



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

MEETING OF THE ACADEMIC SENATE EXECUTIVE COMMITTEE
Tuesday, November 8 2011
38-114, 3:10 to 5:00pm

**Please note the room change for this meeting only. We will meet in 38-114,
down the hall from the Academic Senate office.**

- I. Minutes:
Approval of Academic Senate Executive Committee minutes for October 11 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. 4-7).
 - B. **Resolution on Course Outcomes/Objectives:** Derelian, WASC/Academic Senate Integrated Student Learning Work Group (p. 8).
 - C. **Resolution on Academic Senate Executive Committee Attendance and Voting Provision:** Executive Committee (p. 9).
 - D. **Review and approval of advertisement for Dean, College of Liberal Arts:** (pp. 10-12).
- V. Discussion Item(s):
- VI. Adjournment:

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

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

- I. Minutes: The minutes of the September 20 2011 Academic Senate Executive Committee meeting were approved without change.
- II. Communication(s) and Announcement(s): none.
- III. Reports:
 - A. Academic Senate Chair: (Fernflores) The term "student success" is frequently used but we only have an operational definition called "progress to degree." At an upcoming meeting I will bring a proposal to create a task force of broad membership to develop guidelines of what student success means in a philosophical sense.
The Provost search committee meets tomorrow to discuss feedback received on the candidates. Please send your comments regarding the candidates to me asap.
 - B. President's Office: Kinsley invited Executive Committee members to bring suggestions and ideas to her office any time. "The door is always open."
 - C. Provost: none.
 - D. Statewide Senate: (Foroohar) The statewide Faculty Affairs Committee is working on another resolution regarding academic freedom and another on online courses. It is also gathering information on how costs for international travel are paid on other campuses. (Koob) Cal Poly does not have a university policy on this at this time.
 - E. CFA Campus President: Meet and Greet invitations have been sent to all colleges. Every Thursday, a different college will be invited to meet at Julian's for coffee.
 - F. ASI Representative: (Tabrizi) ASI had its retreat last weekend. New board members were taught the structure of the University and what ASI's role is as advocate.
 - G. Other: none.
- IV. Consent Agenda: none.
- V. Business Item(s):
 - A. **Academic Senate/university committees and task force vacancies for 2011-2013:**
M/S/P to approve:

Curriculum Committee	Chris Pascual (CENG)
Budget & Lg-Range Plg Committee	Derek Gragson (CSM)
Graduate Programs Subcommittee	Jim Ahern (CAFES)
Instruction Committee	Peggy Rice (CSM)

Online Education Task Force	Elizabeth Meyer (CSM)
Honors Program Task Force	Mark Bieraugel (PCS)
	Sema Alptekin (CENG)
	Kate Murphy (CLA)
International Protocol Task Force	<u>M/S/P to add a nonvoting Athletics representative</u>
	Aydin Nazmi (CAFES)
	William Pendergast (OCOB)
	Bill Ahlgren (CENG)
	Ning Zhang (CLA)
	Maliha Zulfacar (CLA)
UNIV Courses Task Force	Margot McDonald (CAED)
Disbanding Policies Task Force	Randy Knight (CSM)
	Stern Neill (OCOB)
	Helen Bailey (PCS)
	Harvey Greenwald (Former Senate Chair)
	Dave Hannings (Former Senate Chair)
Preface Program Task Force	Marni Goldenberg (CAFES)
	Patricia Ponce (PCS)
	Katie Tool (Progs & Plg Office)
Academic Advising Executive Council	Josh Machamer [interim appt] (CLA)
Cal Poly Steering Committee	Andrew Davol (CENG)
Campus Planning Committee	Anurag Pande (CENG)
Instructional Adv Com on Computing	Francisco Fernflores (CLA)
Academic Assessment Council	Matthew Moore (CLA)

B. **Resolution on Consent Agenda Review Duration for Curricular Proposals:**

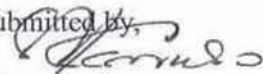
Last year a Kaizen study was done reviewing the curriculum process from start to finish. The Academic Senate Curriculum Committee (ASCC) is trying to move towards a completely paperless process by accepting electronic signatures. A lot of time is wasted by documents sitting on desks waiting for signatures. At the ASCC level, there is not much room to trim the time. This resolution recommends shortening the Consent Agenda notice time provided to senators from three weeks to two weeks. M/S/P to agendize resolution.

