

Academic Senate

805.756.1258

<http://academicsenate.calpoly.edu/>

Meeting of the Academic Senate

Tuesday, June 3 2014

UU 220, 3:10 to 5:00pm

- I. **Minutes:** Approval of minutes for the meeting of May 20 2014 (pp. 3-4).
- II. **Communication(s) and Announcement(s):** Introduction of senators for 2014-2015 (pp. 5-6).
- III. **Reports:**
 - A. Academic Senate Chair:
 - B. President's Office:
 - C. Provost:
 - D. Vice President for Student Affairs:
 - E. Statewide Senate: Brief Report on Academic Senate CSU Plenary – May 15-16, 2014 (pp. 7-9).
 - F. CFA:
 - G. ASI:
- IV. **Consent Agenda:**

ITEMS TO BE CONSIDERED BY ACADEMIC SENATE				
Program Name or Course Number, Title	ASCC recommendation/ Other	Academic Senate	Provost	Term Effective
CM 521 Construction Cost Estimating and Work Procurement (4), 4 lectures	Reviewed 4/10/14; additional information requested from the department. Reviewed 5/15/14; recommended for approval.	Placed on consent agenda for 6/3/14 meeting.		
CM 522 Construction Planning, Scheduling, and Impact Analysis (4), 4 lectures	Reviewed 4/10/14; additional information requested from the department. Reviewed 5/15/14; recommended for approval.	Placed on consent agenda for 6/3/14 meeting.		
CM 523 Construction Contracts and Law (4), 4 lectures	Reviewed 4/10/14; additional information requested from the department. Reviewed 5/15/14; recommended for approval.	Placed on consent agenda for 6/3/14 meeting.		
CM 524 Construction Project Management and Control (4), 4 lectures	Reviewed 4/10/14; additional information requested from the department. Reviewed 5/15/14; recommended for approval.	Placed on consent agenda for 6/3/14 meeting.		
CM 525 Construction Workforce, Productivity, and Safety (4), 4 lectures	Reviewed 4/10/14; additional information requested from the department. Reviewed 5/15/14; recommended for approval.	Placed on consent agenda for 6/3/14 meeting.		

V. **Business Item(s):**

- A. **Resolution Supporting the ASCSU Efforts to Reconsider the 120/180 Unit Limits for Many Discipline Degrees:** Doris Derelian, Food Science and Nutrition Department, second reading (p. 10).
- B. **Resolution on Sustainability:** Neal MacDougall, chair of Sustainability Committee and Josh Machamer, chair of GE Governance Board, second reading (pp. 11-14).
- C. **Resolution to Amend Faculty Office Hours Policy:** Dustin Stegner, chair of Instruction Committee, second reading (p. 15).

VI. **Discussion Item(s):**

VII. **Adjournment:**

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

MINUTES OF THE
ACADEMIC SENATE MEETING
Tuesday, May 20 2014
UU220, 3:10 to 5:00pm

- I. Minutes: The minutes from April 29, 2014 were approved as presented.
- II. Communication(s) and Announcement(s): none.
- III. Reports:
 - A. **Academic Senate Chair:** none.
 - B. **President's Office:** (Wehner) Dave Wehner, Interim Vice President for Strategic Initiatives, reported on the interest from President Armstrong regarding Poly Royal. A committee, which includes faculty from each college, fire chief, and police chief, among others, have recommended to bring back Poly Royal in 2016.
 - C. **Provost's Office:** (Enz Finken) The Provost's office is working on space planning for next year's newly hired faculty and staff. Admissions enrollment is on target for the freshman class of 2014. The expectation is to have a steady state enrollment in the future. RPT letters will be going out soon. Provost's office has reviewed the budget for all colleges, and has made projections for next year. Mary Pedersen's office has been working on academic review and has received great feedback.
 - D. **Vice President for Student Affairs:** none.
 - E. **Statewide Senate:** none.
 - F. **CFA Campus President:** none.
 - G. **ASI:** none.
- IV. Consent Agenda: The following courses/programs were approved by consensus: CPE 133 Digital Design, EE 112 Electric Circuit Analysis I, KINE 297 Medical Terminology, KINE 308 Motor Development, KINE 323 Sport and Gender, ME 341 Fluid Mechanics, SPAN 307 Spanish and Latin American Film, B.S. Liberal Studies.
- V. Business Items:
 - A. **Resolution on New Masters of Science Degree in Fire Protection Engineering:** Christopher Pascual, Mechanical Engineering Department, presented this resolution proposing a permanent implementation of a Masters of Science in Fire Protection Engineering from a pilot program, and is asking that the Academic Senate approve the proposal and that it be sent to the Chancellor's Office for final approval. M/S/P to approve resolution.

