MEETING OF THE ACADEMIC SENATE EXECUTIVE COMMITTEE  
Tuesday, April 18, 2006  
UU220, 3:10 to 5:00pm

I. Minutes: Approval of the March 28, 2006 Executive Committee meeting minutes (pp. 2-7).

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. Approval of Dan Walsh (CENG) as internal reviewer for Dairy Science program review.
B. Academic Senate committee appointments for 2006-2007: (pp. 8-9).
C. University committee appointments for 2006-2007: (p. 9).
D. Appointment of caucus chairs for 2006-2007: *Please bring the name of next year’s caucus chair for your college to this meeting!*
E. Appointment of Senate committee chairs: (p. 10).
F. Resolution on Grading of Graduate Courses 598 and 599: Opava, Graduate Studies Committee (pp. 11-12).

VI. Discussion Item(s):
A. Ideas for increasing Senate participation
B. University Hour
C. Formation of Ad Hoc Committee on Campus Conference Center

VII. Adjournment:
Preparatory: The meeting was opened at 3:15 p.m.

I. Minutes: The minutes for the Academic Senate Executive Committee meeting of February 14, 2006 were approved.

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

III. Reports:
A. Academic Senate Chair: (Hannings) This month’s Social Hour, co-hosted by the President's Office and the Kennedy Library will be held Thursday, March 30, from 4-6 pm at Veranda Conference Room. The Academic Senate will be holding a faculty election on the Amendment to the Constitution of the Academic Senate of the California State University. This amendment to the CSU Constitution recommends reducing the size of the senate due to the budget shortfall that has emerged since the expansion of the Senate in 2002. If approved, this amendment will decrease the size of the Statewide Senate by five senators and Cal Poly's statewide representatives to two. Ballots will be mailed out to all faculty on April 10, 2006.
B. President's Office: None.
C. Provost Office: (Detweiler) Student enrollment for spring quarter 2006 is above the annual enrollment target by at least 2.5%. Next year's allocated student enrollment growth of 2.5% over this year’s enrollment will be funded at a 3.5% growth. The CSU is utilizing a new way of calculating student funding which calculates funding of Graduate students at 12 hours of FTE while Undergraduate students are funded at 15 hours of FTE. Cal Poly is the strongest competitor against the UC system for students’ admissions, especially in the areas of engineering and science. Cal Poly continues to attract solid students but competition is intensifying, therefore, in order to sustain the same level of competitiveness Cal Poly must offer more scholarships to students. A more difficult task for the state of California is the shrinking availability of math and science programs offered to younger students. The search for a dean of Liberal Arts has been completed and a recommendation has been made to President Baker while the search for dean of the Library and Vice President for Advancement are expected to be completed within the next 6 weeks. The search for a new Provost continues with a current pool of 35 active applicants.
D. Statewide Senators: See attached report from John Tarjan, Secretary for the Statewide Executive Committee.
E. CFA Campus President: (Foroohar) Bargaining negotiations continue with the CFA and CSU bargaining units attempting to reach an agreement where all campuses would have a summer session equivalent to 15 units. The deadline for local CFA elections is tomorrow. The Academic Senate supports the policy created by a campus committee on the subject of intellectual property policy. Proposed revisions to this policy have been given to the Chancellor's Office, Susan Opava's Office, and Mike Suess' Office for their review and consideration. CFA is continuing its salary negotiations, specifically concerning merit pay, but so far there is no agreement.
F. ASI Representative: None.
G. Other: Schaffner, chair of the Instruction Committee: Report on new scheduling time patterns. The Academic Senate Instruction Committee met at the end of last quarter to discuss the proposed changes to the class time scheduling patterns. It is the recommendation of the committee to revert to the current schedule after fall quarter, where changes are already slated into place. The motivation to make changes to the schedule is twofold: to optimize classroom usage and to reduce class scheduling conflicts for students. The objective before the Instruction Committee was to address these issues while maintaining instructional integrity. After much discussion regarding the pedagogical sensibility of the issue at hand, it was decided that the Instruction Committee return to the Executive Committee with a formal resolution.

