CALIFORNIA STATE UNIVERSITY, STANISLAUS

ACADEMIC SENATE MINUTES
September 26, 2006

PRESENT: Afonso, Brown, Carroll, Clarke, Covino, Davis, DeCaro, DeCocker, Eudey, Filling, Garcia, Garza, Grobner, Helzer, Janz, Johnson, Keswick, Kim, Lawson, Lindsay, Manrique, Mayer, Morgan-Foster, Nagel, Nelligan, O'Brien, Petratos, Riedmann, Robbins, Routh, Sankey, Sarraille, Scott, Shawkey, Silverman, Stessman, Tan, Taniguchi, Thompson, Tuedio, Werling

PROXIES:

ABSENT: Watkins, Deaner, Myers, Nelson

GUESTS: Bengston, Davis, Demetrulias, Esterly, Gee, Hejka-Ekins, Jaasma, Johnson, Senior, Shirvani, Wakefield, Wendt

Recording Secretary: Diana Bowman

9/AS/06/SEC--2006/2007 Standing Rules of the Academic Senate, APPROVED

10/AS/06/UEPC/GC--Winter Term Resolution and Report by Ad Hoc Committee, FIRST READING

SENATOR ORIENTATION AND OVERVIEW OF COMMITTEE CHARGE BY CHAIRS

Suggested Guidelines for Online Courses, DISCUSSED

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Next Academic Senate Meeting:

Tuesday, October 10, 2006
2:30-4:30 p.m., JSRFDC Reference Room

Minutes submitted by:

Steve Filling, Clerk

Speaker Sarraille called the meeting to order at 2:37 pm and welcomed Senators to the first Fall session of the Academic Senate.

Approval of agenda

Sarraille asked that Senators change 1/AS/06/SEC to 9/AS/06/SEC and 2/AS/06/UEPC to 10/AS/06/UEPC. Also add under Information Item add a new 9 a) Update on EdD from John Borba. Move the previous 9 a) to 9 b). Agenda was approved as amended.

Approval of Minutes of May 9, 2006

Approved as submitted.
Announcements

1. Sarraille introduced the newest member of the Academic Senate, Chessie Robbins as the new Staff Representative.
2. Guests introduced: Carl Bengston, Scott Davis, Diana Demetrulias, Jennifer Esterly, Lauren Gee, April Hejka-Ekins, Marjorie Jaasma, Marvin Johnson, Gordon Senior, Ham Shirvani, Chris Wakefield (Signal Reporter) Ted Wendt
3. Reminder that IDEA requests for courses have been distributed to faculty. They are due in the Academic Senate Office mid October. If you have not received a form, please contact the Senate Office.
4. FAC and COC are considering changes to the General Faculty Constitution due to the recent college reorganization. There will be four fora this week and four next week.
5. SWAS is asking for a faculty member from each campus to participate in “Son of Cornerstones”. If you are interested, please contact Steve Filling or any member of the COC. The name is due September 29.
6. If you are interested in being a Faculty Trustee, please let us know. Recommendation is due December 19.
7. Vice President Morgan Foster is interested in finding faculty to discuss changing Commencement. Please contact the Senate Office if you are interested.
8. There are international opportunities available. If you interested in being a Resident Director, please contact the Senate Office.
9. RSCA grants are due in the Senate Office tomorrow at 5pm.
10. Meetings for the IRB are scheduled for October 9, November 2 and December 4.
11. April Hejka-Ekins invited faculty to a Community Service Tour of Turlock on October 12. It is sponsored by the Office of Service Learning and Housing and Residential Life.
12. Secondly, on February 24, 2007 there is a Conference on Community-based Teaching and Research in San Jose.
13. Filling, President of CFA announced on October 6, from 11-1 there will be a bargaining update in JSRFDC 118.
14. Secondly, on October 7 CFA and the Staff Union are co-sponsoring a family picnic at the Faculty Development Center from 2-4.
15. Mayer advised he is the campus faculty athletic representative for the NCAA. He wanted faculty to know he is available if they have problems or issues with student athletics.
16. DeCaro reported there are openings over eLearning.
17. Covino stated he is happy to be here. He wanted to assure faculty his request for their CVs is a collegial request. Secondly, he stated in order to broaden faculty participation and give him the benefits of a wide range of perspectives, he is moving forward with the Provost’s Advisory Council. It is a discussion group only, non-voting and is open to everyone. Membership includes: the Provost, AVPs, Deans, Directors who report to the Provost, Speaker, Speaker-Elect, and faculty from each College. He has asked the Deans to make sure the appointment process is open and inclusive. Provost Covino continued that he is moving forward with the Council in accord with his understanding of the current Constitution, but note he has been advised that understanding the Constitution is the exclusive charge of the FAC. In fact, he stated his interpretation may be unconstitutional.
18. Provost Covino stated he is enthusiastic about the reorganization of the colleges and feel that it will help us move forward to greater distinction and recognition. And because he realizes that such a thorough reorganization of our academic units requires a reconsideration of our shared governance structures and that decentralization will allow greater faculty participation and believe that shared governance and broadly based dialogue are the ethical lynchpins of the University, he stated he has tried twice to work through shared governance with the SEC, but both times failed. He was told by the Speaker and SEC that this is something that FAC can and should do. And now he sees that the FAC will be holding a series of open fora.
He was not consulted, although he did receive a phone call from a member of SEC stating they were looking forward to working together. There was no follow up. He stated this is not the way shared governance should work. He was surprised and disappointed. So, he must in good consciousness move forward in his attempts to learn and listen. Therefore, he is proceeding with the Governance Task Force.


