I. Minutes: none.

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

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

IV. Consent Agenda:

V. Business Item(s):
A. Academic Senate committee/task force charges for 2010-2011: (distributed at meeting).
B. Filling of Academic Senate/University committee vacancies: (distributed at meeting).
C. Approval of senators for OCOB (fall qtr) and CSM (2010-12).

VI. Discussion Item(s):
"Commitment to Community" and course syllabi.

VII. Adjournment:
Committee Charges for 2010-2011

Budget and Long Range Planning Committee

Fall:

Two volunteers from B&LRP to participate in fall WASC-Senate ad hoc task force on teacher-scholar model – the work of this task force will be complete by the end of fall quarter. The chair of the Teacher-Scholar task force is Scott Steinmaus.

Task force charges:

- Resolution stating what the teacher-scholar model means for Cal Poly (including a working definition of scholarship) (B&LRP contribution here is important, because there needs to be some understanding of the cost of the teacher-scholar model, and who should bear that cost)
  Resolution due to Senate office by February 7, 2011
- Resolution on professional development plan and university-level RPT (B&LRP participants do not need to contribute to this resolution, but may do so, if desired)
  Resolution due to Senate office by February 7, 2011

B&LRP participants in teacher-scholar task force should be reporting back to B&LRP about task force progress, and for feedback. While the task force does its work, remaining members of B&LRP can begin work on winter and spring charges, as directed by B&LRP chair.

Fall - Winter:

Budget:

- Resolution on what it means to have advisory powers concerning the budget and what is meant by “budget transparency” (what are the expectations of the committee and what would the committee like to bring to discussions about the budget? Relationship to advancement?)
  Resolution due to Senate office by February 7, 2011
- Mode and Level calculations (as fine grained as is reasonable)
- Revise, as deemed appropriate to committee and within reason, the charge of 2009-2010 (how many courses can we afford to teach), and carry out
- Present to Senate mode and level calculations and completion of revised 2009-2010 charge
  Due April 4, 2011
- General for Budget and Long Range Planning: submit procedures for approval (submit by end of winter quarter)

Spring:

Long Range Planning:

- * above – the committee should determine whether the resolution on “advisory powers” and “transparency” is in place of the white paper on which it was working, or in addition to the white paper
- Follow up on establishing relationship with Advancement and seek consultation on new campaign plans
Enrollment management: obviously tied to how much state $ CP gets, our programs, and student fees, so how does it work at CP?

Curriculum Committee
- Ongoing review of curriculum proposals: catalog cycle proposals and continuous course review proposals
- Rachel Femflores to work in consultation with Susan Opava: draft a resolution for the Curriculum Committee to work with calling for establishment of subcommittee of Curriculum Committee for graduate programs and courses (similar to USCP subcommittee)
  Femflores to have complete draft for Committee consideration by early-fall quarter. Consultation with Curriculum Committee to be complete by October 25, so resolution can go on Nov. 2 Executive Committee agenda.
- Review of curriculum handbook: does it reflect current curriculum review processes? Preferred review processes? Due April 4, 2011 (Discuss with Senate Chair as things progress)
- Consider revising course proposal form to include reference to ULO’s among the course outcomes (in consultation with Office of Registrar – Susan Olivas) – mid-to-end of the year project, after Senate discussions about ULO’s, assessment. This should probably come to the Senate at the very least as a discussion item, if not in the form of a resolution. Curriculum Committee to consult with Senate Chair about best approach (discussion or resolution). Due April 11, 2011 (Discuss with Senate Chair as things progress)

Distinguished Scholarship Award Committee
- Ongoing evaluation of candidates and recipients of the DSA

Distinguished Teaching Award Committee
- Ongoing evaluation of candidates and recipients of the DTA

Faculty Affairs Committee

Fall:
- Review and revise resolution on RPT report
  Due in Senate office on October 25, 2010
- Submit procedures without section listing “responsibilities” – some of those currently listed would require a change in the bylaws
  Due in Senate office on October 25, 2010

Senate-WASC Task Force Groups:

A.

One or two volunteers from Faculty Affairs to participate in fall WASC-Senate ad hoc task force on teacher-scholar model – the work of this task force will be complete by the end of fall quarter. The chair of the Teacher-Scholar task force is Scott Steinmaus.

Task force charges:
• Resolution stating what the teacher-scholar model means for Cal Poly (including a working definition of scholarship)
• Resolutions on professional development plan and university-level RPT Committee

B.

