

<p>Academic Senate December 3, 2013</p> <p><b>Present:</b> Bell, Bice, Broadwater, Carroll, Eudey, Filling, Floyd, Garcia, Ghuman, Guichard, Hartman, Hidalgo, Hooker, Huang, Lindsay, Littlewood, Lore, Manrique, Mulder, Nagel, O'Brien, Olivant, Park, Perrello, Peterson, Petratos, Petrosky, Phillips, Powell, Regalado, Salameh, Scheiwiller, Sarraille, Schoenly, Sims, Strong, Thompson, Won, and Wood.</p> <p><b>Proxies:</b> Kenneth Schoenly for Marina Gerson, Elizabeth Breshears for Valerie Leyva, Jean Britt for Diane Crayton and Ron Noble for Suzanne Espinoza.</p> <p><b>Excused:</b> Advanced Studies and Umar Ghuman.</p> <p><b>Guests:</b> The following guests were welcomed: James Tuedio, Linda Nowak, Dennis Shimek, Chuck Gonzalez, John Tillman, Annie Hor, Lauren Byerly, and various students.</p> <p>Isabel Pierce Recording Secretary</p>	<p>Second reading of 39/AS/13/FBAC – Local Policy Governing Special Sessions Degree and Academic Certificate Programs Offered Through University Extended Education (UEE). Passed.</p> <p>First Reading of 40/AS/13/UEPC-Academic Calendar Policy. Will return as a second reading.</p> <p>First and Second Reading of 41/AS/13/SEC Resolution in support of the mental and emotional health of CSU Stanislaus students. Passed as a Sense of the Senate Resolution.</p> <p>Next Academic Senate Meeting: January 28, 2014 2:00-4:00pm, JSRFDC Reference Room</p> <p>Minutes submitted by: Mark Thompson, Clerk</p>
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**1. Call to order**

2:04pm

**2. Approval of Agenda**

Approved as distributed.

**3. Approval of Academic Senate Minutes of November 5, 2013 (distributed electronically)**

Approved as distributed.

**4. Introductions**

The following guests were welcomed: James Tuedio, Linda Nowak, Dennis Shimek, Chuck Gonzalez, John Tillman, Annie Hor, Lauren Byerly, and ASI Students.

**5. Announcements**

Eudey: Thanked the Speaker for a grand speech at the investiture of President Sheley.

A celebration for those that who achieved tenure and/or promotion, December 11th from 4-5:30, JSRFDC.

Instructional Institute, with a discussion around inclusion, diversity, and social justice, January 24th.

Circulated three books for spring Reading Groups.

Tuedio: Chancellor's Doctoral Incentive Program: The program provides loans up to \$10K per year if the student is pursuing a doctorate at an accredited university, forgivable up to \$50K if the graduate returns to the CSU. Lecturers are also encouraged to apply.

Sarraille: CFA Luncheon on Tuesday, December 10<sup>th</sup>, from 11-1pm in the SDR.

Students Representing Turlock Together: Their goal is to collect 500 toys. They want to surpass the goal of 500 and they only have 110 toys collected thus far. They have decided to help by using the monies they collect to purchase toys. There is a strong need this year. They have 10 blue barrels available for donations across the campus. If you see the blue barrels, please try to donate. The date has been extended to December 13<sup>th</sup>, and they will continue to accept toy donations after the 13<sup>th</sup>. Toy or monetary donations can be dropped off at MSR 245.

Powell: World Aids Day will be recognized on campus this week, and a request has gone out to wear red at noon on Wednesday 12/4.

O'Brien: Student athletes attended the investiture en masse, and the university staff needs to be acknowledged for their work.

Byerly: Several holiday events at the Gallo Center. The School of the Arts and Department of Music at CSU Stanislaus will present their traditional holiday choral concert, Carolfest, on Sunday, December 8, with performances at 2 p.m. and 6 p.m. The CSU Stanislaus choral ensembles will perform under the direction of Daniel R. Afonso, Jr., Director of Choral and Vocal Studies. It's a classy, small concert and if interested in tickets see Byerly.

