I. Minutes: none.

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

III. Reports:
A. Academic Senate Chair: Rein reported on the functioning and the rights and responsibility of the Academic Senate. The goal of the Senate is to speak for the faculty and to be a representative of the faculty. In addition, Rein reminded everyone to be respectful of each other and the process.

B. President’s Office: Kinsley reported that the Semester Review Task Force is meeting under the leadership of Rachel Fernflores. Membership and charge is available at <http://www.president.calpoly.edu/semesterreview>. Cal Poly will be accepting applications until November 30, 2013. 2013-2014 enrollment target is 16,000 FTUs. The review of CAP policies should be completed by June 2013.

C. Provost: Kumi Ikeda reported on behalf of Enz Finken. Ikeda introduced Deb Larson, dean of CENG who will be the dean representative on the senate. There is a search for a Director of Graduate Education and for an Assistant Vice Provost for Industry Partnership and Sponsored Research. The CSU Board of Trustees will vote on the proposal to reduce the number of units to 180 in November.

D. Vice Provost for Student Affairs: Allen requested a moment of silence for our students Brett Olson from the College of Liberal Arts and Jacob Van Staarveren from the College of Science and Math. Allen reported that the orientation program is composed of events such as open house, which introduces the campus to new and perspective students and their parents, SOAR, which provides an opportunity to introduce students to the SLO community, and WOW, which connects students with the SLO community and resources. The Enhance Campus Life Group has been charged by the President to provide recommendations that would transform the campus in terms of delivery of services and learning approaches that better meet the needs of today’s students.

E. Statewide Senate: LoCascio reported that the CSU Board of Trustees is discussing a policy that would require programs to reduce to exactly 120/180 units wherever possible. Additionally, the cost of attending Cal State Online was discussed as well as restructuring fees.

F. CFA Campus President: Thorncroft reported that CFA is receiving a lot of questions about the possible calendar conversion and the implications to the contract. CFA does not want faculty to base their decision to change or stay on misconceptions. In addition, faculty are sharing with CFA that they think the
decision to convert to semesters has already been made, either by the President or
by some mandate from the Chancellor. The most frequent comments include:
faculty are outnumbered on the task force, timeliness, and the belief that “the
president wants it to happen, so it’s going to happen.” CFA has no position on
the calendar change but advocates a decision process that has the confidence of
the institution and the vote of the faculty.

G. ASI Representative: Morrow reported that ASI will be conducting a campuswide
voter registration drive from October 9-22. Three students, all members of the
Board of Directors and from CSM, CLA, and CENG, have been appointed to
serve on the Semester Review Task Force.

H. Other: David Conn reported on the importance of participating on the Great
California ShakeOut on October 18, 2012. Additional information is available at
<www.earthquakecountry.org>

IV. Special Reports: Rachel Fernflores, Chair of the Semester Review Task Force:
PowerPoint presentation is available at:
<http://www.academiciansenate.calpoly.edu/content/meetings_calendar>

V. Consent Agenda: The following were approved: FPE 555 Fire Protection Management in
the Wildland-Urban Interface and Facilities Management and Operations (graduate
certificate program).

VI. Business Item(s):
A. Resolution on the Proposal for the Establishment of the Institute for
Advanced Technology and Public Policy (Blakeslee, CA senator/Piirto,
CAFES professor): Piirto presented this resolution, which requests the
Academic Senate’s approval for the establishment of the Institute for Advanced
Technology and Public Policy. PowerPoint presentation by Sam Blakeslee is
available at:
<http://www.academiciansenate.calpoly.edu/content/meetings_calendar>
Resolution will return as a first reading item.

VII. Discussion Item(s): none.

VIII. Adjournment: 5:00 pm

Submitted by,

Gladys Gregory
Academic Senate
PRESIDENTIAL SEMESTER REVIEW TASK FORCE

Rachel Fernflores
Task Force Chair
GUIDING QUESTIONS:

- Would converting to semesters be beneficial for faculty, staff, and students?
- Would it be an effective way of engaging in continuous improvement?
SEMESTER REVIEW TASK FORCE

- Important discussion about our future
- Opportunity to learn more about what we all contribute to success of Cal Poly
- It would impact the work of everyone
- Opportunity to have a civil, balanced discussion
Potential benefits examples:

- streamlining curriculum
- brings about reflective change and requires forward looking thinking
- longer sabbaticals, internships and coops
- calmer pace
- No January to June “death march”
Potential problems

- It's a lot of work
- Quarter system has lots of benefits too
- Decision already made? Are we wasting our time?
POTENTIAL GAME CHANGERS

President Armstrong at fall conference, in focus group discussions last spring: thinks we should go to semesters. What could change things:

• New Chancellor
• November 6 vote on Prop 30
• Funding
TASK FORCE CHARGE

• The Semester Review Task Force is a special task force created by the President for Fall 2012. The Semester Review Task Force is appointed by and reports to the President.