One or two volunteers from Faculty Affairs to participate in fall WASC-Senate ad hoc task force on Integration and Student Learning – the work of this task force will be complete by the end of fall quarter. The co-chairs of the Integration and Student Learning task force are Doris Derelian and Susan Sparling

Task Force Charges:

• Resolution about course syllabi & learning outcomes
  Due in Senate office by February 7, 2011
• Resolution making a recommendation to the Senate re: where the program goals should be posted or otherwise public
  Due in Senate office by December 27, 2010

C.

One or two volunteers from Faculty Affairs to participate in fall Senate ad hoc task force on strategic plan – the work of this task force will be complete by the end of January. The chair of the Strategic Plan task force is Eric Mehiel.

Task Force Charge:

• Resolution endorsing Strategic Plan, along with any recommended changes to the plan
  Resolution due to Senate office by January 17, 2011

Winter:

• Possible involvement with Assessment Task Force
• Resolution on shared governance and collegiality (including on budgetary matters, as well as the importance of collegiality in the Senate and extending down through the colleges between faculty, staff, deans)
  Resolution due to Senate office by March 21.

Spring:

• Carry over: Review general policy for MPP searcher per AS-659-07 -- (committee chair to investigate and report on protocol relative to Academic Senate committee involvement on developing/writing/reviewing policy)

Fairness Board

• Ongoing review of filed grievances
Early in Fall quarter: clarify procedures per Executive Committee meeting 5.13.10 (Flow chart: “Make sure that steps in the flow chart are consistent with the more detailed version of the process in the actual description (especially between steps 1 and 2 of the flow chart”)

Due in Senate office October 4, 2010

Grants Review Committee
- Ongoing review and awarding of campus grants

Instruction Committee

Fall:

A.

Two volunteers from Instruction Committee to participate in fall WASC-Senate ad hoc task force on Integration and Student Learning – the work of this task force will be complete by the end of fall quarter. The co-chairs of the Integration and Student Learning task force are Doris Derelian and Susan Sparling.

Task Force Charges:

- Resolution about course syllabi & learning outcomes
  Due in Senate office February 7, 2011
- Resolution making a recommendation to the Senate re: where the program goals should be posted or otherwise public
  Due in Senate office December 27, 2010

B.

Two volunteers from Instruction Committee to participate in fall WASC-Senate ad hoc task force on learn-by-doing – the work of this task force will be complete by the end of fall quarter. The chair of the Learn-by-Doing task force is Tom Trice.

Task Force Charge:

- Resolution stating what learn-by-doing is and what it means in relation to GE and diversity learning
  Due in Senate office by December 27, 2010

Winter:

- Resolution on classroom civility (committee chair can ask Senate office to find samples from other CSU’s if needed – note that the committee need not develop a policy, merely a statement, although if the committee feels a policy is called for, it can so suggest for the future)
  Resolution due to Senate office by March 21
- Resolution on advising (different roles of different advisors – discuss with Kris McKinlay)
  Resolution due to Senate office by April 11


Spring:

- Resolution prohibiting students from dropping classes in which they have been caught cheating or plagiarizing
  Resolution due to Senate office by May 2

Research Committee

Fall:

A.

Committee chair and volunteer from Research Committee to participate in fall WASC-Senate ad hoc task force on teacher-scholar model – the work of this task force will be complete by the end of fall quarter. The chair of the Teacher-Scholar task force is Scott Steinmaus.

Task force charges:

- Resolution stating what the teacher scholar model means for Cal Poly (including a working definition of scholarship)
  Resolution due to Senate office by February 7, 2011
- Resolutions on professional development plan and university-level RPT

B.

One or two volunteers from Research Committee to participate in fall Senate ad hoc task force on strategic plan – the work of this task force will be complete by the end of January. The chair of the Strategic Plan task force is Eric Mehiel.