Mayer: KamiKaze Fireflies based in Los Angeles, present a rollicking performance of comedy meets circus. The Gallo Center and the theatre department at California State University-Stanislaus previously collaborated on the very successful *It's a Wonderful Life: The Radio Play*, in the style of a 1940s radio production—featuring “The Gift of the Magi” and other beloved holiday tales as well as our former VP of Faculty Affairs, Ted Wendt.

## **6. Committee Reports/Questions**

**FBAC:** (Lindsay) The committee modified the UEE Special Sessions policy to address concerns, and continuing to work on the budget priorities resolution.

**GC:** (Perrello) The council continues work on a strategic plan for Graduate Education and is seeking to institutionalize the Title V grant.

**SWAS:** (Eudey/Filling) There will be a virtual meeting held next week.

## **7. Information Items**

### **a. Faculty Athletic Representative (John Mayer)**

Mayer is the faculty representative on campus and outgoing VP for Division II. The faculty representative liaises among faculty, the NCAA, students, and the President. Mike Matoso, formerly at University of San Diego, is the new Athletic Director who has led a new initiative to foster communication between athletes and faculty. The campus has its share of academic All-Americans. One piece of NCAA legislation would increase the minimum number of units for incoming athletes to 27 units. This would cause a number of problems, but the national sentiment currently leans toward approval.

**b. SharePoint Pilot for IDEA Faculty Evaluations**

Lindsay: Accounting and Finance participated in a pilot to use electronic forms for selecting courses for evaluations. The faculty used the forms to select courses which triggered an email to the chair for approval. Evaluation forms were prepared in the AS office and sent to departments. There were some glitches, but most have been worked out. The department will continue to participate in the pilot.

**8. First Reading Items**

**a. 40/AS/13/UEPC – Academic Calendar Policy**

It was M/S Schoenly/Eudey.

**California State University Stanislaus  
40/AS/13/UEPC – Academic Calendar Policy**

**Be it Resolved:** That the Academic Senate of California State University, Stanislaus, approve the revised Academic Calendar Policy; and be it further

**Resolved:** That this policy be effective beginning with the Winter 2014 intersession.

**Rationale:** The current policy specifies that UEPC identify two days before the start of the fall and the spring semesters for maintenance to the university’s instructional technology. Instruction using Blackboard during Winter Intersession prevents this policy from being implemented on “two consecutive, non-instructional days, preferably a weekend, as close as possible to the first academic workday.”

After consulting with the UEPC, and in collaboration with UEE and Human Resources, OIT has determined that the two maintenance days before the spring semester will occur on non-instructional days. As such, these dates no longer need to be identified on the college Year Calendar. Instead, OIT maintenance days will be announced to the campus community through POSMASTER and Facnet. [END]

The revision strikes the language under 2d in order to make the scheduling of OIT maintenance days flexible, especially to avoid instructional days.

Points of discussion:

The current language in 2d was included at the request of the OIT.

The change would remove the stipulation of two days before each fall and spring term.

It has been reported that staff are amenable to working at the recommended dates, December 26th & 27th.

Approval would mean changing all extant academic calendars including this year's in order to move the days into the December holiday break. The OIT and UEE will need to consult with the UEPC on the dates as calendars are revised.

If nothing is included in the policy designating time periods, we will have no governing policy at all. Perhaps there should be a stricture that OIT consult with the UEPC.

This year, the Spring Break falls 13 weeks into the spring term.

Calendars are not official until the Chancellor's office approves the calendar.

The item will return as an action item at the next Academic Senate meeting.

**b. 41/AS/13/SEC Resolution in support of the mental and emotional health of CSU Stanislaus students**

It was M/S Sims/O'Brien.

