

<p>Academic Senate January 28, 2014</p> <p>Present: Bell, Bice, Broadwater, Carroll, Crayton, Espinoza, Eudey, Garcia, Ghuman, Guichard, Hartman, Huang, Lindsay, Littlewood, Lore, Manrique, Mulder, Nagel, O'Brien, Olivant, Park, Perrello, Peterson, Petratos, Petrosky, Powell, Regalado, Salameh, Scheiwiller, Silverman, Schoenly, Sims, Strong, Thompson, Won, and Wood.</p> <p>Proxies: Kenneth Schoenly for Marina Gerson, Cheree Wisniewski for Marvin Hooker.</p> <p>Excused: Advanced Studies, Chad Stessman, Steven Filling, Renae Floyd, Ian Littlewood, and Kathleen Hidalgo.</p> <p>Guests: The following guests were welcomed: The following guests were welcomed: Steven Jaureguy, Jennifer Cooper, Susan Marshall, Marge Jaasma, Brian Duggan, Katherine McKenzie, John Sarraille, James Tuedio, Linda Nowak, Dennis Shimek, Chuck Gonzalez, John Tillman, Annie Hor, and Lauren Byerly.</p> <p>Isabel Pierce Recording Secretary</p>	<p>Second Reading of 40/AS/13/UEPC-Academic Calendar Policy. Passed.</p> <p>First Reading of 1/AS/14/SEC Resolution on a Policy Regarding Flexibility in Teaching Assignments for Full-time Faculty. Will return as a second reading item.</p> <p>Next Academic Senate Meeting: February 11, 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

2:02 pm

2. Approval of Agenda

Approved as distributed.

3. Approval of Academic Senate Minutes of December 3, 2013 (distributed electronically)

Approved as distributed.

4. Introductions

The following guests were welcomed: Steven Jaureguy, Jennifer Cooper, Susan Marshall, Marge Jaasma, Brian Duggan, Katherine McKenzie, John Sarraille, James Tuedio, Linda Nowak, Dennis Shimek, Chuck Gonzalez, John Tillman, Annie Hor and Lauren Byerly.

5. Announcements

Schoenly: The 3rd annual science day 15th February 10am - 2 p.m. Last year it attracted 3500 people.

Eudey (on behalf of the Faculty Development Committee): Instructional Institute was a success and had second largest attendance on record. The Chancellor will deliver a streamed State of the University address at 11 a.m. on 1/29/14 <http://www.calstate.edu/bot/>.

AVP Jaasma and the FDC will offer a summit on university outcomes (knowledge, skills and abilities that should characterize CSUS graduates) Feb. 21st from 12 – 4pm, lunch served.

Marshall: The Ad hoc Committee on General Education has been convened; members are: Susan Marshall, Chair, Cathlin Davis, COE, Karen Hartman, CAHSS, Tim Held, Library, Ian Littlewood, COS, Andy Young, CAHSS, Lynn Johnson, CBA. Committee members will visit

departments and will have a BlackBoard site which will be shared upon request (email Marshall or other committee member).

Manrique: Retired faculty had a pleasant holiday dinner on Dec. 16 and heard from Shimek about the union support for our new parking privileges. The ERFA has increased the amount of each of three scholarships from \$1200 to \$1500.

Provost Strong: We are currently at 104.25% of annualized target. Each FTE beyond 105% incurs a \$6800 penalty by the system. Registration opens for one day on 31 January and the situation will then be reevaluated. Non-attending students may be instructionally withdrawn via an email to Lisa Bernardo. FTES/headcount has gone up ~3%, and IR believes the increase was across many groups with no pattern linked to major, race, or ethnicity. The recent spike was likely not predictable. Recently, average student credit load is greater in spring than fall. Our target for next year is a 2.9% increase, which would mean another conservative registration scheme. Admission can be closed for spring 2015 if necessary; this is a big change.

In response to questions: we would like a stable registration process but have to be careful and more sensitive to change. Less leniency on deadlines is another tool we may deploy. Faculty will not be obliged to admit students to classes during the upcoming registration days; permission numbers are required. Salameh noted that the process is chaotic and confusing for students. Tuedio added that loss of FTES equals loss of funds and we can control the admission deadline.

Speaker Garcia: Met with Carroll and the President to discuss the storage and security of data. AVP Whitman will engage with chairs to discuss strategies, resources, and resource needs.

