



CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE
805.756.1258

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:

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

MINUTES OF
The Academic Senate Executive Committee
Tuesday, March 28, 2006
00220,3:00-5:00 p.m.

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&MEngr) 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
Instruction Committee

Tom Ruehr, Earth&SS
John Harris, NRM

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

Budget and Long-Range Planning Committee
Curriculum Committee
Cultural Pluralism Subcommittee

Hal Johnston, ConstMgt
James Mwangi, ArchEngr
Mike Lucas, Arch
Christy E. O'Hara, LandArch
Vicente Del Rio, C&RPlg

Library Committee

Research & Professional Development Committee

ORFALEA COLLEGE OF BUSINESS

Curriculum Committee
Distinguished Scholarship Award Committee
Faculty Affairs Committee
Grants Review Committee

Dan Villegas, Econ
Rami Shani, Mgt
Terri Swartz, Mkg
Kenneth Griggs, Mgt

COLLEGE OF ENGINEERING

Faculty Dispute Review Committee
Fairness Board
Instruction Committee

Saeed Niku, MechEngr
Faysal Kolkailah, AeroEngr
Xiaomin Jin, ElecEngr
Bryan Mealy, ElecEngr
Linda Vanasupa, MatsEngr

Library Committee

Sustainability Committee

COLLEGE OF LIBERAL ARTS

Distinguished Scholarship Award Committee
Faculty Affairs Committee
Faculty Dispute Review Committee
Library Committee
Research & Professional Development Committee
Sustainability Committee

Ken Macro, GrphComm
Manzar Foroohar, History
Paul Rinzler, Music
Barbara Mori, SocSci
Denise Daniels, Psyc&CD
Steve Marx, English

COLLEGE OF SCIENCE AND MATHEMATICS

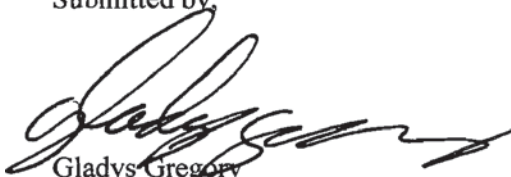
Faculty Dispute Review Committee
Research & Professional Development Committee

Mike Sutliff, Kines
Joanne Hunter, Kines

- | | |
|---|---|
| Sustainability Committee | Harvey Greenwald, Math |
| PROFESSIONAL CONSULTATIVE SERVICES | |
| Fairness Board | Chris Parker-Kennedy, DRC |
| Library Committee | Wayne Montgomery, Library |
| Student Grievance Board | Payan Saadat, Athletics |
| 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 |
| | Gary Clay, LandArch |
| 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 |
| Deans Admissions Advisory Committee | Jonathan Beckett, AniSci |
| | Kent Morrison, Math |
| Faculty Development Grants Review Committee | Vicente Del Rio, C&RPIg |
| International Education and Programs Council | William Martinez, ModL&L |
| 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 syllabi including all information deemed necessary to assure the student's understanding of the nature and requirements of the course. <u>M/SIP to approve the following amendments:</u> | |
| 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, <u>expecteellearning outcomes for the course</u> , 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: | <u>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</u> |
| | <u>M/SIP to agendize the resolution.</u> |

- 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 agendaize 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

Statewide Senate Report March 06
John Tarjan

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 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

| College/Dept | Name | Exp Term |
|---------------------|------------------|-----------------|
| CAGR | Tom Ruehr | 2008 |
| CENG | Fred DePiero | 2008 |
| CLAIModL&L | William Martinez | 2007 |
| OCOB/Mgt | Michael Geringer | 2007 |
| VACANCY | | |

