong, Hellenbrand, and Welty*”; this resolution is coming up for approval by the ASCSU. Stepanek suggested that we recommend a shorter resolution which basically endorses the ASCSU resolution.

**MSP** to support the proposed resolution in its current form and to add a “whereas” statement that refers to the ASCSU resolution.

### 6. **Policy Items – Personnel Planning and Review Committee**

David Aks and Matthew Cahn, Members of PP&R

**Action Item** – [University Publication Standard Policy](#)

After considering feedback from the Senate, PP&R decided to leave the policy as it stands. However, one suggested revision was made to Section 632.4.2.a. to read,

. . . 1) to the candidate's academic discipline or closely-related fields; and/or 2) to pedagogical research and/or teacher education in the candidate's academic discipline or closely-related fields. . . .

PP&R decided to include an implementation plan that explains when changes to the policy would take effect and has a statement urging departments and colleges to clearly define what is considered to be "peer reviewed" publications or equivalencies to publication in their disciplines. A few changes were made to the Summary of Supporting Reasons to clarify some of the questions raised. PP&R members are planning to meet with the English department to address their concerns.

SEC requested that Section 632.4.2.b (re: equivalencies) be added on the policy statement to provide the complete University standard on publication. It was suggested that Senators be encouraged to review their departmental personnel procedures prior to the next Senate Meeting. A link to the college and department personnel procedures will be included on the Senate agenda.

**MSP** (unanimous) to forward to the Senate with do-pass recommendation.

#### **Action Item – [Policy on Reappointment](#)**

Based on feedback from the Senate, PP&R changed the order of the sentences in Section 641.1.1. to provide more clarity.

**MSP** (unanimous) to forward to the Senate with a do-pass recommendation.

## 7. **Provost's Report – Cynthia Rawitch**

Rawitch reported on the following items:

1. **Enrollment** – A memo was sent out that lays out the enrollment and registration rules for Fall 2012 and the admission policy for Spring 2013. There will be no Spring 2013 admits; with exceptions made only for veterans and credential students. This campus will not be accepting SB1440 transfers. Students may initially enroll in no more than 13-units and then no more than 16-units total in the second wave. Certain categories of students will be allowed to enroll in 16-units initially. Graduating seniors may enroll in up to 19-units. Despite our efforts to reduce first time freshman, we are going to have about 4900-5000 resident FTF. We will have a better idea on May 1 (the intent to register deadline). We have admitted only 300 tier-two students. We are gearing up to have enough math, writing and GE classes available.
2. **International Students** – We are trying to make it clearer to international students about their responsibilities and their paperwork deadlines. The Fall 2012 application deadline for international students is June 1<sup>st</sup> and the paperwork deadline is June 30<sup>th</sup>. A few seats in multiple existing sections will be held for international students rather than adding

additional courses. This will help to expose our students to those from different countries and cultures and will help international students with the acculturation process. A special advisor will be assigned to these students to help increase orientation efforts and to improve their experience on this campus.

3. **Waiting List Update** – Course waiting lists must start with expanded registration because of how the computer system is set-up. Repeaters can get on a waiting list but can't get off until right before the semester begins. Once the system is tested, more information will be sent to faculty. All departments and faculty must participate and use the waiting list.
  4. **New President** – President Harrison will visit the campus one day next week. Her first official day of work will be on June 11. The President's Office remodel is almost complete.
  5. **Impaction** – Representatives from this campus attended an impaction meeting at the Chancellor's Office. The topic of conversation was campus-wide impaction. Cal State San Luis Obispo and CSU Long Beach presented their impaction processes. Rawitch explained CSU Long Beach's impaction approach which is a similar campus to us. More conversations will be taking place in various groups with campus presidents making the decision on whether or not to impact.
8. **Consideration Paths for Shubin/Werner's Recommendations on 10-Year Resource Plan**

C. Shubin and W. Horn sent SEC members some recommended revisions to the 10-year Resources Study Plan. It was suggested that the recommendations be sent to ERC in addition to UPBG and to the three campus CSU Statewide Academic senators. Rawitch mentioned that the original plan and Shubin/Werner's recommendations will be posted on the UPBG website for the campus community to read and respond.

9. **Review of Standing Committee Minutes**

Educational Equity (12/12 – no policies; 2/13 mission statement revision; 3/12 – no policies)

Extended Learning (2/15 – withdrew proposal to change the CSUN policy on certificates but will develop a new proposal for a policy that solely addresses the Certificate in Advanced Professional Development; 3/21 – no policies)

Educational Resources (2/14 – no policies)

Graduate Studies (2/14 – a subcommittee of GSC will be set-up to create an internship policy for graduate students; GSC will decide whether to create a campus-wide policy for meeting the GWAR requirement for masters and upcoming doctoral programs; 3/13 – no policies)

Library (2/1, 3/7 – no policies)

Personnel Planning and Review Committee (3/7, 3/21 - no policies)

## 10. **Set Agenda for May 10, 2012 Senate Meeting**

- Introduction of New Senators
- Election of 2012-13 Senate Executive Committee
- Action Item - Policy on Reappointment
- Action Item - University Publication Standard Policy
- Campus Climate Survey Results
- Resolution in Support of Academic Freedom and Freedom of Speech
- Senate Reports

## 11. **Other Business**

Meeting adjourned at 4:16 p.m.

Submitted by: Heidi Wolfbauer, Recording Secretary  
April Taylor, Secretary of the Faculty