IV. Consent Agenda: None.

V. Business Items:
A. Appointment of Yang Liu (OCOB) to the Students with Disabilities Advisory Committee for 2005-2006: MIS/p to approve appointment.
B. Approval of Scott Steinmaus (BioSci) as internal reviewer for Theater & Dance and Animal Science program review. MIS/p to approve appointment.
C. Approval of Tali Freed (I&MEEngr) as internal reviewer for Graphic Communication Institute program review. MIS/p to approve appointment.
D. Academic Senate committee appointments for 2006-2007: The following Academic Senate committee appointments were approved.

COLLEGE OF AGRICULTURE
Distinguished Teaching Award Committee Tom Ruehr, Earth&SS
Instruction Committee John Harris, NRM

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN
Budget and Long-Range Planning Committee Hal Johnston, ConstMgt
Curriculum Committee James Mwangi, ArchEngr
Cultural Pluralism Subcommittee Mike Lucas, Arch
Library Committee Christy E. O'Hara, LandArch
Research & Professional Development Committee Vicente Del Rio, C&RPlg

ORFALAEO COLLEGE OF BUSINESS
Curriculum Committee Dan Villegas, Econ
Distinguished Scholarship Award Committee Rami Shani, Mgt
Faculty Affairs Committee Terri Swartz, Mkgt
Grants Review Committee Kenneth Griggs, Mgt

COLLEGE OF ENGINEERING
Faculty Dispute Review Committee Saeed Niku, MechEngr
Fairness Board Faysal Kolkailah, AeroEngr
Instruction Committee Xiaomin Jin, ElecEngr
Library Committee Bryan Mealy, ElecEngr
Sustainability Committee Linda Vanasupa, MatsEngr

COLLEGE OF LIFERAL ARTS
Distinguished Scholarship Award Committee Ken Macro, GrphComm
Faculty Affairs Committee Manzar Foroohar, History
Faculty Dispute Review Committee Paul Rinzler, Music
Library Committee Barbara Mori, SocSci
Research & Professional Development Committee Denise Daniels, Psyc&CD
Sustainability Committee Steve Marx, English

COLLEGE OF SCIENCE AND MATHEMATICS
Faculty Dispute Review Committee Mike Sutliff, Kines
Research & Professional Development Committee Joanne Hunter, Kines
E. University committee appointments for 2006-2007: The following University committee appointments were approved.

- Accommodation Review Board: Kevin Taylor, Kines
- Advisory Committee on Workplace Violence: Xiaoying Rong, GrphComm
- Athletics Governing Board: Cliff Barber, IT
- Cal Poly Corporation: Bill Kellogg, AgEd&C
- Cal Poly Housing Corporation Board: Jonathan Reich, Arch
- Cal Poly Plan Steering Committee: Johanna Brown, Library
- Campus Safety and Risk Management Committee: Jerome Breitenbach, ElecEngr
- CAP Ad Hoc Editorial Coordination & Review Committee: Bryan Mealy, ElecEngr
- Committee on University Citizenship: Saeed Niku, MechEngr
- Coordinating Committee on Aids and HIV Infection: Kent Macdonald, Arch
- Faculty Development Grants Review Committee: Vicente Del Rio, C&RPlg
- Instruction Advisory Committee on Computing: Franz Kurfess, CompSci
- Instructional Program Resources Allocation Committee: Fei Wang, ElecEngr
- Student with Disabilities Advisory Committee: Xiaoying Rong, GrphComm, Kevin Taylor, Kines
- Sustainability Advisory Committee: Robert Pena, Arch
- University Diversity Enhancement Council: Madoka Watabe-Belzel, FSN

F. Appointment of caucus chairs for 2006-2007: The following caucus chairs were approved:

- COLLEGE OF BUSINESS: Lee Burgunder, Acctg
- COLLEGE OF ENGINEERING: Mei-Ling Liu, CompSci
- COLLEGE OF SCIENCE AND MATHEMATICS: Steve Rein, Statistics

G. Resolution on Course Syllabi: Academic Senate Executive Committee, Hannings, Chair of the Academic Senate. This resolution discusses the availability and requirement of a written course syllabus including all information deemed necessary to assure the student's understanding of the nature and requirements of the course. M/SIP to approve the following amendments:

**RESOLVED:** That every instructor shall make available to each student in her/his class, during the first class meeting, a written course syllabus providing: instructor's contact information, instructor's office hours and location, a list of required text(s) and supplementary materials for the course, prerequisites for the course, expected learning outcomes for the course, methods and expectations for assessing (grading) student performance for the course, and other information the instructor deems necessary to assure the student's understanding of the nature and requirement for the course; and be it further

**RESOLVED:** That each department shall make available to students the expected learning outcomes for the course, preferably in the form of the course proposal; and be it further

M/SIP to agendize the resolution.
H. **Resolution on Grade Forgiveness:** Schaffner, chair of the Instruction Committee. This resolution addresses the conditions and eligibility for grade forgiveness and encourages advisors to proactively contact and advise students who receive a failing grade. **M/SIP to agendize the resolution.**

VI. Discussion Item(s):
A. **Ideas for increasing Senate participation:** due to the lack of time, this item will be discussed at the next Executive Committee meeting.
B. **University Hour:** due to the lack of time, this item will be discussed at the next Executive Committee meeting.
C. **Formation of Ad Hoc Committee on Campus Conference Center:** due to the lack of time, this item will be discussed at the next Executive Committee meeting.

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

Submitted by

Gladys Gregory
Academic Senate
1. We passed several resolutions
   a. Amendment to the Constitution calls for reducing the size of the senate from
      the current size. This will allow the ASCSU to continue to fund reassigned time
      and travel for senators. The amendment will appear shortly on a campus ballot.
      A majority of campuses and a majority of all faculty voting need to ratify the
      change for it to become effective.
   b. Provision of E-Text Material to the CSU Center for Alternative Media calls
      for alternative media to be provided to accommodate students with learning
      disabilities.
   c. The Early Assessment Program: In-service and Pre-service Programs
      supports EAP.
   d. Honoring Jason W. Murphy was passed in anticipation of making a
      presentation to an outstanding legislative staffer who is a CSU alumnus.
   e. Faculty Workload Issues in Doctoral Programs calls attention to the need to
      recognize the increased demands likely to be made upon faculty
      teaching/advising/supervising in these programs.

2. There are several issues of potential interest to the campus.
   a. Review of the Structure of GE. The GE Advisory Committee has begun
      analysis of the results of the campus survey. We anticipate receiving
      responses from several campuses in the next couple of weeks. It is interesting to note that
      there is a new piece of legislation, AS 2168 (Liu) calling for an alignment of UC
      and CSU transfer GE requirements.
   b. Independent Doctorates. An oversight committee headed by Cristy Jensen
      (Sacramento) has been formed to give advice on implementation issues. It
      includes 5 other faculty members with expertise in doctoral programs and 5
      administrators with experience in joint programs. Quality, curriculum processes,
      workload and funding are ongoing issues. The relative roles of CSU faculty and
      community partners (school district and CC) are an important consideration.
      Timelines are short and this committee will likely play a more assertive
      oversight role than other system-wide committees in the past. It is imperative
      that quality and cooperation be maintained as our progress will be examined
      very closely by outside groups.
   c. LDTP. An oversight committee was recently formed to guide the project. It has
      met several times to give advice on policy and implementation issues. The
      project is not moving as quickly as all would hope. The committee is working on
      improving communications with the campuses. Several departments have still
      not submitted local patterns. Many majors still have not yet received complete
      votes on course descriptors from the campus departments. Getting these
      descriptors approved and posted for our CC colleagues is very important and
      urgent. The coming months will be busy as review coordinators and course
      reviewers will have to be named in all of the disciplines to review CC
      submissions.
   d. CSU Chief Academic Officer. Dr. Gary Reichard, former provost at CSULS
      has been named as the new Chief Academic Officer. He spent most of last
week meeting with the ASCSU and ASCSU leadership. We are very excited that he has been appointed. He is very faculty oriented and is adamant about the academic side of the house maintaining a strong voice in the CSU. He has indicated that he will be a strong advocate for involving faculty in decision-making and planning at the campus and system levels.

e. Remediation is an issue of pressing interest as the Trustees' deadline for phasing out remediation is fast approaching (2007). The Chancellor has indicated that he is in favor of delegating remediation to the community college campuses. Our numbers are not good for entering students but we do a good job of remediating students in their first year at CSU. There is a hope that EAP and parallel earlier interventions will reduce the need for remediation. There are no immediate plans to eliminate or dramatically scale back remediation but, there are also no clear signals as to what will happen policy-wise in the next few years.

