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

MINUTES OF THE ACADEMIC SENATE
Tuesday, October 5 2010
UU 220, 3:10 to 5:00pm

I. Minutes: None.

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

III. Reports:
   A. Academic Senate Chair: (Fernflores) The Chair gave a PowerPoint presentation as introduction to new senators re Senate processes: duties of Senate officers, staff, caucus chairs, and senators; first and second readings of resolutions; Senate attendance requirements; etc. She also reviewed new procedures for curriculum appeals. The Chair summarized several matters that will come before the Senate this academic year.
   B. President's Office: (Howard-Greene) The search for a new President is underway. Campus forums with the finalists are anticipated for the week of November 29. Appointment of a new President is expected to be made before the end of the calendar year. Dan Howard-Greene announced his retirement at the end of December. He will be greatly missed.
   C. Provost: (Koob) The budget news is good. $106m was received in one-time restoration funds; however, there is an expectation by the Chancellor's Office that the money will be used to increase admissions. We have received about 500 transfer student applications. About 25% are eligible. About 50 new students will be admitted at the beginning of winter quarter.
   D. Vice President for Student Affairs: (Morton) The Alcohol Education Handbook is now available at the Health Center website:
   It contains helpful information about alcohol use/abuse, resources, and related issues.
   E. Statewide Senate: (Foroohar) Several resolutions are already before the Academic Senate CSU this academic year. (LoCascio) The statewide Academic Affairs Committee is looking at two issues: [1] dual degrees, and [2] on-campus mental health assistance for returning veteran students.
   F. CFA Campus President: (Thomcroft) Governor Schwarzenegger has vetoed SB 330. This bill would have required foundations and other auxiliary non-profits connected with the State's public universities and colleges to make their handling of money and other operations more transparent and accountable to the public.
   G. ASI Representative: (Storelli) ASI President, Sarah Storelli, introduced herself and ASI Board of Director Chair, Natalia Walicki. ASI is close to its goal of registering 10% of students to vote. The deadline is October 18. Cal Poly is well ahead of other campuses.
   H. Committee and Caucus Chairs: None.

IV. Special Report(s):
   Jim Keese, Academic Senate representative to the Academic Council for International Programs (ACIP), gave a PowerPoint presentation on CSU International Programs (IP). This is a one year program for students to study abroad in one of 16 countries. Cal Poly has 69 students enrolled for 2010-2011, the third largest enrollment in the CSU. Programs are available for students in all majors.
Consent Agenda:
The following curriculum proposals were approved by consent:
ASCII/BIO/BMED 593 Stem Cell Research Internship (5) supv
ASCII/BIO/BMED 594 Applications in Stem Cell Research (2) 1 sem, and supv
BIO 534 Principles of Stem Cell Biology (2) 2 sem
CPE/EE 133 Digital Design (4) 3 lec, 1 lab
CPE/EE 233 Computer Design and Assembly Language Programming (4) 3 lec, 1 lab
GSB 573 Marketing Research (4) 4 lec
Stem Cell Research Specialization, MS Biomedical Engineering
Stem Cell Research Specialization, MS Biological Sciences

VI. Business Item(s):
A. Resolution on Clarifying Academic Program and Institutional Assessment: First reading. The Chair introduced the resolution and summarized its recommendations. The Academic Senate will oversee university-level assessment. Faculty involved in assessment activities may report such service as an appropriate form of teaching, scholarship, or service. Resolution will return as a second reading item.
B. Resolution on Academic Senate Operating Procedures for Its Committees: First reading. The current operating procedures for Academic Senate committees are outdated. In addition, there is no bylaws provision allowing electronic communications for committee deliberations. This resolution recommends procedures for physical and electronic meetings. Resolution will return as a second reading item.
C. Resolution on Modification to the Bylaws of the Academic Senate to Allow for Electronic Voting: First reading. This resolution allows both paper and electronic elections to be used by the Academic Senate. Resolution will return as a second reading item.
D. Resolution on Modification to Academic Program Review Procedures: First reading. When program review moved from the Academic Senate to Academic Programs, the Executive Committee retained its position as final approver for a program’s internal reviewer. This step has not provided value-added oversight and often delays the start of a review. The resolution eliminates the Executive Committee’s role of approving internal reviewers but adds a provision for annual summaries to the Academic Senate on the findings of academic programs that underwent review in that year. Resolution will return as a second reading item.

