

2011-12 FACULTY SENATE EXECUTIVE COMMITTEE

Tuesday, February 14, 2012
3:00-5:00 p.m.
Sacramento Hall, Room 275

MINUTES

Present: Buckley, Cortez, Koegel, Krabacher, Melzer, Miller, Noel, Russell, Sheppard, Van Gaasbeck

Absent: Hammersley, Hecsh (excused), Peigahi (excused)

Guests: Juanita Barrena (Biological Sciences), Mary McCarthy Hintz, (Chemistry), Ed Mills (Student Affairs), Anita Kermes (Financial Aid)

1. Open Forum

- Buckley passed out a memo from AITC, recommending approval of the Strategic Plan for Academic Information Technology. The item will be on the Feb 21 agenda.
- Buckley reported the discussion at the AITC IRT Steering Committee meeting was about the initiative and issues of how to get students through faster and how to save money, with attention on the quality issue.
- Barrena asked if the Select Committee report was on the agenda, there was an additional item to report on. Sheppard replied that the item had been added as #10.
- Barrena expressed a concern about the new platform in CMS and stated that the time involved in retrieving a transcript is significant. Van Gaasbeck stated that it seems that the faculty are randomly being assigned advisees and when accessing a student's record it is extremely difficult to access another student's record. The process is very time consuming. On the student side, it took a long time to figure out how to access her transcript. On the advising side there is a significant amount of wasted time.
- Van Gaasbeck asked that the issue of electronic signs in Tahoe Hall be on put on the agenda or on a future agenda. The specific issue is the corporate sponsorships that are attached to the signs, which is a violation of university policy. Sheppard responded that it would be on the Feb. 21 agenda.
- Noel asked if another award could be added to item #5, the Lifetime Achievement for Community Service Award. Sheppard responded that it would be addressed in Chair's Business.
- Cortez reported that she had attended a second clicker workshop and asked for feedback from those that had used clickers or had problems with them. Koegel was the most familiar with clickers and will meet with Cortez separately.

She also reported that the student's State of the Union address was successful however, not as many students attended as expected. She apologized for not notifying the Exec of the date so that they could attend.

Cortez reported that the presentation for a Tobacco Free Campus was made to the ASI Board. The Board decided not to take a stand, but would help the students with resources.

- Miller referred to the Feb. 7 referral to AITC of the On-line Education White Paper. She suggested that the paper also be referred to CPC, APC, and FPC, as there are implications in the paper for all segments of campus that are not specific to the use of technology. The Exec agreed to refer the paper to CPC, APC, and FPC.

2. **Minutes from February 7, 2012:** Approved as published.

3. **Chair's Business**

- **Tobacco Free Campus presentation:** Sheppard asked if the students should have an opportunity to present to the Senate. Barrena suggested that background information be provided and that the students be allowed to speak to the item. Exec decided to add the presentation to the March 1 agenda and that Sheppard will draft policy language for the Exec to consider at their Feb 21 meeting.
- **Senate Committee Chair Appointments:** Sheppard reminded the Committee Chairs that, in advance of Senate elections, their committees should be given the opportunity to internally nominate a committee chair.
- **Senate Minutes:** Sheppard reported in working with staff on Senate minutes, format questions were raised regarding Consent Information and Consent Action items. Sheppard suggested clearer distinction between Consent Information and Consent Action items. The Exec agreed to the format change.
- **Lifetime Achievement for Community Service Award:** Sheppard reported that there are issues with committee membership and the award and its existence. Noel stated that from 2004 through 2010 there were award recipients, but for 2011 and 2012 there were no recipients. Sheppard suggested referring the question of the award and the standing of the committee to FPC. The Exec referred the matter to FPC.
- **Funding the Future of the CSU Symposium:** Sheppard stated that it was not clear who was sponsoring the event. Miller stated that CSU Northridge had hosted these events in the past. At the Statewide Senate meeting, they were asked that a delegation of four from campus attend. Sheppard asked for suggestions on who should attend. Miller suggested a UBAC representative and a Statewide Senator. Sheppard stated travel funds might be available from the Senate budget. Krabacher stated that it may not be a Statewide Senate event and there would be an opportunity to clarify the event sponsor at the Statewide Senators teleconference this week. The discussion will continue on Feb 21.

4. **Consortium Agreements:** Dr. McCarthy-Hintz reported that one of her students asked for a consortium agreement through Financial Aid so that he could take the classes that he was not able to get into at CSUS, at a Los Rios campus. This is a normal process for students if they are not able to enroll in classes at CSUS. She felt that it was important the students be able to take classes at both institutions in order to take the twelve units to stay on Financial Aid. Mills stated that Consortium Agreements apply to only Title IV accredited institutions. A student must take 6 units at CSUS, to then be considered to pool credits from another Title IV institution to be fully eligible for Financial Aid. Consortium Agreements are still available, but approval has tightened up because of the risk to the student and ultimately to the institution. Under the Title IV refund and repayment regulations, if a student's enrollment changes, they must report to it to the home school within 7 days. CSUS then has 45 days to process a Title IV Refund and Repayment and the student's eligibility is recalculated at the lower rate. It often causes the student to go into Financial Aid Refund and Repayment, which once processed cannot be waived or petitioned. The Exec discussed the situation. Mills suggested that he and McCarthy-Hintz work together to develop a process that a department can use to look at a situation and make a specific recommendation for a student. The Exec agreed on Mills and McCarthy-Hintz working on a recommendation and bringing it back to Exec for consideration.

5. **Research and Creative Activities Subcommittee - University Scholarly Activity Awards – President’s Award and the Outstanding Scholarly Achievement Award:** Noel asked about the history of the award and reported that the subcommittee has been asked to discontinue one of the awards. The subcommittee is not in agreement with the request. They would like to offer the Outstanding Scholarly Achievement Award for one more year while they examine their charge. Noel will talk with the Provost about the award’s history and report back to FPC and the subcommittee.
6. **Program Proposal – Humanities MA Program:** Sheppard stated that it was not clear what the course requirements were. Other concerns were raised about the nature of the new program and whether or not it was suitable for an expedited review. The Exec referred the item back to the Curriculum subcommittee for clarification of the course work. Melzer will report to the subcommittee.
7. **Policy on Program Impaction:** Sheppard asked if the language needed further discussion or if the policy was ready for the Senate to recommend as a long-term policy with language being the starting point. Discussion followed and the Exec decided to have Sheppard work to correct some ambiguous language. Senate staff was asked to contact Margarita Berta-Avila to invite her, or a member of CODE, to attend an Exec meeting in the next two weeks and also send her a copy of the interim policy.
8. **FPC and APC: Guiding Principles for the Faculty and Student Responsibilities Policy:** Sheppard stated that the item would be on the May 23 Senate agenda and asked if the Exec wanted to endorse the item. The Exec unanimously endorsed the recommendations as a set of guiding principles.
9. **Senate First/Second Readings Items – Template:** The item was moved to February 21.
10. **Select Committee Report:** Buckley provided a handout that explained the documents that are going forward to the Senate on May 23. Hech provided an updated document, with changes to #3 and a rationale, to Senate staff for the agenda.
11. **Senate Agenda – February 23:** The agenda was approved.
12. **Committee Updates:** No updates.

Adjourned.