

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

FACULTY SENATE EXECUTIVE COMMITTEE

M I N U T E S

October 18, 2016

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, M. Boland, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, N. Tórréz, J. Ullman

Guests Present: R. Chen, D. Fischman, J. Hughes, T. Karmanova

1. **Approval of EC Minutes, 10/04/16:**

The Executive Committee approved the EC minutes from October 4, 2016 as written.

2. **Appointments:**

2.1 **Q2S College Coordinators (attachment):**

The Executive Committee appointed the following representatives and will seek volunteers for the remaining positions:

J. Luck A&L
H. Brown BPA
T. Jennings COE
D. Smith CNS
VACANT SBS

2.2 **Q2S Sub-Committees (attachment):**

The Executive Committee appointed the following representatives and will seek volunteers for the remaining positions:

Curriculum Development Subcommittee:
C. De Los Reyes Lecturer Representative

Advising Subcommittee:
VACANT A&L
VACANT BPA
VACANT COE
J. Dodsworth CNS
VACANT SBS

2.3 **General Appointments (attachment):**

The EC appointed E. Melchiorre to the Search Committee for the veterans Success Center Director.

The EC appointed J. Vassilakos-Long to serve on the Voter Registration and Engagement Committee.

3. **Faculty Center For Excellence Taskforce (attachment):**

TRC Director Fischman explained that last year in order to select task force members, applications from faculty across campus were reviewed by the IQC and then AP for research, J. Thompson and herself. The EC decided that in the spirit of shared governance, Director Fischman after checking with each faculty member's availability to continue to serve on the task force through the Winter quarter will forward the names to the EC to affirm the appointments and put out a call for any vacancies that may occur and appoint faculty as needed. The task force will then build on the work performed during the Spring 16 quarter of determining the aspects a proposal may include from faculty input to develop a proposal.

4. **Chair's Report:**

This item is deferred to the next EC meeting because time did not allow.

5. **EPRC Report:**

This item is deferred to the next EC meeting because time did not allow.

6. **FAC Report:**

This item is deferred to the next EC meeting because time did not allow.

7. **Statewide Academic Senate Report:**

Statewide Academic Senator Ullman stated that interim committee meetings will be held October 21, 2016. The Academic Affairs Committee will be continuing their work on the GE task force. The Committee will also continue its work in response to EO 1011 in which 50% of courses within a sub-program or minor need to be from the core. Statewide Senator Ullman stated that this will be important to keep in mind while CSUSB works to convert/transform its curriculum for semester conversion. While English and Math both have excellent CSU-wide discipline councils, they are the only two presently and a goal of Academic Affairs is to have the system develop other discipline councils. Statewide Senator Ullman noted that she sent information to the Senate regarding a tuition proposal.

8. **Administrative Update:**

This item is deferred to the next EC meeting because time did not allow.

2:45pm Time Certain (If preceding items have not been completed).**9. Online FAR Demonstration (J. Hughes):**

AP Hughes explained that during the last AY, a committee explored what vendors could potentially offer a product suitable for CSUSB and meeting all security needs in order for faculty to put their FARs online. The vendors have been narrowed down to Interfolio and Faculty 180. Both are used at others CSUs. Each will be on campus for one day on November 2nd and 3rd respectively and will have individual meetings with the EC and FAC in addition to more general faculty meetings. AP Hughes noted that it may be decided that neither vendor is suitable for CSUSB and the campus may then choose to develop its own platform. The Senate office will work to narrow down the best times for each committee.

3:00pm Time Certain (If preceding items have not been completed).**10. CISP and CEL Discussion (R. Chen & T. Karmanova):**

Chair Kolehaminen asked AP Chen and Dean Karmanova to why the move of the administrative functions of CISP was moved under CEL, how it is working currently, and should it be reconsidered. It was also noted that there should have been some faculty consultation prior to the move. Dean Karmanova stated that CEL and CISP were performing many of the same functions and that it was decided after much consultation with staff to move all the administrative functions under CEL to help streamline processes for students, combine resources, and work to increasing international student enrollment. Dean Karmanova noted that since the move, the admission timeline has gone from thirty-five days to five days. Dean Karmanova stated that none of the academic operations have moved and that students still matriculate the same way. The EC discussed that some processes might not be strictly administrative or academic. The EC asked to be provided a breakdown of the enrollment decline and a financial impact statement due to the decline, as well as the overall enrollment, admissions, and retention data. Dean Karmonova added that much of the enrollment decline was out of the control of CSUSB like the decrease of scholarship monies being provided in Saudi Arabia to their students. The EC also asked if this move affected the budget of CEL. Dean Karmanova replied that there has been no increase to CEL's budget by overseeing these new responsibilities. AP Chen and Dean Karmanova added that the offices and many of the processes are the same but just may now report to CEL. AP Chen stated that some issues have been solved by the move and more might be created. Provost McMahan suggested that the EC follow up on the progress of CISP and CEL working together. The EC decided that AP Chen and Dean Karmanova should convene the International Student Services Advisory Committee to look at which services/process of CISP are administrative and which are academic for further recommendation.

11. **Other Business:**

Time did not permit the discussion of other business.