VII. Discussion Item(s):

VIII. Adjournment: 4:43pm

Prepared by:

Margaret Camuso
Academic Senate
Academic Senate Orientation

Fall 2010
Senate Officers & Staff

Officers

Chair: Rachel Fernflores, Philosophy Department, 6-2330
Vice Chair: Camille O’Bryant, Kinesiology Department, 6-1787

Staff

Margaret Camuso, 6-1258
Gladys Gregory, 6-1259
Officers: Chair

- In consultation with our administration, the Senate Executive Committee, and faculty from across the campus, develop committee charges for Senate committees
- Communicate with committee chairs/committees about committee charges
- Prepare meeting agendas and minutes
- Observe meeting procedures
- Act as liaison between administrators and faculty
- Provide faculty with the opportunity to talk about issues important to our work as faculty
- Work well with our Administrative Staff & ASI Officers
Officers: Vice Chair

• Maintain speaker’s list during Senate meetings (Executive Committee meetings and Academic Senate meetings)
• Observing rules and regulations
• Work closely with Chair
• Be ready to take over duties of the Chair
Parliamentarian

Senator Lee Burgunder

• Parliamentarian advises the Chair when she is in doubt about how to rule on an important point (doubt does occur – grateful for the help!)
Senate Staff

• Logistics
• Arranging meetings
• Consult with Senate Chair and Senate Committee Chairs about procedures
• Help with resolutions
• Minutes
• Much more!
Caucus Chairs

• Attend Executive Committee meetings and Academic Senate meetings
• Fill vacancies from their college/area on Senate and University committees
• Keep people in their college/area informed of what happens at Senate meetings
• Report to Senate officers or Executive Committee when there are things happening in the colleges/areas that we need to know about
Senators

• Attend Senate meetings
• Address the Chair when speaking
• Observe procedures
• Arrange for proxy in writing if not able to attend a meeting
• Copy Margaret & Gladys when arranging for prozy
• Technically, a Senator can be dismissed from Senate duty if he or she misses two consecutive meetings for which there was no substitution
• If a Senator cannot attend meetings for a whole quarter (or more), he or she should work with the caucus chair to find a replacement
Resolutions

- Resolutions come from Senate committees and other university community members
- Resolutions that come to the Senate undergo first and second readings
- During a first reading, the resolution cannot be amended, but the body can discuss the resolution and make suggestions for improvement
Resolutions

• If a resolution is time sensitive, it can be moved to a second reading at the same meeting – care needs to be taken to do this only when needed
• At the second reading, a resolution needs to be moved and seconded to adoption
• A moved and seconded resolution can be amended by the Senate
Resolutions

• As a courtesy, it is preferable if we have proposed amendments in advance of meetings
• Attachments to resolutions cannot be amended
Resolutions

• Resolutions are either adopted, rejected or withdrawn, referred to committee, postponed (time certain if we do not intend to postpone indefinitely)
• If unresolved at the end of the year, a resolution is dropped and would need to be re-agendized the following year by the Executive Committee
Some Resolutions to Expect

• R on Teacher-Scholar
• R on Learn-by-doing
• R on Course Syllabi (Integration & Student Learning)
• R on University Level RPT
• R on Strategic Plan
More Resolutions

• R on posting program goals
• R on Assessment, ULO Project
• R on GE
More Resolutions to Expect

• R from BLRP on “advisory powers” and “transparency”
• R on shared governance and collegiality
• R on classroom civility
• R on advising
• R on dropping classes and cheating/plagiarism
CSU International Programs (IP)

“Real People, Real World, Real Education.”

• Year-Long Programs
  “Study Abroad is Easier than you Think”
• Since 1963
• 16,341 Students
16 countries on 6 continents

“World-Wide Options”

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Jim Keese
Cal Poly’s ACIP Rep.
Geographer
Social Sciences Department

✓ Chair Student Affairs Committee
✓ Review & Approve Applications
✓ 3 meetings in Long Beach
✓ Organize Student Interviews
✓ Liaison to Cal Poly Faculty
Resident Director, Florence, Italy (2010-2012)

Alypios Chatziioanou
Civil & Environmental Engineering Department

“Faculty Opportunities”
$10,000 CSU IP Wang Scholarship

Ning Zhang
Political Science

“Faculty Opportunities”
2010-2011 Enrollment

- CSU 667
- Cal Poly 69 (#3 in CSU)
“Study Abroad is Easier than you Think”

Affordable

- Average cost less than 1 year at Poly
- All financial aid applies
- Scholarships available
“Study Abroad is Easier than you Think”

IP is Compatible with CSU Curriculum

- Created for CSU Students
- Programs for majors in all colleges
- Progress toward degree with pre-approved major, minor & GE courses
“Study Abroad Benefits Your Department”

Better Prepared Students
“First and foremost, the purpose of academic program review (APR) at Cal Poly is to acknowledge the strengths and seek ways of further enhancing the quality of academic programs.”

In general terms, this is accomplished by conducting a periodic review of the program’s mission and goals as they relate to the mission of the institution; the curriculum through which the program’s mission and goals are pursued; the extent to which the program is achieving its objectives for student learning; the quality and diversity of the faculty and staff and their contributions to achieving the program’s mission and goals; and the quality of the infrastructure supporting the program (e.g., library and other educational resources; physical facilities, etc.).

An academic program is a structured grouping of coursework leading to a baccalaureate or graduate degree or to a teaching credential. At Cal Poly, APR is conducted for all academic programs, General Education, and centers and institutes.

For more information contact:

- Erling Smith, Vice Provost for Programs & Planning
- Delores Lencioni, Administrative Support, Academic Programs
We need your support!

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CSU International Programs (IP)
“Real People, Real World, Real Education.”

Cal Poly’s IP Coordinator
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www.iep.calpoly.edu

www.calstate.edu/ip