Questions about Reports from Committees

None

Consent Item

a. 9/AS/06/SEC-2006/07 Standing Rules of the Academic Senate

9/AS/06/SEC--2006/07 Standing Rules of the Academic Senate was unanimously accepted.

First Reading Item

a. 10/AS/06/UEPC/GC-Winter Term Resolution and Report by Ad Hoc Committee

It was MS Carroll/Taniguchi

**RESOLVED:** that the University Educational Policies Committee and the Graduate Council affirms its continuing support for the integration of Winter Term into the regular functioning of the University while also recognizing Winter Termís goal of offering enhanced, unique educational experiences to students and faculty;

**RESOLVED:** that the Deans and Department Chairs develop Winter Term schedules of courses that respond to studentsí goals for Winter Term enrollment by offering an array of Winter Term courses that are a blend of regular catalog courses and unique courses;

**RESOLVED:** that the University administration and faculty promote the benefits of Winter Term to students;

**RESOLVED:** that the University remove the Winter Term residency requirement and release all students from the Winter Term residency requirement effective Winter Term 2008.

**RATIONALE:** The Work Group on Winter Term was appointed to "suggest appropriate actions and processes to implement the recommendations concerning Winter Term approved by the CSU Stanislaus Academic Senate and to note possible revisions to university policy for consideration through the formal policy-development processes of CSU Stanislaus." The Work Group on Winter Term has concluded its work and has submitted a report and recommendation for consideration and action. The University Educational Policies Committee and the Graduate Council agree with the attached report and recommendation.

Carroll advised this report was considered at length by UEPC last year. They more or less agreed with the report. The key concern was if we removed the requirement for Winter Term, would we reduce enrollment.
The work group concluded there was no evidence it would drop. Students take Winter Term for many reasons: GE courses, speed to graduation, travel courses etc. And the number of students that had the requirement waived was overwhelming.

Taniguchi stated Winter Term offers many opportunities for students to travel. She stated she is glad that this affirms we are keeping Winter Term. DeCaro asked for clarification. Last year the Academic Senate voted to fund Winter Term differently. Sarraile replied the Senate passed a resolution calling for redistribution of fees so more fees would be paid Fall and Spring and less during Winter Term. Total student fees remained the same, but the campus would collect more fees because more students enroll in Fall and Spring. Although this was not motive to beef up enrollments, it could be a good side effect. Nelligan questioned if Winter Term enrollment did drop, could it be reinstated. Carroll stated that is always an option. Eudey noted there is no requirement to attend the other semesters, so there shouldn’t be one for Winter Term. Further, Winter Term offers a lot of opportunities for students. Part of promoting it should be looking at the liabilities of not enrolling, such as how it would affect their Financial Aid. Janz stated the ASI supports this resolution and also came to the conclusion impact on enrollment will be minimal. He offered to work with faculty on educating students.

This will be a second reading at the next meeting.

Discussion Item

a. Senator Orientation

S Committee on Committees: Filling advised the COC is charged with populating the faculty governance structure, to insure there are interested faculty placed on committees, including administrative committees. The COC takes it very seriously. We have a firm believe that faculty governance is faculty governance. Members are: Koni Stone, Janey Youngblom, Annie Hor and Lynn Johnson.

