**For**

Academic Senate

November 5, 2013

**Present:** Bell, Bice, Carroll, Crayton, Espinoza, Eudey, Filling, Garcia, Ghuman, Guichard, Hartman, Hidalgo, Hooker, Huang, Leyva, 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.

**Proxies:** Kenneth Schoenly for Marina Gerson, Elmano Costa for Noelle Won, Marvin Hooker for Mariam Salameh and Stuart Sims for Geof Mulder.

**Excused**: Advanced Studies, Eric Broadwater and Renae Floyd.

**Guests:** The following guests were welcomed: James Tuedio, Reza Kamali, Linda Nowak, Oddmund Myhre, Marge Jaasma, Dennis Shimek, Brian Duggan, Chuck Gonzalez, John Tillman, Carl Whitman and Roxanne Robbin.

Isabel Pierce Recording Secretary

Second reading of 36/AS/13/UEPC – Policy for Service Learning Student Placements. Revisions suggested and returned to UEPC. Passed.

Second reading of 37/AS/13/UEPC Policy for Student Internships. Revisions suggested and returned to UEPC. Passed.

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

Next Academic Senate Meeting:

December 3, 2013

2:00-4:00pm, JSRFDC Reference Room

Minutes submitted by:

Mark Thompson, Clerk

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Next Academic Senate Meeting:

October 1, 2013

2:00-4:00pm, JSRFDC Reference Room

Minutes submitted by:

Mark Thompson, Clerk

1. **Call to order**

2:04pm

1. **Approval of Agenda**

Approved as distributed.

1. **Approval of Academic Senate Minutes of October 22, 2013 (distributed electronically)**

Approved as amended to indicate that Byerly’s reference to graduation rates in 7a referred specifically to CSULA.

1. **Introductions**

The following guests were welcomed: James Tuedio, Reza Kamali, Linda Nowak, Oddmund Myhre, Marge Jaasma, Dennis Shimek, Brian Duggan, Chuck Gonzalez, John Tillman, Carl Whitman and Roxanne Robbin.

1. **Announcements**

Roxanne Robbin: Each year the CSU International Programs recruits faculty to serve as Resident Directors (RDs) in a number of its study abroad programs. Those well-versed in Mandarin, French, Italian, and Spanish please apply for resident directorships of CSU abroad. Carlos Andres just returned and will be glad to discuss. It is a full academic year and a full cultural exchange experience. See [www.calstate.edu/ip](http://www.calstate.edu/ip) The deadline to apply is December31st.

1. **Committee Reports/Questions**

**UEPC: (**Schoenly) The committee has revised the policies that are second readings today.

Also discussed: Instructional Materials Accessibility Policy (will report to the Provost), changes to OIT Maintenance days, and the Course Proposal form revision.

**FAC**: (Sims) The Committee met with Ethnic Studies faculty and will meet with past and present administrators involved with the program at its next meeting after which the committee will report to the Senate.

**SWAS**: (Eudey/Filling) The Governor has appointed a Faculty Trustee. The SWAS has discussed the Nursing/GE issue and has drafted Legislative principles to guide activity in Sacramento. We now have a better definition of “bottlenecks” to focus on academic process. Cal-State Online will not use Pearson products and marketing exclusively but will use the Cal-State Online program as an umbrella for all things online. It was reported in April that there were about 101 FTES equivalents in program, below projections. In response to questions, it was clarified in-depth knowledge of the system or campuses or higher education is not a prerequisite for appointment to the Board of Trustees and that getting Trustees to visit campus can help educate them if they visit classrooms and meet with others “on the ground.”

Provost Strong reported that at least five trustees have visited campus in the past three years.

**FBAC**: (Lindsay) The committee discussed UEE Special Sessions Policy, previously reviewed by the UEPC and a first reading today. Also approved a preamble and first draft of a Budget Priorities resolution and reviewed the Budget Template with Torngren who provided a template that included budget, expenditures, and variance for three years—the types of information the committee has sought for many years. AVP Whitman was encouraging of the capabilities of the Data Warehouse to populate the template

**GC**: (Perrello) The Graduate Council is framing the conversation on a Strategic Plan to encompass all graduate programs and has a schematic to help the effort. Please offer feedback if approached.

