

**Academic Senate Meeting**  
**Tuesday, October 17, 2006**  
**Library Collaboratory**  
**Minutes**

**Attendance:** Virgil Adams, Simone Aloisio, Julia Balén, Terry Ballman, Frank Barajas, A.J. Bieszczad, Anna Bieszczad, Bob Bleicher, Geoffrey Buhl, Renny Christopher, Manuel Correia, Beatrice de Oca, Maria Denny, Amy Denton, Jesse Elliott, Therese Eyermann, Blake Gillespie, Jeanne Grier, Ivona Grzegorzcyk, Beth Hartung, Peggy Hinz, Tiina Itkonen, Karen Jensen, Antonio Jimenez-Jimenez, Joan Karp, Jacque Kilpatrick, Liz King, Kristen LaBonte, Kathryn Leonard, Steve Lefevre, Priscilla Liang, Ted Lucas, Luke Matjas, Trudy Milburn, Brad Monsma, Andrew Morris, Nancy Mozingo, Don Rodriguez, Tom Schmidhauser, Peter Smith, Barbara Thorpe, Ashish Vaidya, Amy Wallace, Ching-Hua Wang, Gregory Wood, Bill Wolfe, Cindy Wyels.

Call to order

-2:35 p.m.

Approval of Agenda

-unanimous approval

Approval of the Minutes from the last Senate Meeting (October 3)

-unanimous approval

Intent to raise questions

-In response to the question: Has anyone done a study on the real cost of copiers vs. desktop copiers? Joanne Coville, VP of Finance and Administration, sent Ballman 3 documents that generally address the questions. Ballman said she would send them to Muraoka, the senator who had posed the question.

-In response to A. Bieszczad's question about how to apply the current Student Evaluation of Teaching process to on-line courses, the question has been forwarded to the SETE task force to develop a policy regarding those classes.

-In response to Jimenez-Jimenez's question about classroom technology.

"IT reimages the classroom computers before every semester. We test each machine to make certain they operate correctly, including opening different file types. All classroom computers work properly at the start of the semester. If a problem emerges with the classroom computers, we need to know about so we can fix it. The faculty member who experiences any problems with classroom technology should call, email, or stop by the help desk and tell us about the problem. The help desk is staffed from 7:30am - 10:00pm M-Th, 7:30am - 5pm F, and 8am to noon on Sat.

Audio problems in AH are being addressed and will be fixed shortly. We have components on order. IT will evaluate audio in all BT 1st floor classrooms and enhance audio where needed. Any faculty member can contact the help

desk, Jess Paredes, Dan Wakelee or myself (Maureen McQuestion) with concerns about audio in a classroom."

-In response to Leafstedt's question about unsatisfactory completion of IT work orders, Maureen McQuestion requests that faculty call or email either herself or Jess Paredes with any complaints.

#### New questions

-Elliott requests that the Senate Exec consider restructuring the Senate Agenda so that committee reports be moved to the end of the Agenda so that faculty who teach at 4:00 p.m. can be involved in the voting of second reading items.

#### Report from the Provost

-Provost Lucas reported on recent meetings with the President's Cabinet, and a consultant brought in to work with the group. He identified a few of the key issues that have arisen out of the consultation, and they are listed below:

1. A number of administrative decisions have been made recently that appear not to have involved adequate faculty consultation. 2. The president recently brought in a consultant to facilitate communication among and between the VPs. 3. In the course of our discussion, Lucas asked the president for a stronger role as provost and was given such. The consultant agreed. 4. Lucas will be helping the campus understand the CSU definition of shared governance. 5. Shared governance is a two-way street, so the faculty need to accept responsibility for sharing the management of the university by showing up and reporting back. 6. There will be noticeable improvement in faculty involvement in university decisions in the near future. 7. Coville and Lucas and I will work to find an additional forum for her to consult with faculty on VPFA matters that affect the work of the faculty. She is very understanding of what faculty do and their needs in order to do their work. 8. No one on the administrative team, from the president on down, believes that faculty "are just another division." Everyone understands that the faculty are the bedrock of the university, as students pursue their academic degrees. 9. Lucas consulted with Coville, and she understands and supports his recommendation to continue with desktop printers for faculty, as in the past. 10. Coville also agrees with Lucas not to implement the room rental fee. 11. The IT/Library issue is on hold until the IT Strategy Council completes its work. No discussions or actions on that will be taken until spring. 12. Lucas will be playing an increasingly important, central role in IT decisions.