6. Committee Reports/Questions

UEPC (Schoenly): The committee interprets that EO-1084 applies to students who are admitted to the nursing program and graduate with a BS in Nursing. Those students will receive credit for fulfilling GE-B2 upon completing Anatomy, Physiology, and Microbiology. However “pre-nursing” students who are not admitted to the nursing program will have to complete an additional 3 units of life science in order to fulfill GE-B2 (BIOL 1010, BIOL 2310, or BIOL 2650). Schoenly added that although the superseding EO and Stanislaus’ 2004 MOU are substantially similar in content, the processes that produced each sidestepped established governance processes (e.g., not consulting with the system-wide GE subcommittee).

The committee Met 1/23 and discussed repeated courses, syllabus requirement, affirmative action report, room assignments, and student fee policy. Salameh had retreat for BoD and they went over the guidelines for the newest EO.

SWAS (Eudey): Senate Bill 350 is active and requests pilot BAs through the CCC, one per district. Interesting conversations should follow over the next few months as it is not clear what CSU degrees might be duplicated or supplanted.

There is system level committee to review Ethnic Studies and provide an overview of programs in the CSU, identify faculty and student trends, and make systemwide recommendations. The Chancellor has instituted a moratorium on decline in programs while the committee is at work.

Points of discussion:

The EdDs offered by the CSU are those not offered by the UCs.

CSU faculty demographics are looking ever more similar to that of the CCCs.

There is a question about the need for training more nurses to match current and projected demand.

7. Information Items

a. Review discussions of President Sheley's memo regarding Advising/GE/Writing (dated 9/20/13)

Garcia noted that the SEC organized the discussions (included in the packet). If ideas were missed, information may still be provided. The committee's inclination is to connect some of the information to the standing committees. The GE portion should go to the new ad hoc committee on GE.

b. Emergency Preparedness: Timely Warnings vs. Emergency Notifications & Law Enforcement response (Steven Jaureguy)

(Handout provided.) It is important to communicate with one another, and we all become responders when in extreme circumstances. A lot of work and trainings have already occurred and many resources are available online. Active shooter incidents have been increasing nationwide and are a part of emergency preparedness. Jaureguy reviewed several available electronic resources, including brief video course and STANALERT as well as the availability of emergency preparedness presentations for departments and programs. Protocols for local police response have changed, and field officers may now engage in first response. The university poses particular problems since there is a culture of openness and freedom of movement. University Police are interested in greater outreach to students and encourage faculty to note the STANALERT system in their syllabi.

Are you prepared for an emergency? Was sent out via Postmaster last March after President Sheley arrived. To create a safe and secure foundation refer to Steps 1-5.

Are you prepared for an emergency?

Invest the time now to be informed and better equipped to respond appropriately during a crisis situation. Here are a few steps you can take now to that will help prepare you for the unexpected.

Step 1:

Visit the University's *Emergency Information* web page and explore the information and resources.

<http://www.csustan.edu/emergency/>

Step 2:

Review the Active Shooter preparedness resources. Watch the 6-minute training video "Run, Hide, Fight" and print out the poster and pocket guide for reference.

<http://www.csustan.edu/emergency/ActiveShooter.html>

Take the free online training on “Active Shooter: What You Can Do” an interactive Web-based course. The course can be completed in under an hour and you will receive a certificate upon completion.

http://www.csustan.edu/ctpd/JobClassificationTrainings/ActiveShooter_WhatYouCanDo.html

Step 3:

Review the campus Emergency Guides and Emergency Operations Plans.

Plans: <http://www.csustan.edu/emergency/EmergencyOperationsPlan.html>

Guides: <http://www.csustan.edu/emergency/EmergencyGuides.html>

Step 4:

Make sure your contact information including text number is up to date by visiting the link to STANALERT our campus’s emergency notification system.

<http://www.csustan.edu/emergency/ENS/>

Step 5:

Request an in-person *Emergency Preparedness* presentation for your department. Receive information and resources. Participate in role playing exercises using emergency scenarios. Discuss any unique safety issues for your particular department. To schedule a training session contact the University Police Department at 667-3114 or

Public_Safety@csustan.edu.

Always remember to call 9-1-1 in any emergency to summon assistance.

Your California State University Police Officers are on-duty 24/7
for the protection of the campus community.