1. **Information Items**
	1. **Campus Health**

VPs Shimek and Espinoza are developing a committee and seek input to address campus needs and services. Last year there was a request for more staff funding.

Points of discussion:

Eudey noted that more information is coming to campuses to help identify students with mental health needs. Sarraille noted a statewide group recommends a minimum of one counselor per 1500 students.

Psychological Counseling Services is severely understaffed. Requests are going forward this year, but none are tenure track. Stanislaus faculty and the SWAS have both affirmed the need for tenure-track lines for counseling faculty. Espinoza noted that last year they added one new position and an additional person. One tenure-track person will FERP, so there will be additional resources. Requests for filling positions are moving forward thru HR but none are tenure track requests.

* 1. **Department Chairs’ List of Concerns (Provided by FAC)**

Sims reported that the committee had received a memorandum of concern from fourteen chairs. The committee met with chairs on 9/20/13and the inclusion in today’s packet is essentially notes from the meeting. A critical mass of chairs believe the position is unsustainable in workload and in compensation for workload. There are concerns beyond workload and duties which may discourage others from serving as chairs in the future. Sims requested that senators share the notes with departments and share responses at the next meeting.

Points of discussion:

Provost Strong reported that the concerns have his attention. This will be a priority relative to resources in the next budgeting cycle. Deans are working on a proposal relative to the assigned time piece, and one-time money may be available in spring to address some of the need.

1. **Discussion Item**
	1. **President Sheley’s memo regarding Advising/GE/Writing (President’s Memo dated 9/20/13)**

Garcia noted that we have discussed advising and are now prepared to discuss GE. We are close to having a GE Task Force, and they will receive information from today’s discussion. The Provost crafted a charge in consultation with faculty. The charge of the committee is to look at:

1. GE program learning outcomes and curricular structure.

2. The most effective support structure for the GE program. This recommendation should include dimension of leadership, assessment, committee structure, and faculty development support. Other dimensions may be included at the discretion of the committee.

3. Determine and make recommendations related to the resources required to institutionalize the GE program.

Points of discussion:

Both WASC and AAC&U have supported GE in the face of attacks by our former Chancellor.

The President’s letter has some focus on GE vis-à-vis the major, but the charge of the Task Force is mute on that issue.

Connecting GE more directly to the major may be a spurious connection that would diminish the emphasis on a liberal arts core to grow the entire person.

Provost Strong averred that President Sheley is asking for better explanation of how GE, major, and elective study are integrated and how that characterizes an education at our university.

GE expands quality of life and makes students wiser consumers as well as encouraging some students to double major.

The Chancellor’s Office has said that GE will embrace LEAP goals, and WASC has emphasized seeing University outcomes linked to similar goals such as critical thinking.

Many underclassmen have to take what is available when it is available. Scheduling concerns drive many students’ GE choices.

The letter also points to GE sometimes viewed as a checklist; this is hard to alter if faculty do not see students early in their academic careers.

The struggle to get students into classes maybe due to lack of classes. Put more dollars into GE and offer the classes that students want to take.

There is a social component to address as to whether society values education in general. Additionally, there is a view from some quarters that would emphasize vocational preparation, rather than forming more thoughtful and aware citizens, which is a strong point for GE preparation.

These questions go to the identity of the University as a liberal arts institution, or not. We need clarity on whether the administration sees the university as such. Perhaps the first task of the Task Force should be to determine what kind of university we are.

The Task Force should involve students.

Eudey reminded that we postponed the GE goals and objectives to have larger conversation; as soon as the GE Task Force is constituted, they will call upon us to do so. In light of all of the above, it is crucial that the campus community engage in the work led by the GE Task Force.

1. **First Reading Item**
2. It was M/S Lindsay/Eudey

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

**Be it Resolved:** *That the Academic Senate approve the attached new policy, Local Policy Governing Special Sessions Degree and Academic Certificate Programs Offered Through University Extended Education (UEE)to be effective upon receiving the President’s approval.*

 **Rationale:**

The policy included with the resolution was necessary because the UEE policy drafted in 2010 was rejected by the president, the president put in place a policy without consulting faculty. This policy was written by the UEE Working Group, comprised of faculty with programs either currently offered through Extended Education or in the planning stages, in consultation with the Dean of UEE.

