

**CALIFORNIA POLYTECHNIC STATE UNIVERSITY**  
**San Luis Obispo, California 93407**  
**ACADEMIC SENATE**

**MINUTES OF**  
**The Academic Senate Executive Committee**  
**Tuesday, March 28, 2006**  
**UU220, 3:00–5:00 p.m.**

Preparatory: The meeting was opened at 3:15 p.m.

- I. Minutes: The minutes for the Academic Senate Executive Committee meeting of February 14, 2006 were approved.
- II. Communication(s) and Announcement(s): None.
- III. Reports:
  - A. Academic Senate Chair: (Hannings) This month's Social Hour, co-hosted by the President's Office and the Kennedy Library will be held Thursday, March 30, from 4-6 pm at Veranda Conference Room. The Academic Senate will be holding a faculty election on the Amendment to the Constitution of the Academic Senate of the California State University. This amendment to the CSU Constitution recommends reducing the size of the senate due to the budget shortfall that has emerged since the expansion of the Senate in 2002. If approved, this amendment will decrease the size of the Statewide Senate by five senators and Cal Poly's statewide representatives to two. Ballots will be mailed out to all faculty on April 10, 2006.
  - B. President's Office: None.
  - C. Provost Office: (Detweiler) Student enrollment for spring quarter 2006 is above the annual enrollment target by at least 2.5%. Next year's allocated student enrollment growth of 2.5% over this year's enrollment will be funded at a 3.5% growth. The CSU is utilizing a new way of calculating student funding which calculates funding of Graduate students at 12 hours of FTE while Undergraduate students are funded at 15 hours of FTE. Cal Poly is the strongest competitor against the UC system for students' admissions, especially in the areas of engineering and science. Cal Poly continues to attract solid students but competition is intensifying, therefore, in order to sustain the same level of competitiveness Cal Poly must offer more scholarships to students. A more difficult task for the state of California is the shrinking availability of math and science programs offered to younger students. The search for a dean of Liberal Arts has been completed and a recommendation has been made to President Baker while the search for dean of the Library and Vice President for Advancement are expected to be completed within the next 6 weeks. The search for a new Provost continues with a current pool of 35 active applicants.
  - D. Statewide Senators: See attached report from John Tarjan, Secretary for the Statewide Executive Committee.
  - E. CFA Campus President: (Foroohar) Bargaining negotiations continue with the CFA and CSU bargaining units attempting to reach an agreement where all campuses would have a summer session equivalent to 15 units. The deadline for local CFA elections is tomorrow. The Academic Senate supports the policy created by a campus committee on the subject of intellectual property policy. Proposed revisions to this policy have been given to the Chancellor's Office, Susan Opava's Office, and Mike Suess' Office for their review and consideration. CFA is continuing its salary negotiations, specifically concerning merit pay, but so far there is no agreement.

- F. ASI Representative: None.
- G. Other: Schaffner, chair of the Instruction Committee: Report on new scheduling time patterns. The Academic Senate Instruction Committee met at the end of last quarter to discuss the proposed changes to the class time scheduling patterns. It is the recommendation of the committee to revert to the current schedule after fall quarter, where changes are already slated into place. The motivation to make changes to the schedule is twofold: to optimize classroom usage and to reduce class scheduling conflicts for students. The objective before the Instruction Committee was to address these issues while maintaining instructional integrity. After much discussion regarding the pedagogical sensibility of the issue at hand, it was decided that the Instruction Committee return to the Executive Committee with a formal resolution.

IV. Consent Agenda: None.

V. Business Items:

- A. **Appointment of Yang Liu (OCOB) to the Students with Disabilities Advisory Committee for 2005-2006:** M/S/P to approve appointment.
- B. **Approval of Scott Steinmaus (BioSci) as internal reviewer for Theater & Dance and Animal Science program review.** M/S/P to approve appointment.
- C. **Approval of tali Freed (I&MEngr) as internal reviewer for Graphic Communication Institute program review.** M/S/P to approve appointment.
- D. **Academic Senate committee appointments for 2006-2007:** The following Academic Senate committee appointments were approved.

**COLLEGE OF AGRICULTURE**

Distinguished Teaching Award Committee	Tom Ruehr, Earth&SS
Instruction Committee	John Harris, NRM

**COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN**

Budget and Long-Range Planning Committee	Hal Johnston, ConstMgt
Curriculum Committee	James Mwangi, ArchEngr
Cultural Pluralism Subcommittee	Mike Lucas, Arch
Library Committee	Christy E. O'Hara, LandArch
Research & Professional Development Committee	Vicente Del Rio, C&RPplg

**ORFALEA COLLEGE OF BUSINESS**

Curriculum Committee	Dan Villegas, Econ
Distinguished Scholarship Award Committee	Rami Shani, Mgt
Faculty Affairs Committee	Terri Swartz, Mkg
Grants Review Committee	Kenneth Griggs, Mgt

