THE MINUTES OF THE EXECUTIVE COMMITTEE

OF THE ACADEMIC SENATE

CALIFORNIA STATE UNIVERSITY, FRESNO

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September 19, 2016

Members present: Kevin Ayotte (Chair), Thomas Holyoke (Vice Chair), Loretta Kensinger (At-large), Rebecca Raya-Fernandez (At-large), and Tim Ryan (ASI)

Members excused: Otto Benavides (Statewide Senate), Joseph I. Castro (Ex-officio), Michael Jenkins (At-large), Melanie Ram (University-wide), and Lynnette Zelezny (Ex-officio)

Guests: Venita Baker, Brian Cotham (Procurement and Support Services), Paul Crosbie (Biology), Melissa Jordine (Assessment Director), Clint Moffitt (CFO)

The meeting was called to order by Chair Ayotte at 3:11pm in HML 2108.

1. Approval of the agenda

MSC approving the agenda

1. Approval of the Minutes of August 29, 2016

Approval of the minutes postponed to the next meeting

1. Communications and announcements
	1. Senator Kensinger (At-large)

Announced that the Women’s Studies Program is brining Dr. Roxanne Dunbar-Ortiz (CSU East Bay) to talk about “The U.S. Origin Myth” on September 29, 7:00pm, in the North Gym. Everyone is welcome to attend.

* 1. Chair Ayotte

Expressed concern about problems at Fresno State in terms of accessibility for faculty and staff. Noted that in his own department a visually impaired faculty member is having difficulty using the paper nomination ballots the Academic Senate sent out the statewide senate nomination. He recommended that we should use electronic ones in the future, and even accept emailed “signatures” from other faculty members for petitions. He noted that this faculty member has also been having a very hard time obtaining the license necessary to run voice recognition software on his computer because Human Resources is not used to dealing with this kind of request. Chair Ayotte worried that this one case might be symptomatic of a much larger problem. It was decided that we would add this discussion item to the next agenda of the Senate Executive Committee and that Chair Ayotte would announce at the next meeting of the Academic Senate that we need to know more about other accessibility problems faculty and staff may be facing.

* 1. Action items
		1. Email dated September 8, 2016, from James Mullooly, Chair Academic Policy and Planning Committee, to Debbie Adishian-Astone, Vice President for Administration re: AP&P: Ex-officio for research subcommittee. Email has been received.

While this may require a change in the subcommittee’s charge, because it is a subcommittee of AP&P it was decided that AP&P alone has jurisdiction over this matter of administration representation. However, Chair Mullooly should inform the Senate Executive Committee regarding his decision.

* + 1. Email dated September 16, 2016, from Elise Rodriguez, Executive Assistant to the Chief Information Officer, to Kevin Ayotte, Chair Academic Senate re: Faculty Representation on Technology Steering Committee. Email has been received.

A call for service will be sent.

* + 1. Memo dated September 9, 2016, from Saul Jimenez-Sandoval, Dean of Arts and Humanities, to Kevin Ayotte, Chair Academic Senate re: Name Change for Mass Communication and Journal Department. Memo has been received.

The change is proposed to better reflect MCJ’s mission in the social media era. The new name would be Media, Communication, and Journalism Department (still MCJ). The Communication Department in the College of Arts and Humanities was also consulted regarding this name change, and they approve it.

MSC approving this item for the consent calendar of the next meeting of the Academic Senate.

* + 1. Memo dated September 14, 2016, from Joseph I. Castro, President, to Kevin Ayotte, Chair Academic Senate re: Faculty Representation on the Athletics Advisory Council. Memo has been received.

A call will be sent.

* + 1. Email dated September 14, 2016, from Melissa Jordine, Director of Assessment / Professor of History, to Kevin Ayotte, Chair Academic Senate re: GE Program ePortfolio. Email has been received.

This will be added to the current agenda of the Senate Executive Committee as item number 5. The rest of the agenda is re-ordered accordingly.

* + 1. Memo dated September 16, 2016, from James Mullooly, Chair Academic Policy and Planning Committee, to Kevin Ayotte, Chair Academic Senate re: Library Subcommittee Dissolution. Memo has been received.

Due to concerns over whether it is wise to formally dissolve the subcommittee, as well as who has jurisdiction over the decision, it was decided to simply let this subcommittee be considered inactive. The Senate website will be updated to reflect this.

* + 1. Nominees for Faculty Representative to the Ad Hoc Task Force on Unmanned Aircraft Systems, to the AD Hoc Task Force evaluating the University’s contract with the IDEA Center, and to the Food Service Advisory Committee.

These will be handled in Executive Session.

It was noted that there were no nominations in response to the call for service for a faculty member on the University Student Union Board of Directors. The call will be sent again.