- B. **Resolution on Sustainability:** Neal MacDougall, chair of Sustainability Committee, presented the Resolution on Sustainability, which requests that the Academic Senate Sustainability Committee be directed to develop a list of classes based on an assessment process that meets the Sustainability Learning Objectives. Resolution will return as a first reading.
- C. **Resolution on the Use of Conflict Minerals in the Democratic Republic of Congo:** Katie Hoselton, 4th-year Political Science student, presented the Resolution on the Use of Conflict Minerals in the Democratic Republic of Congo, and asks that the Academic Senate request that the Office of Contract and Procurement Services publish a statement on its website stating its awareness of the conflict in Congo and its commitment to purchasing conflict-free products when available. M/S/P to approve resolution.
- D. **Resolution Supporting the ASCSU Efforts to Reconsider the 120/180 Unit Limits for Many Discipline Degrees:** Doris Derelian, Food Science and Nutrition Department, presented the Resolution Supporting the ASCSU Efforts to Reconsider the 120/180 Unit Limits for Many Discipline Degrees, asking the senate to communicate to the ASCSU its support and efforts to re-establish appropriate unit designations for science-based disciplines up to 198 quarter units. Resolution will return as a second reading.
- E. **Resolution to Amend Faculty Office Hour Policy:** Dustin Stegner, chair of Instruction Committee, presented a resolution requesting that the Academic Senate amend CAM 370.2.D.1 by including the following additions to the existing office hours policy in the appropriate section of CAP, "Faculty members must schedule and conduct office hours in person and/or online during the final examination period proportional to their teaching load. Faculty members are encouraged to announce and post in advance their office hours for the final examination period." Resolution will return as a first reading.

VI. Discussion Item(s): none.

VII. Adjournment: 5:03 pm

Submitted by,



Melissa Rodriguez
Academic Senate Student Assistant

05.23.14 (gg)

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California

ACADEMIC SENATE SENATORS
2014-2015

(by college/area)

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN (5 representatives)

<u>NAME</u>	<u>DEPT</u>	<u>OFFICE</u>	<u>@calpoly.edu</u>	<u>TERM END</u>
Clay, Gary	LandscArch	61372	gclay	2015
Ponitz, Jeff	Arch	62830	jponitz	2015
VACANT				2015
VACANT				2016
VACANT				2016

COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENTAL SCIENCES (6 representatives)

<u>NAME</u>	<u>DEPT</u>	<u>OFFICE</u>	<u>@calpoly.edu</u>	<u>TERM END</u>
Brown, Wyatt	Horti&CS	66137	wbrown	2016
Dicus, Chris	NRM&ES	65104	cdicus	2015
Garner, Lauren	Horti&CS	62479	lgarner	2016
Greenwood, Jerusha	RPTA	62050	jbgreenw	2016
Howard, Wayne	Agribus	65000	whhoward	2015
Hurley, Sean (caucus ch)	Agribus	65050	shurley	2015

COLLEGE OF BUSINESS (5 representatives)

<u>NAME</u>	<u>DEPT</u>	<u>OFFICE</u>	<u>@calpoly.edu</u>	<u>TERM END</u>
Dobson, John	Finance	61606	jdobson	2016
(caucus ch – FQ)				
Fisher, Eric	Econ	62964	efisher	2015
(caucus ch – W&SQ)				
Floyd, Barry	Mgmt	66551	bfloyd	2016
Miller, Tad	Acctg	62831	cmiller	2016
Olsen, Eric	IndTech	61754	eolsen	2015

COLLEGE OF ENGINEERING (7 representatives)

<u>NAME</u>	<u>DEPT</u>	<u>OFFICE</u>	<u>@calpoly.edu</u>	<u>TERM END</u>
Benson, Bridget	ElecEngr	65738	bbenson	2015
Nico, Philip (caucus ch)	CompSci	67124	pnico	2016
Oulton, Rebekah	Civ&Env	62947	roulton	2016
Pande, Anurag	Civ&Env	62947	apande	2016
Ridgely, John	MechEngr	61303	jridgely	2015
Schuster, Peter	MechEngr	62976	pschuste	2016
Smilkstein, Tina	ElecEngr	62497	tsmilkst	2015
LoCascio, Jim	MechEngr	62375	jlocasci	2016

