

## **Academic Senate Minutes**

September 17, 2009

3:00 – 5:15, Commons

### **Abstract**

Agenda approved. Minutes delayed. End of Year Reports received from the Senate, EPC, SAC, AAS and AFS. Update on WASC. APC Report. EPC Report. Provost Report. Vice President of SAEM Report. CFA Report. Associated Student Report. Chair-Elect Report. Resolution on Giving Priority to Reports – Failed. By-Laws Revision: Change to Charge of Structure and Functions – First Reading. FSAC Report. Resolution regarding Authority to Change SSU Teaching Schedule for Spring 2010 substituted, first reading waived and approved.

**Present:** Susan Moulton, John Wingard, Scott Miller, Deb Kindy, Robert McNamara, Catherine Nelson, Noel Byrne, Sam Brannen, Edith Mendez, Michael Pinkston, Birch Moonwomon, Steve Wilson, Robert Coleman-Senghor, Janet Hess, Ed Beebout, Terry Lease, Charles Elster, John Kornfeld, Rick Robinson, Cora Neal, Nick Geist, Tia Watts, Jim Christmann, Karin Jaffe, James Dean, Maria Hess, Margaret Purser, Sandra Shand, Lillian Lee, Jacqueline Holley, Ruben Armiñana, Eduardo Ochoa, Larry Furukawa-Schlereth, Andy Merrifield, Jenny Tice, Morgan Carvajal, Matt McCarty, Dolores Bainter, Kelly Estrada, A. Warmoth, Carmen Works, Paula Hammett, Derek Girman, Chip McAuley, Wanda Boda, Matthew Lopez-Phillips

**Absent:** John Sullins, Florence Bouvet, Laura Watt

**Guests:** Rose Bruce, Elaine Leeder, Ron Lopez, Mary Gendernalik-Cooper, Sharon Cabaniss, Saeid Rahimi, Rick Luttmann, Kimmie Osborne, Barbara Butler

### **Consent Items:**

**Agenda approved**

**Minutes delayed**

### **End of Year Reports received from the Senate, EPC, SAC, AAS and AFS**

**Update on WASC** – B. Butler recapped the purpose of the upcoming WASC visit. She directed the body's attention to the Educational Effectiveness review on the website: <http://www.sonoma.edu/aa/portfolio/> and noted a copy of the review was on reserve in the Library. She reported that the itinerary for the WASC team was almost complete. She said WASC identifies the groups they want to meet with and then there is some negotiation. She noted the welcome reception that will be held on the first day, Oct. 7<sup>th</sup>, that will be accompanied by a poster session. She said there would be open meetings for faculty, students and staff and she would send an announcement about the itinerary when it was finalized. The Chair encouraged the body to read the WASC document online.

### **APC Report – K. Estrada**

K. Estrada reported that APC was revisiting their charge to update planning documents and they were also beginning discussions of short term planning for the Spring. They would also be discussing the WASC visit.

### **EPC Report – C. Works**

C. Works reported that the Provost visited EPC that day to discuss the proposal for a four-day teaching schedule in the spring. Questions were answered. EPC then passed a motion that any faculty member who could make a case, should be allowed to teach on Fridays.