S Faculty Affairs Committee: Faculty Affairs Committee-Thompson stated he has been on many committees over the years, but this FAC is a dream committee. Members are: Renae Floyd (Chair-Elect), Randy Brown, Vickie Harvey, Priscilla Peters, Andy Young and Pam Russ. They are your trusted colleagues. They have proved their dedication over the years to their belief that the faculty can successfully fulfill its responsibilities on curriculum and personnel matters. This year the FAC will work with the COC on amending the General Faculty Constitution and several other issues. He stated you can find FAC at 4.3 in the General Faculty Constitution. FAC is charged with:

S a) Expedite the resolution of professional concerns of members of the General Faculty (including questions of academic freedom and professional ethics) when requested to do so by one or more of the individuals involved in or directly affected by the matter.

b) Address questions regarding faculty morale when requested to do so by the Academic Senate or by a committee of the General Faculty and submit for the General Faculty's approval policy recommendations in the best interest of general morale at California State University, Stanislaus.

c) Develop and recommend to the Academic Senate faculty personnel policies, in general to include but not limited to promotion, tenure, retirement, leaves of absence, sabbatical leaves, research grants, awards, publications, selection and retention of instructional staff and such other faculty personnel matters as may
be referred to the committee by the President of the University or the Academic Senate.

d) Interpret the Constitution and Standing Rules with reference to all policies, procedures, and actions of the General Faculty and its committees, the Academic Senate and its Committees, officers of the General Faculty and the President of the University.

Thompson stated the Provost after only being here a short period of time has decided to work from his own interpretations of the Constitution of the General Faculty rather than consulting the FAC. The Constitution needs to be interpreted in the context of our University rather than without reference to context and past practice. Further, after listening to the Provostís remarks related to the Provostís Governance Task Force, Thompson stated his recollection was somewhat different than what the Provost had just enunciated. The discussion of a task force was at the September 12 SEC meeting. The Provost announced there was to be a task force to reorganize faculty governance, not the General Faculty Constitution, and it would be chaired by him. It was SECís understanding the Provost proposed a restructuring of governance the Provost felt was too radical to be achieved through the amendment process and that the Provost would control whatever process he envisioned using. In those circumstances, it was very difficult to entertain the idea of negotiation. Further, during the discussion of the division of ALS into four colleges last year, the President did not include any mention of a thorough restructuring of faculty governance. If as the Provost has repeatedly said, the division of ALS requires a thorough restructuring of governance, why was this information not presented during those discussions last academic year? And the President did a major restructuring of all administrative committee structures on campus, why was academic governance not addressed at that time?

Thompson stated this is a very serious issue. We have a very good Faculty Affairs Committee elected by the faculty. They are trusted colleagues. We have a tested and proven process with the Committee on Committees and it is an open process for all to give input. It has the same goals of openness and collegiality that the Provost has stated he wants. The FAC and COC have set up a series of open fora for anyone to attend. The FAC, COC and SEC believe this should be a faculty-led effort to amend the Constitution of the General Faculty, and we are attempting to fulfill our responsibilities the faculty elected us to carry out.

**S Faculty Budget Advisory Committee:** David Lindsay stated that basically anything on campus that deals with money is under the purview of the FBAC. Members are: Ken Schoenly, Arthur Buell, Vickie Harvey, Kim Tan, Connie Kane, Dawn Strongin, Steve Filling, Provost Covino and Chris Scott. Items on the agenda: fiscal effects of: eCollege, college reorganization, the newly appointed administrative positions, market/equity raises, funding for new sports complex and parking structure.

**S Faculty Development Committee:** Jennifer Esterly advised the FDC supports faculty as scholars/educators. They provide faculty with a variety of opportunities to improve themselves as scholars and educators. There are several events already planned for new faculty. There was a two-day orientation for new faculty before the school year started. Many of the new faculty said how impressed they were with the event. A dinner for new faculty was also held. A series of brown-bag workshops are planned, grants are available, Instructional Institute Day is February 6, and a call has gone out for the Faculty Voices Project.

Provost Covino stated he was impressed with the events the FDC have and are sponsoring.

