



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

MEETING OF THE ACADEMIC SENATE EXECUTIVE COMMITTEE
Tuesdays, June 10, 2008
UU 216, 3:10 to 5:00pm

- I. Minutes: Approval of Executive Committee minutes for May 6 and May 13, 2008: (pp. 2-8).
- II. Communications and Announcements:
- 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 and University committee vacancies: (pp. 9-11).**
 - B. **Academic Senate vacancies; approval of:**
 - Jeff Danes, OCOB senator for 2008-2010**
 - Rich Saenz, CSM senator for 2008-2010**
 - Marisa Ramirez, PCS senator for 2008-2010**
 - Dustin Stegner, CLA FQ replacement for Katie McCormick**
 - C. **Discussion/appointment of committee chairs to Fairness Board, Instruction Committee, Research Committee, and Sustainability Committee.**
- VI. Discussion Item(s):
- VII. Adjournment:

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
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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	<p><u>7. Minutes shall be kept for each meeting and a copy transmitted to the Academic Senate office.</u></p> <p><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></p>
14	VIII.I.1.a	<p><u>Membership</u></p> <p>Ex officio members shall be the Provost/Vice President for Academic Affairs or designee, the Budget Officer or designee, the Vice President for Administration and Finance or designee, and an ASI representative.</p>
15	VIII.I.2.a	<p><u>Membership</u></p> <p>General Faculty from colleges <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.</p>
15	VIII.I.2.b	<p><u>Responsibilities</u></p> <p><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></p>

~~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

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

MINUTES OF
The Academic Senate Executive Committee
Tuesday, May 13, 2008
01-409, 3:10–5:00 p.m.

- I. Minutes: none.
- II. Communications and Announcements: Giberti announced that the continuation of the faculty social hours will be discussed, and other alternatives will be considered.
- III. Reports:
 - A. Academic Senate Chair: none.
 - B. President's Office: Howard-Greene announced that the CSU Board of Trustees is considering a 10% fee increase of academic fees for next year. About 1/3 of the revenues generated by the fee increase will be set aside for financial aid. In addition, Howard-Greene announced that President Baker has been appointed to the board of governors for the United States-Mexico Foundation for Science (FUMEC). FUMEC is a bi-national, non-governmental body, which promotes and supports scientific and technological collaboration between both countries.
 - C. Provost: Durgin reported that all but three of the 200 students in the incoming mechanical engineering class, are qualified to go directly into calculus in the fall. In addition, Cal Poly is continuing with the hiring of all tenure track faculty and advancement office staff. All other positions require prior approval.
 - D. Statewide Senate: Foroohar reported the approval of 13 resolutions at the last plenary meeting in Long Beach, which included resolutions on shared governance, Access to Excellence, FERP policies, the support of a system wide virtual library, and support of the troops.
 - E. CFA Campus President: Saenz announced that the U.S. Supreme Court has ruled that the language of the oath, which all new hires must sign, does not compel people to "bear arms." The Chancellor's Office is preparing an information sheet on the oath that explains this.
 - F. ASI Representative: Souza reported the results from the first round of elections are in and Angela Kramer is selected ASI president for 2008-2009.
 - G. Caucus Chairs: none.
 - H. Other: none.
- IV. Consent Agenda: none.
- V. Business Items:
 - A. CAED caucus chair for 2008-2009 (Giberti): Stephen Phillips will continue as caucus chair.
 - B. Resolution on Changes to the *Bylaws of the Academic Senate*: Section VIII.1.4.a&b, changes made to the membership and responsibility of the Distinguished Teaching Awards Committee (Executive Committee): M/S/P to approve the following wording:

VIII.I.4.

a. Membership

~~The Distinguished Teaching Awards Committee shall include up to seven General Faculty members when possible, one from each college. The faculty members should be former recipients of the Distinguished Teaching Award. If no prior Distinguished Teaching Award recipients from a particular college are available and willing to serve, the Executive Committee in consultation with the Distinguished Teaching Awards Committee chair may appoint a faculty members from that college who has a clear and compelling record of sustained, outstanding instructional performance distinguished teaching.~~ Ex officio members shall be two ASI representatives. The ASI representatives will have at least junior standing and will have completed at least three consecutive quarters and 36 quarter units at Cal Poly with at least a 3.0 grade point average.

b. Responsibilities

The Distinguished Teaching Awards Committee shall conduct the selection process and judge potential candidates for the Distinguished Teaching Award in accordance with the special rules and procedures developed by the Teaching Awards Committee and approved by the Executive Committee. Final recommendations regarding the Distinguished Teaching Award recipients will be submitted ~~directly~~ to the President through the Academic Senate Chair.

