

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

**MINUTES OF**  
**The Academic Senate Executive Committee**  
**Tuesday, January 28, 2003**  
**UU220, 3:00-5:00 p.m.**

Preparatory: The meeting was opened at 3:10 p.m.

- I. Minutes: The minutes for the Executive Committee meeting of January 7, 2003 were approved without change.
- II. Communication(s) and Announcement(s): The Academic Senate meeting on February 11 will be a presentation by Jackie Kegley (Chair of the statewide Academic Senate), Susan Meisenholder (President of CFA) and Andre Winnick (Associate Vice President for Academic Affairs, CSULA) on ACR73: a plan to increase the percentage of tenured/tenured-track faculty in the CSU. Everyone is welcome.
- III. Reports:
  - A. Academic Senate Chair: None.
  - B. President's Office: (Howard-Greene) The legislature and the Governor are disputing the mid-year reductions which are focused on creating savings by proposing budget cuts instead of raising taxes. The Council on University Citizenship has expanded its membership in order to increase the diversity of representatives. During the initial 18-month term, Provost Zingg will chair the Council and Harvey Greenwald will serve as Vice Chair.
  - C. Provost Office: (Dalton) The Chancellor's office and the President are very concerned and want to make sure that everyone understand the dire consequences of the budget. Everyone is encouraged to freely share with others how difficult it is to meet budget reductions in higher education. (Conn) The draft on student success presented by the system wide task force has two key points at the CSU level: (1) recommends that the CSU facilitates the campus efforts by granting pilot programs to modify Title V, and (2) the need for incentives to proceed rapidly towards a degree. At the campus level, there will be a meeting next week with the intent to narrow down a few action items to move on this year. The intent of the council is to provide direction to the campus community.
  - D. Statewide Senators: (Menon) At the statewide meeting in Long Beach last week, various issues were covered and much of what we have already heard about the budget was confirmed. We must wait until May for more details and due to the legislature's long budget process; a final budget probably won't be available until October. Several resolutions were covered that impact us including policy for possible program discontinuation, which the Academic Senate Faculty Affairs committee will review. (Foroohar) At the last system wide meeting, six resolutions were passed and six were presented for first reading. Three important reports were also presented, the first on faculty workload, which indicates that our faculty has an average load of 1 extra course per year than comparable institutions. A report on the roles and responsibilities of department chairs was also presented, and from this report, specific campus information will be distributed to each campus later. A report from the committee for elections of Faculty Trustee mentioned that the CSU system wide Senate will vote on March 3 and then send at least 2 recommendations to the Governor to choose one Faculty Trustee member for appointment to a 2-year term.
  - E. CFA Campus President: None.
  - F. ASI Representative: None.
  - G. Other: Joe Grimes, Special Assistant to the Provost for faculty Development and Director for the Center of Teaching and Learning, gave brief reports along with summary handouts, which were followed by some discussion, on the following issues:
    - a. Center for Teaching and Learning – their function is to enhance teaching and learning by providing necessary resources. The New Teacher Training workshops have been very well attended with high

enrollment and were very successful; therefore, more are being planned. More information is available at [www.academics.calpoly.edu/ctl/index.html](http://www.academics.calpoly.edu/ctl/index.html).

- b. Instructional Advisory Committee on Computing (IACC) – This committee handles issues such as scheduling of Smartrooms, and assessment in accreditation and program review process. More information is available at [www.iacc.calpoly.edu](http://www.iacc.calpoly.edu).
- c. CSU Academic Technology Planning –funded by the CSU, is in the process of implementing a significant computer and network infrastructure for the entire CSU. Some of the CSU academic initiatives and programs include the Center for Distributed Learning, Systemwide Library Initiatives, CalState TEACH, among others. More information is available at [http://its.calstate.edu/systemwide\\_it\\_resources/IT\\_resources.shtml](http://its.calstate.edu/systemwide_it_resources/IT_resources.shtml)
- d. Project PolyComm - The scope of this project includes the review of current environments relating to messaging, faxing, OpenTime and OpentMail. The first steps it to determine the needs and requirements of the campus constituents. For “Frequently Asked Questions” and detailed information, please visit <http://polycomm.calpoly.edu>.

IV. Consent Agenda: None.

V. Business Items:

- A. **Universitywide committee vacancies for 2002-2003:** Mary Kay Harrington has replaced Patrick McKim, as the College of Liberal Arts representative to the Instruction Committee.
- B. **[CSU Academic Senate Resolution AS-2594-03/FGA] Resolution on Student Fees in the CSU; Mitigating Their Effects:** Menon asked the Budget and Long Range Planning Committee to consider the resolution and the possibility of endorsing it. It is possible that our campus will be required to provide a formal response; therefore, it is to our advantage to start the review and discussion process now and not be pressed for time. The review of the resolution will be a charge to the Budget and Long Range Planning Committee.
- C. **[CSU Academic Senate Resolution AS-2595-03/FA] Resolution on Opposition to Proposed Increase in CSU’s Student Faculty Ratio:** Menon announced that this resolution was presented to the Instruction Committee and the Budget and Long Range Planning Committee for their review because at some point we will be required to act on this issue. The review of the resolution will be a charge to the Instruction Committee and the Budget and Long Range Planning Committee.

VI. Discussion Item (s):

- A. **Academic Senate meetings: attendance, substitute, proxies, and resignations:** A copy of the attendance policy, which was given out to each senator at the beginning of the year, was presented as a reminder of the required procedures for substitutes, proxies, and resignations.
- B. **Orientation for new senators:** There was some discussion about the lack of and the need for, training of new senators in fall each year. Other CSU campus responses to the issue were presented which indicated that with the exception of Chico, none of the five campuses that responded provide their senator with much training. We will explore possible ways for providing better orientation for new senators. One option is to have a special session early in fall quarter for new senators during which the instructions in the introductory package for senators are explained by the Senate Chair, Vice-Chair, and Caucus Chairs to familiarize them with our protocols. More discussions will continue at a later date.

VII. Adjournment: meeting was adjourned at 5:00 p.m.

Submitted by:

Gladys Gregory,  
Academic Senate