**COLLEGE OF ENGINEERING**

Faculty Dispute Review Committee	Saeed Niku, MechEngr
Fairness Board	Faysal Kolkailah, AeroEngr
Instruction Committee	Xiaomin Jin, ElecEngr
Library Committee	Bryan Mealy, ElecEngr
Sustainability Committee	Linda Vanasupa, MatsEngr

**COLLEGE OF LIBERAL ARTS**

Distinguished Scholarship Award Committee	Ken Macro, GrphComm
Faculty Affairs Committee	Manzar Foroohar, History
Faculty Dispute Review Committee	Paul Rinzler, Music
Library Committee	Barbara Mori, SocSci
Research & Professional Development Committee	Denise Daniels, Psyc&CD
Sustainability Committee	Steve Marx, English

**COLLEGE OF SCIENCE AND MATHEMATICS**

Faculty Dispute Review Committee	Mike Sutliff, Kines
Research & Professional Development Committee	Joanne Hunter, Kines

- Sustainability Committee Harvey Greenwald, Math
- PROFESSIONAL CONSULTATIVE SERVICES**
- Fairness Board Chris Parker-Kennedy, DRC
- Library Committee Wayne Montgomery, Library
- Student Grievance Board Payan Saadat, Athletics
- E. **University committee appointments for 2006-2007:** The following University committee appointments were approved.
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|--|------------------------------|
| Accommodation Review Board                           | Kevin Taylor, Kines          |
| Advisory Committee on Workplace Violence             | Xiaoying Rong, GrphComm      |
| Athletics Governing Board                            | Cliff Barber, IT             |
| Cal Poly Corporation                                 | Bill Kellogg, AgEd&C         |
| Cal Poly Housing Corporation Board                   | Jonathan Reich, Arch         |
| Cal Poly Plan Steering Committee                     | Johanna Brown, Library       |
|  | Gary Clay, LandArch          |
| Campus Safety and Risk Management Committee          | Jerome Breitenbach, ElecEngr |
| CAP Ad Hoc Editorial Coordination & Review Committee | Bryan Mealy, ElecEngr        |
| Committee on University Citizenship                  | Saeed Niku, MechEngr         |
| Coordinating Committee on Aids and HIV Infection     | Kent Macdonald, Arch         |
| Deans Admissions Advisory Committee                  | Jonathan Beckett, AniSci     |
|  | Kent Morrison, Math          |
| Faculty Development Grants Review Committee          | Vicente Del Rio, C&RPlg      |
| International Education and Programs Council         | William Martinez, ModL&L     |
| Instruction Advisory Committee on Computing          | Franz Kurfess, CompSci       |
| Instructional Program Resources Allocation Committee | Fei Wang, ElecEngr           |
| Student with Disabilities Advisory Committee         | Xiaoying Rong, GrphComm      |
|  | Kevin Taylor, Kines          |
|  | Robert Pena, Arch            |
| Sustainability Advisory Committee                    | Madoka Watabe-Belzel, FSN    |
| University Diversity Enhancement Council             |                              |
- F. **Appointment of caucus chairs for 2006-2007:** The following caucus chairs were approved:
- |                                    |                        |
|------------------------------------|------------------------|
| COLLEGE OF BUSINESS                | Lee Burgunder, Acctg   |
| COLLEGE OF ENGINEERING             | Mei-Ling Liu, CompSci  |
| COLLEGE OF SCIENCE AND MATHEMATICS | Steve Rein, Statistics |
- G. **Resolution on Course Syllabi:** Academic Senate Executive Committee. Hannings, Chair of the Academic Senate. This resolution discusses the availability and requirement of a written course syllabi including all information deemed necessary to assure the student's understanding of the nature and requirements of the course. M/S/P to approve the following amendments:
- RESOLVED: That every instructor shall make available to each student in her/his class, during the first class meeting, a written course syllabus providing: instructor's contact information, instructor's office hours and location, a list of required text(s) and supplementary materials for the course, prerequisites for the course, ~~expected learning outcomes for the course~~, methods and expectations for assessing (grading) student performance for the course, and other information the instructor deems necessary to assure the student's understanding of the nature and requirement for the course; and be it further
- RESOLVED: That each department shall make available to students the expected learning outcomes for the course, preferably in the form of the course proposal; and be it further
- M/S/P to agendize the resolution.

H. **Resolution on Grade Forgiveness:** Schaffner, chair of the Instruction Committee. This resolution addresses the conditions and eligibility for grade forgiveness and encourages advisors to proactively contact and advise students who receive a failing grade. M/S/P to agendaize the resolution.

VI. Discussion Item (s):

A. **Ideas for increasing Senate participation:** due to the lack of time, this item will be discussed at the next Executive Committee meeting.

B. **University Hour:** due to the lack of time, this item will be discussed at the next Executive Committee meeting.

C. **Formation of Ad Hoc Committee on Campus Conference Center:** due to the lack of time, this item will be discussed at the next Executive Committee meeting.

VII. Adjournment: meeting was adjourned at 5:00 p.m.

Submitted by,

Gladys Gregory  
Academic Senate