



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

MEETING OF THE ACADEMIC SENATE EXECUTIVE COMMITTEE
Tuesday, October 11 2011
01-409, 3:10 to 5:00pm

- I. Minutes:
Approval of Academic Senate Executive Committee minutes for September 20 2011
(pp. 2-3).
- II. Communication(s) and Announcement(s):
- III. Reports:
 - A. Academic Senate Chair:
 - B. President's Office:
 - C. Provost:
 - D. Statewide Senate:
 - E. CFA:
 - F. ASI:
 - G. Other:
- IV. Business Item(s):
 - A. **Academic Senate/university committees and task force vacancies for 2011-2013:** (pp. 4-10).
 - B. **Resolution on Consent Agenda Review Duration for Curricular Proposals:**
Schaffner, chair of the Curriculum Committee (pp. 11-13).
- V. Discussion Item(s):
Academic Senate Executive Committee: should proxies be provided for Executive Committee matters? [The *Bylaws of the Academic Senate* is silent on this matter; however, traditional practice has been to not allow Executive Committee members to give their proxy to another Executive Committee member.]
- VI. Adjournment:

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

MINUTES OF THE
ACADEMIC SENATE EXECUTIVE COMMITTEE
Tuesday, September 20 2011
01-409, 3:10 to 5:00pm

- I. Minutes: none.
- II. Communication(s) and Announcement(s): none.
- III. Reports:
 - A. Academic Senate Chair: Fernflores reported that due to the lack of time to pass a resolution on the proposed changes to the presidential search policy and presidential candidate campus visits, she wrote a letter to the Chancellor and Board of Trustee members that summarized comments she had received from some faculty and staff members. She also announced that Provost candidates will be visiting campus during the next two weeks.
 - B. President's Office: Kinsley thanked everyone for their participation at fall conference.
 - C. Provost: Koob announced that current enrollment for fall quarter is 16,030 FTES resident students and 1,252.6 FTES non-resident students. The decision to lower the enrollment target by 2% proved beneficial since Cal Poly experienced a 3% increase in show rate. The increase in show rate indicates our competitive cost when compared to the UC system.
 - D. Statewide Senate: Foroohar reported on the following issues discussed at the statewide meeting: 1- Bernadette Cheyne (Humboldt) was introduced as the new faculty trustee. The position had been vacant for the past two years because the former governor refused to appoint a trustee from the Senate's recommended list. 2- There was a lengthy discussion of SB 1440 implementation, including the impact on American Institutions requirements, faculty control of the curriculum, and political considerations. 3- The ASCSU constitutional amendment dealing with academic freedom is moving along and will almost certainly pass once the remaining campuses vote. 4- Resolution on "Response to Proposed Changes to the Board of Trustees Policy for the Selection of Presidents: Affirming the importance of Campus Involvement and Transparency." The resolution supports the current practice of campus visits for presidential candidates and opposes the possibility of internal candidates being selected without a formal search, while supporting the inclusion of internal candidates in the presidential pools was approved.
LoCascio reported that on its September 15-16 meeting, the following resolutions were discussed: the establishment of a CSU Professional Doctorate Advisory Committee, the establishment of California Community College (CCC) General Education (GE) Pattern and Nursing Prerequisite Course to match the CSU GE breadth requirement, maintaining the quality in the CSU, presidential compensation in the CSU, maintenance of public access to the California Postsecondary Education Committee (CPEC) data, Compass project, and the recognition of the 50th anniversary of the California State University.
 - E. CFA Campus President: Thorncroft announced that the target date for a new contract will be known by the middle of October.
 - F. ASI Representative: Tabrizi announced that there are 200 job openings for the new Rec Center scheduled to open on January 2012. Information and timelines are available at

ASI.calpoly.edu. Cal Poly students passed a resolution stating that they are not in support of waiving campus visits by presidential candidates.

G. Caucus Chairs: none.

H. Other: none.

IV. Consent Agenda: none.

V. Business Items:

A. **Academic Senate and university committee vacancies for 2011-2013:** The following were approved:

College of Architecture and Environmental Design

Graduate Programs Subcommittee James Doerfler, Arch

College of Science and Math

Curriculum Committee John Walker, Stats

Fairness Board Jonathan Shapiro, Math

Campus Planning Committee

Renoda Campbell, Student Life & Leadership

Academic Assessment Council

Beth Chance, Stats

B. **Academic Senate committee charges for 2011-2012:** The charges presented were approved with the following additions:

Curriculum Committee – continue discussion of course proposal forms and consider changes (could include statement of alignment between program objectives or ULO's with course outcomes)

Faculty Affairs Committee – look into a policy for securing insurance for faculty for international travel and prepare a report or resolution.