COLLEGE OF LIBERAL ARTS (8 representatives)⁻⁶⁻

<u>NAME</u>	<u>DEPT</u>	<u>OFFICE</u>	<u>@calpoly.edu</u>	<u>TERM END</u>
D'Avignon, India	Music	62503	idavigno	2015
Den Hartog, Chris (caucus ch)	PoliSci	62975	cdenhart	2015
Helms, Eleanor	Philo	67295	ehelmszo	2016
Sanchez, Fernando	ModLangs	62094	ffsanche	2015
Twomey, Colleen	GraphComm	67385	ctwomey	2016
Waitinas, Catherine	English	62136	cwaitina	2015
Williams, Jason	Psyc&CD	62843	jwilli26	2015
Rinzler, Paul	Music	65792	prinzler	2016
Foroohar, Manzar	History	62068	mforooha	2017

COLLEGE OF SCIENCE AND MATHEMATICS (8 representatives)

<u>NAME</u>	<u>DEPT</u>	<u>OFFICE</u>	<u>@calpoly.edu</u>	<u>TERM END</u>
Choboter, Paul	Math	65902	pchobote	2016
Gutierrez, Tom (caucus ch)	Physics	62455	tdgutier	2016
Jankovitz, Kris	Kines	62534	kjankovi	2015
Kantorowski, Eric	Chem&BC	62796	ekantoro	2015
McGaughey, Karen	Stats	66578	kmcgaugh	2015
Meyer, Liz	SOE	66553	ejmeyer	2016
Retsek, Dylan	Math	62072	dretsek	2015
Saunders, Karl	Physics	61696	ksaunder	2016

PROFESSIONAL CONSULTATIVE SERVICES (6 representatives)

<u>NAME</u>	<u>DEPT</u>	<u>OFFICE</u>	<u>@calpoly.edu</u>	<u>TERM END</u>
Bieraugel, Mark (caucus ch)	Library	66247	mbieraug	2015
Meoz, Benjamin	UnivHsng	66125	bmeoz	2016
Muller, Tina	UnivHsng	66134	tmuller	2016
Schechter, Monica	Int'l Ctr	65964	mschecht	2016
Vowell, Zach	Library	65710	zvowell	2015
Weddige, Kristi	CSMAAdvsg	62615	kweddige	2015

EX OFFICIO MEMBERS (nonvoting members except part-time employees rep, past Senate Chair, and statewide senators)

<u>NAME</u>	<u>POSITION</u>	<u>REPRESENTING</u>	<u>@calpoly.edu</u>	
Armstrong, Jeff	President	President's Ofc	jarmstro	ExOff
Enz Finken, Kathleen	Provost	Provost's Ofc	kenzfink	ExOff
Foroohar, Manzar	ASCSU	(History)	mforooha	2017
Humphrey, Keith	VP StudAffairs	StudAffs	humphrey	ExOff
Laver, Gary	AcSen Chair	At large	glaver	ExOff
LoCascio, Jim	ASCSU	(MechEngr)	jlocasci	2016
Rein, Steve	Past AcSen Ch	(Statistics)	srein	ExOff
Sullivan, Joi	ASI President	ASI	jsulli12	ExOff
Theodoropoulos, Christine	Dean CAED	Deans Council	theo	ExOff
	ASI Ch/BdDir	ASI		ExOff
	CFA President	CFA		OfCounsel
	Part-time employee rep			ExOff



Academic Senate CSU
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Long Beach, CA 90802-4210

www.calstate.edu/acadsen

BRIEF REPORT ON ACADEMIC SENATE CSU PLENARY – MAY 15-16, 2014

The system-wide Academic Senate (ASCSU) met at the Chancellor's Office in Long Beach last week and approved the following resolutions.

Advice Regarding Unit Limit Exception Requests (AS-3166-14/AA)

The Academic Senate CSU reaffirms its recommendation (AS-3158-14/AA) urging the Board of Trustees to amend Title 5 to re-establish appropriate unit limits for engineering degrees. In the past, Title 5 set the unit limit for engineering at 140 semester units. Board action reduced the limit for all BA/BS degrees to 120 semester units. We recommend engineering degrees be limited to 132 semester units, consistent with other program exceptions currently included in Title 5.