### **Provost Report – E. Ochoa**

E. Ochoa discussed enrollment and passed around a worksheet summary used to plan for Fall targets so the Senate is aware of what it looked like for Spring planning. He then discussed the significant reduction in target figures, explained the reasons for the reduction and described how the campus may meet the lower target. He noted that the implications of this reduction would have hit the campus regardless of whether we had a four-day teaching schedule or furloughs. He then discussed the document he sent out via email regarding the proposed change in the module structure. He noted that even though the proposal does eliminate some modules, it still had plenty of capacity for the spring schedule. He also committed to working with faculty governance to monitor how the four-day teaching proposal played out. A member asked if there would be unit caps during spring registration. The Provost said they would be looking at that next. The member suggested starting with a 12 unit cap initially during spring registration. A member noted that feedback from the Schools was due on the 11<sup>th</sup>, but at the Senate's Executive Committee he heard that the Provost said the four-day modules were a done deal. The Provost said that at the Executive Committee, he had said that he was already getting feedback from the Deans and, so far, had not seen any deal breakers. A member asked how the Deans were dealing with the reduced targets. The Provost said it varied by School and discussed the upper and lower bounds of the targets for the campus as a whole and for the Schools. He said the CSU would argue that by front loading the enrollment reduction this year, we won't need furloughs next year. A member noted that the President had discretion in the days he chose for campus closures and he thought the campus was being asked to make the President's decision work. He also noted a number of substantive issues had been raised by faculty and students about the four-day teaching schedule and argued that showing the community we could do our work in four days was sending the wrong message at the wrong time. A member asked what budget savings the four-day schedule would provide. The Provost said it would not save any money. The schedule had to be reduced due to the budget cuts, but the four-day week was being proposed to not affect Friday classes disproportionately. The Chair discussed her alternate proposal for campus closures for the Spring. She also asked if non-resident student fees could be used to help instruction. The Provost said those fees go into the general budget pool and are then distributed according to the marginal cost formula.

### **Vice President of SAEM - M. Lopez-Phillips**

M. Lopez-Phillips reported they have had a very active Greek recruitment. Women's groups have initiated 206 women this year. He expressed great appreciation for the ASI giving money to the CSLIS department and the Tutorial Center. He noted that Dr. Georgia Schwartz would join the meeting later to talk about the H1N1 virus. He described the actions SAEM was taking around this issue. He said he was working closely with the Provost on enrollment management. He also noted that all the campus life programming has been overwhelmed, so the students were very engaged this year.

### **CFA Report – A. Merrifield**

A. Merrifield discussed the furlough agreement between the CSU and CFA. He noted that the agreement specifically stated that the furloughs should reduce the number of faculty lost due to budget cuts, serve the students as well as possible and not increase the workload of faculty excessively. He said that CFA is monitoring this on the SSU campus. Some campuses have flagrantly disregarded these aspects of the MOU and there have already been campus wide grievances about layoff. He then turned the floor over to B. Moonwomon to talk about what is happening with the lecturers. She noted her information was partial and preliminary and distributed a handout. She said the campus had lost close to a third of the lecturer faculty. She noted that lecturer under-employment is related to tenure track faculty excessive workload, noting specific numbers on her handout. A. Merrifield said that census data would be forthcoming and they want to monitor this as it goes along. He also noted that faculty and MPPs are not to volunteer teach this year. A member asked why the lecturers have a 7.5 unit requirement to serve in governance. The Chair responded that the requirement was in the Senate Constitution and described the process for changing the Constitution.

### **Associated Students Report – J. Tice**

J. Tice reported on the money the Associated Students gave for the Tutorial Center and the leadership retreat. The Club Congress met for the first time. She said many students have approached her about services for the Spring. She asked for timely information from the campus administration to students once decisions are made. She said she was also hearing about the Degree Audit Reports (DAR) and how helpful they have been during advising. Students are referring to them when planning. She said C. McAuley was representing the faculty well at their Senate. They will have student groups for WASC. They are asking for stories about academic advising and the effect of the furloughs from students.

### **Chair-Elect Report – J. Wingard**

J. Wingard reported two committee appointments: Scott Severson and Jann Nunn for the Campus Planning Committee and Tom Buckley to the Copeland Creek Committee.

## **Statewide Senators Report – R. McNamara**

R. McNamara reported that the Statewide Senate met last week. They did pass a resolution on not having a Faculty Trustee. They heard from the Governor's office that they wanted a new slate. He said they have not done that as the process the Senate uses to choose Faculty Trustees nominees is very complicated. He said it was very unfortunate that the Governor has still not appointed anyone. He discussed the impact of the cut to the RSCAP grants. He noted a resolution he sent out via email about furloughs and workload that he would like feedback on. It asks the administration not to impose further restrictions or guidelines, to constrain faculty work as directed by the furloughs, to give faculty the greatest latitude in choosing their furlough days and curricular and pedagogical issues should stay within the faculty purview.

