

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE
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MINUTES OF
The Academic Senate
Tuesday, May 2, 2006
UU 220, 3:10 to 5:00 pm

- I. Minutes: The minutes for the Academic Senate meeting of April 11, 2006 were approved.
- II. Communications and Announcements:
- III. Reports:
 - A. Academic Senate Chair: (Hannings) The Provost Search Committee continues to make progress and hopes to identify candidates for campus visitations later this week. The CSU Senate Constitution Amendment, to reduce the size of the Senate, passed with 20 of the 23 campuses voting in favor of the change, 2 campuses voting against the change, and 1 campus was evenly divided. Cal Poly's faculty vote consisted of 101 votes against approving the amendment and 92 votes in favor of reducing the size of the Statewide Academic Senate.
 - B. President's Office: None.
 - C. Provost Office: (Detweiler) On Sunday, May 7, 2006 at 4:30 pm the President's Office will be sponsoring a public talk in the Spanos Theater by Dr. David Goodstein, Caltech's Vice Provost and professor of Physics and Applied Physics. The title of the talk is "Out of Gas: The End of the Age of Oil" and will discuss the trends in petroleum supply and demand. This year, Cal Poly had a goal of hiring at least 45 tenure track faculty, which will be achieved, but it's uneven across departments.
 - D. Statewide Senators: None.
 - E. CFA Campus President: None.
 - F. ASI Representatives: (Middlestadt) ASI elections campaigns have concluded and students will be voting on May 3 and 4. Faculty is asked to encourage all students to vote in an effort to help ASI reach its goal of 25% of student turn out. ASI is working with University and community partners to address the problems created by the closure of the Saferide Program. ASI has completed a project on sustainable living with the publication of "A Student Guide to: Sustainable Living". Faculty is encouraged to make this publication available to all students.
 - G. Other:

James Reinhart, Managing Director of the Cal Poly Housing Corporation: Report on sales of Bella Montana housing units. The first lottery process, for which there are 50 applicants and only 18 homes, will take place this Thursday, May 4, 2006. Thursday, May 11, 2006 is the deadline for new faculty to submit their applications for the next housing lottery which will consist of 21 homes. Out of the 65 applications currently received, 65% or 44 applications are from faculty members. The Bella Montana housing project is on schedule and on budget with the occupancy date set for December 2006. Priority is given to new faculty recruits for the upcoming academic year. The first lottery is for the retention group consisting of Cal Poly employees hired from July 1, 2001 to April 30, 2006 with first priority given to faculty, management, staff, lecturers, and coaches.

Michael Suess, Associate V. P. for Academic Personnel: Report on faculty applications for salary equity adjustments. The Collective Bargaining Agreement has a provision which allows faculty, who believe that there may be an inequity in their salary based on

market or equity issues with similar faculty in their department, to request a salary increase. This issue has been exacerbated due to the salary freeze were faculty did not receive increases for three-years and by salary compression, which affects junior faculty the most. Within the last month, 14 applications have been received, primarily from the College of Architecture and Environmental Design, College of Engineering, and the College of Science and Math. Requests range from \$4,500 to \$10,660 annual increase. The Provost has informed all academic deans and department chairs, via a memorandum, the process for considering equity salary adjustments.

IV. Consent Agenda: None.

V. Business Item(s):

A. **Resolution on Course Syllabi:** John Harris, Senator, second reading. This resolution discusses the availability and requirement of a written course syllabus including all information deemed necessary to assure the student's understanding of the nature and requirements of the course.

M/S/P to amend the first resolved clause as follows and to delete the second resolved:

RESOLVED: That every instructor shall make available to each student in her/his class, a written course syllabus providing:

- Instructor's contact information including office hours and office location
- A list of required text(s) and supplementary material for the course
- ~~Expected learning outcomes for the course or a link to where they can be found~~
- Methods and expectations for assessing/grading student performance for the course
- Attendance requirements and make up policy (if applicable)
- Other information the instructor deems necessary to assure the student's understanding of the nature, requirements, and expectations of the course; and be it further

M/S/P to amend the first resolved clause as follows:

RESOLVED: That every instructor shall make available to each student in her/his class, during the first class meeting, a written course syllabus providing: ...

M/S/F to add the following bullet under the first resolved clause:

- A brief course description

M/S/P to approve the addition of the following wording as a third resolved clause:

RESOLVED: This resolution recognizes that faculty hold final responsibility for grading criteria and grading judgment and does not restrict the right of faculty to alter student assessment or other parts of the syllabi during the term; and be it further

M/S/P to amend the second whereas clause as follows:

WHEREAS, Students have a need and a right to know the ~~content~~, expectations, and assessment methods of the course they are taking; therefore be it

M/S/P to approve the resolution as amended.

B. **Resolution on Grade Forgiveness:** Schaffner, chair of the Instruction Committee, second reading. This resolution addresses the conditions and eligibility for grade forgiveness and encourages advisors to proactively contact and advise students who receive a failing grade. Due to the lack of time, this resolution was not discussed, but will be discussed at the continuation meeting scheduled for May 16, 2006.

C. **Resolution on Textbook Pricing:** Foroohar, chair of the faculty Affairs Committee, second reading. This resolution encourages faculty to consider price and the need for new editions when selecting textbooks as well as submitting their textbook requests by the set deadline to ensure their availability. Due to the lack of time, this resolution was not discussed, but will be discussed at the continuation meeting scheduled for May 16, 2006.

- D. **Resolution on Grading of Graduate Courses 598 and 599:** Opava, Graduate Studies Committee, first reading. This resolution request that graduate courses 598 and 599 with RP grades remain valid throughout the existing Title V mandate of seven-year time limit for degree completion. Due to the lack of time, this resolution was not discussed, but will be discussed at the continuation meeting scheduled for May 16, 2006.
- E. **Resolution on Class Scheduling Times for 70-minute Classes:** Schaffner, chair of Instruction Committee, first reading. The objective of this resolution is twofold: to optimize classroom usage and to reduce class scheduling conflicts for students. The only time slots available for MWF 70-minute classes are from 7:50-9:00am or after 6:00pm ending by 10:00pm. Due to the lack of time, this resolution was not discussed, but will be discussed at the continuation meeting scheduled for May 16, 2006.

VI. Discussion Item(s): None.

VII. Meeting will continue on May 16, 2006.

Submitted by,

Gladys Gregory,
Academic Senate