

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

**MINUTES OF**  
**The Academic Senate Executive Committee**  
**Tuesday, May 6, 2008**  
**01-409, 3:10–5:00 p.m.**

- I. Minutes: The minutes of April 22 and the revised minutes of February 19 were approved as presented.
- II. Communications and Announcements: none.
- III. Reports:
  - A. Academic Senate Chair: Giberti reported that Chair-Elect Soares is meeting with all Academic Senate committee chairs to discuss next year's senate business.
  - B. President's Office: Howard-Greene announced the conclusion of the fourth Baker Forum, where keynote speaker, John Morgridge, Chairman Emeritus of the Board, Cisco Systems, Inc., discussed the changing technology landscape and its implications for a polytechnic education.
  - C. Provost: Durgin reported that a strategic planning meeting, from the Cal Poly's point of view, has been scheduled for May 20 in Chumash Auditorium. The main objectives of the CSU strategic plan are (1) to increase student access and success, (2) to meet state needs for economic and civic development through continued investment in applied research and addressing workforce and other societal need, (3) to sustain institutional excellence through investments in faculty, innovation in teaching, and increased involvement of undergraduates in research and in their communities. Enrollment for fall quarter 2008 is on target with 3,631 freshmen and 721 transfer students averaging a 1267 on their SAT score.
  - D. Statewide Senate: none.
  - E. CFA Campus President: Saenz announced that CFA participated in Lobby Day in Sacramento where everyone was supportive of the CSU but not optimistic about the budget reductions, which are estimated at \$20 billion.
  - F. ASI Representative: none.
  - G. Caucus Chairs: none.
  - H. Other: none.
- IV. Consent Agenda: none.
- V. Business Items:
  - A. Academic Senate and University committee vacancies: The following appointment was made:  

<u>College of Architecture and Environmental Design</u>	
Curriculum Committee	Kevin Dong, Architectural Engineering

- B. Approval of remaining caucus chairs for 2008-2009: No appointments were made.
- C. Resolution on Changes to the Bylaws of the Academic Senate: M/S/P to agendize the resolution as follows.

<u>page</u>	<u>section</u>	<u>change recommended</u>
9	IV.A.1.d	<u>The Chair shall prepare, in consultation with committee chairs and the Provost, an annual list of charges for Academic Senate committees for approval by the Executive Committee.</u> The Chair shall meet with each committee or committee chair before the end of fall quarter to review these charges as well as applicable bylaws and procedures [Xref: VIII.C.5&7].
14	VIII.D.7&8	<u>7. Minutes shall be kept for each meeting and a copy transmitted to the Academic Senate office.</u> <u>8. Special rules and procedures must be approved by the Executive Committee, included in the committee's description, and on file with the Academic Senate office.</u>
14	VIII.I.1.a	<u>Membership</u> Ex officio members shall be the Provost/Vice President for Academic Affairs or designee, <del>the Budget Officer or designee,</del> the Vice President for Administration and Finance or designee, and an ASI representative.
15	VIII.I.2.a	<u>Membership</u> <del>General Faculty from colleges</del> <u>College</u> representatives shall be either <u>(1) the current chair of their college curriculum committee or (2) a</u> current member of their college curriculum committee. The Professional Consultative Services representative shall be an academic advisor from one of the colleges. Ex officio members shall be the Provost/Vice President for Academic Affairs or designee, the Dean of Research and Graduate Programs or designee, the Dean of Library Services or designee, a representative from Academic Records, and an ASI representative.
15	VIII.I.2.b	<u>Responsibilities</u> <u>The Curriculum Committee evaluates curriculum proposals from department and colleges before making recommendations to the Academic Senate. In addition, the committee makes shall develop recommendations regarding academic master planning and curriculum, academic programs, to the Senate on University requirements for graduation, general education, learning objectives, and cultural pluralism; provides library oversight as it relates to instruction curriculum; and addresses any other curriculum-related matter referred to it by the Senate, Senate chair, or Executive Committee. Members will meet at least quarterly and as needed. The chair of the Curriculum Committee shall be responsible for the coordination of the curriculum review with the Provost/Vice President for Academic Affairs office Academic Programs.</u>

The chair of the Curriculum Committee shall meet regularly with the chair of the Instruction Committee and the Chair of the Academic Senate.