Task Force Charge:

- Resolution endorsing Strategic Plan, along with any recommended changes to the plan
  Resolution due to Senate office by January 17, 2011

Winter and Early Spring:

- Review current policy regarding research and human subjects – Senate Chair continues to hear complaints from faculty members who think the procedures outlined in the policy are outdated. Some faculty members have suggested that the policy ought to be separated from the procedures, and either or both be updated. Develop methodology to allow for anonymous reporting of concerns from faculty as part of the review. Make recommendation to Senate to endorse the policy as it is, or to revise it in light of feedback from faculty members.
  Resolution due to Senate office by April 11

Sustainability Committee:

- Submit procedures for approval (e.g., Suscat) (late winter quarter will be fine, but ideally, due in Senate office by February 7, 2011)
- Develop resolution outlining one initiative toward reducing our carbon footprint the Senate can recommend to the administration, including approximate cost of initiative
  Resolution due to Senate office by February 7

All Committees
- Review approved committee procedures to be sure that they continue to reflect procedures used by committee

In-House Resolutions/By-laws (MC & RF)
- Resolution on operating procedures for Senate committees (repeal AS-306-89)
  Resolution due to Senate office September 13, 2010
- Resolution on electronic Senate elections
  Resolution due to Senate office September 13, 2010
- Policy re: initiatives in conflict with Mission Statement (propose that for any such initiatives, the committee chairs would form an ad hoc committee to review initiative relative to Mission Statement, then make recommendation to full Senate?)
  Resolution due to Senate office October 4, 2010
- Resolution on changes to by-laws: program review?
  Resolution due to Senate office September 13, 2010
- Resolution to endorse Cheating/Plagiarism policy
  Resolution due to Senate office October 4, 2010

In-House (from RF, Bruno, and consult with Doug Keesey)
- Resolution on assessment – what it is, and what it isn’t about (academic quality of programs, student success, not intended to be punitive)
  Resolution due to Senate office September 15, 2010

Academic Senate Task Forces (independent from Senate-WASC Task Forces)
- Honors Program: how to revise existing program so that all students have similar opportunities to those in the Honors Program?
  Resolution due to Senate office February 7, 2011
- GE Task Force, Chair Rachel Fernflores
  Resolution due to Senate office May 2, 2011
- Strategic Plan Task Force, Chair Eric Mehiel
  Resolution due to Senate office January 17, 2011
ACADEMIC SENATE COMMITTEE VACANCIES

College of Agriculture, Food and Environmental Science
BUDGET & LONG RANGE PLANNING COMMITTEE – 2010-2011
CURRICULUM COMMITTEE – 2010-2012
GRANTS REVIEW COMMITTEE – 2010-2012

College of Architecture and Environmental Design
BUDGET AND LONG-RANGE PLANNING COMMITTEE – 2010-2011
GRANTS REVIEW COMMITTEE – 2010-2011
INSTRUCTION COMMITTEE – 2010-2011

(Orfalea) College of Business
RESEARCH AND PROFESSIONAL DEVELOPMENT COMMITTEE – 2010-2011

College of Engineering
CURRICULUM COMMITTEE – 2010-2011

College of Science and Mathematics
INSTRUCTION COMMITTEE – 2010-2011
RESEARCH AND PROFESSIONAL DEVELOPMENT COMMITTEE – 2010-2012

UNIVERSITY COMMITTEE VACANCIES

CAL POLY HOUSING CORPORATION BOARD

CAL POLY PLAN STEERING COMMITTEE – 2 vacancies

CAMPUS FEE ADVISORY COMMITTEE

CAP AD HOC EDITORIAL COORDINATION AND REVIEW COMMITTEE – 3 vacancies
Graham Archer (Faculty Affairs Committee Chair, 2010-2011)
Harvey Greenwald (CSM)
Bryan Mealy (CENG)

COORDINATING COMMITTEE ON AIDS AND HIV INFECTION

DEANS ADMISSION ADVISORY COMMITTEE - representative from B&LRPC

INFORMATION RESOURCE MANAGEMENT POLICY AND PLANNING COMMITTEE

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)

INSTRUCTIONALLY RELATED ACTIVITIES ADVISORY COM (IRA) – CAED [2010-2013], CSM [2009-2011]

INTELLECTUAL PROPERTY REVIEW COMMITTEE – CAED [2010-2013], CSM [2010-2011]

UNIVERSITY UNION ADVISORY BOARD
## Academic Senate Committees 2010-2011

### Budget and Long Range Planning Committee

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### Curriculum Committee

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### Distinguished Scholarship Award Committee

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### DISTINGUISHED TEACHING AWARD COMMITTEE

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### FACULTY AFFAIRS COMMITTEE

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### GRANTS REVIEW COMMITTEE (elected committee; ex officio members are nonvoting)

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**VACANT**

- **CAED** 2011
- **CAFES** 2012
### INSTRUCTION COMMITTEE

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#### RESEARCH AND PROFESSIONAL DEVELOPMENT COMMITTEE
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