

**Academic Senate Meeting
Tuesday, December 2, 2008
Broome Library, Room 1360
Minutes**

Attendance: Bill Adam, Virgil Adams, Mary Adler, José Alamillo, Simone Aloisio, Julia Balén, Frank Barajas, Bob Bleicher, Geoffrey Buhl, Catherine Burris, Renny Christopher, Stephen Clark, Tracylee Clark, Manuel Correia, Beatrice de Oca, Colleen Delany-Rivera, Amy Denton, Dennis Downey, Therese Eyermann, Marie Francois, Scott Frisch, Nancy Gill, J. Goosby Smith, John Griffin, Andrea Grove, Ivona Grzegorczyk, Debi Hoffmann, Tiina Itkonen, Karen Jensen, Kimmy Kee-Rose, Joan Karp, Jacquelyn Kilpatrick, Liz King, Kristen LaBonte, Jill Leafstedt, Daniel Lee, Steve Lefevre, Kathryn Leonard, Alex McNeill, Alexandra Mitchell, Brad Monsma, Andrew Morris, Laura Newton, Nitika Parmar, Luda Popenhagen, Betsy Quintero, Paul Rivera, Janet Rizzoli, Don Rodriguez, Sue Saunders, Tom Schmidhauser, Peter Smith, Stephen Stratton, Jane Sweetland, Elnora Tayag, Kaia Tollefson, Eric Toshalis, Ashish Vaidya, Amy Wallace, Dan Wakelee, Bill Wolfe, Greg Wood.

Call to Order

-2.36 p.m.

Approval of the Agenda

-approved

Approval of the Minutes of October 28, 2008

-approved

Intent to Raise Questions

Responses to questions from the last meeting

-Q. Why do we require that the Center for International Affairs approve courses before they are submitted to IRA? What is the criteria for evaluation of courses by the CIA?

-A. The Center for International Affairs Advisory Committee is a body that checks that UNIV 392 proposals satisfy university and safety requirements and guidelines for travel. Here's the review process:

-All proposals are reviewed by a subcommittee of faculty members associated with the Center and who have led UNIV 392 courses in the past. The subcommittee reviews courses. If they have only minor changes to suggest, the proposals are circulated about the Advisory Committee as a whole and voted on during a regularly scheduled meeting. If the initial proposal doesn't meet the criteria, it is returned to the faculty member with comments for revision and resubmission. In the event that the CIA Advisory Committee feels revisions meet the expectations it gets approved. Otherwise, it does not and that information is communicated to the faculty member and to the next level of review (Dean of faculty).

-The criteria were developed when CSUCI started offering these courses, and refined year by year as we learn from experience. It is true that the criteria are not in any written

form yet and the question raised in Senate rightly suggests that the criteria be public and accessible to all. As an outcome of the question, the CIA Advisory Committee will draft these criteria in a written document ASAP and they will be posted on the CIA website.

-Q. John Griffin asked about the light bulbs used on campus?

-A. OPC and CSUCI have no policy regarding lighting or lamp replacement. OPC has worked over the last few years to improve lighting efficiency whenever possible with more efficient fixtures, lighting controls and more efficient re-lamping.

-That being said, fluorescent bulbs are one of the most efficient lamps currently available. There are not many incandescent bulbs in permanent fixtures on campus. Compact fluorescent bulbs cannot be used on dimmable fixtures and switches. We always try to identify opportunities for efficiency and replace incandescent bulbs with CF when we can. For example, Student Housing will replace all burned-out incandescent bulbs with CF bulbs (except those on dimmer).

-One thing OPC can't control: Many campus faculty, staff, and students have their own desk and floor lamps in their spaces. OPC worked with Student Housing last summer to request that students moving into housing bring fluorescent lamps or LED lamps. We do not know how successful this program has been.

Report from the Provost

-Provost Neuman attended an enrollment management meeting where the main topics were budget cuts and possible impaction.

-We are not expecting any additional funding for the 2009-2010 school year. The Provost will be sending out an email regarding the budget process for next year with the major change relating to an increased involvement from the Senate Fiscal Policies committee. Her goal is to strengthen the faculty role in the budget building process.

-The Provost asked if the faculty felt that the Campus Reading Celebration was a program worth continuing, if so, she will need to seek alternate funding sources for the future. If the program is to continue, she will need three faculty volunteers to comprise a committee with one faculty member rotating off every year. Consensus from the faculty was to continue the program.

Report from the Academic Senate Chair

-Chair Hartung recently had a conversation with Dr. Sawyer to discuss strategies for strengthening the relationship between Academic Affairs and Student Affairs.

-Chair Hartung will be working on updating the Speaker's Bureau pamphlet, please submit your recent accomplishments.

Consent Calendar: SP 08-03 Academic Calendar 2010-2011

-The Calendar had previously been approved but it was revised, on the Senate floor, which caused it to be one day short of the minimum instructions days required. In order to meet the minimum requirement, Friday, November 12, 2010 was reinstated as a day for instruction.

-There was no discussion, therefore it is approved.

New Business: SP 08-10 Academic Master Plan

-This is a time sensitive issue.