VI. 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.] (Giberti) *Robert's Rules of Order* does not grant proxy as a matter of course. The voting is based on deliberation. If you have not heard the deliberation, you should not vote. That is why it should not happen here. Senate committees do not allow proxies; (Foroohar) nor does the statewide Academic Senate. A simple resolution will be drafted stating that proxies are not allowed at Executive Committee meetings.

VII. Adjournment: 4:31pm

Submitted by,



Margaret Camuso,
Academic Senate

ACADEMIC SENATE COMMITTEE VACANCIES

2011-2013

College of Agriculture, Food and Environmental Science

DISTINGUISHED SCHOLARSHIP AWARDS COMMITTEE

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

Need replacement for Marc Neveu 2011-2012

College of Engineering

FACULTY AFFAIRS COMMITTEE

Professional Consultative Services

INSTRUCTION COMMITTEE

UNIVERSITY-WIDE COMMITTEE VACANCIES

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

CAL POLY PLAN STEERING COMMITTEE – one vacancy (2011-2012)

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)

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

Orfalea College of Business

Professional Consultative Services

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.

CHAIR: Ken Griggs, Management, OCOB

College of Engineering

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 Science and Math

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 Architecture and Environment Design

Professional Consultative Services

*Willing to chair

UNIV Courses Task Force

How to decentralize and run through individual colleges

College of Agriculture, Food and Environmental Sciences

Orfalea College of Business

College of Engineering

College of Liberal Arts

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 Architecture and Environment Design

College of Engineering

College of Liberal Arts

RPT Task Force

Develop a resolution on University-wide RPT Committee (including regular consultation and involvement of faculty Affairs Committee)

College of Agriculture, Food and Environmental Sciences

College of Architecture and Environment Design

Orfalea College of Business

College of Liberal Arts

Professional Consultative Services

Preface Program Task Force

Review the program and make recommendations for either reviving it as it was implemented up to 2009, or recommend changes or cessation of program.

College of Architecture and Environment Design

Orfalea College of Business

College of Engineering

College of Liberal Arts

College of Science and Math

Adopted:

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

AS-__-11

RESOLUTION ON COURSE OUTCOMES/OBJECTIVES

- 1 WHEREAS, WASC member institutions have found as a best practice the use of
2 objectives/outcomes to guide students to be more intentional and reflective of their
3 own learning; and
4
- 5 WHEREAS, The WASC visiting team recommended alignment between university (ULOs),
6 program (PLOs), and course learning outcomes/objectives (CLOs) so that learning
7 opportunities are clear to students; and
8
- 9 WHEREAS, By Academic Senate action, all programs have aligned their PLOs to the ULOs;
10 and
11
- 12 WHEREAS, CLOs already exist for general education courses and have been required in all
13 new course proposals since 2000 (though some courses developed earlier do not
14 have CLOs); therefore be it
15
- 16 RESOLVED That all courses have course learning outcomes/objectives (CLOs); and be it
17 further
18
- 19 RESOLVED: That CLOs be aligned to program learning objectives (PLOs); and be it further
20
- 21 RESOLVED: That CLOs be approved by program faculty; and be it further
22
- 23 RESOLVED: That CLOs be communicated to students; and be it further
24
- 25 RESOLVED: That the course syllabus be the location to “publish” the CLOs to students.

