CALIFORNIA STATE UNIVERSITY, STANISLAUS

ACADEMIC SENATE MINUTES
September 24, 2002


PROXIES: Jasek-Rysdahl (Peterson) Tynan (Garcia)

ABSENT: Harris, Lindsay, Souza/Tavernier

GUESTS: Akwabi-Ameyaw, Burns, Demetrulias, President Hughes, Farrar, Hanson, Klein, Strong

Recording Secretary: Diana Saugstad

10/AS/02/SEC--Commendation for Senator Charles Farrar, UNANIMOUSLY APPROVED

11/AS/02/SEC--Standing Rules of the Academic Senate, APPROVED

12/AS/02/UEPC--Units for Writing Proficiency Courses, FIRST READING

13/AS/02/UEPC--Principles of Assessment of Student Learning, FIRST READING

Orientation of Academic Senators

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Next Academic Senate Meeting:

Tuesday, October 8, 2002
2:30-4:30 p.m., South Dining Room

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Minutes submitted by:

Steve Filling, Clerk

Speaker Thompson called the meeting to order at 2:35 p.m. and asked that item 5 a) and b) be moved before item 4). The agenda was amended and approved. The minutes of May 14, 2002 were approved as submitted.

CONSENT ITEMS

a. 10/AS/02/SEC--Commendation for Senator Charles Farrar

It was MS Aronson/Oppenheim:

WHEREAS: on May 12, 1990, President Moore signed 4/GF/90/FAC, adding a voting member to the California State University, Stanislaus Academic Senate from and elected by the Emeritus and Retired Professors' Association; and
**WHEREAS:** Charles Farrar, whose first term started in 1990/91, is the first and the only emeritus/retired faculty member who has held this position; and

**WHEREAS:** these twelve years of service constitute one of the longest such terms of consecutive service in the history of the CSU Academic Senate; and

**WHEREAS:** Charlie Farrar's service to the institution, which began in 1960, has extended over the entire history of CSU Stanislaus, and, thus, he has provided a font of historical wisdom for the Academic Senate; and,

**WHEREAS:** Charlie Farrar has fulfilled his duties conscientiously and with a fine sense of humor; and

**WHEREAS:** the Academic Senate of CSU Stanislaus is a better body thanks to the efforts of Charlie Farrar; therefore be it,

**RESOLVED:** that the Academic Senate of CSU Stanislaus, on behalf of the entire General Faculty, extends its warm thanks and appreciation to Charlie Farrar for his work on behalf of our University; and be it further

**RESOLVED:** that the Academic Senate and the General Faculty join in wishing Charlie Farrar many years of health and happiness; and be it further

**RESOLVED:** that a copy of this resolution be sent to the local chapter of the Emeritus and Retired Faculty Association and to the statewide office of the Emeritus and Retired Faculty Association, in which Senator Farrar remains active.

Resolution was unanimously accepted. Farrar noted that he became a non-voting member of the Senate in 1982, but became an official voting member of the Senate in 1990. Stanislaus was a pioneer in this area when they adopted a voting Emeritus/Retired faculty representative in the Academic Senate. There are many campuses that still do not have this representative. The SWAS just added this position.

Farrar was presented with a framed copy of the resolution and Speaker Thompson again thanked him for his long service to the University and Senate.

**b. 11/AS/02/SEC--Standing Rules of the Academic Senate**

It was MSP Aronson/Filling to adopt the 2002/2003 Standing Rules of the Academic Senate.

Farrar suggested an official parliamentarian. Sometimes it is unclear who holds this position. Thompson agreed and asked for volunteers or suggestions. There being no volunteers, Thompson will act as parliamentarian and seek counsel from the body when needed.

**ANNOUNCEMENTS**

**a. Speaker/Senate Executive Committee (Thompson)**

1. Thompson thanked Provost Dauwalder for providing refreshments at today's meeting.
2. Academic Freedom Forum is Wednesday, September 25, 7-9 pm in MSR 130.