8. First Reading Item:

a. 1/AS/14/SEC Resolution on a Policy Regarding Flexibility in Teaching Assignments for Full-time Faculty

It was M/S Sims/Schoenly:

1/AS/14/SEC -- POLICY REGARDING FLEXIBILITY IN TEACHING ASSIGNMENTS FOR FULL-TIME FACULTY

Be it Resolved: That the Academic Senate, California State University, Stanislaus recommend the attached *Policy Regarding Flexibility in Teaching Assignments for Full-Time Faculty*; and be it further

Resolved: that, upon approval by the President, the *Policy Regarding Flexibility in Teaching Assignments for Full-Time Faculty* be effective immediately and be incorporated as soon as possible into the Faculty Policies section of the Faculty Handbook (any and all printed and/or online versions), and that the policy be positioned there together in close proximity with all other faculty policies or Collective Bargaining Agreement excerpts contained in the Faculty Policies section of the Faculty Handbook that relate to full-time faculty teaching assignments.

Rationale: This clarification is necessary because the language of the Collective Bargaining Agreement has been, on occasion, misinterpreted in the past. This policy also clarifies the

decision-making process as it pertains to individual faculty teaching assignments, and encourages exploration of multiple means by which colleges and departments may meet FTES targets and curricular objectives.

Attached policy:

Policy Regarding Flexibility in Teaching Assignments for Full-Time Faculty

Faculty instructional assignments do not require a minimum number of weighted teaching units (WTUs). Teaching assignments for full-time tenure-track faculty and full-time lecturer faculty shall be characterized by a principle of flexibility, in that ordinarily programs, departments, and colleges will be permitted to meet their full-time-equivalent-student (FTES) targets and appropriate educational objectives through flexible use of teaching loads, course schedules, numbers of sections, and section sizes, without imposition of minimum numbers of weighted-teaching units (WTUs), or similar units. Decisions regarding faculty instructional assignments reside with college deans, via delegation from the provost, after consultation with department chairs and/or the individual faculty member. [END]

Sims noted that this is a revised version that is in agreement with the MOU and addresses any concerns raised by the President.

It was M/S Petrosky/Nagel to waive the rules and move to a second reading. Motion failed (7 yes, 28 no).

Points of discussion:

Strong distributed suggested alternative wording that he believes meets the intent of past discussions.

Wording should include specific references to full-time faculty.

In response to a question, Strong noted his preference for the alternative wording because the reference to misinterpretation in the resolution's rationale is not necessary and there is no evidence to back it up. "Appropriate educational objectives" is vague and not understood by the Provost. "Imposition" is a strong word and, therefore, problematic.

In conversations with the President it was made clear that faculty felt that reference to misinterpretation was important to include in the rationale.

There were misrepresentations in the past, and having a policy visible in a clear location will help explain and clarify what the standard is. There are many people that can provide examples of misrepresentation.

People were told that there was a requirement of 24 wtus of classes per year. The rationale was intended to clarify that this was not, in fact, the case.

Clarify the connection of the terminology of "without imposition" and the determination to be made by the dean. What is meant by "similar units" and why does the policy begin in a direct statement about minimum WTUs? What is the flexibility that faculty are seeking?

Congratulations to the provost and president in good faith on their recommendations.

The president wanted to know why it was necessary to have a policy to reiterate what is in the CBA.

A full time teaching load is 24 but for tenure-track faculty but 30 for full-time lecturers.

Speaker Garcia noted that it concerns him that we're spending so much attention on the rationale as we are not voting on the rationale.

This will return as a second reading item at the next senate meeting.

9. Second Reading Item

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

Schoenly reported that UEPC had revised the policy in accordance with comments and that the last sentence of the rationale has been revised, viz:

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 will consult with the UEPC in determining maintenance days prior to announcing the dates to the campus community.

KS:rl UEPC approved 10/24/13; revised 12/12/13 [END]

Points of discussion:

The rationale will not travel with the policy and so is not binding on OIT so far as consultation with the UEPC.

We may need yet a different policy to ensure consultation between OIT and the UEPC on the timing of days as well as such issues as when BlackBoard or other learning management systems are made unavailable to students.

The maintenance dates will no longer appear on the academic calendar, but as much notice as possible will be provided. Normally they are determined about six months in advance.

Resolution passed 31 yes, 6 no.

10. Open Forum

Regalado referred to the data storage concerns and noted that History had request updated computers and had received assurances that replacement computers were on the way but now may not arrive until the end of summer, a lag of at least 18 months. Faculty face many assessments and deadlines, and it may be time to assess efficiencies in OIT. Strong will follow up.

Hartman referred to a Stan State Confessions Facebook page which uses the Stanislaus logo and where postings are made by many individuals that refer to personnel on campus. It is a private page. Soodjinda suggested talking to students about the ethical implications.

11. Adjournment

3:52 p.m.