MEETING OF THE ACADEMIC SENATE EXECUTIVE COMMITTEE
Tuesday, April 20, 2004
UU220, 3:10 to 5:00pm

I. Minutes:
   Approval of minutes for the March 30 and April 6, 2004 Executive Committee meetings: (pp.2-6).

II. Communication(s) and Announcement(s):

III. Reports:
   A. Academic Senate Chair:
   B. President's Office:
   C. Provost's Office:
   D. Statewide Senators:
   E. CFA Campus President:
   F. ASI Representatives:
   G. Other:

IV. Consent Agenda:

V. Business Item(s):
   A. Resolution on the Bachelor of Arts in Interdisciplinary Studies: Parks, (pp. 7-12).
   B. Academic Senate/universitywide committee vacancies 2004-2006: (pp. 13-14).
   C. Appointment of Academic Senate committee chairs 2004-2005: (p. 15).
   D. Appointment of Academic Senate caucus chairs 2004-2005: (please bring the name of your 2004-2005 college caucus chair).

VI. Discussion Item(s):

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

I. Minutes: The minutes for the Executive Committee meeting of February 17, 2004 were approved.

II. Communication(s) and Announcement(s): None.

m. Reports:
   A. Academic Senate Chair: (Lewis) will be attending a statewide Academic Senate chairs meeting in Sacramento on Thursday. Bob Detweiler has requested that the Academic Senate consider the problem of students graduating in a timely manner. This is a serious issue because it's not obvious how to approach it. An ad hoc committee has been established to consider this issue and will be meeting in a week to discuss this issue.
   B. President's Office: None.
   C. Provost Office: (Detweiler) Dean Hellenbrand has accepted a position as Vice President and Provost at CSU Northridge. The fee waiver program is available for out of state and California resident graduate students. Currently Cal Poly has no students under this program but it is in favor of employing some students and allowing participation in this program. There has been a delay on the Student Housing North project due to the discovery of an endangered snail residing on part of the proposed site. Initially it was reported that a 3-7 year delay was going to be necessary but at this time, the plan is to create a permanent, protected habitat for the snails at a different location thus allowing for the continuation of the housing project.
   D. Statewide Senators: (Hood) the budget discussions now indicate a possible 3-6 year budget deficit. Students, alumni, CPA, and the Chancellor's Office are uniting in an effort to save the CSU by reinforcing the fact that the CSU is the economic engine for California and how California depends on our graduates. (Foroohar) The Faculty Affairs Committee is discussing an Academic Senate CSU resolution on Academic Freedom which will have a second reading in May.
   E. CFA Campus President: None.
   F. ASI Representative: None.
   G. Other: None

IV. Consent Agenda: None.

V. Business Items:
A. **Consultation on Preliminary Draft re Modification of Course Registration Procedures:** (Elrod) The goals of the Registration and Scheduling Committee are to maximize student success in the classroom and to treat students equitably in their pursuit to meet their educational objectives. Dalton stated that she is in support of the changes but wants to make sure that everyone is aware that the changes will impair the ability to monitor enrollment.

B. **Academic Senate vacancies 2004-2006:** This item will be continued to April 6, 2004.

C. **Academic Senate committee vacancies for 2004-2006:** This item will be continued to April 6, 2004.

D. **Universitywide committee vacancies for 2004-2005:** This item will be continued to April 6, 2004.

VI. **Discussion Item(s):**

A. **ASI Fee Referendum:** Harvey Greenwald expressed some concerns in regards to the ASI Fee Referendum and Kimi Ikeda provided some clarification. Provost Detweiler indicated that the job of the University is to comply with requirements, not to ensure a pro or con campaign. Detweiler also mentioned that there would be two more emails sent to students and will meet with The Mustang Daily to urge student participation. Alison Anderson, ASI President, indicated that the Campus Fee Advisory Committee (CFAC) had consensus on everything including process and objective statement. Greenwald made the following suggestions: to maximize priority of this issue in order to have a significant number of students participate, make better use of club participation, figure out a way to level the pro and con statement or eliminated them, and revisit whether finals week should count.