**S Graduate Council:** Peter Nelligan stated the GC is comprised of all graduate coordinators and directors. This year GC is working with Steve Graham in developing an enrollment review process and GC is also reviewing new degree proposals like the new EdD.
S Research, Scholarship and Creative Activities Policy Committee: Gordon Senior advised the members of the RSCAPC are: John Garcia, Jennifer Helzer, Annhenrie Campbell, Fan You Lin, Tim Held, Kurt Baker, Claudia Cortez and Suzanne Burns. The charge is: Research, scholarship, and creative activity policy development and recommendation to the Academic Senate and faculty; coordinating the promotion and support of research, scholarship, and creative activity for undergraduate and graduate students; advocating funding recommendations for faculty research, scholarship, and creative activity, fellowships, publications, Journal of Research, faculty symposia, and travel; providing support for WASC re-accreditation in areas relevant to research, scholarship, and creative activity, performance, and policy; providing advice to administration on issues related to system initiatives on research, scholarship, and creative activity, including academic planning related to research, scholarship, and creative activity; and consulting, as appropriate, with other university committees before proposing research, scholarship, and creative activity policy to the Academic Senate. On this yearís agenda: Continue to develop Research Misconduct Policy and reconsider the Human Subject Policy. RSCAPC will continue to debate funding for the RSCA Grant.

S University Educational Policies Committee: Bret Carroll reported the UEPC meets the second and fourth Wednesday 1-3. Charge: a) Formulate, review, and recommend to the Academic Senate undergraduate curricular policy.

b) Review and evaluate proposals for new undergraduate programs and courses for study based on approved criteria and procedures.

c) When requested, evaluate 7-year program reviews for existing undergraduate, graduate degree, and postbaccalaureate programs, and recommend one of the following: continuation without modification, continuation with specified modifications, or discontinuance.

d) Review plans for academic development in both on- and off-campus undergraduate programs (including extended education and distance learning).

e) Submit an annual report to the General Faculty at the Spring General faculty meeting.

f) Consult with and recommend to the Provost/Vice President for Academic Affairs in the interpretation of the University's undergraduate curricular and instructional policies.

g) Maintain close liaison with the Faculty Budget Advisory Committee and the Graduate Council and consult with these bodies on policy issues of mutual interest, such as scheduling, grading, calendar preparation, registration, and resource allocations.

h) Oversee and evaluate the General Education Program.

i) Prepare the academic calendar.

Two matters before the committee this semester: Discussion of a proposal from the GE Subcommittee to create a new administrative position entitled GE Director and eCollege.

S University Retention, Promotion and Tenure Committee: Marvin Johnson stated that the charge of the URPTC is to develop a calendar for the RPT cycle, review RPT files, and make recommendations to the
President for RPT. Members are: Agnes Riedmann, Peter Li, Chuck Floyd, Armin Schulz-Chair.

**S Statewide Academic Senate:** Paul O'Brien stated he and Jason Myers are the SWAS Senators representing CSUS at the SWAS meetings in Long Beach. The SWAS discusses policy issues on a statewide level. There are four plenary meetings each academic year plus committee meetings. O'Brien stated he makes about eight trips a year for meetings. The SWAS Report is sent over Asnet as well as the Faculty Only address. When there are issues at SWAS that might affect CSUS, he brings them back here. There are 52 members representing 23 campuses. Most have 2 representatives like us but the large campuses have 3.

**S Leaves and Awards Committee:** Stone advised the charge of the LAC is to review RSCA Grants, Sabbatical Applications, Papageorge Award, Wang Award, and Outstanding Professor Awards. Members are: Janey Youngblom, Steve Filling, Annie Hor and Lynn Johnson.

**Information Item**

**a. Suggested Guidelines for Online Courses**

Sarraille explained that the Suggested Guidelines for Online Courses were approved by UEPC on Dec 5, 2005. They are advisory for faculty teaching online. UEPC passed them on to SEC and SEC had no objection to them. Since they are guidelines, no formal action is required. The Guidelines have been sent to Dave Hamlett in Stockton asking that he share with faculty teaching online. Sarraille asked that Senators share these with their department.

Questions and Concerns:

S Eudey stated on page 15 it states each method of delivery will be a part of the course proposal. Does this mean any online stuff must be a new proposal? DeCaro replied there is a process for curricular review at the department/UEPC level. With eLearning, the department discusses the courses, they are approved by the chair, dean, and then to eCollege.

S Eudey asked if this process is for all online methods or just eLearning? DeCaro replied it can be for your website or blackboard, but it is a department issue. For eCollege, faculty discuss with their chair and if approved, goes to their dean. If the dean approves, it goes to eLearning. Not all courses are suitable for online learning he stated.