3. The Diversity Workshop is Friday, September 27 in South Dining.

4. The calls are out for Outstanding Professor, Outstanding Researcher and Outstanding Community Service Professor.

5. RSCA/AA grants are due in the Academic Senate Office on Wednesday, September 25, 2002, by 5:00 pm.

6. Thompson reported that he attended the all staff meeting today and at the end of the meeting, one staff member voiced a concern about the relationship between faculty and staff on campus. It was basically a request to recognize staff as professional people and make the effort to work collegially. There was quite a response from staff regarding this comment. Thompson told the staff that he would bring this concern to the Senate and encourage courtesy.

b. President Hughes

President Hughes reported on meeting with the Editorial Board of the Modesto Bee and the Superintendent of Stanislaus County Schools. She thanked Vice President Strong for attending with her and assisting her with the presentation of Proposition 47.

She expressed her hope that faculty will participate in supporting the Strategic Planning Committee structure and encouraged SEC/AS to identify the faculty members of those committees. She announced that Extended Education and Global Affairs became major topics at the executive retreat. External consultants are involved. She reported that at last week’s Board of Trustees meeting, residence village III passed unanimously. Construction will begin soon. It will house 300 additional beds and also have an in-residence dining facility plus in-residence faculty apartments. Also passed were revisions to the system’s enrollment management policy (Roger Pugh will present to the Senate). She further reported that the Chancellor’s Office has organized a Center for Reading. Also, the catastrophic leave contribution has increased to 40 hours. There was considerable discussion on ACR 73 which mandates the university to move to 75% tenure-track faculty. More information is forthcoming. In terms of the smoking policy, the Board instructed campus presidents to go back to their campus to determine what policy can be developed that will represent the spirit of the campus. Susan MacDonald will chair the planning committee which will include the Speaker, CFA president, staff council representative, Public Safety representative and Health so we can decide how to proceed.

There are two campus visitations in October. Trustee Debra Farar on October 8 and Chancellor Reed on October 22.

Avilla questioned if there would be student representatives on the Smoke Free Committee and the President replied, absolutely. Sarraile called attention to a slight error regarding the Chancellor's plan to increase tenure-track positions. It is to restore tenure track faculty positions to previous levels. Thompson added that the Chancellor supports returning to an 18.1/1 student/faculty ratio which would involve having 1800 tenure-track searches rather than 1200.
c. Vice President Strong reported that the Foundation Board exists to generate private support for the university. There are four faculty representatives on the Board: U. Rao Cherukuri, Sara Garfield, Bob Fisk and Speaker Thompson. Strong explained his challenge is to involve the members of the Board rather than fundraising being just staff driven. His aim is to enhance support for teaching and learning through fundraising. So, as needs develop, his challenge is to staff groups so that they can generate the support we need. The Academic Affairs strategic priorities are the driving force for their focus, he added. Strong reported that to date, $25.7 million has been raised through fundraising.

Sundar voiced her understanding that faculty are not to approach businesses individually, but that it goes through the Foundation. Strong explained that if a faculty member has a request, they will work with that request and decide who is the best person to go forward and solicit the request. It may be a Board member, staff or the connection may be with faculty.

REPORTS

a. Speaker (Thompson)

1. Summer Action on Resolutions: During the summer three AS resolutions were acted on by President Hughes: 6/AS/02/SEC--Resolution on Academic Freedom was returned without approval with reasons, and 7/AS/02/UEPC--Removal of Two-Course Per Discipline Cap for Upper Division GE and 8/AS/02/UEPC--Policy and Procedures for Academic Certificates were approved.

2. $25,000 to FCETL: President Hughes has earmarked $25K as "program development one time seed money" for the FCETL.

3. Proposition 47: is an important bond issue for all of K-Higher education. Flyer will be available at AS meeting.

4. ASL: Gary Novak has agreed to continue work with the ASL subcommittee of the UEPC until the Faculty Center Associate for ASL is appointed.

5. Graduate Fee waivers: have been approved and the procedures are being reviewed.

6. BoT Chair Dr. Debra Farar: will visit campus (and the AS meeting) at the invitation of the Faculty on 8 October--please participate.

7. More Visits: Faculty Trustee Harold Goldwhite and Executive Vice-Chancellor and Chief Academic Officer David Spence have both volunteered to visit Stanislaus at the invitation of the Faculty. Goldwhite will likely bring another Trustee with him. Chancellor Charles Reed will visit campus on 22 October and may attend the AS meeting. He will meet with the SEC.

8. Foundation Marketing Committee: has begun a discussion of updating the seal, logo, and mark of the university. Any changes will result from a thoroughly consultative process.