15,16 VIII.I.2.b

U.S. Cultural Pluralism Subcommittee

There will be a standing subcommittee of the Curriculum Committee that is responsible for the initial review of courses proposed to fulfill the Cultural Pluralism baccalaureate requirement. This subcommittee shall consist of one General Faculty representative from each college and Professional Consultative Services. Terms shall be for two years, staggered to ensure continuity.

Academic Senate caucuses will solicit and receive applications for membership. The slate of applicants will be forwarded to the Curriculum Committee who will appoint members.

A chair of the subcommittee will be elected from the subcommittee members each academic year.

Ex officio Members shall be the department chair of Ethnic Studies, the department chair of Women's Studies, a representative from both the Director of the General Education Program, and the chair of the Academic Senate Curriculum Committee, or their designees, and an ASI representative.

Selection of courses to fulfill the requirement shall follow the criteria listed in Academic Senate resolution number AS-395-92.

Recommendations from this subcommittee will be forwarded to the Curriculum Committee which will, in turn, submit them to the Academic Senate for a vote.

16 VIII.I.3.a&b

a. Membership

General Faculty representatives should include former recipients of the Distinguished Scholarship Award. Ex officio members shall be the Dean of Research and Graduate Programs who shall also serve as the designee of the Provost/Vice President for Academic Affairs and two ASI representatives—one undergraduate and one graduate student.

b. Responsibilities

The Distinguished Scholarship Awards Committee shall conduct the selection process and determine the policies and procedures to be used in accordance with the special rules and procedures approved by the Executive Committee for judging potential candidates for the Distinguished Scholarship Award.

17 VIII.I.5.a

Membership

Ex officio members of the Faculty Affairs Committee shall be the Associate Vice President for Academic Personnel or designee and an ASI representative. Ex officio members shall be nonvoting members of the committee.

17,18 VIII.I.7.a

- (1) Pursuant to the Chancellor's Office guidelines for the State Faculty Support Grants (SFSG), [AA-2006-25], a majority of the membership shall consist of elected faculty members elected by the probationary and tenured faculty. They shall be elected as follows:
  - (a) one member shall be elected from each college and Professional Consultative Services by faculty unit employees from that college and Professional Consultative Services, respectively;
  - (b) membership shall be for two year terms, with the terms of service staggered between the various colleges and Professional Consultative Services.
- (2) Ex officio members shall be the Dean of Research and Graduate Programs or designee, an instructional dean or designee, the Foundation Executive Director or designee, and an ASI representative. Pursuant to the Chancellor's Office guidelines for the State Faculty Support Grants (SFSG), †The ASI representative must be a graduate student. The representative of the instructional deans shall be appointed by the Provost/Vice President for Academic Affairs for a two year repeatable term. Ex officio members shall be nonvoting members of this committee.
- (3) The chair of the Grants Review Committee shall be elected from the elected faculty members of the committee.
- (4) (3) No member of the Grants review Committee is eligible to apply for any grant, leave, or ward program administered by the committee while serving on the committee.

19 VIII.I.8.b

~~The chair of the Instruction Committee shall meet regularly with the chair of the Curriculum Committee and the Chair of the Academic Senate.~~

19 VIII.I.9.a&b

- a. Membership  
Ex officio members shall be the Dean of Research and Graduate Programs or designee, an instructional dean or designee, the Vice President for Administration and Finance or designee, the Foundation Executive Director or designee, and an ASI representative. The representative of the instructional deans shall be appointed by the Provost/President for Academic Affairs for a two year repeatable term. Ex officio members shall be nonvoting members of this committee.
- b. Responsibilities  
The Research and Professional Development Committee shall:
  - (1) Make recommendations concerning on University policies and procedures for research and professional development activities on campus regarding scholarship.

(2) Provide advice and guidance related to research and professional development to the following regarding scholarship to the following:

- (a) Kennedy Library
- (b) Information Technology Services
- (c) Cal Poly Technology Park
- (d) University committees
- (e) campus research centers and institutes

VI. Discussion Items:

A. Discussion of Research Committee and Sustainability Committee: Due to lack of time, this item was not discussed.

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

Submitted by,

Gladys Gregory  
Academic Senate