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

Submitted by,

Gladys Gregory
Academic Senate
(Continuation of Academic Senate Executive Committee meeting of March 30, 2004)

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

1. Minutes:

II. Communication(s) and Announcement(s):

III. Reports:
   A. Academic Senate Chair:
   B. President's Office:
   C. Provost Office:
   D. Statewide Senators:
   E. CFA Campus Pres.ident:
   F. ASI Representative:
   G. Other:

IV. Consent Agenda: Phillip Tong (Dairy Science) approved by consensus as internal reviewer for MS program, Mechanical Engineering.

V. Business Items:
   B. Academic Senate vacancies 2004-2006:
      CAGR:
      Richard Cavaletto (BioRes&AE)
      Richard Thompson (NRM)
      CLA:
      Joe Lynch (Philosophy)
   C. Academic Senate committee vacancies for 2004-2006:
      CAGR:
      David Hannings Curriculum Committee
      Tom Ruehr Distinguished Teaching Award Committee
      John Harris Instruction-Committee
      CAED:
      Donna Duerk Budget & Long Range Plg Committee'
      Will Benedict Curriculum Committee
      Michael Lucas Cultural Pluralism Reqmt Subcommittee
      Robert Pena Distinguished Teaching Award Committee
      Craig Baltimore Fairness Board
      Christopher Yip Library Committee
      Don Choi Research & ProfDev Committee
CBUS:
Jim Sena Faculty Affairs Committee
Manocher Djassemi Grants Review Committee
CENG:
Saeed Niku Faculty Dispute Review Committee
Ali Shaban Library Committee
CLA:
Timothy Duga Budget & Long Range Planning Committee
Manzar Forooohar Faculty Affairs Committee
Paul Rinzler Faculty Dispute Review Committee
Mary Kay Harrington Instruction Committee
KD Friend Library Committee
Craig Arceneaux Research & ProfDev Committee
CSM:
John Walker Budget & Long Range Plg Committee
Jodi Jaques Cultural Pluralism Reqmt Subcommittee
Marylud Baldwin Faculty Dispute Review Committee
Beth Chance Grants Review Committee
John Sharpe Research & ProfDev Committee
PCS:
William Sydnor Cultural Pluralism Reqmt Subcommittee
Cindy Jelinek Faculty Mfairs Committee
Shelley Aleshire Fairness Board
Ann Fryer Library Committee
Sallie Harlan Research & ProfDev Committee

D: Universitywide committee vacancies for 2004-2005:
John Battenburg Academic Council for Intl Programs (ACIP)
Kevin Taylor Accommodation Review Board
Susan Elrod ASI Student Senate
Kurt Colvin Athletics Governing Board
VACANCY Cal Poly Housing Corp Board
Chair of Senate Cal Poly Plan Steering Committee
Vicente Del Rio Cal Poly Plan Steering Committee
Daniel Jansen Cal Poly Plan Steering Committee
Ken Macro Campus Safety and Risk Mgt Committee
Tim Kearns Conflict of Interest Indep Rev Committee
Jodi Jaques Coordinating Com on AIDS and HIV Infection
Kent Morrison Deans Admission Advisory Committee
VACANCY Deans Admission Advisory Committee
Sharon Fujitani Faculty Dev Grants Review Committee
Jonathon Beckett Foundation Board of Directors
Robert Crockett Foundation Board of Directors
Barbara Mori Int'l Educ & Programs Council (IEP)
Jim Sena Information Res Mgt Policy Plg Committee
Barbara Cook Institutional Animal Care and Use Committee
Franz Kurfess Instructional Adv Com on Computing (IACC)
Kathryn Lancaster Resource Use Committee
Robert Pena Resource Use Committee
VACANCY Student Health Advisory Committee
Don Choi Students with Disabilities Adv Committee
Kevin Taylor Students with Disabilities Adv Committee
Johanna Rubba  University Diversity Enhancement Council

VI.  Discussion Item(s):

VII.  Adjournment: meeting was adjourned at 4:00 p.m.

Submitted by:

Margaret Camuso
Academic Senate
WHEREAS, There is demonstrated need in the San Luis Obispo County and surrounding areas for an undergraduate degree program for working adults structured to be completed on a part time basis; and

WHEREAS, The development of an undergraduate degree program for working adults advances Cal Poly's mission of service and outreach to the larger community; and

WHEREAS, The Bachelor of Arts in Interdisciplinary Studies meets these needs through its educational goals, curriculum, structure, and intended audience; and