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)

| Committee | Chair 2005-2006 | Chair Since | Willing to Chair 2006-2007 | Member of Committee | College/Department |
|---|----------------------------|------------------------|---------------------------------------|--------------------------------|---|
| Budget and Long-Range Planning Committee | <i>Hal Johnston</i> | 2006 | Hal Johnston | Yes | CAED/Construction Management |
| Curriculum Committee | Sue Elrod | 2005 | | | |
| Distinguished Scholarship Awards Committee | <i>Don Choi</i> | 2006 | Don Choi | Yes | CAED/Architecture |
| Distinguished Teaching Awards Committee | <i>Michael Geringer</i> | 2004 | Michael Geringer | Yes | OCOB/Management Area |
| Faculty Affairs Committee | <i>Manzar Foroohar</i> | 2003 | Manzar Foroohar | Yes | CLA/History |
| Faculty Dispute Review Committee | <i>Paul Rinzler</i> | 2005 | Paul Rinzler | Yes | CLA/Music |
| Fairness Board** | <i>Greg Bohr</i> | 2006 | Greg Bohr | Yes | CLA/Social Sciences |
| Grants Review Committee | David Braun | 2002 | Kenneth Griggs | Yes | OCOB/Management Area |
| Instruction Committee | <i>Andrew Schaffner</i> | 2005 | | | |
| Library Committee | <i>Barbara Mori</i> | 2005 | Barbara Mori | Yes | CLA/Social Sciences |
| Research and Professional Development Committee | Bruno Giberti | 2005 | | | |
| Student Grievance Board | <i>Alan Weatherford</i> | 2006 | Payam Saadat | Yes | PCS/Athletics |
| Sustainability Committee | <i>Harvey Greenwald</i> | 2005 | Harvey Greenwald Linda Vanasupa | Yes Yes | COSAM/Mathematics CENG/Materials Engineering |
| US Cultural Pluralism | Michael Lucas | 2001 | Michael Lucas | Yes | CAED/Architecture |
| ** No committee quorum | | | | | |

Adopted:

ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS- -06

RESOLUTION ON
GRADING OF GRADUATE COURSES 598 AND 599

1 Background: Open-ended research courses that represent the culminating experience for
2 graduate students are either Project (usually 598) or Thesis (599). Completing course
3 requirements for 598 and 599 often delays degree completion for graduate students. Under the
4 present grading policy, RP grades (Report in Progress, formerly the "SP" grade) are valid for
5 three years, after which they are automatically changed to NC grades. This policy is a problem
6 for many students who are unaware of it and believe that the seven year time limit is the only
7 deadline they have for degree completion. When an RP grade is changed to NC, the student must
8 re-register (5-9 units) in order to graduate. If the student no longer lives in California, s/he must
9 register as an out of state student. This is a disincentive for these students to complete their
10 degrees. In addition, changing an NC to a letter grade is extremely difficult, even when the
11 faculty advisors request it.

12
13 Since there is no real reason for a more restrictive time limit, the proposed resolution would
14 eliminate the three year time limit for thesis/project completion and allow RP grades in those
15 courses noted (those that represent the culminating experience in the program) to remain valid
16 throughout the existing Title V mandated, seven year time limit for degree completion.

17
18 WHEREAS, Current policy on grading in Project (598) and Thesis (599) courses sets a limit of
19 three years on the length of time that RP (Report in Progress) grades may remain
20 without being converted to a letter grade; and

21
22 WHEREAS, If the culminating experience (598) or thesis (599) has not been turned in within
23 the three year period, the RP grade converts to an NC (No Credit) and the student
24 must re-enroll in Project/Thesis classes in order to receive credit and a grade. In
25 addition the units with NC grades remain on the transcript; and

26
27 WHEREAS, Graduate students are required to complete all graduate work, including Project
28 and Thesis work, within seven years, it is recommended that RP grades in 598 and
29 599 courses be valid for the seven year time period. If a student requests and is
30 granted an extension of the seven year limit, the RP grades in those classes should
31 remain valid until the new time limit is reached; therefore be it

- 32
33 RESOLVED: That RP grades given in Project (598) and Thesis (599) classes remain in effect
34 for seven years; and be it further
35
36 RESOLVED: That if a student requests and is granted an extension of the seven year limit, the
37 RP grade in Project/Thesis classes shall remain valid until the new time limit is
38 reached.

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