C. **Resolution on Modification to *Bylaws of the Academic Senate*, Section III: Election Procedures (Executive Committee):** Fernflores presented the resolution which requests the addition of procedural language specific to matters requiring a vote by the General Faculty. M/S/P to agendize.

D. **Resolution on Protecting the "American Institutions" Requirements at Cal Poly (Academic Senate Liberal Arts Caucus Chair and Assistant Professor of History):** Lewis Call presented the resolution which requests that Cal Poly not waive the American Institutions requirement for any baccalaureate degree, that Cal Poly request that the California state legislature amend "The Student Transfer Achievement Reform Act" for clarification, and that Cal Poly reaffirm its commitment that all graduates should demonstrate a comprehensive understanding of the workings of American democracy and the society in which they live. M/S/P to agendize.

VI. Discussion Item(s): none, due to lack of time.

VII. Adjournment: 5:30 pm

Submitted by,


Gladys Gregory
Academic Senate

ACADEMIC SENATE COMMITTEE VACANCIES

2011-2013

College of Agriculture, Food and Environmental Science

DISTINGUISHED SCHOLARSHIP AWARDS COMMITTEE

GRADUATE PROGRAMS SUBCOMMITTEE

Jim Ahern, Agribus (31 years at Cal Poly) Tenured

I have been on the President's Graduate Studies Committee for about 10 years, and on CAFES/CAGR Grad Studies Committee for the same length of time. My goal is to see Cal Poly accept this idea of graduate study and become a real university. I feel it's an area with which I can really agree with the top CP administrators.

INSTRUCTION COMMITTEE (2011-2012)

College of Architecture and Environmental Design

DISTINGUISHED SCHOLARSHIP AWARDS COMMITTEE

GE GOVERNANCE BOARD (2011-2014)

GRANTS REVIEW COMMITTEE

INSTRUCTION COMMITTEE

RESEARCH & PROFESSIONAL DEVELOPMENT COMMITTEE

Replacement for Marc Neveu 2011-2012

College of Engineering

CURRICULUM COMMITTEE

Chris Pascual, Mechanical Engineering (11 years at Cal Poly) Tenured

Motivation: I have served on the ASCC in the past and I feel that this committee is instrumental in fulfilling the mission of the university and for promoting student success.

Skills: As a tenured full professor I have expertise in the CENG curriculum. I am also the ABET assessment coordinator for the mechanical engineering program. Therefore, I am well-versed in the language and importance of student assessment.

Qualifications: In addition to past experience on the ASCC, I have submitted proposals for new graduate programs in fire protection engineering. Therefore, I am familiar with the process needed to make curricular changes. I also served on the certificate proposal task force and helped draft the policy for the university.

Understanding: Based on my past experience, I understand the role of the ASCC. This committee helps maintain the high standard that Cal Poly is recognized for by its constituents. As a voice for the faculty in CENG, I can articulate the concerns of the CENG faculty. I can also communicate effectively with the CENG faculty and explain the role of ASCC in the curriculum review process.

FACULTY AFFAIRS COMMITTEE

College of Liberal Arts

CURRICULUM COMMITTEE (2011-2012)

College of Science and Mathematics

BUDGET & LONG RANGE PLANNING COMMITTEE (2011-2012)

Derek Gragson, Chem&BC (12 years at Cal Poly) Tenured

I have been at Cal Poly for twelve years and during that time I have spent many years on our department physical operations committee. This committee is charged with budget and space decisions. I have also worked with the department chair recently on cost saving measures in the department to address the upcoming budget reduction. I am very familiar with the CSM budget

and how the university allocates resources. I regularly track SCU and WTU counts in our department and college in an attempt to make data driven decisions on budgetary issues. If elected to this committee I would bring a commitment to evaluate all available data on student enrollment, faculty workload, class size, lecture vs. lab offerings, etc. in recommending the best course of action regarding budgetary decisions.

INSTRUCTION COMMITTEE

Peggy Rice, Chem&BC (15 years at Cal Poly) Tenured

I noticed that the Instructional Committee recently created a resolution for student advising, which was adopted this Spring. I am very interested in student advising, and am trying to improve advising in my department. Students are often sent to me for advising by other department members. Learning about how this resolution will be disseminated, and how other departments handle advising would be very helpful for me.

I am also interested in other aspects of instruction, such as senior project archiving and grading policies.

I have served previously on the campus-wide General Education Committee, and I think my experience with GE requirements and course approvals will be useful for this committee as well. I have a sincere, deep interest in improving instruction for our students.