• The Semester Review Task Force is charged with exploring what would be involved if Cal Poly were to convert to semesters. At the end of the fall quarter, the chair of the Semester Review Task Force will submit to the President a report of its findings. On the basis the report, the President will decide whether Cal Poly will convert to semesters.
Ten Faculty Members

- Rachel Fernflores Chair, appointed by the President
- Andrew Schaffner Academic Senate Curriculum Committee Chair
- Josh Machamer Academic Senate General Education Governance Board Chair

One faculty member from each college/area, nominated by the Academic Senate Executive Committee:

Cyrus Ramezani (OCOB); Gary Laver (CLA); Mark Zohn (CAFES); Graham Archer (CAED); Derek Gragson (CSM); David Clague (CENG); Helen Bailey (PCS)
TASK FORCE MEMBERS

Three Students, nominated by the President, Associated Students, Inc.:

- Tatiana Prestininzi
- Derek Majewski
- Nathan Honeycutt
TASK FORCE MEMBERS

- Doug Epperson, nominated by the Academic Deans
- Cem Sunata, Registrar
- Johanna Madjedi, nominated by the Vice Provost for Information Services and CIO
- Martin Shibata, nominated by the Vice President for Student Affairs
- Joette Eisengart, nominated by the Vice President for Student Affairs
- Lorlie Leetham, nominated by the Vice President for Administration and Finance
- Adam Jarman, nominated by the Vice President for Advancement
- Kimi Ikeda, nominated by the Provost
- Rick Bergquist, alumni representative, nominated by the Alumni Association President
- Betsy Kinsley, Chief of Staff, ex officio, non-voting
Will include, but not be limited to:

- A set of guiding principles to be used if Cal Poly converts to semesters.
- Expected key curriculum transformation opportunities if Cal Poly converts.
- A timeline for conversion Cal Poly could meet.
- An estimated total cost of a conversion.
- A recommended teaching load for faculty, based on costs and a projected budget.
- A recommended course load for students, based on graduation rates and expected course credit weights.
- Expected needs of advisors during and following a conversion.
- Expected program review and accreditation issues.
- Expected impact on graduation rates.
- Expected information technology needs during and following a conversion.
- Expected admissions, catalog revision, registration, scheduling, and evaluation needs.
- Expected needs in Student Affairs programming and housing.
- Expected impact on capital campaign.
- An overall recommendation – should Cal Poly do this?
PROCESS: SEEKING INPUT

- Campus meetings
- Workshops
- Academic Senate
- ASI
- Students in Residence Halls
- Alumni
- Parents
- Community Colleges
- College Advisory Boards
- Labor Council
- Department Chairs/Heads
- President's Cabinet
PROCESS: SEEKING EXPERIENCE

- Consulting with other campuses considering converting or in the process of converting
- Los Angeles, Pomona
- Rochester Institute of Technology
- University of Cincinnati
Betsy Kinsley, Chief of Staff; Kimi Ikeda (Associate Vice Provost for Systems and Resources); Rachel Fernflores (task force chair) visited RIT on September 27 & 28.

RIT “stands ready” to help Cal Poly with advice should it convert to semesters.
• Met with Semester Conversion Director, faculty members, Scheduling Officers, Registrar, Associate VP for Student Affairs, Assistant Provost for Academic Affairs, Senior Associate Vice Provost for Academic Affairs, Provost, Assessment Director, Student Support Services Specialist, Advising Director
Some Differences:

- More resources
- Private
- Much larger curriculum (approximately 15,000 quarter courses)
- More diverse campus
- Range of RPT tracks
Some Similarities

- Polytechnic
- Large GE Program
- Students declare majors coming in to RIT
- Freshman come in with comparable student GPA and other test scores
- Very active co-curriculum (over 300 clubs and organizations, etc.)
• Shared curriculum conversion packet

• Gen Ed program outline

• Used calendar conversion to “scrub” the curriculum – need good will

• Decided to convert for many reasons, one main one being that it will help student success – students wore the quarter system like a badge of honor, but they were tired and stressed, not as successful at key points of the year as they could be
Advice:

- Plan carefully for up to a year if decision is made to convert
- Work as a team if decision is made to convert
- Address key policy changes
- Identify types of curricular changes: program conversion and substantive change
- Program structure: some merging of programs, some discontinuance, some deactivation (will not be taking new students)
- Work closely with advisors to ensure students are prepared for conversion
- Stress test what we can – e.g., first registration for first semester
- Lot's more!
• Website: http://www.president.calpoly.edu/semesterreview/

• First Committee meeting Friday

• Campus Meetings start next week (working meetings)

• Workshops will be scheduled

• Several other meetings planned