**41/AS/13/SEC Resolution in support of the mental and emotional health of CSU Stanislaus students**

**Be it Resolved:** That the CSU Academic Senate recognize that the professional staff of Psychological Counseling Services has been reduced from five full-time, year-round tenure-track faculty members to one over the past decade, while student enrollment increased significantly; and be it further

**Resolved:** The CSU Stanislaus Academic Senate recognize that the Counseling Faculty, as one of the three essential support units on campus, offers basic infrastructure to the educational mission of the university and the psychological needs of the student body. In addition, the Counseling Faculty is a critical facet in addressing risk management concerns and in the prevention of mental health tragedies; and be it further

**Resolved:** That the CSU Stanislaus Academic Senate implore the administration to develop and implement a plan to re-staff the Counseling Center by increasing the number of tenure-track Counseling Faculty in line with the suggested student-counseling faculty ratio established by the International Association of Counseling Services (IACS).

**Rationale:**

The central role of the Counseling Faculty on all campuses of the California State University is fundamental to the mission of the university. CSU Executive Order 1053 mandates the system-wide policies, procedures, and/or guidelines for mental health services to matriculated students.

IACS (the accreditation body of college counseling centers) recommends a student-counselor ratio of 1500:1. This ratio forms the basis for justification of the proposed minimum ratio at CSU Stanislaus.

Tenure-track positions specifically are crucial because they secure counselors who plan to dedicate their careers to the university, which roots them firmly within the campus community. It allows for participation in governance, the development of relationships and programs with student groups, teaching faculty, campus police and campus housing. This creates a strong safety net for the campus and a resource that is familiar and known to all. The long-term commitment of Counseling Faculty to the university is fundamental in providing continuity in its relationships with the campus and in developing programming that is stable and predictable.

Sims noted that the resolution addresses personnel needs in the Psychological Counseling Center. Today's communique from VP Espinoza does not address the resolution's call for re-staffing with tenure-track faculty. The proposal currently being worked towards does not take that into account. This is not only about responding clinically to students individual needs; it is underscoring the need for TT counseling faculty who do much more than provide counseling. They work with Public Safety, Outreach and mental health consultations. It is our counseling faculty who will provide those educational sources.

It was M/S/P Petrosky/Filling to waive the rules and move to a second reading (41 Yes 2 No).

Filling offered and the Senate accepted revision of a portion of the rationale as follows:

IACS (the accreditation body of college counseling centers) recommends a maximum student-counselor ratio of 1500:1. This ratio forms the basis for justification of the proposed ~~minimum~~ maximum ratio at CSU Stanislaus.

The IACS accreditation standards further note that "Professional Staff Members" should be accorded rights and privileges consistent with University faculty. Our conviction is that those rights and privileges encompass permanent, tenure track positions.

R. Floyd noted that since she arrived in 1994 there has been a loss of four tenure-track counselors; she is the last. While she has served with excellent clinicians, they have been in contingent faculty positions, a huge difference between being a tenure-track counselor embedded in academia, in governance and in the community. Many counselors in temporary faculty positions have left because of low pay and do not see the position as a career. She has no confidence in that changing. She's planning on FERPing next year and worries that the voice of counseling faculty will be silenced. Particularly important with this resolution is our particular demographic. With the demographic we serve in our particular location, many incoming students rely on health services of the campus. The availability of committed counselors is vital to the health of our student body and academic community.

Points of discussion:

Counselors are a critical need on a campus with many first-in-family students.

Director Noble noted one of the 5 positions was switched to another position. The campus had had budget reductions which caused loss of positions. Some positions are being increased to 12 months. We all want well-trained staff.

Provost Strong maintained that the university has reiterated the commitment for being able to hire qualified faculty.

The proposed solution of using contingent faculty for these particular positions was likened to a “band-aid on a gaping wound.” Instructional faculty and counselors do a lot of outreach. They help us understand what help our student’s need.

EO 1053 details what counseling services and health centers should do and is extensive and this speaks to going far beyond hiring part time.

The 1500:1 ratio is a maximum ratio for safety; and we are not close to that—the ratio would require 5.8, and we are at 4 positions. Does being below the minimum recommended level create a liability issue? Extensive delays in responding to students may also bring liability.

With the return of some funding, there has been a move to restore the tenure-track faculty we have lost; and that should apply to counseling faculty as well.