Although Title 5 permits exception requests to the 120 unit limit, consultation with campuses showed that requests were not permitted to go forward from some campuses. In other cases, a different unit limit than 120 was set at the campus for the exception requests. Although some campuses submitted exception requests over a year ago, to our knowledge none have been granted. AS-3166-14/AA provides advice on the review of exception requests.

Creation of California State University Discipline Councils (AS-3167-14/APEP/AA)

Academic discipline councils are generally composed of department chairs of a given discipline from the CSU campuses. The Academic Senate urges the Chancellor's Office to facilitate formation of academic discipline councils to support intra-and inter-system efforts such as SB 1440 transfer degrees, Early Start Program, and CourseMatch. Such meetings can also enable the sharing of best practices beyond the curriculum, such as facilities, equipment, safety, and faculty recruitment.

Designation and Compilation of Online Course Modalities (AS-3169-AA)

The Academic Senate recommends that a modality designation be attached to every course taught in the CSU by fall 2016. An array of instructional modalities is now used in the CSU. Additionally, the CourseMatch program and increasing availability of online courses in the CSU facilitate greater numbers of students taking courses at CSU campuses other than their own. Six designations are suggested, based on a review of existing campus policies and practices.

Recommendations Regarding Changes to Title 5, Section 40510, The Master's Degree (AS-3171-14/AA)

The ASCSU Academic Affairs Committee was asked to review three changes relating to Title 5, Section 40510. We believe the proposed changes are prudent and strengthen the rigor of CSU master's degrees.

CSU Campuses

Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus

In Support of AB 2324 (Williams) Pertaining to CSU Faculty Trustee (AS-3172-14/EX)
AB 2324 (Williams) provides for a faculty trustee holdover appointment when a successor faculty trustee appointment is delayed. We appreciate the inclusion of AB 2324 on the CSU Legislative Program and request members of CSU community to register support for it as it moves through the legislative process.

Eligibility Status for Research, Scholarship, and Creative Activity Awards (AS-3173-14/FA)
This program supports activities that contribute to faculty teaching and student success. The Academic Senate commends the Board for reinstatement of the program and encourages campuses to make faculty of all ranks (lecturers, assistant, associate, and full professors) eligible for such awards.

ASCSU Calendar of 2014-15 Meetings (AS-3174-14/EX)
This resolution establishes calendar for Academic Senate CSU meetings in 2014-15.

FIRST READING WAIVER ITEMS ACTED UPON

The Academic Senate waived the first reading and acted upon the following resolutions at the May 15-16, 2014 plenary.

Formation of a Task Force to Review the Role of Student Success Fees across California State University Campuses (AS-3175-14/FGA)
Questions have been raised about Student Success Fees proliferating this year across the CSU. The Academic Senate identifies a number of concerns and encourages formation of a task force to undertake a system-wide assessment of the role of such fees, including review of Executive Order 1054 California State University Fee Policy.

Request for Annual Progress Reports on Access to Excellence Strategic Plan through 2018 (AS-3178-14/EX)
The ten-year CSU strategic plan, *Access to Excellence*, was adopted by the Board in 2008. The plan included eight goals/commitments and an Accountability Plan with performance quality indicators. Given that the half-way point of the strategic plan has passed, the Academic Senate recommends an annual assessment of progress toward achieving each of the eight goals using an appropriate number of performance indicators selected in consultation with faculty.

COMMENDATIONS OF THE ACADEMIC SENATE

Commendation in Honor of Trustee A. Robert Linscheid (AS-3168-14/EX)

Resolution upon the Retirement of Gail Brooks, Vice Chancellor for Human Resources at the California State University (AS-3176-14/EX)

Resolution of Commendation for James Till, Interim Assistant Vice Chancellor for Research Initiatives and Partnerships (AS-3177-14/FA)

FOR ADDITIONAL INFORMATION

The ASCSU website includes committee information, approved agendas/minutes, reports, resolutions, and contact information. <http://www.calstate.edu/AcadSen/?source=homepage>.