WHEREAS, Degree programs in interdisciplinary studies and degree programs designed for working adults are offered by many leading universities; and

WHEREAS, The Bachelor of Arts in Interdisciplinary Studies is designed as a 2+2 cohort model whereby all courses will be offered on evenings and weekends and students will not be enrolling in regularly scheduled courses; and

WHEREAS, The Bachelor of Arts in Interdisciplinary Studies was designed by a Faculty Advisory Committee with representatives from the College of Liberal Arts, the College of Science and Mathematics, the College of Agriculture and assisting the Faculty Advisory Committee were representatives from the Office of Academic Records, the Office of Admissions and Recruitment, Kennedy Library, and both Cuesta and Allan Hancock Colleges; and

WHEREAS, The curriculum of Bachelor of Arts in Interdisciplinary Studies meets all CalPoly academic requirements for a bachelor's degree; and

WHEREAS, A standing Faculty Program Committee representing at least three colleges will ensure continued academic oversight including the selection of classes and instructors; and
WHEREAS, All courses offered and instructors teaching in the Bachelor of Arts in Interdisciplinary Studies program must also be approved by the appropriate department chair; and

WHEREAS, The process of designing the Bachelor of Arts in Interdisciplinary Studies has included consultation and review by appropriate University Offices including the Office of Admissions and Recruitment and the Office of Academic Records; and

WHEREAS, The process of designing the Bachelor of Arts in Interdisciplinary Studies has included consultation with the Curriculum Committee of the College of Liberal Arts and approval by the Curriculum Committee of the Academic Senate; and

WHEREAS, The Bachelor of Arts in Interdisciplinary Studies will be a financially self-supporting, special session program as authorized by CSU Executive Order 802 and will not use any state general fund monies; therefore, be it

RESOLVED: That the Bachelor of Arts in Interdisciplinary Studies be approved by the Academic Senate of Cal Poly.

Proposed by: Bachelor of Arts in Interdisciplinary Studies Advisory Committee
Date: April 12, 2004
Summary Proposal to the Academic Senate of California Polytechnic State University for the Establishment of a Bachelor of Arts in Interdisciplinary Studies Degree Program for Working Adults

Introduction
As a state-supported university and part of the California State University system, California Polytechnic State University has a local and state-wide mission of service and outreach. Working adults living on the Central Coast have limited access to an undergraduate, bachelor's level degree program. Their options are to either attend a private university or complete their degrees via distance learning. The program being proposed advances Cal Poly's service mission by offering to the residents of the region a degree program designed specifically for working adults.

The degree being proposed by Cal Poly Continuing Education is a Bachelor of Arts in Interdisciplinary Studies to be offered through a new unit called the Adult Degree Program (ADP). The degree is designed as a 2+2 with students completing their lower division courses at a community college and upper division courses at Cal Poly. Students have completed at least 90 units and be general education or IGETC certified before starting course work at Cal Poly. The program is structured on a cohort model and all courses needed to earn the degree will be offered by the ADP. Degree completion is possible in three years. Thirty students will be admitted each year. When fully implemented by September 2008, the program will have 90 students enrolled.

The program will be offered as a special session degree program under CSU Executive Order 802. At this time there are over 50 special session degree programs are currently being offered by other CSU campuses.

Purpose
The Bachelor of Arts in Interdisciplinary Studies offers a challenging and intellectually stimulating curriculum in a format structured for working adults balancing careers, family responsibilities, and civic obligations. The intended audience is adults who have completed high school at least six years prior to entering the program, have the motivation and intellectual skills to succeed in a part-time, college degree program, and whose personal educational goals will be achieved through an interdisciplinary studies program. They will bring to the classroom enhanced work and life experiences that will contribute to the educational process.