- C. Agendize bylaw changes under Consent Agenda and Business Items (Giberti): After some discussion, it was decided to place all bylaw changes under the Business Items of the next Academic Senate agenda.
- D. Resolution on Revision to Fairness Board Description and Procedures (Fairness Board): Burd presented the resolution, which revises the description and procedures for the Fairness Board. The resolution was agendized.
- E. Resolution on Revisions to Campus Administrative Manual Section 684: Academic Dishonesty – Cheating and Plagiarism (Fairness Board): Burd presented this resolution, which revises and updates CAM 684 to indicate that the Office of Student Rights and Responsibilities (OSRR) now conducts the appeal process for students accused of cheating and plagiarism. The resolution was agendized.

VI. Discussion Items:

- A. Discussion of Research Committee and Sustainability Committee: Giberti suggested that further review and discussion be conducted prior to selecting committee chairs and assignment of release time to the Research and Professional Development Committee and the Sustainability Committee.
- B. Effective shared governance: 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

**Statements of Interest Received for
Academic Senate Committee Vacancies for 2008-2010**

COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENTAL SCIENCE

Instruction Committee

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

Faculty Affairs Committee (2008-2009)

Sustainability Committee (2008-2009)

COLLEGE OF EDUCATION

Distinguished Scholarship Award

Fairness Board

Sustainability Committee (2008-2009)

COLLEGE OF LIBERAL ARTS

Curriculum Committee

COLLEGE OF SCIENCE AND MATHEMATICS

Budget and Long Range Planning Committee

Distinguished Scholarship Award

PROFESSIONAL CONSULTATIVE SERVICES

Fairness Board

DISTINGUISHED TEACHING AWARD COMMITTEE

CONTINUING MEMBER

CBUS* Mike Geringer Management Area

NOMINATIONS RECEIVED

(One representative from each: CAED, CAFES*, CENG, CLA*, COE, CSM* and PCS)

CAED Michael Lucas Architecture
I am a recipient of the 2007-08 award and am happy to represent CAED on the 2008-10 committee. I have been at Cal Poly the bulk of my teaching career but have done peer reviews for City and Regional Planning, Ethnic Studies, and Architecture.

CAFES* Tom Ruehr Earth and Soil Sciences (Incumbent)
I have served on the committee at various times since I received the award in 1980. I have a memory to share about unique problems the committee sometimes encounters. I can only serve for 3 more years and will be happy to continue until I complete my University service.

CSM* Dave Keeling Chemistry and Biochemistry
I will begin FERPing next fall, but plan to teach half time in Fall, Winter, and Spring quarters. I should have an easier time making classroom visitation than in the past (1998, 1999, 2003, and 2004).

CSM* Matt Moelter Physics
I am interested in being a member of the Distinguished Teaching Award Committee. As a previous recipient, I know what an honor it is to be recognized by the combination of students and faculty. I appreciated the time and energy put in by the committee members to review the nominations and make class visits. I am interested in seeing firsthand the variety of excellent teaching here at Cal Poly. Serving on the committee would be informative and satisfying as I helped to identify and recognize worthy colleagues.

* Indicates a one-year term (2008-2009) in order to stagger representation.

UNIVERSITY COMMITTEES

ADVISORY COMMITTEE ON WORKPLACE VIOLENCE - 1 Vacancy

CAL POLY PLAN STEERING COMMITTEE - 2 Vacancies

CAMPUS PLANNING COMMITTEE - 1 Vacancy

COORDINATING COMMITTEE ON AIDS AND HIV INFECTION - 1 Vacancy

DEANS ADMISSION ADVISORY COMMITTEE – 1 Vacancy – must be a members of the Academic Senate Budget and Long Range Planning Committee.

INTELLECTUAL PROPERTY REVIEW COMMITTEE – from CSM

STUDENTS WITH DISABILITIES ADVISORY COMMITTEE – 1 Vacancy