Proposed by: WASC/Academic Senate Integrated Student
Learning Work Group
Date: October 18 2011

Adopted:

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

AS-__-11

**RESOLUTION ON ACADEMIC SENATE EXECUTIVE
COMMITTEE ATTENDANCE AND VOTING PROVISION**

- 1 WHEREAS, *Robert's Rules of Order* do not grant proxy votes as a matter of course; and
2
3 WHEREAS, *The Bylaws of the Academic Senate* do not grant Academic Senate committee members to
4 vote by proxy; and
5
6 WHEREAS, The Academic Senate CSU does not grant its statewide senators to vote by proxy; therefore
7 be it
8
9 RESOLVED: That the *Bylaws of the Academic Senate* incorporate the same guideline for the Academic
10 Senate Executive Committee; and be it further
11
12 RESOLVED: That the following language be added to Section VII.A of the *Bylaws of the Academic*
13 *Senate*:
14

VII. EXECUTIVE COMMITTEE

A. MEMBERSHIP

The Executive Committee shall consist of the officers of the Senate who serve the Executive Committee in like capacity, plus a caucus chair from each college and Professional Consultative Services elected by the appropriate caucus. The CSU academic senators, the immediate Past Academic Senate Chair, the ASI President, the Chair of ASI Board of Directors, and the Provost or designee are ex officio members. The Provost, the ASI President, and the Chair of ASI Board of Directors are nonvoting members. A quorum shall consist of a majority of the voting members. If a member is unable to attend an Executive Committee meeting, they may not assign their vote to a proxy or substitute.

Proposed by: Academic Senate Executive Committee
Date: November 8 2011

CAL POLY

SAN LUIS OBISPO

Dean, College of Liberal Arts

THE POSITION: The dean's principle responsibility is to secure the academic excellence and leadership of Cal Poly Liberal Arts, supporting faculty and enhancing college resources. The dean, in collaboration with the college leadership, is responsible for the quality of academic programs, and for managing the fiscal and human resources and physical facilities of the college. With student success as the prime objective of the institution, s/he, in addition, must create a positive environment for teaching, scholarship, research and professional engagement, and service to the university and community. The dean will also demonstrate an appreciation for the college's tradition of shared governance, and build a reputation as an accessible leader who can effectively listen to input from multiple stakeholders, help problem-solve, make effective and fair decisions, and synthesize major themes into a clear and compelling vision for the future of the college. By expanding alliances with alumni and with the private sector, the dean is expected to leverage opportunities for external financial support and investment. The dean reports directly to the Provost, is a member of the Provost's Council, and works collaboratively with the deans from the other colleges and campus units.

QUALIFICATIONS:

- A strong commitment to academic excellence;
- Successful record of academic and administrative experience encompassing human resources, fiscal management, leadership, and collaboration;
- Demonstrated competence in and dedication to recruitment, retention and success of faculty and students;
- Strong experience and a commitment to engage the college in a comprehensive program of advancement activities;
- Strong communication and interpersonal skills;
- The ability to establish and maintain effective working relationships with administrators, academic department chairs, faculty, students, staff, and the general public;
- Experience in the design and continuous implementation of the strategic planning process;
- Ability to enhance and to work effectively with an ethnically and culturally diverse campus community and to address student needs in a multicultural educational environment;
- Credentials appropriate for a tenured appointment at the rank of professor to include a distinguished record of teaching and scholarship and an earned doctorate in a teaching discipline within the college.

COMPENSATION: Salary is commensurate with the background and experience of the individual selected. The Management Personnel Plan adopted by the CSU Board of Trustees governs all rights associated with the appointment.

THE COLLEGE: Driven by core disciplines in the arts, humanities, communications and social sciences, the College of Liberal Arts is organized into 17 departments and programs offering 18 majors, 29 minors and master's degree programs in English, History, Public Policy and in Psychology. Informed by

its motto "Learn Lead Live" the College of Liberal Arts distinguished Cal Poly as a truly comprehensive university in creating uniquely educated graduates where the liberal arts play an equal role along with science, technology, engineering and mathematics. CLA has approximately 150 tenure track faculty members, who have a strong commitment to teaching excellence, scholarship, and service. Together with 136 lecturers, the faculty teach 2600 majors, and extend the influence of their disciplines to all Cal Poly students through minor programs, support courses for other majors, and through their significant role in the campus General Education program. The college is comprised of the departments of Art and Design, Communication Studies, English, Ethnic Studies, Graphic Communication, History, Journalism, Modern Languages and Literatures, Music, Philosophy, Political Science, Psychology and Child Development, Social Sciences, Theatre and Dance, and Women's and Gender Studies. It also houses an interdisciplinary program in the Humanities and in Liberal Arts Engineering Studies.