- P. Rivera motioned to move it to a second reading item, seconded by J. Balen.
 - V. Adams moved to discuss it as a first reading item, seconded by G. Wood.
 - Ivona Grzegorczyk stated she was against the motion on principle because there was no prior warning that it would be moved to a second reading.
 - A. Grove spoke to the motion, indicating that it needed to be submitted to the Chancellor's Office soon. The document was distributed to the faculty via email and a brown bag discussion was also held to discuss the recommended changes.
- Vote taken on motion to move it to a second reading:
- motion approved with only one "no" vote.
- S. Lefevre spoke on behalf the Academic Planning committee, stating that they had pushed back the implementation dates for a number of majors because they felt implementing new majors, at this time, would be too ambitious due to the enrollment caps and limited funding.
- Vote on the Academic Master Plan:
- approved unanimously

SP 08-06 Policy on Visiting Professors

- m/s, P. Rivera, B. Bleicher.
- B. Gillespie stated there were very few changes made to the policy, it is mostly clarifying the number we are allowed to have on campus at one time, and that number is one visiting professor per year.
- R. Christopher added that the need for the change was brought about by the need to bring our policy into compliance with the Collective Bargaining Agreement which supersedes our campus policy.
- There was discussion about international scholars, faculty exchanges and honorary faculty.

SP 08-07 Policy on Catalog Rights

- m/s, G. Buhl, G. Wood.
- G. Buhl made a motion to move it to a second reading item in an effort to get it published in the Catalog.
- J. Rizzoli added this policy would put us in compliance with Title V.
- Vote on motion to move it to a second reading item:
- motion approved
- Voice vote taken on the Policy
- approved.

SP 08-08 Policy on Withdrawals (Revised)

- G. Buhl stated the previous policy did not limit the number of units a student could withdraw from, but Executive Order 1037 mandates an 18 unit maximum.
 - G. Buhl motioned to move it to a second reading, seconded.
- Vote on motion to move it to a second reading:
- approved unanimously
- Vote on motion to approve the policy:
- approved unanimously

SP 08-09 Policy on Grade Forgiveness

- G. Buhl indicated Executive Order 1037 sets the limit of maximum number of grade forgiveness units at 16.
- m/s, G. Buhl, I. Grzegorczyk.
- G. Buhl motioned to make it a second reading item, seconded by C. Burris.
- Vote on motion:
- K. Jensen asked about point #5 and how a poor grade, as a result of disciplinary action, would be tracked?
- I. Grzegorczyk asked if a student repeated a course several times, which grade would be the one used to calculate grade?
- S. Lefevre responded that Peoplesoft would automatically calculate the grades.
- It was noted that Damon Blue should be present to address what PeopleSoft will do in case of a student who is flunked due to plagiarism.
- B. de Oca states that until there is an additional box on a grade sheet that identifies a particular grade as a disciplinary grade, there will not be an easy way to track this.
- D. Wakelee pointes out that there is a difference between the disciplinary procedure and assigning a bad grade to a student who commits something like plagiarism.
- B. Adams states the language needs to be changed to clarify that Student Affairs does not decide what a grade will be, grades are assigned only by faculty.
- G. Buhl read aloud point #5 as is written in the Executive Order, he offers changing the language to that of the EO, B. Adams agrees it is a good change.

Vote taken by show of hands:

- Yes: 46
- No: 0
- Abstain: 4
- Approved

SP 08-11 Policy on Language and Multicultural Requirements (modifies SP 03-27)

- m/s, M. Francois, C. Burris.
- A. Jimenez-Jimenez stated this offers another option for advanced language speakers by allowing them to take an upper division course, currently they are able to test out of the requirement.
- P. Rivera confirmed that for GE requirements a student will not receive both unit and content credit, he offered a friendly amendment to the last sentence.

Report from Standing Committees

Senate Executive

- Chair Hartung indicated that policies would be placed in alpha list on the website.

Committee on Centers and Institutes

- N. Parmar said that they have heard from the four center directors as well as the institute directors and have discussed establishing new institutes.

Committee on Committees

- No Report

Curriculum Committee

- They are continuing with business as usual.

Faculty Affairs

-No Report

Fiscal Policies

-No Report

General Education

-Almost done with all the courses

Student Academic Policies and Procedures

-They are working on additional student policies

Center for Multicultural Engagement

-J. Balen reported they were excited because they have finished their five year strategic plan and are working with other centers to better utilize their limited resources.

-Five faculty grants have been awarded.

-The woman's lunch is scheduled for March 12th, 2008 and will focus on women in ecology, saving the planet. They are currently seeking speakers and participants.

-A website is currently being developed and they are working on a definition for multiculturalism. Their goal over the next few years will be to engage science and math faculty in multiculturalism, please talk to her if you have ideas on how to accomplish this.

Announcements

-C. Delaney-Rivera reminded everyone about Darwin Day scheduled for February 12th, 2009.

-I. Grzegorczyk reminded everyone about the Student Research Competition scheduled in May, please submit projects to Cindy Wyels.

-C. Burris invited everyone to the plays being sponsored by the Performing Arts program beginning tomorrow.

-Everyone is invited to attend the Academic Affairs annual Holiday luncheon on December 10th, at noon.

Adjourn

-3:44 p.m.