Faculty-to-Faculty, the ASCSU newsletter, is published following each plenary meeting (five times per year). The newsletter includes the chair's report, committee reports, invited articles on current events, and committee recommendations. To receive an electronic notification when each issue is available, subscribe at <http://www.calstate.edu/AcadSen/Newsletter/>

The Outstanding Faculty of the California State University website is maintained by the Academic Senate CSU and the Chancellor's Office. Visit the website to meet the faculty honored at each of the 23 CSU institutions for their contributions to the research/scholarship/creative activities, teaching, and service mission of the university.

ABOUT THE ACADEMIC SENATE CSU

*The **Academic Senate CSU** is the official voice of the faculty in matters of system-wide concern. The Academic Senate CSU provides the means for the faculty to participate in the collegial form of governance, which is based on historic academic traditions and recognized by California law. The primary purpose of the Academic Senate is to promote academic excellence in the California State University. www.calstate.edu/AcadSen*

Elections of new ASCSU officers for 2014-15:

Chair – Steven Filling, CSU Stanislaus

Vice Chair – Christine Miller, CSU Sacramento

Secretary – Susan Gubernat, CSU East Bay

Member-at-Large – Praveen Soni, CSU Long Beach

Member-at-Large – Julie Chisholm, California Maritime Academy

**ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY**

AS-__-14

**RESOLUTION SUPPORTING THE ASCSU EFFORTS TO RECONSIDER THE
120/180 UNIT LIMITS FOR MANY DISCIPLINE DEGREES**

- 1 WHEREAS, The Academic Senate of Cal Poly is committed to the principles of
2 shared governance and the primacy of the faculty in determining
3 curriculum in the CSU; and
4
- 5 WHEREAS, The CSU Board of Trustee's Collegiality Statement affirms, in part,
6 "Collegial governance assigns primary responsibility to the faculty
7 for the educational functions of the institution in accordance with
8 basic policy as determined by the Board of Trustees. This includes
9 admission and degree requirements, the curriculum and methods
10 of teaching...." And
11
- 12 WHEREAS, Individual autonomy among CSU campuses for faculty decision-
13 making within a department/discipline has been widely upheld,
14 and,
15
- 16 WHEREAS, Many disciplines are governed by external accrediting agencies that
17 mandate curricular components and limit freedom of faculty to deviate
18 from proscribed outcomes such that an additional curtailment to 180
19 quarter units is unrealistic and not in the best interests of students; and
20
- 21 WHEREAS, There is little to no evidence that the selection of 180 quarter units'
22 proposed benefits i.e., shortened time to graduation, can or will be
23 achieved; and
24
- 25 WHEREAS, Many disciplines have been and continue to be increasingly
26 more intellectually dense, more profoundly inclusive to new content
27 and more specialty focused; therefore be it
28
- 29 RESOLVED That the Cal Poly Academic Senate communicate to the ASCSU its
30 support of efforts to re-establish appropriate unit designations for
31 many disciplines up to 198 quarter units; and be it further
32
- 33 RESOLVED That a copy of this resolution be forwarded to the ASCSU Chair,
34 President Jeffery Armstrong, and CSU Campus Senate Chairs.

Proposed by: Academic Senate Executive Committee
Date: April 16, 2014

Adopted:

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

AS- ____-14

RESOLUTION ON SUSTAINABILITY

1 WHEREAS, In May 2003, the Academic Senate endorsed the Talloires Declaration; and
2

3 WHEREAS, In August 2003, President Warren Baker signed the Talloires Declaration; and
4

5 WHEREAS, Provisions 3 and 4 of the Talloires Declaration focus on educating for
6 environmentally responsible citizenship and on fostering environmental literacy; and
7

8 WHEREAS, The University has as one of its University Learning Objectives that graduates of
9 Cal Poly should "Make reasoned decisions based on an understanding of ethics, a
10 respect for diversity, and an awareness of issues related to sustainability"; and
11

12 WHEREAS, The University defined the term sustainability, as part of its Sustainability Learning
13 Objectives, as being "the ability of the natural and social systems to survive and thrive
14 together to meet current and future needs"; and
15

16 WHEREAS, The University's ~~has established~~ Sustainability Learning Objectives ~~which, among~~
17 ~~other things~~, state that students should be able to "Define and apply sustainability
18 principles within their academic programs"; and
19

20 WHEREAS, Some Cal Poly students graduate without satisfying the sustainability element of
21 the University Learning Objectives nor the Sustainability Learning Objectives; and
22