The program builds on the general education foundation obtained through college work taken prior to entering Cal Poly. Students will have completed all lower division general education requirements before entering the program. While in the program, students will enhance and develop their critical thinking skills, analytical skills, and research abilities. They will become better decision makers by developing an increased understanding of the inter-relationships between our complex business, social, political, financial, and natural environments. They will be prepared to assume leadership roles where knowledge and its application to a variety of situations and circumstances require interdisciplinary approaches. Students in the program will embrace and apply the skills necessary to be life-long learners.
Program Goals
The curriculum of the Bachelor of Arts in Interdisciplinary Studies program meets the curricular goals of Cal Poly through its combination of required interdisciplinary courses, multi-disciplinary approach, and adherence to the University's General Education requirements. The program's distinctive incorporation of courses that require an understanding of interdisciplinary thinking, use of critical and analytical skills, independent research, and decision making serve to advance the educational mission of Cal Poly. The goals of the program are to provide:

1. A broad-based interdisciplinary curriculum;
2. A curriculum that enhances and develops critical thinking skills, analytical skills, and research abilities;
3. A curriculum that utilizes an interdisciplinary approach to enable students to develop decision-making abilities;
4. The knowledge and skills for students to be lifelong learners.

Curriculum
The number of units needed to complete the degree is 180. Building on the lower-division General Education work completed prior to entering Cal Poly, students will complete six Interdisciplinary Studies courses, the Interdisciplinary Studies Major, and the Cal Poly upper-division General Education requirements. Students must complete at least 60 quarter units while in residence at Cal Poly. The five new courses interdisciplinary study courses approved by the Curriculum Committee for this program are: 1) IS 101, Orientation to Interdisciplinary Studies and the University; 2) IS 301, Critical Issues Seminar [taken twice with different topics]; 3) IS 302, Analytical Skills Seminar; 4) IS 450, Advanced Investigation Seminar; and 5) IS 460, Capstone Project.

The Interdisciplinary Studies Major (52 units) consists of one course from each of the following eight areas: Applied Technology (Agriculture/Architecture/Engineering), Business, Communications/English, Ethnic Studies/U.S. Cultural Pluralism, Fine and Performing Arts, Philosophy/Religion, Science or Nutrition and, Social Science plus five additional courses selected by the Faculty Program Committee. Students will meet all academic requirements for the awarding of the bachelor's degree and must remain in good academic standing as outlined in Cal Poly catalog. Given the cohort nature of the program, students will initially have no options for individually selected courses. As the program grows, students will have options for courses to meet specific degree requirements. ADP students will not be enrolling in regularly scheduled classes. See degree planning guide for additional information.

Admissions and Records
Admissions
Students seeking admission to the program must: 1) have completed at least 90 quarter units (60 semester hours), be CSU eligible, and be CSU General Education or IGETC Certified; 2) write a personal lifelong learning goals statement documenting how the Bachelor of Arts in Interdisciplinary Studies will help them achieve their personal, professional and long-term educational goals; 3) provide at least three letters of reference from individuals who can attest to the prospective student's ability to be successful in a part-time, structured degree program; 4) complete a personal inquiry session (interview) with the ADP director or delegate; and 5) be out of high school for at least six years prior to entering the program.
Working with the Office of Admissions and Recruitment, the following procedure will be used for admitting students into the program.

1. Starting immediately after the program has received all necessary academic and administrative approvals, the ADP will begin holding information sessions for prospective students. Information regarding the program's goals, requirements, admissions, etc., will be available at these sessions and on the Program's website. A timetable for the submission of admissions materials and processing of materials will be established as soon as appropriate and feasible.

2. Continuing Education will work with the Office of Admissions and Recruitment to prepare an application form to collect all information required by The Office of Admissions Recruitment and The Office of Academic Records for the Student Information System. The application, application fee and all supporting documentation will be mailed to Continuing Education. A checklist will be used to monitor and verify the receipt of supporting documentation for each application.

3. Continuing Education will send copies of the application form to The Office of Admissions and Recruitment for entry into the Student Information System. The full application will be sent to Evaluations for file preparation, review of transcripts, verification of GE and CSU eligibility, and transfer eligibility.

4. Evaluations representative will be part of the Faculty Program Committee team involved in student interviews.

5. The Faculty Program Committee will then recommend students to be offered admission.

6. Admissions will inform the students of their acceptance or denial, and if accepted, the date by which they must inform Continuing Education of their acceptance.

Admissions

The ADP Assistant Director will be an admissions and records specialist hired under contract from, and trained by, the Office of Academic Records. Working with the Office of Academic Records, the following procedure will be used for entering and maintaining students' academic records.