Professional Consultative Services

CURRICULUM COMMITTEE

INSTRUCTION COMMITTEE

UNIVERSITY-WIDE COMMITTEE VACANCIES

ACADEMIC ADVISING EXECUTIVE COUNCIL

Josh Machamer, Chair of the GE Governance Board (interim appointment)

My current role as Chair of the GEGB has given me early insight into the value and necessity of shared, common philosophical through-put for what we are giving to our students. I see it as a necessary attribute to have GE be apart of the larger University Advising ideology – particularly when we are talking about the ability for us to find ways of experiential learning with students.

My goals on the committee would be of an inclusive nature – to help provide programmatic perspective on the large scale issues related to Advising – as well as be able to serve as one whose perspective might question the process of administering new policies.

I am excited about the collaborative opportunity to integrate GE with University wide Advising in many new and innovative ways... having already spoken with Carter on a couple of occasions. Additionally, the inclusion of GE as a partner on the committee again serves as one of the recommended actions taken up by the GE Task Force last year AY10-11.

CAL POLY HOUSING CORPORATION BOARD - one vacancy (2011-2013)

CAL POLY PLAN STEERING COMMITTEE – two vacancies (2011-2012)

CAMPUS PLANNING COMMITTEE – one vacancy (2011-2013)

COMMITTEE ON UNIVERSITY CITIZENSHIP (CUCIT) – two vacancies (2011-2013)

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC) – one vacancy (2011-2014)

INTELLECTUAL PROPERTY REVIEW COMMITTEE – one **CSM vacancy** (2011-2014)

INSTRUCTIONAL ADVISORY COMMITTEE ON COMPUTING - one vacancy (2011-2012)

ACADEMIC SENATE APPOINTMENTS TO THE
ACADEMIC ASSESSMENT COUNCIL

ONE FACULTY MEMBER FROM EACH (3-YEAR TERMS):

College of Agriculture, Food and Environmental Science

College of Architecture and Environmental Design

College of Engineering

College of Liberal Arts

Orfalea College of Business

Professional Consultative Services

10.04.11 (gg)

Task Force Vacancies

On-line Education Task Force

Review and if necessary revise Distant Education Policy, develop principles and description of the direction Cal Poly wants to go with on-online education, including how to manage on-line curriculum and intellectual property. Additional members will include a representative from the Academic Senate Curriculum Committee, CTL, ITS/IS, and Academic Senate Instruction Committee.

College of Agriculture, Food and Environmental Sciences

College of Architecture and Environment Design

Orfalea College of Business

College of Engineering

College of Liberal Arts

College of Science and Math

Elizabeth J. Meyer, School of Education – Tenured Track

I am very interested in serving on the on-line education committee as my research interests include incorporating new technologies in the classroom and how to improve student learning and engagement by effectively using online tools and resources. I have published several articles based on my research using electronic portfolios in K-12 classrooms and teacher education. I am new to Cal Poly and am anxious to learn more about its projects and its plans regarding distance education. As a new faculty member I am looking forward to the opportunity to be a part of its growth and online learning initiatives.

Relevant Publications:

- Meyer, E. (ed.) (2009) Special Issue: Electronic Portfolios and Digital Identity. *Canadian Journal of Learning and Technology* 34(3).
- Meyer, E., Abrami, P., Wade, A., Scherzer, R. (2011) Electronic Portfolios in the Classroom: Factors Impacting Teachers' Integration of New Technologies and New Pedagogies. *Technology, Pedagogy, and Education* 20(2), 191-207.
- Meyer, E., Abrami, P., Wade, A., Aslan, O. & Deault, L. (2010) Improving literacy and metacognition with electronic portfolios: Teaching and learning with ePEARL. *Computers and Education*, 55 (1), 84-91.
- Abrami, P., Bures, E., Idan, E., Meyer, E. & Venkatesh, V. (submitted) Electronic Portfolio Encouraging Active and Reflective Learning. In Roger Azevedo and Vincent Aleven (eds) *International Handbook of Metacognition and Learning Technologies*. Springer Science: The Netherlands.
- Abrami, P. C., Savage, R.S., Deleveaux, G., Wade, A., Meyer, E. & Lebel, C. (2010). The Learning Toolkit: The Design, Development, Testing and Dissemination of Evidence-based Educational Software In P. Zemliansky & D. M. Wilcox (Eds.), *Design and implementation of educational games: Theoretical and practical perspectives*. (pp. 168-187). Hershey, PA: IGI Global.
- Meyer, E., Wade, A., Pillay, V., Idan, E., and Abrami, P. (2010) Using electronic portfolios to foster communication in K-12 classrooms. In Black, E.(ed.) *The Dynamic Classroom: Engaging Students in Higher Education*. Atwood Publishing: Madison, WI. pp 125-134.

