CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE

MINUTES OF
The Academic Senate
Tuesday, November 20, 2001
UU220, 3:00-5:00 P.M.

Preparatory: the meeting was opened at 3:10 PM

I. Minutes: None.

II. Communications and Announcements: None.

III. Reports:

A. Chair: (Menon) will attend a Statewide CSU Academic Conference next week along with Senators Hood and Gooden. Menon will fill the Statewide Senator position previously held by Kersten until a replacement can be found during winter and spring quarter. Information competence will be a major issue for the Academic Senate during winter term. The issue of information competency was addressed in the past and again is beginning to resurface and the Academic Senate will likely see it next quarter. We have confirmation from Trustee Goldwhite that he will be visiting our campus during winter quarter. Statewide Senate Chair Kegley will speak about shared governance during her visit to Cal Poly during winter quarter and Vice Chancellor David Spence will conduct an informal visit during winter or spring quarter.

B. President's Report: None.

C. Provost: (Zingg) more will be known about the Budget after January 2002 and after the Budget review at the Special Sessions called by Governor Davis in May 2002. The Chancellor has indicated that Cal Poly must plan for a budget cut between 3 to 15% since the CSU system has been asked to give back approximately $35 million of its allocation because of a 1.4% "deallocation" which means that Cal Poly's share will be about $1.8 million and due by end of academic year. "Since this is a "deallocation" of one-time funds, not permanent, we'll have a little more flexibility in handling this matter." "Cal Poly is in a hiring freeze for all appointments except for faculty." The Budget and Long Range Planning Committee has been doing a good job at addressing the issues but "We need to work together to get through the difficult process we face and we need to be planning now rather than reacting at the end of the decision process." Zingg emphasized the need for an inclusive process involving all University constituencies in addressing budget matters, especially those that may involve cuts." Other comments by Provost Zingg included that no known "Golden Handshake" is out there, FERP may be out, and "tenure and tenure track are not on the table."

D. Statewide Senator: (Gooden) the majority of Senators have received the transcript of Chancellor Reed's message to the Academic Senate and some of the responses.

E. CFA Report: (Fetzer) The CSU and the CFA have not been able to settle on a contract that is supposed to begin on July 1, 2001. Recently the Assistant Vice Chancellor for the CSU put out a proposal which says that faculty should accept an offer of a 2% general salary increase and nothing else. CSU administration's proposal to agree to a 2% raise and extend existing contract until next year was not acceptable by CFA. A letter from

CFA President, Susan Meisenhelder, to Chancellor Reed, detailing why the administration's proposal was not favorably received, can be found at www.calfac.org/wwwboard/wwwboard.shtml.

F. ASI Report: Andrew Hunt introduced himself as one of the two ASI representatives and reported the ASI Referendum on fee-increase passed by a vote of 58% in favor.

G. Other Reports:

1. Telecom presentation by Katherine Dunklau, Project Manager – Facilities Planning, and Johanna Madjedi, Director for Communications and Computing Services from ITS focused on the two year project that involves 65 buildings to upgrade the telecommunications infrastructure in State owned buildings by ITS (Integrated Technology Strategy). The plan calls for an outlay of $13 million for construction. These funds are not subject to the current State budget problem. Support is coming from capital outlay and CSU base budget allocations. More information can be found at http://telecomm.calpoly.edu.

2. Jerry Hanley, Vice Provost, CIO for ITS, gave an updated report on the issue of "Responsible Use Policy". Hanley presented new definitions of terminology used as well as some examples of inappropriate use and data security. He assured the Academic Senate that he wishes to keep working cooperatively to perfect the policy and welcomes any questions and concerns.

3. Navjit Brar from the Library gave a report on the new electronic scanned document capabilities of the reserve room now available. The new services are highly beneficial for faculty and their classes. During the summer, the online catalog system migrated from a text-based to a fully online catalog. Four new services became available including electronic reserve, keyword searching, My PolyCAT, and interlibrary loan. Class materials can be made available online, thru PolyCAT, including chapters in texts and there are over 38 courses currently taking advantage of the service by 31 faculty members. Blackboard, eBook, full-text articles and My Syllabus are new services also available. PolyCAT has a new look and is more functional since its migration. It permits faster searches and retrievals.

IV. Consent Agenda: None.

V. Business Items:

A. **Approval of new MS in Agribusiness**: Hannings, Chair of the Curriculum Committee, presented the second reading of the new MS in Agribusiness program. The Curriculum Committee has approved this proposal. M/S/P to approve the proposal.

B. **Approval of new MS in Polymers and Coatings**: Hannings, Chair of the Curriculum Committee, presented the new MS degree proposal in polymers and coatings from chemistry as a second reading. Dr. Jones, professor of Chemistry and Biochemistry, mentioned that this is a unique program in that it is very closely affiliated with a very important industrial segment of California. The polymers and coating industrial segment encompasses businesses from the semiconductor industry to companies who make paint. M/S/P to approve the proposal.

C. **Resolution on Name Change for Extended Studies**: *This item has been pulled from the agenda. It will be returned for second reading during winter quarter 2002.*

D. **Resolution on Distance Education Policy**: Hannings, Chair of the Curriculum Committee and Grimes from IACC, introduced the Distance Education Policy document as a first reading. This resolution proposes the adoption of "Distance Education Policy at Cal Poly, San Luis Obispo" as the official policy for the newly accepted from of teaching. This resolution has gone thru the Curriculum Committee and the Instructional Advisory Committee on Computing.

A change was made under Instructional Methods and Academic Responsibility of the of the Distance Education Policy as follows: *(a) ~~Does the use of DE improve the quality of the course by~~ Can it be demonstrated that the use of DE in enhancing teaching effectiveness, achieving the desired learning outcomes, suiting students' different learning styles, or increasing student access to education~~?~~ produces a course that is at least equivalent in quality to curricular offerings currently approved at Cal Poly?*

Hood and Foroohar discussed the issue of workload and the contract and the following changes were made to the Distance Education Policy. Under Quality: *If DE results in increased class size or student-faculty ratios beyond traditional classroom and curricular standards, additional resources or workload adjustments necessary to maintain the quality of instruction must be provided in accordance with the faculty contract. In addition, the first bullet under Curriculum and Instruction was modified to read: Ensuring that standards consistent with the contract are followed in setting ~~courseloads per instructor.~~ workloads and procedures.*

Under Contracting: *The University shall not agree in a contract with any private or public entity to deliver or receive DE courses or programs for academic credit, or not for credit, without the prior approval of the relevant department and college.*

M/S/P to move to a second reading. The proposal will come back next quarter with reconsideration of comments from the Senate floor.

VI. Discussion Items: None.

VII. Meeting adjourned 5:00PM

Submitted by,

Gladys Gregory,
Academic Senate