#### Report from the Chair

-Ballman has received several responses in regards to her request for feedback on the proposed campus policies: 1) the Policy on Parking and Traffic and 2) the Policy on Business Travel. She will forward these concerns to the President's Council.

#### **Reports from Senate Standing and Other Committees**

##### Senate Executive

-Senate Executive committee requests that faculty representatives to campus-wide committees please submit flash reports.

### Committee on Centers

-The proposal for the *Center for Civic Engagement and Service Learning* is up for a vote today.

### Committee on Committees

-Will be sending out a call for volunteers to serve on additional committees.

### Curriculum Committee

-Programs changed on the Senate floor do not need to be returned to Curriculum for a second approval, simply send a copy of the changed program back for their records.

### Faculty Affairs

-Is working on revising the RTP policy and will forward it for Senate approval.

### Fiscal Policies

-The committee has reviewed last year's process and will be trying to streamline the process for this year.

### General Education

-The committee is reviewing courses. Please let them know if there are any problems with the new database.

### Strategic and Tactical Planning

-No Report

### Student Academic Policies and Procedures

-The committee requests that if you become aware of a student policy that needs to be revised or updated, please let them know.

### Technology Advisory Committee

-They will be meeting on Thursday, at 3:00 p.m. to discuss having open forums and refreshing computers.

### Other?

-Hartung reminded everyone of the December 1, 2006 deadline to submit applications to become resident directors in other countries.

- Grzegorzcyk informed everyone that "Discipline Search Committees" had been formed and application reviews will begin on November 15, 2006.

-Monsma reported that the "Physical Master Plan" committee would like to know what some of the principles are for faculty as we move forward. Please submit any comments you may have.

### **Old Business**

#### SP 06-02 Early Childhood Studies (long form)

-Revisions were made to the form based on feedback from the last meeting, the changes were reviewed.

Vote taken:

Yes: 37

No: 0

Abstain: 2

**Policy passes**

### SP 06-03 Center for Civic Engagement and Service Learning (CESL)

-Balen reviewed the friendly amendments that were made to the document based on input from the last meeting. She emphasized that the goal of the center was to make it a “one-stop-shop” for both faculty and community members.

-concern was expressed about the reason for having two, equal, directors from two separate divisions as opposed to having the center report only to Academic Affairs.

-Jimenez-Jimenez offered the example of the “Center for International Affairs” that is affiliated with Student Affairs: however, the directorship is still housed in Academic Affairs.

-King made a motion to postpone the vote on the Center for two more weeks while suggestions on the policy are submitted to Julia Balen: Grzegorzczuk seconded.

Vote taken on motion:

Yes: 15

No: 10

Abstain: 9

#### **Motion passes**

Balen requests that faculty send her comments on the proposal.

### New Business

#### SR 06-02 Support for Proposition 1D

-m/s- Grzegorzczuk, Itkonen.

-Jimenez-Jimenez motioned to waive the first reading, seconded by Grzegorzczuk.

Vote taken on motion:

Yes: 37

No: 0

Abstain: 1

#### **Motion passes**

Vote taken on Proposition:

#### **Unanimous approval**

### SP 06-04 Changes to Schedule Template

-m/s- Grzegorzczuk, Jimenez-Jimenez.

-Wakelee has identified minor changes that can be made to help with the scheduling situation.

-The changes would be implemented in Fall 2007.

### Announcements

-Peggy Hinz reminded everyone to submit their updates for The Speaker’s Bureau. Faculty who submit updates will receive a sachel.

-The library has purchased *Scrabble* both in English and Spanish for you to use and they invite everyone to “Book, pizza, and a movie” night to watch *The Shining*, on Oct. 25.

-Jesse Elliott will be performing an informal lunchtime piano recital on November 18<sup>th</sup> at noon, everyone is invited.

-Monsma invites everyone to participate in a full-moon night hike on November 5, 2006.

**Adjournment**

3:45 p.m.