## **Resolution on Giving Priority to Reports – Second Reading – T. Lease**

T. Lease noted he had added the Vice President of SAEM to the resolution. The Chair asked if there was any objection to the addition. There was no objection. There was discussion.

**Vote on Resolution – *Failed*.**

## **By-Laws Revision: Change to Charge of Structure and Functions – First Reading – J. Wingard**

J. Wingard noted that the changes to the charge of S&F were: removing references to the Grade Appeal panel and the membership rules. S&F no longer deals with Grade Appeals. That duty falls to the Fairness Board. The change to the membership, having members be elected, conforms to the rest of the Senate committees. There was a question whether the School of Extended Education had a representative on S&F. There was a question about the original reason members were appointed to S&F instead of being elected. J. Wingard said he did not know. First reading completed.

## **FSAC Report – P. Hammett**

P. Hammett reported on the issue of being excused from class due to sickness. The issue came to them because of issues of academic freedom. Could faculty require a note or not require a note? FSAC discussed it. P. Hammett consulted with the Student Health Center and the Vice Provost. Their recommendation to faculty is to be clear if you require a note. The Student Health Center is being overwhelmed with students needing notes. She gave the floor over to Dr. Georgia Schwartz who spoke about the medical status of H1N1 and where information was available. She reported how they were communicating with the student and campus population. She discussed how many cases were already being seen at the Health Center. She noted a rise in the prevalence of students coming to the Center for excuse notes for class. She discussed the issues surrounding not spreading the virus. She noted that attendance policies that motivate people to go to work or class or an exam, even

when they are not feeling well, would foster the further spread of the virus. The CDC has asked for faculty in higher education to review their attendance policies so as to not motivate students to come to class ill. She discussed the consequences when health care becomes overwhelmed. Another recommendation was to not require a note for medical excuses. She recommended faculty talk about prevention in class. The Chair noted that other schools have a policy about not requiring doctor's notes. She also asked what the campus was doing to prevent a large outbreak. Dr. Schwartz said the virus is not contained, so prevention is the key. She said they are working hard with Residential Life. People need to stay isolated, if they feel ill, for 48 hours. A member asked about vaccine availability. Dr. Schwartz said they have an order in, they don't anticipate running out, but when it will roll out was the issue. She noted the staffing issues they have that will delay vaccinations. They will prioritize people who have underlying conditions and are more at risk. She described all the different modalities they were using to communicate to people. She stressed the universal precautions that every one could do.

**Resolution regarding Authority to Change SSU Teaching Schedule for Spring 2010 – First Reading - S. Brannen**

**S. Brannen moved that R. McNamara's resolution be substituted for his. Second.** R. McNamara then introduced his resolution. He said that his resolution took the focus off who has the authority to change teaching modules and put it on the faculty's purview over the curricular and pedagogical matters. There was debate about accepting the substitute resolution. **Question called. Second. Approved.**

**Vote on substitution – Approved.**

**There was a motion to waive the first reading due to the time issues and that the issue had been discussed extensively already. Second. Approved.**

A member noted that the Senate had not had a discussion about the exact schedule proposal and thought the pedagogical issues were complex.

**Motion to have that resolved clauses 3 & 4 be separated out. Second. Approved.**

There was discussion. The issues included faculty not being consulted before the decision was made and questions about the numbers of students affected by the change proposed by the Provost. **Question was called on the first, second and last resolved clauses. Second. Approved.**