S Filling voiced concern how faculty would forward their course if we donít know the identity of eLearning. DeCaro stated he is the contact for eLearning.

S Carroll questioned how does this mesh with this not being prescriptive. Is there some possibility that these guidelines will at some point become advisory or prescriptive? DeCaro stated the guidelines were done long before eCollege. That would be up to the UEPC or OCMDL.

S DeCaro clarified that eCollege is the platform. Faculty discuss the course with their chair, then on to the dean and if approved, goes to eLearning (DeCaro) and he reviews the course.

S Riedmann asked in terms of how courses get approved, what is the role of the C and R? DeCaro replied if they are new courses, they would go to C and R. Designation as to the delivery is made at the department level.

S Taniguchi suggested creating a list of reasons why DeCaro would turn down a course for eCollege. DeCaro agreed it would be helpful, but this is a pilot project and nothing has been turned down. He stated his hope that we would develop guidelines for eLearning.
S Vice Provost Demetrulias stated her office is responsible for sheparding proposals. At this time there is one approval process for new courses, and it doesn’t matter whether online or not. C and R look at all new courses. There may be time we consider something different, but currently, we do not. The Deans, DeCaro and the chairs work together on eLearning. But it is the dean and provost that make all curricular decisions. Also, if we take 50% or more of a program to a different mediated form, it requires prior WASC approval. WASC has strict guidelines we need to be aware of.

S Eudey stated her understanding that Liberal Studies and others have guidelines exempting some courses from online delivery, so we need that kind of information to have a broader discussion. DeCaro agreed stating some courses you just can’t do on distance education.

S Brown asked what the constraints are in a pilot program and how does it move full scale. DeCaro replied we currently provide 12 courses/semester to be taught by tenure track or full time lecturers. In April, the appropriate assessment bodies will review. At that point we will either continue or cease.

Open forum

S Routh stated there have been complaints voiced regarding amplified sound on campus during school hours. Sarraile stated we have a policy posted on the web under Academic Senate. Janz stated the ASI puts on the events and he will take the complaint to them. Riedmann stated it is not only amplified sound, but the vulgar language being used.

S DeCaro questioned travel reimbursement for those members going to national conferences to interview faculty candidates. He has to put it on his personal credit card and if charges aren’t together, they won’t reimburse him. Sarraile stated this issue was discussed last year and per Vice President Stephens, there are a lot of complexities. There is a certain amount of mutual distrust if money is advanced plus getting the appropriate paperwork. Sarraile suggested referring to FBAC and/or discuss with Stephens. Helzer questioned if there is a pot of money to do this because she has been told there is no money. Wendt stated there is no money for this. He suggested faculty talk to Stephens.

Robbins stated there is a travel claim workshop being offered October 10 and 11. Travel reimbursement should only take two weeks. She suggested faculty talk to Eleanor Carpenter who handles travel.

Thompson stated in the past, we were reimbursed for travel to recruit faculty. Wendt replied that he has never had money for this purpose. He suggested faculty go to their dean. Carroll asked if it could be funded if it were part of the overall hiring budget and Wendt replied he couldn’t imagine how that would work, but in theory, yes. DeCaro stated he was told he would have to fund it from his department budget.

S Tan advised that last year the AS adopted standardized classroom times and we were told by going to new scheduling times, it would open up more classrooms. She questioned what the impact is this fall. She is still having problems. Shawkey replied that the Teacher Education Department is not very happy what classrooms are available to them. Provost Covino stated this is a concern of his and he has met with Roger Pugh and Lisa Bernardo and asked for room use reports for Fall. Over the next month, he stated he hopes to gather more information and will report back. Filling suggested asking faculty rather than Pugh and Bernardo. Covino stated he has also called a meeting of department chairs and deans to start that conversation. Sarraile stated there are some provisions for instructors to indicate their needs for classrooms. Maybe there should be a process for a second person who could look at it for sanity check. DeCaro stated in the past, we did fill out our classroom needs and gave it to Connie Bratten, but that is no longer done. Robbins advised that the current classroom scheduler is leaving and they will be hiring someone to replace her. Tan advised that University has put money into getting the appropriate software to allocate classrooms.
properly.

S Lawson stated that the President recently spoke at the Staff Meeting and stated he was hurt and disappointed faculty didnít accept the CSUís contract offer. Sarraile stated the announcement about disappointment concerning the contract was something all campus presidents expressed in the same words, at the same time.

Meeting adjourned at 4:20.