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

MINUTES OF The Academic Senate Executive Committee Tuesday, March 28, 2006 UU220, 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:**

- Appointment of Yang Liu (OCOB) to the Students with Disabilities Advisory Committee A. **for 2005-2006:** M/S/P to approve appointment.
- В. Approval of Scott Steinmaus (BioSci) as internal reviewer for Theater & Dance and **Animal Science program review.** M/S/P to approve appointment.
- Approval of tali Freed (I&MEngr) as internal reviewer for Graphic Communication C. **Institute program review.** M/S/P to approve appointment.
- Academic Senate committee appointments for 2006-2007: The following Academic Senate D. 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

Christy E. O'Hara, LandArch Library Committee Research & Professional Development Committee Vicente Del Rio, C&RPlg

Kenneth Griggs, Mgt

Manzar Foroohar, History

Denise Daniels, Psyc&CD

Paul Rinzler, Music

Barbara Mori, SocSci

Steve Marx, English

ORFALEA COLLEGE OF BUSINESS

Curriculum Committee Dan Villegas, Econ Distinguished Scholarship Award Committee Rami Shani, Mgt Terri Swartz, Mkgt

Faculty Affairs Committee Grants Review Committee

COLLEGE OF ENGINEERING

Faculty Dispute Review Committee Saeed Niku, MechEngr

Fairness Board Faysal Kolkailah, AeroEngr Xiaomin Jin, ElecEngr **Instruction Committee** Library Committee Bryan Mealy, ElecEngr Sustainability Committee Linda Vanasupa, MatsEngr

COLLEGE OF LIBERAL ARTS

Distinguished Scholarship Award Committee Ken Macro, GrphComm

Faculty Affairs Committee

Faculty Dispute Review Committee

Library Committee

Research & Professional Development Committee

Sustainability Committee

COLLEGE OF SCIENCE AND MATHEMATICS

Faculty Dispute Review Committee

Mike Sutliff, Kines Joanne Hunter, Kines Research & Professional Development Committee

Sustainability Committee

PROFESSIONAL CONSULTATIVE SERVICES

Chris Parker-Kennedy, DRC Fairness Board Library Committee Wayne Montgomery, Library Student Grievance Board Payan Saadat, Athletics

University committee appointments for 2006-2007: The following University committee E.

appointments were approved.

Accommodation Review Board

Advisory Committee on Workplace Violence

Athletics Governing Board Cal Poly Corporation

Cal Poly Housing Corporation Board Cal Poly Plan Steering Committee

Campus Safety and Risk Management Committee

CAP Ad Hoc Editorial Coordination & Review Committee

Committee on University Citizenship

Coordinating Committee on Aids and HIV Infection

Deans Admissions Advisory Committee

Faculty Development Grants Review Committee International Education and Programs Council Instruction Advisory Committee on Computing Instructional Program Resources Allocation Committee

Student with Disabilities Advisory Committee

Sustainability Advisory Committee

F.

University Diversity Enhancement Council

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

COLLEGE OF BUSINESS COLLEGE OF ENGINEERING

COLLEGE OF SCIENCE AND MATHEMATICS

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. M/S/P to approve the following amendments:

That every instructor shall make available to each student in her/his class, RESOLVED:

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

That each department shall make available to students the expected learning RESOLVED:

outcomes for the course, preferably in the form of the course proposal; and be it

further

M/S/P to agendize the resolution.

Xiaoying Rong, GrphComm Cliff Barber, IT

Kevin Taylor, Kines

Harvey Greenwald, Math

Bill Kellogg, AgEd&C Jonathan Reich, Arch Johanna Brown, Library Gary Clay, LandArch

Jerome Breitenbach, ElecEngr

Bryan Mealy, ElecEngr Saeed Niku, MechEngr Kent Macdonald, Arch

Jonathan Beckett, AniSci Kent Morrison, Math Vicente Del Rio, C&RPlg William Martinez, ModL&L Franz Kurfess, CompSci

Fei Wang, ElecEngr

Xiaoying Rong, GrphComm

Kevin Taylor, Kines Robert Pena, Arch

Madoka Watabe-Belzel, FSN

Lee Burgunder, Acctg Mei-Ling Liu, CompSci

Steve Rein, Statistics

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/S/P 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.

VI	I. A	Adjournment:	meeting was	s adjourned	at 5:00	p.m.
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Submitted by,

Gladys Gregory Academic Senate