9. Strategic Planning: A strong focus on strategic planning this year, intent on more closely link planning and budget. Four new committees--Strategic Planning Steering, University Strategic Goals and Priorities, Strategic Measurement and Performance Assessment, University Budget Advisory--plus a revived Master
Academic Planning, all with significant faculty representation.

10. Academic Affairs Strategic Priorities: distributed at the GF meeting, will receive faculty response through several venues: AS, standing committees, the several strategic planning committees, and the revived and revised MAP committee.

11. AVPFA: the AVPHR position will be revised to become the Associate Vice-President for Faculty Affairs with slightly different duties.

12. Assessment and Accountability: a group of people who have been involved with assessment on campus will meet to attempt some clarification of definitions and process to begin spelling out the relationship between faculty, programs, and IRPA vis-à-vis assessment of student learning. The group for this initial discussion will be Cullinan, Dauwalder, Demetrulias, Elmallah, Guzman-Wagner, Haapanen, Hogan, Hor, Lindsay, Novak, Stone, Thompson, and A. Young. (Seven faculty and six administrators, for those who keep count.)

13. Village III: The housing proposal for Village III received unanimous approval by the BoT. Plans call for completion of the project in time for occupancy for the fall semester 2004.

14. Smoking: the Board of Trustees has authorized presidents to adopt rules regulating smoking on campus property. President Hughes will speak briefly to this issue.

b. UEPC (Stone)

1. UEPC met on September 13 from 2-4pm. All voting members were present. The representative from the College of Education has not been elected to UEPC. We approved all of the sub committee annual reports for 2001/2002. K. Stone has met with or will be meeting with each subcommittee (except for ASL and UWC) to commend them for their past work and encourage open lines of communication between the subcommittees and UEPC. Due to scheduling conflicts, she will meet with the chairs of UWC and ASL for the same purpose.

2. UEPC approved the OCDL subcommittee composition as suggested by OCDL with some slight clarifications. This will be sent to SEC and then on to FAC, the AS, and the GF if incorporated into the Constitution.

3. UEPC began discussion on the GE subcommittee's request for a more refined campus policy for area A (A3 in particular) courses.

4. UEPC also began a discussion of the review of faculty and student materials by faculty committees.

5. Two program reviews were approved: Geology (BS) and Philosophy (BA).

6. The new grading option (A, B, C, NC) for remedial classes has been sent to AS as a resolution. This resolution applies only to remedial classes and should be presented to AS for approval but has been deferred as SEC is waiting for a recommendation from UEPC regarding whether students should receive GE credit for grade of D+ or lower.
c. FAC (Brown) No report

d. FBAC (Tynan)

1. DUR-Consensus of the committee is to continue discussions and observation of the work of DUR. The committee will explore the possibility of a faculty advisory board to the DUR to assure faculty input into project planning and prioritization.

2. Academic Technology Plan-Resolution in support of the concept of the Academic Technology Plan forwarded to the Speaker.

3. Guidelines for Disclosure of Publication Costs-Consensus of the committee that wasteful spending on publications should be avoided, especially if not related to the mission of the university and that a cautionary statement be issued to those persons or entities that stimulated the creation of 1/AS/02/SEC. FBAC does not support a campus wide publication cost disclosure policy, that such a requirement would be too costly, time consuming and difficult to calculate the true cost of publications. A memo was sent to the Speaker advising of the above.

4. Results of the FBAC survey of last year-tabled until next meeting for discussion with the Provost.

5. UBAC-consensus of the committee to request a UBAC representative to report to FBAC on a monthly basis.

6. Consensus of FBAC to invite the Provost to the next FBAC meeting to discuss the Academic Technology Plan implementation, FBAC survey and ideas that came out of that discussion, the new budget process, the role of FBAC in the budget process, faculty hiring, and DUR.

e. GC (Lindsay) No report.

f. SWAS (Sarraille/Thompson)


g. Provost/VPAA (Dauwalder)(communiqué)

Through my first three months at CSU Stanislaus, so many of the conclusions I had reached regarding this university, its faculty, staff, students, administrators, and external constituents prior to my arrival have been confirmed. I am honored to serve as your provost and look forward to working with the Academic Senate to continue to define the direction this university will go and to develop plans and processes to get us there.