A reduction of 5 tenure-track positions sounds much like trying to eliminate the program. Was a reason given to Floyd for the reduction of the program?

Floyd said that it was largely due to budget reductions. Positions were gone due to resignations. Lee Bettencourt moved to an administrator position. She lobbied every time these people would leave to ask them to retain that tenure track position, but the hiring was always a temporary faculty position meaning that she was the only faculty member here during intersessions and always budget reasons were given.

Salameh noted that ASI does support this resolution; many students use the services.

The Chancellor’s Office is about to send faculty information about better responses to students. We have to have the counselors to refer students to.

The sense of the senate resolution passed 39 Yes, 1 No and will be shared with the general faculty and the administration.

## **9. Second Reading Item**

### **a. 39/AS/13/FBAC – Local Policy Governing Special Sessions Degree and Academic Certificate Programs Offered Through University Extended Education (UEE)**

Lindsay noted that the FBAC made three minor changes to the draft policy: item 1 now included examples of special sessions, added language “self-supporting ” and in item 12 the scheme for determining ratios for allocation was amended to provide for a more equitable distribution.

Points of discussion:

It is good to have a policy developed through governance.

The resolution passed 38 yes, 2 no.

### **10. Discussion Items**

#### **a. President Sheley's memo regarding Advising/GE/Writing (President's Memo dated 9/20/13)**

Speaker Garcia said that we are discussing the writing portion of the President's memo.

Points of discussion:

Expand to numeracy skills.

Expand to leadership skills.

Reading is also an important part of developing writing skills.

Review the standards for the Writing Proficiency Screening Test. The set of standards is the 4-point scoring rubric for the test.

Look again at remedial courses.

Increases in class sizes and in non-instructional demands on our time decreases the number of writing assignments and the amount of developmental feedback to students.

Quality of student writing is affected by a number of factors.

Faculty bear only part of the responsibility; students bear a responsibility for developing their writing skills.

We need to also include safeguards against plagiarism.

Move the discussion away from the idea of skills and into doing and habits of mind. What is the effect of lag time between learning basic skills and applying them? Is "writing" an isolated skill or is it deeply connected to critical thinking?

Basic skills need more attention.

Employers often will hire the students with the better writing ability.

Provost Strong agrees that good writing requires work, repetition and revisions. The campus can take a leadership role in this area. Many students are ESL so they may have special challenges to reading and writing and we need to do whatever we can to help our students be more successful.

Speaker Garcia said that the plan is for SEC to think about this information, think about next steps, and inform the Senate.

**b. Department Chairs' List of Concerns (Provided by FAC)**

Sims reported that the FAC seeks feedback on the concerns listed and asked O'Brien to frame the main issues. O'Brien reported that the chairs had communicated with Speaker Grobner last year. The issue was referred to the FAC. The two major issues are the amount of reassigned time, including reductions in assigned time, as well as mission creep. It appears that the issue of assigned time has been addressed. Many chairs have concerns about lack of interest from their colleagues in ever becoming a chair. VPs Shimek and Strong have helped come up with a matrix that takes into account elements such as FTES and the size of the program to help calculate the duties and necessary assigned time for chairs. Sims noted an additional important concern: chairs are more and more being placed in administrative roles.

Points of discussion:

Provost Strong noted that chairs are currently discussing the matrix and the list of concerns included in the FAC memorandum. Deans will follow up on refining the matrix.

The problems noted for chairs affect other faculty who face similar problems due to the mission creep countered by chairs.

All chairs should be 12-month employees.

Any employee can dispute an unreasonable workload under the MOU (contact Jake Myers). Communication with supervisors is important but not the only means of redress.

**c. Update on Ethnic Studies**

Sims noted that the FAC has completed conversations with stakeholders and will report to the Senate.

**11. Open Forum**

Thompson queried about the promised online information related to procedures with disruptive students; Noble noted that the guide will be available when the campus website is updated.

Eudey encouraged support for the toy drive.

**12. Adjournment**

4:00pm