THE UNIVERSITY: Founded in 1901, Cal Poly is one of only five comprehensive polytechnic universities in the nation with approximately 17,332 undergraduate, 120 post-baccalaureate, and 908 graduate students. U.S. News and World Report has ranked Cal Poly #1 among public master's universities in the Western United States for 18 consecutive years. A primarily undergraduate university, Cal Poly offers 66 baccalaureate degrees and 27 master's degrees. Operating on the quarter calendar system, Cal Poly takes pride in its Learn By Doing approach to teaching and learning, which has characterized Cal Poly since its founding. One of the 23 campuses of The California State University system, Cal Poly has a unique statewide mandate as a polytechnic university, as compared to the more regional focus of other CSU institutions. The university is organized into six colleges: Agriculture, Food and Environmental Sciences; Architecture and Environmental Design; Orfalea College of Business; Liberal Arts; and Science and Mathematics. While two-thirds of the university's students major in agriculture, architecture and environmental design, business, or engineering, the College of Liberal Arts is the third largest college at Cal Poly. Cal Poly is among the most selective universities nationwide. Student quality is high, with applications significantly exceeding admissions. Cal Poly is accredited by the Western Association of Schools and Colleges (WASC) and is a member of the Association of Public and Land-grant Universities (APLU) and the American Association of State Colleges and Universities (AASCU).

Kathleen Enz Finken will assume the Cal Poly provost position in February 2012, after serving as Provost and Vice Chancellor for Academic Affairs at the University of Wisconsin-La Crosse since 2008. She will succeed Robert D. Koob upon his planned retirement. Jeffrey D. Armstrong was appointed President of Cal Poly in February 2011.

THE COMMUNITY: San Luis Obispo, a city of 44,000, is located 12 miles from the Pacific Ocean and midway between San Francisco and Los Angeles on California's scenic Central Coast. With excellent recreational facilities and an expanding dedication to the arts, the area has an outstanding climate, with an annual average temperature of 70.2 degrees.

REVIEW, APPLICATIONS AND NOMINATIONS: The search committee will review nominations and applications until the position is filled. However, to ensure full consideration, applications are encouraged to be submitted by January 15, 2012. The anticipated starting date for the position is June 15, 2012. Nominations and inquiries should be made to the Chair of the Consultative Search Committee. To apply, visit www.calpolyjobs.org to complete the required online Cal Poly Management Employment Application and include in your application (1) the names, addresses and phone numbers of at least five references, including two from faculty, and (2) salary history for the last three years. Completed applications must be submitted to Requisition Number 102430. In

addition, each applicant must provide as separate attachments to the online application the following documents: (1) cover letter; (2) detailed curriculum vitae or resume; and (3) personal statement (two-page maximum) of the applicant's view on academic administration and the role and responsibilities of the faculty in a college of liberal arts. Please indicate Requisition Number 102430 on all attachments. Nominations and inquiries should be submitted to:

Robert D. Koob, Provost
c/o Academic Personnel Office
One Grand Avenue
California Polytechnic State University
San Luis Obispo, CA 93407

FOR ADDITIONAL INFORMATION OR ASSISTANCE WITH ONLINE APPLICATION PROCESS:

Contact Academic Personnel:
E-mail: academic-personnel@calpoly.edu
FAX: (805) 756-5185 Phone: (805) 756-2844
Website: www.calpoly.edu

Cal Poly is strongly committed to achieving excellence through inclusion and cultural diversity. The University actively encourages applications and nominations of all qualified individuals. Equal Opportunity Employer