I have appreciated greatly the frank and open approach that our Speaker of the Faculty, Dr. Mark Thompson, has applied to our interactions through the summer. He regularly emphasizes that he serves to represent the faculty’s position as developed through the Senate Executive Committee and the Academic Senate and is careful to represent those positions accurately. I also want to acknowledge the work through the summer of our Speaker Elect, Dr. Melissa Aronson, particularly for her insightful contributions at the President’s Cabinet Retreat. I’ve also had the opportunity to meet twice with the Senate Executive Committee; I’m pleased with the focus of the SEC on maintaining a strong faculty voice in governance.
Two major initiatives reached an operational level of clarity by the end of the President’s Cabinet Retreat in late August: (1) a revised strategic planning structure and (2) a set of strategic priorities for the university.

*Strategic Planning Driven by Academic Priorities—The revised strategic planning structure is designed to ensure broad-based participation in the development of university priorities and features a Steering Committee that includes the president, four vice presidents, five faculty, one student, and one staff member. Faculty participation will be instrumental in the activities of each of the related committees. Discussions throughout the summer resulted in affirmation by President Hughes, as evidenced by the revised strategic planning structure, that the university’s strategic priorities must be based on the university’s academic priorities.

*Strategic Priorities Reflect Academic Priorities—The strategic priorities document distributed at the General Faculty Meeting describes the president’s one goal and four strategic academic priorities, each carrying from two to eight subgoals. The document reflects the work of the Provost’s Deans’ Council and the President’s Cabinet. Faculty involvement was instrumental in the development of a series of white papers and in the discussions at the cabinet retreat that refined the concepts into a series of specific goal statements. I am extremely pleased that our academic priorities have become our university priorities and welcome the opportunity to work with the Academic Senate through the Executive Committee, its standing committees, and the standing committees of the General Faculty in refining subgoals as needed and in identifying the appropriate avenues to address the issues we face.

In closing, I wish to affirm my commitment to collaboration. CSU Stanislaus is a strong, dynamic institution with a healthy level of collaboration among faculty, administration, staff, students, and external constituents in its day-to-day activities. The challenges we face are not challenges to fix major problems or concerns. Instead, they are challenges related to making us a stronger, more responsive academic community, focused on meeting the needs of our students and the communities we serve. Please know that I am committed to working with you to define our direction, to establish and confirm our academic goals, to identify the appropriate paths to follow in reaching those goals, and to do so through our established structure of shared governance. [End of communiqué.]

In response to a query, it was affirmed that calendar conversion is not being pursued.

**h. Associated Students (Avila/Rios)**

1. Avilla reported that many of their positions on the ASI Board have not been filled. He asked if faculty knew of any students that might be interested, please let him know.

2. Vice President Morgan-Foster announced that the Division of Student Affairs will be focusing on faculty connections to find ways they can support faculty.

**i. Other**

1. ACIP Report: Akwabi-Ameyaw announced the availability of Resident Director positions in various countries. He encouraged faculty to apply and take this opportunity for a great challenge and service to our students and the system. Please contact him for further information.
2. The CFA, CSEA, SETC, & APC picnic, intended to be for all faculty and staff and their families, Saturday Oct. 5, 2002, 3:00 - 8:00 pm., Teague Park.

3. Nagel distributed an information sheet entitled IRB Protocol Review Standards. There seems to be some confusion as to IRB's role. All research concerning human subjects must go through the IRB. Potter noted that Psychology has its own IRB and any department can set up its own.

DISCUSSION ITEM

a. Orientation of Academic Senators


Chairs of UEPC, GC, FAC, FBAC explained their committee's charge. Sarraille explained the roles of CFA and the SWAS.

It was clarified that the Importance of Faculty Governance sheet was drafted by SEC and the Provost. The acronym list should be amended to add: GWAR (graduation writing assessment requirement), WP (writing proficiency), WPST (writing proficiency screening test) and IRPA (institutional research planning and accountability).

It is important that senior senators act as mentors to the new senators. This is the second orientation for Senators. Any ideas for change to improve this information session should be forwarded to Diana Bowman.

Senators unable to attend a Senate meeting, please complete a proxy form or send an email to Diana Bowman letting her know who your proxy will be.