**Vote on resolved clauses 1, 2 and 5 – Approved.**

Discussion continued. A member suggested the resolution proposal be vetoed rather than recommended for or against. The Provost responded that he thought his numbers were correct on the proposal and thought that faculty had been consulted as much as possible due to the time constraints. A member provided pedagogical reasons for having a five-day schedule. A member asked if this proposal could really be stopped now. The Chair noted sequencing issues for curriculum. A member

argued that adopting a four-day teaching schedule for this Spring would mean keeping that schedule in to the next year. He noted the substantial pedagogical changes that would have to be made now to accommodate a four-day schedule and the increased workload that would create. He thought condensing the teaching schedule would create more class schedule conflicts. A member thought there had not been enough information for the Senate to make an informed decision. He thought the Senate needed to discuss the pedagogical issues of closing 6 Fridays next semester. A member noted that either way it would be a disruption of the teaching schedule and they were just discussing which one. A member argued that the Provost needed to provide a rationale for changing pedagogy with this proposal. A member hoped the President would reconsider his choice of closing on Fridays. A member suggested discussing the mitigations found in the proposal and argued for parceling the issues out and fully discussing each one.

**Motion to extend for 10 minutes. Second. *Approved.***

A member said he thought the main issue was for a faculty voice to go forward. The EPC Chair noted that the GE subcommittee made a statement that they supported more courses being taught on Friday to eliminate scheduling blocks. Also, it was her understanding that certain departments would be able to teach on the non-closure Fridays and she hoped that would be extended to any faculty member with curricular needs. She said she saw no reason why the four-day proposal would be extended to the Fall. The CFA President said that one reason given for the Friday closures was to give staff a real day off. He thought the Chair's alternative proposal would provide the same benefit to staff. He reminded the body that if furloughs were to be extended to next year, it would have to be voted on. He said the position of the CSU was there would not be furloughs next year. A member argued that going to a four-day week might give the impression that faculty can do their work in four days. A member argued that a four-day schedule would provide less flexibility and could harm mission attainment. The President said there would be six closure days. He was not sure of his decision at that point. He said they chose Fridays because that would impact the least classes. He said he had heard for many years from students and faculty that they did not want to have classes on Fridays, but he thought perhaps Fridays should be more fully utilized.

**Motion to extend 5 minutes. No objections.**

A member discussed issues of student mental health and student life and questioned the Provost and President about whether they cared what the faculty thought. The Associated Student Vice President brought up the issue of students with learning disabilities and the four-day teaching schedule.

**Question called. Second. *Approved.***

**Vote on resolved clauses 3 & 4 – *Approved.***

### **Faculty Response to Four Day Schedule**

Resolved: That the Academic Senate of Sonoma State University (SSU) reaffirm that the faculty have the primary responsibility for curricular and pedagogical decisions; and be it further;

Resolved: That the Academic Senate of SSU declares that any impact upon curricular operations due to the 2009-10 furlough implementation plan remain within the purview of the faculty; and be it further;

Resolved: That the Administration's proposal for a four-day instruction schedule for the spring 2010 term unduly disrupts the curricular operations for campus; and be it further;

Resolved: That the Academic Senate of SSU hereby recommends against the implementation of a four-day instruction schedule due to the adverse impact upon the university's curriculum and pedagogy; and be it further;

Resolved: That the Academic Senate declares its expectation of full administrative consultation with the governing bodies of the Academic Senate when making joint decisions on all matters related to the academic calendar, including the setting of modules which may impose significant changes on the curriculum.

RATIONALE: The faculties of the respective campuses of the California State University have the primary responsibility for curricular and pedagogical decisions, including the academic calendar. This is evidenced by the Policy Documents and Reports of the American Association of University Professors (AAUP); the California Government Code of Regulations, sections 3560 (c) and sections 3561 (b) and (c); in the Principles and Policies: Papers of the Academic Senate CSU (pp. 51-57); the Procedures and Policies statements of the Statewide Senate under Collegiality in the California State Higher University System; and in the policy statements of HEERA. Therefore the Academic Senate hereby declares that it is the responsibility of the faculty to recommend to the President whether the institution should move from a five-day schedule of classes to a four-day schedule for the spring term of 2010.

**Adjourned.**

*Respectfully submitted by Laurel Holmström Vega*