f. Campus Budget Allocations. The Chancellor has indicated that campuses will be held accountable for missing enrollment targets this year and in the future, despite previous practice. Resources will flow to enrollments. Enrollment management workshops are taking place. CAO Reichard is encouraging the inclusion of faculty leaders in these workshops in campus planning efforts. Campuses may need to be much more realistic in setting their targets for growth in the future. Many ASCSU senators have taken up the issue of fairness in allocations this year with CSU leadership and Board members. The system Will try to ease the transition to the new approach to allocations this year but campuses will be penalized for missing targets by large margins.

g. There are several resolutions pending. The following two may be of particular interest.

i. Availability of Paper Copy of CSU Catalogs requests that paper copies of catalogs still be made available as there is are moves to an exclusively electronic format. Paper copies are of particular use to a variety of users.

ii. Title 5 Language to Accommodate the Independent Doctorate of Education Within the CSU. The CSU has the authority to change this portion of the Ed Code. It is being widely disseminated for feedback.
Academic Senate Committee Vacancies for 2006-2008

COLLEGE OF AGRICULTURE
Fairness Board
Grants Review Committee
Student Grievance Board

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN
Budget and Long-Range Planning Committee
Faculty Dispute Review Committee (2006-2007 term)
Fairness Board
Craig Baltimore, ArchEngr

COLLEGE OF BUSINESS
Budget and Long-Range Planning Committee
Instruction Committee
Student Grievance Board
Sustainability Committee

COLLEGE OF EDUCATION
Curriculum Committee
Distinguished Scholarship Award Committee
Faculty Affairs Committee
Faculty Dispute Review Committee (2006-2007 term)
Fairness Board
Grants Review Committee
Instruction Committee (2006-2007 term)
Research and Professional Development Committee (2006-2007 term)
Student Grievance Board (2006-2007 term)
Sustainability Committee (2006-2007 term)
US Cultural Pluralism Subcommittee

COLLEGE OF ENGINEERING
Distinguished Teaching Award (see below) Fred DePiero, ElecEngr
Fairness Board (2006-2007)

COLLEGE OF LIBERAL ARTS
Budget and Long-Range Planning Committee
Curriculum Committee
Instruction Committee
Student Grievance Board

COLLEGE OF SCIENCE AND MATHEMATICS
Budget and Long-Range Planning Committee
Distinguished Scholarship Award Committee
Fairness Board (2006-2007 term)
Grants Review Committee
US Cultural Pluralism Subcommittee

PROFESSIONAL CONSULTATIVE SERVICES
Faculty Affairs Committee
Faculty Dispute Review Committee
Research and Professional Development Committee
US Cultural Pluralism Subcommittee
Distinguished Teaching Award Committee 2006-2007 Membership

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<tr>
<th>College/Dept</th>
<th>Name</th>
<th>Exp</th>
<th>Term</th>
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<tr>
<td>CAGR</td>
<td>Tom Ruehr</td>
<td>2008</td>
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<td>CENG</td>
<td>Fred DePiero</td>
<td>2008</td>
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<td>CLAIModL&amp;L</td>
<td>William Martinez</td>
<td>2007</td>
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<tr>
<td>OCOB/Mgt</td>
<td>Michael Geringer</td>
<td>2007</td>
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<td>VACANCY</td>
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Select One:
- CLAIEnglish: Carol MacCurdy
- OCOB/Accounting: Lee Burgunder

UNIVERSITY-WIDE COMMITTEES
Vacancies for 2006

Academic Advising Council
(2 Representatives/1 Vacancy - can't be from CSM)
- Carole Moore: Career Serv 1 of 1
- Cynthia Moyer: NRM 1 of 1
- Xiaoying Rang: GrphComm 1 of 4

ASI Board of Directors
(1 Representative/1 Vacancy - Requires Wednesday night attendance)

Athletics Governing Board
(3 Representatives/1 Vacancy)
- Johanna Brown: Library 3 of 3
- Payam Saadat: Athletic 1 of 3
- Jim Sena: Mgmt 1 of 1

