Meeting of the Academic Senate Executive Committee
Tuesday, October 1, 2019
01-409, 3:10 to 5:00pm

I. Minutes: M/S/P to approve the September 24, 2019 Academic Senate Executive Committee minutes.

II. Communication(s) and Announcement(s): none.

III. Reports:
A. Academic Senate Chair: Dustin Stegner, Academic Senate Chair, announced that he will be co-chairing the Provost Search Committee along with Amy Fleischer, College of Engineering Dean.
B. President’s Office: none.
C. Provost: none.
D. Statewide Senate: none.
E. CFA: none.
F. ASI: Mark Borges, ASI President, reported that beta testing for the campus-wide mobile app has begun and that the campus will be embracing Indigenous People’s Day to replace Columbus Day on the second Monday of October.

IV. Business Item(s):
A. Confirmation of CENG Senator.
M/S/P to confirm Jim LoCascio, Mechanical Engineering, as a senator to represent the College of Engineering in the Academic Senate.
B. Committee Appointments.
1. M/S/P to appoint Gordon Rees, NRES, to GE Governance Board and Maria Zavala, CENG Student Services, to USCP Review Committee.
2. M/S/P to appoint Jean Dodson Peterson, Wine and Viticulture, to the Graduation Writing Requirement (GWR) Advisory Board.
C. Approval of 2019-2020 Committee Charges.
M/S/P to approve the 2019-2020 Academic Senate committee charges. Committee charges can be found in the attached document.
D. CONFIDENTIAL: Appointment of 2 Faculty at Large representative for OCOB Dean Search Committee.
E. Convene a Working Group on Technology Ethics, to be directed by the Ethics + Emerging Sciences Group.
Dustin Stegner, Academic Senate Chair, proposed the formation of a Working Group on Technology Ethics that would look at issues of parking amongst other things. The group would be directed by the Ethics and Emerging Sciences Group. M/S/P to formally convene this working group.

V. Discussion Item(s):
A. GE Pathways Work Group.
Dustin Stegner, Academic Senate Chair, briefly discussed a few issues regarding the GE Pathways Report.
B. **Discussion on a Course Renewal Task Force.**  
Dustin Stegner, Academic Senate Chair, discussed the creation of a course renewal task force. This topic will return as a business item at the next Executive Committee meeting.

C. **Discussion on a Double Major Policy Task Force.**  
Dusting Stegner, Academic Senate Chair, led a discussion on the campus double major policy and introduced the idea of a task force that would determine the minimum threshold of work a student must complete to earn a second degree.

VI. **Adjournment:** 5:00 p.m.

Submitted by,

*Katie Terou*

Katie Terou, Academic Senate Student Assistant
Charges for Fall 2019
Academic Senate Committees

Budget and Long-Range Planning Committee
- Mapping of University budget and reports to the Academic Senate. **AY 2019-2020**
- Continue discussion of faculty representative on university budget formation. **AY 2019-2020**

Curriculum Committee
- Consult with Academic Senate Task Force on e-learning addendum. **Ongoing**.
- Review of curriculum proposals. **Ongoing**.
- Resolution on 51% Requirement (collaboration with Bruno Giberti, APP) **Fall 2019**
- Resolution on Double Counting **AY 2019-2020**

Distinguished Scholarship Awards Committee
- Evaluate candidates and recommend recipients for the Distinguished Scholarship Award. **Ongoing**

Distinguished Teaching Awards Committee
- Evaluate candidates and recommend recipients for the Distinguished Teaching Award. **Ongoing**

Diversity Committee
- Discussion and Possible Resolution on DEI PLOs. **AY 2019-2020**
- Faculty Input on CPX Results and Action Plan Items. **Fall 2019**

Faculty Affairs Committee
- Update university-level personnel policies document. **AY 2019-2020**
- Discussion of continuation of equity programs. **AY 2019-2020**
- Revision of office hour policy for UFPP. **AY 2019-2020**
- Discussion of faculty input for academic associate deans. **Spring 2020**
- Discussion of revising requirement that student evaluations include qualitative comments (in collaboration with Instruction Committee). **AY 2019-2020**
- Discussion of possible timelines for removing student evaluation data from faculty members’ PAFs. **AY 2019-2020**

Fairness Board
- Address academically related, grading, matters for students and instructors. **As needed**
- Discuss revision of procedures regarding committee member refusal. **Fall 2019**
- Review bylaws to consider issues such as grievances after graduation and 60-day grade change requirement and who, other than the students, is entitled to be involved or informed with regards to a case. **AY 2019-2020**

GE Governance Board
- Review GETF report and prepare resolutions, where appropriate, for GE revision. **Fall 2019**
- Review of curriculum proposals: catalog cycle proposals and continuous course review proposal. **Ongoing**.
- Explore “course renewal” cycle (in tandem with ASCC). **Ongoing**
- Guide GE Area Workgroups and D&I Workgroup. **AY 2019-2020**
- Revising GE PLO’s **AY 2019-2020**

Grants Review Committee
- Review of RSCA Grants, **ongoing**

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**Instruction Committee**

- Discuss ways to raise faculty and students’ awareness about academic dishonesty/plagiarism. **AY 2019-2020**
- Revision of campus cheating policy. **Fall 2019**
- Work with Registrar’s office on a new resolution on waitlist/permission numbers (from Registrar’s report to the Academic Senate). **AY 2019-2020**
- Review consultative process between the Academic Senate and the Registrar’s Office for changes to enrollment and registration that affect how faculty conduct their courses. **Spring 2019**
- Resolution on Adoption of Instructional Materials (collaboration with Patrick O’Sullivan, CTLT) **Fall 2019**
- Discussion on Possible Revision of WU Policy, **Fall 2019**
- Discussion of commencement schedule options for 2021, **Fall 2019 or Winter 2020**
- Discussion of revising requirement that student evaluations include qualitative comments (in collaboration with Faculty Affairs Committee). **AY 2019-2020**

**Research, Scholarship, and Creative Activities Committee**

- Collaborate with Research and Development on new RFP process. **AY 2019-2020**
- Collaborate with Research and Development on ORCiD Institutional Identifier; possible support resolution to follow **Fall 2019/Winter 2020**
- Identify college level support opportunities for RSCA. **AY 2019-2020**

**Sustainability Committee**

- Develop and pilot more SLOs assessments. **Ongoing**
- Respond to AS-787-14:
  1. Review new courses in the 2019-2020 catalog for SUSCAT. **AY 2019-2020**
  2. Encourage faculty to teach sustainability in new and existing courses. **AY 2019-2020**
  3. Work with the CTLT to provide support for faculty seeking to teach classes involving sustainability. **Ongoing**
- Develop procedures to identify sustainability courses in catalog and on PASS. **Ongoing**
- Respond to 2014 CSU Sustainability Policy directives. **Ongoing**
  1. “The CSU will seek to further integrate sustainability into the academic Curriculum working within the normal campus consultative process.
  2. The CSU will develop employee and student workforce skills in the green jobs industry, prompt the development of sustainable products and services, and foster economic development.”
- Support campus efforts to improve Cal Poly’s AASHE STARS certification credits. **Ongoing**
- Work with students to better integrate approaches to sustainability inside and outside the classroom curriculum. **Ongoing**
- Resolution on Second Nature Climate Commitment Target Date, **AY-2019-2020**
- Identification of Sustainability Courses, **Fall 2019**

**USCP Review Committee**

- Work with ASCC and GEGB to design and implement a plan for curricular review of all existing courses with USCP designation. **Ongoing**

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