23 WHEREAS, Cal Poly has a responsibility to ensure that its graduates meet the sustainability
24 element of the University Learning Objectives and the Sustainability Learning
25 Objectives; and
26

27 WHEREAS, Some Cal Poly students will be employed in jobs requiring an understanding of
28 sustainability; and
29

30 WHEREAS, There is a need to refine and develop more classes to help students meet the
31 sustainability element of the University Learning Objectives and to meet the
32 Sustainability Learning Objectives; and
33

- 34 WHEREAS, There is not currently an established system that designates and communicates
35 whether a class meets the Sustainability Learning Objectives; and
36
- 37 WHEREAS, A list of University sustainability classes would be helpful to students and faculty;
38 and
39
- 40 WHEREAS, A list of University sustainability classes would be helpful for programs wanting to
41 incorporate sustainability into their curricula; and
42
- 43 WHEREAS, Other CSU campuses currently have lists of sustainability classes and catalog tags
44 for these classes; and
45
- 46 WHEREAS, The Academic Senate Sustainability Committee has developed and tested a
47 procedure to determine whether a class meets the Sustainability Learning Objectives;
48 therefore be it
49
- 50 RESOLVED: That the Academic Senate Sustainability Committee be directed to develop a list of
51 classes based on an assessment process that meet the Sustainability Learning Objectives
52 and, by extension, the relevant portion of the University Learning Objectives; and be it
53 further
54
- 55 RESOLVED: That faculty should be encouraged to develop new sustainability classes and
56 to modify existing courses by including sustainability, especially interdisciplinary
57 courses as well as courses satisfying General Education requirements; and be it further
58
- 59 RESOLVED: That the Academic Senate Sustainability Committee in conjunction with the Center for
60 Teaching, Learning and Technology shall provide support for faculty seeking to teach
61 classes involving sustainability; and be it further
62
- 63 RESOLVED: That the Academic Senate Sustainability Committee be directed to work with
64 student and campus organizations, as well as Facilities, to identify opportunities to
65 promote alternative approaches to sustainability education on campus that would
66 further facilitate students explicitly meeting the learning objectives addressing
67 sustainability.

Proposed by: Sustainability Committee and Josh
Machamer, Chair of the GE
Governance Board

Date: April 15, 2014

Revised: May 28, 2014

Assessment of Courses as Potentially Satisfying the Sustainability Learning Objectives: The Procedure Used to Assess GE Courses (2012)

The foundation of the sustainability assessment is the Cal Poly Sustainability Learning Objectives (SLOs).¹ Cal Poly defines sustainability as the ability of the natural and social systems to survive and thrive together to meet current and future needs. In order to consider sustainability when making reasoned decisions, all graduating students should be able to:

1. Define and apply sustainability principles within their academic programs
2. Explain how natural, economic, and social systems interact to foster or prevent sustainability
3. Analyze and explain local, national, and global sustainability using a multidisciplinary approach
4. Consider sustainability principles while developing personal and professional values

To assess the courses, two members of the Academic Senate Sustainability Committee (ASSC) read through the course learning objectives of a particular GE course found in the GE course proposal form. Those readers determined to what degree those learning objectives addressed each of the four sustainability learning objectives (SLOs). This was done using the following scoring

The scoring range was as follows:

- **3:** Course directly addresses the given SLO with one or more course learning objective or course topic;
- **2:** Course probably addresses the given SLO;
- **1:** Course might indirectly address the given SLO; and,
- **0:** The course doesn't seem to address the given SLO.

After scoring the relevance of each SLO, a summary score was calculated based on the scores for each of the SLOs. Specifically, the score is calculated as follows:

- Summary score of 2 means that the course very likely achieves at least two of the four SLOs;²
- Summary score of 1 means that the course might achieve one or more SLOs;³ and,
- Summary score of 0 means that the course doesn't seem to address the SLOs.⁴

¹ Academic Senate Resolution 688-09 approved by President Baker June 22, 2009; www.academicprograms.calpoly.edu/content/academicpolicies/sustainability_lo

² A final score of 2 is given if in the SLO scores there are at least two 3's or one 3 and two or three 2's (e.g. SLO1 = 3, SLO2 = 3, SLO3 = 0, SLO4 = 0 or SLO1 = 3, SLO2 = 2, SLO3 = 2, SLO4 = 1).

³ A final score of 1 is given if the final evaluation does not result in a 2 or 0.