* Special session programs are increasing in number;
* A policy will provide guidance to Colleges when they plan Special Sessions Degree and Academic Certificate Programs offered through University Extended Education (UEE);
* A policy will help to articulate the respective duties, responsibilities, and cost/benefits for the College, UEE, and University.

In 2010 this body passed a similar policy and it was rejected by Shirvani and he imposed his own policy. The UEE Workgroup developed this policy. The policy is needed to affect the needs of the colleges, UEE and the University. [END]

Points of discussion

Eudey noted that it is important to have a policy developed and approved through a shared governance process.

Nagel noted some language from the relevant EO is omitted from the policy background: self-support courses not supplant regular course offerings. Could a special session be labeled as such merely because it does not meet during part of a regular term or employs a certain mode of instruction? Shifting work into UEE has an effect on part time faculty and not just their salary. UEE does not count towards benefits eligibility.

Page 4 item12b: The division of funding percentages should be reviewed to ensure a more equitable distribution for programs with surpluses just beyond $50K.

Page 4, item 13: The faculty pay scale has to be updated.

The item will return as a second reading for action.

1. **Second Reading Items**
	1. **36/AS/13/UEPC - Policy for Service Learning Student Placements**

Schoenly noted that the committee has made changes to the policy and resolution. Resolved clauses three and four are new. There are two extant agreements that include releases from liability; they are similar to those in the recently approved Field Trips Policy. The internship policy has templates that are standard. The internal changes are reflected under E1 and E2.

Points of discussion:

The increase in paperwork and documentation may discourage these activities. Reasonable templates would be a help, especially in cases where legal language is at play.

The policy notes that either the faculty member or the Office of Service Learning will complete the paperwork. How is that determined? Schoenly noted the committee wanted to leave some flexibility for the Service Learning Office; the faculty member could conceivably do this on their own with some experience.

O’Brien moved and the body accepted a friendly amendment to add “strongly” before “encourage” in the fourth resolved.

Resolution passed without dissent.

* 1. **37/AS/13/UEPC - Policy for Student Internships**

Schoenly noted the addition of “strongly” before “encourage” in the fourth resolved.

Points of discussion:

Item D: Who is the “responsible campus official”? The Provost indicated that he is considering the Office of Service Learning to fill that role and that additional resources would be provided.

Item E1 c & d: Would the program coordinator be in charge of contacting that office and getting feedback from them to create a document to be used at the program level? Yes, per Schoenly that is his understanding.

Resolutions passed: 37 Yes 2 No.

1. **Open Forum**

Sarraille understands that the current thinking per Ethnic Studies is to hire one tenure-track faculty member to function as a director and wonders why, with two faculty retiring, the University is not moving forward with two tenure-track searches. Tuedio responded that the retirements have not yet occurred and must be confirmed, and that affects timing. The college has a process for considering priority of requests for faculty positions that includes recommendation from the college Budget and Planning Committee to the Dean; that should conclude by the end of the term. Sims reiterated that the FAC will discuss these issues and report to the Senate.

There was discussion about the various letters that noted the faculty members were resigning and/or retiring. Provost Strong noted that the *LA Times* had incorrectly quoted Tonnelli because he said nothing about rolling Ethnic Studies into Liberal Studies. Tuedio added there has been no discussion of such a move.

Regalado asked about the Provost’s memorandum on Faculty Instructional Workload: does the memorandum acknowledge that there is no 24-unit minimum workload in the contract? Speaker Garcia responded, “yes.”

Schoenly noted that a colleague had been surprised by a fake cancellation notice on her room on the day of an examination. Wood noted that this had happened to him previously. Hopefully this is not a trend. Perhaps the Faculty Handbook needs to be updated in response.

Tuedio sees some conflicting ideas in the pending draft FBAC priorities resolution and would like to see some calculations on effects on budget and tenure-track faculty ratios.

1. **Adjournment**

3:38pm