1. Amendment to GE Policies, Upper Division GE. Second reading.

MSC tabling this item until further notice.

1. Amendment to APM 215 regarding the assessment of GE courses using e-portfolios. First reading.

Melissa Jordine (Director of Assessment) and Paul Crosbie (former Chair of the GE Committee) presented the proposal. WASC had recommended that Fresno State create an electronic assessment of the GE program and have it operational by our next accreditation review. Dr. Jordine recommended creating an assessment committee made up of faculty teaching in different areas of GE to oversee the assessment process and set assessment criteria. Academic departments would no longer be responsible for conducting their own GE assessment and writing reports.

Each student as Fresno State would be given an e-portfolio with embedded requirements that they upload an assignment meeting the agreed on assessment criteria for every GE course, lower and upper division, before graduation. Vice Chair Holyoke and Senator Kensinger (At-large) asked if this would be a graduation requirement. Would students be allowed to graduate if they had not uploaded an assignment for every GE class they took? It was not clear if this would really be a graduation requirement as Dr. Jordine said students could probably upload their documents after graduation.

Senator Kensinger noted that this might be difficult with certain types of assignments, like scantron-based exams. What would the students upload that would be meaningful? Dr. Jordine noted that in such a case the assessment committee would have to get a copy of the original exam from the professor.

Senator Raya-Fernandez (At-large) asked if there would be advising available to help students understand this whole process and make sure they were in compliance. Dr. Jordine indicated that they would probably train advising center staff so that they could help students comply.

President Ryan (ASI) asked how this new process is different from how GE is currently assessed. He also expressed concern over whether this could end up being a graduation requirement.

Senator Kensinger asked how this change would help faculty. Dr. Jordine noted that it helps departments by relieving them of the assessment requirement. It helps faculty by giving them feedback on how well students are learning in their GE courses.

Vice Chair Holyoke asked if any of the analysis of GE courses and feedback to faculty could end up being used for faculty evaluation. Dr. Crosbie and Dr. Jordine both indicated that this was forbidden by the APM.

This item will return for a second reading on the next agenda of the Senate Executive Committee.

1. APM 303 Policy on Nepotism.

This item was tabled until Vice President Astone could be present.

1. B-54 Interim Policy on Financial Accountability and Control

CFO Moffitt and Brian Cotham (Procurement and Support Services) explained this new interim MAPP policy, itself based on Executive Order 1000. In this case the administration is to consult with the Senate Executive Committee on the policy’s implementation.

The interim policy clarifies existing practice of designating relevant MPPs as “fiscal account managers” responsible for financial transactions. CFO Moffitt noted that as a practical matter department chairs still had control over their budgets, but were not subject to this policy (by being designated fiscal account managers) because that would require a change in the collective bargaining agreement and the APM. Essentially college deans and associate deans would have fiscal responsibility for the budgetary decisions of department chairs.

Senator Kensinger (At-large) asked that we make sure Senator Ram and Senator Jenkins, both excused, have a chance to read through this and comment on it.

Chair Ayotte noted that the word “delegation” is often used, but not clearly defined in the interim policy. To whom is responsibility delegated and how? CFO Moffitt indicated that it is defined by reference to EO 1000.

1. Implementation of Executive Order 1104 – Campus Reporting of Fiscal Improprieties.

CFO Moffitt and Brian Cotham continue to present on behalf of the administration in compliance with APM 132.

This executive order merely clarifies an earlier executive order (EO-813) by clearly indicating the dollar threshold when a report of suspected fiscal impropriety must be made to the Chancellor’s Office and California State Auditor. It also clarifies aspects of the reporting procedure.

The Senate Executive Committee felt that there was no further role here for the Academic Senate in the EO’s implementation and thanked CFO Moffitt for his consultation (and for his years of service as he is retiring at the end of the month).

1. Appointment of faculty to committees

The Senate Executive Committee entered executive session at 4:43pm.

The Senate Executive Committee returned from executive session at 4:55pm.

MSC appointing Scott Peterson (Civil and Geomatics Engineering) to the Unmanned Aircraft Systems Ad Hoc Task Force.

MSC appointing Carlos Calderon (Psychology), Tim Kubal (Sociology), and Emily Mason (Music) to the IDEA Ad Hoc Task Force.

MSC appointing Amber Hammons (Child, Family, and Consumer Services) to the Food Service Advisory Committee.

The Senate Executive Committee adjourned at 4:56pm.

The next meeting of the Executive Committee will be on Monday, October 3, 2016.

Submitted by: Approved by:

Thomas Holyoke Kevin Ayotte

Vice Chair Chair

Academic Senate Academic Senate