⁴ A final score of 0 is given if there are no SLO scores of 2 or 3.

Academic Senate Sustainability Committee SLOs Evaluation Rubric

Course Prefix & Number

Replace this cell with course Prefix & Number, e.g. GEOG 301

Course Title

Replace this cell with course Title, e.g. Geography of Resource Utilization

Course Description

Replace this cell with course catalog description, e.g. A multicultural, world view of the interconnections of the following resource systems: food, energy, water, and non-fuel minerals. A pervading theme is the sustainability of these systems. 4 lectures. Prerequisite: Completion of GE Areas A, D3. Recommended: Junior standing. Fulfills GE D5 except for Social Sciences majors.

GE Area, if any

Evaluator name:

Evaluator

Evaluator User Name:

evaluator@calpoly.edu

Cal Poly defines sustainability as the ability of the natural and social systems to survive and thrive together to meet current and future needs.

Initial Assessment Based on Course Title/Description	Points Possible	Points Actual
Yes, the course very likely achieves at least two of the four SLOs.	2	
Maybe, the course might achieve one or more SLOs.	1	
No, the course doesn't seem to address the SLOs.	0	

Points	3	2	1	0	Points
Assessment Based on Course Proposal or Syllabus	Course directly addresses given SLO with one or more course learning objective or course topic	Course probably addresses given SLO	Course might indirectly address given SLO	Course doesn't seem to address SLO	
SLO1: Define and apply sustainability principles within their academic programs					
SLO2: Explain how natural, economic, and social systems interact to foster or prevent sustainability					
SLO3: Analyze and explain local, national, and global sustainability using a multidisciplinary approach					
SLO4: Consider sustainability principles while developing personal and professional values					
Estimated fraction of course devoted to SLOs	100-50%	50-25%	25-10%	<10%	

Summary Assessment Based on Course Proposal or Syllabus	Points Possible	Points Actual
Yes, the course very likely achieves at least two of the four SLOs.	2	
Maybe, the course might achieve one or more SLOs.	1	
No, the course doesn't seem to address the SLOs.	0	
If course doesn't address the SLOs, could it?	Yes/No	

Suggestion(s) how course might address one or more of the SLOs:

Other Comments:

For office use only	
First course	
Second course	
Average	

Code	

Adopted:

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

AS-___-14

RESOLUTION TO AMEND FACULTY OFFICE HOUR POLICY

1 WHEREAS, The Campus Administrative Manual (CAM) 370.2.D.1 incorporated an Academic Senate
2 resolution on faculty office hours (AS-91-80) that states: "Normally, each full time
3 faculty member schedules and conducts at least five office hours each week for
4 consultation with students. Deans may approve a variation in consultation with the
5 department. Part-time and full-time faculty with reduced teaching loads schedule office
6 hours in proportion to their assignments. Faculty members are requested to post their
7 office hours outside their office doors and provide a copy to the department head/chair";
8 and
9

10 WHEREAS, CAM 370.2.D.1 does not specify that it applies to the final examination period; and
11

12 WHEREAS, The final examination period is a work week; and
13

14 WHEREAS, Academic Personnel has interpreted CAM 370.2.D.1 to apply to the final examination
15 period; and
16

17 WHEREAS, Colleges and programs across the university have adopted different policies regarding
18 office hour requirements during the final examination period; and
19

20 WHEREAS, Students and faculty may be unclear on whether office hours are to be held during the
21 final examination period; and
22

23 WHEREAS, Cal Poly is in the process of creating a new set of Campus Administrative Policies (CAP)
24 and phasing out the current CAM; therefore be it
25

26 RESOLVED: That the Academic Senate amend CAM 370.2.D.1 by including the following underlined
27 changes:
28

29 "Normally, each full time faculty member schedules and conducts at least five
30 office hours each week for consultation with students. This includes the final
31 examination period. Deans may approve a variation in consultation with the
32 department. Part-time and full-time faculty with reduced teaching loads schedule
33 office hours in proportion to their assignments. Faculty members are requested
34 to post their office hours outside their office doors, include their office hours and
35 office location on their syllabus, and provide a copy to the department head/chair.
36 Faculty members are requested to notify the department head/chair and students
37 at least a week in advance of changes in their **regularly scheduled** office hours."

Proposed by: Academic Senate Instruction Committee
Date: April 25, 2014