*Willing to chair

- Wade, A., Abrami, P.C., Meyer, E. & White, B. (2008). ePEARL: Supporting learning using electronic portfolios. In F. Costa & M. Laranjeiro (Eds.), *e-Portfolio in education. Practices and reflections* (pp.83-93). Portugal: Associação de Professores de Sintra.

Professional Consultative Services

Academic Senate Curriculum Committee

CTL

ITS/IS

Academic Senate Instruction Committee

Honors Program Task Force

Revise the existing program so that all students have similar opportunities to those in the Honors Program

College of Agriculture, Food and Environmental Sciences

College of Architecture and Environment Design

Orfalea College of Business

College of Engineering

College of Liberal Arts

College of Science and Math

Professional Consultative Services

International Protocol Task Force

Develop a resolution to endorse protocol for international efforts, such as possible satellite campuses, along with basic principles the faculty wants to maintain in all international efforts (e.g., academic freedom)

College of Agriculture, Food and Environmental Sciences

Aydin Nazmi, Food Science and Nutrition (2.5 years at Cal Poly) Tenure Track

I was brought up internationally and my education was mostly conducted outside the United States. As such, I have a broad range of experience in international educational systems. Moreover, my perspective on global education and globalization in general draws from a lifetime of personal experience including professional and academic duties. Many US universities are branching out into collaborations or even campus locations across the globe. I believe that Cal Poly is well positioned to have a positive impact on education and human capital globally and also to benefit from collaborations and international human resource generation. My background includes extensive experience in Brazil, Venezuela, the Pacific Islands, Europe, and the Middle East.

*Willing to chair

College of Architecture and Environment Design

Orfalea College of Business

College of Engineering

Bill Ahlgren, Electrical Engineering (12 years at Cal Poly) Tenured *

I view international education, especially in partnership with China, as of special significance for Cal Poly. I wish to promote it. I understand that establishing a consensus protocol is an important first step.

College of Liberal Arts

Ning Zhang, Political Science (4 years at Cal Poly) Tenure Track

Shortly after I came to Cal Poly in 2007, I got involved in an international collaborative project between Cal Poly and Tongji University (Shanghai, China) on interdisciplinary research and learning related to sustainable development (the SUSTAIN initiative). I now serve as the coordinator of the international leg of the SUSATIN group. I've been exposed to different aspects of collaboration between Cal Poly and international partners. As an international faculty member, I fully embrace international cooperation and exchange for faculty as well as students. I am currently serving at the University-level "International Initiative" task force to help bring in international visiting student from around the world. I'd like to have the opportunity to apply my experience and international perspective to serve the Academic Senate's goal of establishing protocols and procedures to further enhance international academic exchange.

Maliha Zulfacar, Social Sciences (24 years at Cal Poly) Tenured

My aim is to promote intellectual discourse between Cal Poly students /faculties Cal Poly and academic institutions across the globe; to develop academic networking with universities from Europe, Africa, Asia, Australia....etc. Student/faculty exchange programs, joint projects....will be examples of international engagements. This will provide an opportunity for our students to engage with students from other corners of the world to discuss issues/topics that are global and are of interest to all participants; climate change, business, teaching...etc. This will encourage students to have "global" perspectives on issues/topics. I think with a comprehensive understanding of international issues students will be given an opportunity to develop the capacity for critical inquiry and discourse and foster intellectual curiosity.

College of Science and Math

Professional Consultative Services

UNIV Courses Task Force

How to decentralize and run through individual colleges

College of Agriculture, Food and Environmental Sciences

College of Architecture and Environment Design

Orfalea College of Business

College of Engineering

*Willing to chair

College of Liberal Arts

College of Science and Math

Randy Knight, Physics (22 years at Cal Poly) Tenured

My proposal, on behalf of the environmental studies minor, for the interdisciplinary course "The Global Environment" in something like 2005 was a large part of the initial impetus for UNIV courses. That became the first UNIV course, UNIV 350, which usually has been taught twice a year since then to well over 1000 students.

I chair the committee that oversees the environmental studies minor. A series of discussion we had last winter and spring about interdisciplinary courses linked up with a similar set of discussions the associate deans were having about UNIV courses and were what led to the proposal for this task force.

I believe that an on-going, sustainable program to teach interdisciplinary courses and to engage students in interdisciplinary thinking is a large part of what our strategic plan calls for and is vital to the future of Cal Poly as a leading polytechnic university.