Campus Fee Advisory Committee
(1 Representative/1 Vacancy)

Committee on University Citizenship
(2 Representatives/1 Vacancy)

Student Health Advisory Committee
(1 Representative/1 Vacancy - also serves on the Health Services Oversight Committee)

Students with Disabilities Advisory Committee
(4 Representatives/1 Vacancy 2006-2007 term)
<table>
<thead>
<tr>
<th>Committee</th>
<th>Chair 2005-2006</th>
<th>Chair Since</th>
<th>Willing to Chair 2006-2007</th>
<th>Member of Committee</th>
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<td>Budget and Long-Range Planning Committee</td>
<td>Hal Johnston</td>
<td>2006</td>
<td>Hal Johnston</td>
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<td>CAED/Construction Management</td>
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<td>Curriculum Committee</td>
<td>Sue Elrod</td>
<td>2005</td>
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<td>Distinguished Scholarship Awards Committee</td>
<td>Don Choi</td>
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<td>CAED/Architecture</td>
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<td>Distinguished Teaching Awards Committee</td>
<td>Michael Geringer</td>
<td>2004</td>
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<td>Faculty Affairs Committee</td>
<td>Manzar Foroohar</td>
<td>2003</td>
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<td>Faculty Dispute Review Committee</td>
<td>Paul Rinzler</td>
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<td>CLA/Music</td>
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<td>Fairness Board**</td>
<td>Greg Bohr</td>
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<td>Kenneth Griggs</td>
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<td>Andrew Schaffner</td>
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<td>Barbara Mori</td>
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<td>Bruno Giberti</td>
<td>2005</td>
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<td>Student Grievance Board</td>
<td>Alan Weatherford</td>
<td>2006</td>
<td>Payam Saadat</td>
<td>Yes</td>
<td>PCS/Athletics</td>
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<td>Sustainability Committee</td>
<td>Harvey Greenwald</td>
<td>2005</td>
<td>Harvey Greenwald Linda Vanasupa</td>
<td>Yes</td>
<td>COSAM/Mathematics CENG/Materials Engineering</td>
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** No committee quorum
Background: Open-ended research courses that represent the culminating experience for graduate students are either Project (usually 598) or Thesis (599). Completing course requirements for 598 and 599 often delays degree completion for graduate students. Under the present grading policy, RP grades (Report in Progress, formerly the "SP" grade) are valid for three years, after which they are automatically changed to NC grades. This policy is a problem for many students who are unaware of it and believe that the seven year time limit is the only deadline they have for degree completion. When an RP grade is changed to NC, the student must re-register (5-9 units) in order to graduate. If the student no longer lives in California, s/he must register as an out of state student. This is a disincentive for these students to complete their degrees. In addition, changing an NC to a letter grade is extremely difficult, even when the faculty advisors request it.

Since there is no real reason for a more restrictive time limit, the proposed resolution would eliminate the three year time limit for thesis/project completion and allow RP grades in those courses noted (those that represent the culminating experience in the program) to remain valid throughout the existing Title V mandated, seven year time limit for degree completion.

WHEREAS, Current policy on grading in Project (598) and Thesis (599) courses sets a limit of three years on the length of time that RP (Report in Progress) grades may remain without being converted to a letter grade; and

WHEREAS, If the culminating experience (598) or thesis (599) has not been turned in within the three year period, the RP grade converts to an NC (No Credit) and the student must re-enroll in Project/Thesis classes in order to receive credit and a grade. In addition the units with NC grades remain on the transcript; and

WHEREAS, Graduate students are required to complete all graduate work, including Project and Thesis work, within seven years, it is recommended that RP grades in 598 and 599 courses be valid for the seven year time period. If a student requests and is granted an extension of the seven year limit, the RP grades in those classes should remain valid until the new time limit is reached; therefore be it

RESOLUTION ON GRADING OF GRADUATE COURSES 598 AND 599
RESOLVED: That RP grades given in Project (598) and Thesis (599) classes remain in effect for seven years; and be it further

RESOLVED: That if a student requests and is granted an extension of the seven year limit, the RP grade in Project/Thesis classes shall remain valid until the new time limit is reached.

Proposed by: Graduate Studies Committee
Date: March 29, 2006