FIRST READING ITEMS

a. 12/AS/02/UEPC--Units for Writing Proficiency Courses

It was MS Stone/Oppenheim:

WHEREAS: California State University, Stanislaus supports writing in the disciplines as an essential component of the university writing program; and

WHEREAS: California State University, Stanislaus acknowledges the additional demands on faculty teaching writing proficiency courses; be it

RESOLVED: That the writing proficiency designation of a course be considered a reasonable justification for a department to request the assignment of an additional course unit; and be it

RESOLVED: That the request for the assignment of an additional unit be subject to the review and approval of the University Writing Committee prior to review and approval by the college’s Curriculum and
Resources committee; and be it further

**RESOLVED:** That the assignment of an additional unit be utilized as scheduled class time.

Stone gave a brief history of the concerns voiced over the years. One idea was to have a separate writing class unit. This suggestion went to the University Writing Committee and to UEPC. Both felt strongly we should not separate writing from content. Ideally, a WP class prepares a student to write in their discipline. Some faculty will keep the same number of units and give up content to add a writing element. Some faculty might want to spend actual class time on writing without giving up content. The committee has reevaluated the writing component and it does take extra time. There does have to be developmental feedback to student writing to meet the criteria for WP courses. UEPC and UWC did agree that adding a unit was appropriate. They also felt strongly that the additional unit should be scheduled class time. However, the resolution would *not require* programs to increase the number of units. Zarling added that when the original resolution creating the WP program was passed, the expectation was that departments develop WP out of their regular courses, but units remain constant. Writing should be used as an instructional device. Some material will get replaced, but writing can be used in other ways for delivery of the course.

Additionally the WPST does not certify students as proficient but signals to professors that students entering WP courses have a basic level of competence in writing.

Concerns included: an increase in units for some departments would cause problems with credentialing; increase the number of units required in a major; would each course have to be looked at on a separate basis?

Stone will take the input back to committee and recast the resolution in the resolved/rationale format. Demetrulias provided statistical information related to WP courses.

**b. 13/AS/02/UEPC--Principles of Assessment of Student Learning**

It was MS Stone/Nagel:

**WHEREAS:** Assessment of student learning serves as an essential component of professional development; and

**WHEREAS:** Assessment of student learning may be understood as a recursive investigation into the effectiveness of the learning process intended to assist educators in understanding and improving that process; and

**WHEREAS:** Establishing and supporting systematic formative assessment methods requires a commitment by the faculty; be it

**RESOLVED:** That the Academic Senate of California State University, Stanislaus accept the Principles of Assessment of Student Learning as definitive statements concerning the practice of assessment of student learning; and be if further

**RESOLVED:** That annually the Academic Senate, in collaboration with administration and faculty
leadership, affirm publicly their acceptance of these principles, and their agreement with the understanding of assessment of student learning as a developmental rather than evaluative practice.

Filling explained that three years ago there was a push to pay attention to what our students are learning. This came out of the WASC Report. Gary Novak was appointed Coordinator of Student Assessment to try to figure out what we are doing in this area. This has been discussed at many levels: subcommittees, Graduate Council, UEPC, four or five levels of administration. Principle 6 was the sticking point. It suggests that assessment information not be included in the RPT process. Oppenheim stated that historically, when CSUS first started student evaluations, faculty were assured the evaluations would never become part of the RPT process. It is very important to put the proper parameters around this so not to abuse it.

Concern included: faculty are not clear on the difference in formative assessment and evaluations; what are the connections between the 2 parts of Principle 7?; what is the intent and effect of the second Resolve clause and principle 1? Are the principles denigrating evaluative assessment? Terms need to be well defined. Can assessment data go into the WPAF?

The resolution may be refined to respond to these issues and should be recast in the resolved/rationale format.

OTHER

Thompson stated that Trustee Farar will be at our next Senate meeting. Think about points you might want to make or questions you have. She will also be at an open forum before the Senate meeting. The meeting after that the Chancellor may attend. Later this fall Executive Vice Chancellor Spence will be on campus. In the Spring, Faculty Trustee Harold Goldwhite and one other trustee will be on campus. A lot of people from the Chancellor's Office will be on campus and faculty should take advantage to get information from them, ask questions, and make suggestions.

Meeting adjourned at 4:30 pm.