Professional Consultative Services

Disbanding Policies Task Force

Develop a resolution on a process for disbanding policies the University no longer abides by put in place by the Academic Senate

College of Agriculture, Food and Environmental Sciences

College of Architecture and Environment Design

Orfalea College of Business

Stern Neill, Marketing - Tenured

While I recently joined the R&PD senate committee and am involved with WASC and other campus initiatives, I have a particular interest in faculty and shared governance. The Disbanding Policies Task Force fits with this interest; however, I would gladly step aside for a more qualified candidate.

In addition to my professional interest, I have been involved in university- and system-level service at the University of Washington. This includes policy making bodies such as the University of Washington Academic Senate's Faculty Council on Tri-Campus Policy and the University of Washington, Tacoma's Executive Council.

I have reviewed the task force's charge (develop a resolution on a process for disbanding policies the University no longer abides by put in place by the Academic Senate). While I do not have the institutional knowledge that some of my OCOB colleagues might have due to their extended service at Cal Poly, I am prepared to contribute in this or some other suitable role.

College of Engineering

College of Liberal Arts

College of Science and Math

Professional Consultative Services

*Willing to chair

Adopted:

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

AS-__-11

**RESOLUTION ON CONSENT AGENDA REVIEW
DURATION FOR CURRICULAR PROPOSALS**

1 WHEREAS, Senators are given three weeks to review Academic Senate Consent Agenda items,
2 which include curricula that have been recommended for approval by the
3 Academic Senate Curriculum Committee (ASCC) [see:
4 <http://www.css.calpoly.edu/records/curric-handbook/Curric-roles-respons.html>];
5 and
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7 WHEREAS, Faculty who have objections and concerns about curricular changes are
8 encouraged to bring these concerns to the earliest cycles of review for which they
9 are involved [department, college, university (ASCC)]; and
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11 WHEREAS, When faculty concerns over curricular proposals cannot be addressed at the
12 department, college, or university level, faculty have the first two weeks of the
13 three week consent period to have a senator pull the curriculum item from the
14 Consent Agenda, thus moving the item to the Business Items section of the agenda
15 for Senate discussion and final review by the Curriculum Appeals Committee; and
16

17 WHEREAS, In Spring 2011 the ASCC participated in a 12-hour Kaizen exercise led by
18 Registrar Cem Sunata and MBA graduate students over a four-week period to
19 examine ways to streamline the curricular process at Cal Poly; and
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21 WHEREAS, The Kaizen exercise revealed that new course proposals spend approximately 300
22 hours in process or queue during the University level of review (ASCC and
23 Senate); and
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25 WHEREAS, 120 of the estimated 300 aforementioned hours of course proposal review occur as
26 a consequence of the three weeks new courses wait on the Consent Agenda; and
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28 WHEREAS, Faculty with curricular concerns (e.g., faculty making proposals, or those who are
29 against proposals) actively monitor the progress of course proposals through the
30 approval process and consequently are well apprised of when a curriculum item
31 will be placed on the Consent Agenda; therefore be it
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33 RESOLVED: That the duration of Academic Senate Consent Agenda review for curricular
34 proposals be reduced from three weeks to two weeks; and be it further

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- RESOLVED: That senators shall have one week rather than two weeks to request that a curricular proposal be pulled from the Consent Agenda; and be it further
- RESOLVED: That the duration of non-curricular Consent Agenda items be unchanged; and be it further
- RESOLVED That such policy be implemented immediately upon adoption of this resolution.

Proposed by: Academic Senate Curriculum Committee
Date: September 29 2011

BACKGROUND

<http://www.ess.calpoly.edu/records/curric-handbook/Curric-roles-respons.html>

All curriculum proposals, except new degree programs, appear on the Academic Senate agenda by college as consent items. Senators are given three weeks notice of the consent items and are expected to review the summaries posted on the Office of the Registrar website. Issues, concerns and questions regarding curriculum proposals are directed to the Chair of the Academic Senate Curriculum Committee by one week before the Senate meeting. If the concern is strong enough, any senator may request an item be removed from the consent agenda no later than one week before the meeting. Items removed from the consent agenda will be placed on the Senate agenda as discussion items. The Senate Chair (or designee) will invite representatives from the concerned departments and the Academic Senate Curriculum Appeals Committee to be present at the meetings where pulled proposals will be discussed. It is recommended that the Senate Chair allow the Academic Senate Curriculum Appeals Committee freedom to ask questions at will, without needing to be on the speakers list. Following discussion in the Senate, the Academic Senate Curriculum Appeals Committee will make the final decision to approve, disapprove, or return the items to committee (at any level) for further development. Items not removed from the consent agenda are considered approved on the meeting date of the consent agenda.