1. Cal Poly Continuing Education currently enters matriculated students' registration in classes, posting of grades, grade of changes, etc., directly into the Student Information System. This practice will continue for the ADP.

2. Many standard policies and forms will not apply to students in the ADP (e.g. change of major). Forms that may have to be modified for the ADP are the course repeat form, withdrawal form, term withdrawal form, leave forms, UIWU form, grade change form, and enrollment verification form. This will be done after final approval of the program.

3. ADP students will follow the standard procedure to request an official transcript.

4. Two to three quarters prior to a student's graduation, a senior evaluation will be completed for the respective student.

5. Upon successful completion of all degree requirements, the ADP Assistant Director will post the degree which will key the ordering of the student's diploma. ADP students will be charged a separate commencement fee to cover the cost of the diploma.
**Special Features**

Students admitted to the Adult Degree Program are fully matriculated, special session students. They will not be able to "transfer" to another program or major at Cal Poly. If an ADP student determines that the Bachelor of Arts in Interdisciplinary Studies degree program is not appropriate for her or his learning objectives, and the student desires to remain at Cal Poly, the student must withdraw from the ADP and reapply to Cal Poly through the standard admission process established by the Office of Admissions and Recruitment. Students in the program and only enroll in ADP courses. They cannot "cross-register" for courses offered by other programs at Cal Poly.

Faculty compensation will be administratively handled in one of two ways: 1) Faculty can be compensated using the established CSU/CFA negotiated class code schedule for special sessions, and/or 2) The ADP can "purchase" a percentage of the faculty member's regular teaching load. Under this option, the faculty member's home department receives the equivalent amount of funding. The determination will be made on a course by course basis as determined by the faculty member, the faculty member's home department, respective College Dean, and the ADP director.

For faculty interested in teaching in the ADP, workshops on teaching and working with adult learners, incorporation of interdisciplinary themes and approaches, and a general orientation to the program will be made available.

**Support**

Cal Poly Continuing Education has been documenting interest in an adult degree program. In summer, 2003 a survey was conducted of approximately 25 larger businesses in northern San Luis Obispo County, 14 agreed there is a need for an undergraduate, part-time degree program. A web-based, general public survey was conducted by Cal Poly Continuing Education from September to November of 2003. Of the 171 individuals who responded to the survey, 48% indicated they were "interested" and 13% indicated they were "somewhat interested" in a part-time degree program for working adults. In January, 2004 a second survey was posted and as of March 3, 2004 a total of 54 individuals indicated they were "interested" or "somewhat interested" to enroll in a part-time bachelor's degree program in Interdisciplinary Studies if offered by Cal Poly. So far, approximately 40 individuals have signed up to receive further information. In addition, letters of support have been received from Allan Hancock College, City of Atascadero, City of San Luis Obispo, Cuesta College, Economic Vitality Corporation of San Luis Obispo County, and the Private Industry Council.

**Resources**

The ADP primary use of classrooms will be evenings and weekends when demand is lower. Administrative space for the program will be in Jesperson Hall. The University will be reimbursed services and facilities using the established policies and procedures. Additional revenue will be received by Kennedy Library when ADP students activate their library cards.
ACADEMIC SENATE COMMITTEE VACANCIES FOR 2004-2006

COLLEGE OF AGRICULTURE

Fairness Board

Grants Review Committee

Student Grievance Board

COLLEGE OF BUSINESS

Budget and Long Range Planning Committee

Curriculum Committee

Instruction Committee

Student Grievance Board

COLLEGE OF ENGINEERING

Distinguished Teaching Award Committee

Instruction Committee

COLLEGE OF LIBERAL ARTS

Curriculum Committee

Student Grievance Board
COLLEGE OF SCIENCE AND MATHEMATICS IUCTE

Distinguished Teaching Award Committee

PROFESSIONAL CONSULTATIVE SERVICES

Faculty Dispute Review Committee

UNIVERSITY-WIDE COMMITTEES
Vacancies for 2004-2005

Cal Poly Housing Corporation
(1 Representative1 Vacancy)

Deans Admissions Advisory Committee
(2 Representatives1 Vacancy - must be from Budget and Long Range Planning Committee)

Student Health Advisory Committee
(1 Representative1 Vacancy)
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<th>Serving Term</th>
<th>Chair Since</th>
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* Do not wish to continue as chair