

**AGENDA**  
**ACADEMIC SENATE MEETING**  
**Tuesday, February 5, 2008**  
**University Training Room**  
**Minutes**

**Attendance**

Virgil Adams, William Adams, Mary Adler, Simone Aloisio, Sean Anderson, Julia Balén, Terry Ballman, Robert Bleicher, Geoffrey Buhl, Catherine Burriss, Renny Christopher, Manuel Correia, Irina Costache, Beatrice de Oca, Colleen Delaney-Rivera, Amy Denton, Jesse Elliott, Therese Eyermann, Marie Francois, Scott Frisch, Matt Furmanski, Jorge Garcia, Blake Gillespie, Jeanne Grier, Andrea Grove, Phil Hampton, Beth Hartung, Debra Hoffmann, Tiina Itkonen, Jacquelyn Kilpatrick, Liz King, Daniel Lee, Kathryn Leonard, Ted Lucas, Alex McNeill, Maureen McQuestion, Catie Mihalopoulos, Trudy Milburn, Michelle Moon, Andrew Morris, Dennis Muraoka, Ed Nuhfer, Luda Popenhagen, Peter Smith, Sue Saunders, Jane Sweetland, Ashish Vaidya, Billy Wagner, Dan Wakelee, Amy Wallace, Ching-Hua Wang, Cindy Wyels.

**Call to order**

-2:37 p.m.

**Approval of Agenda**

-m/s/a

**Approval of the Minutes from the last (Dec. 4) Senate meeting**

-m/s/a

**Intent to raise questions**

-T. Milburn inquired about the policy on Service Learning.

**Report from the Provost**

-Provost Lucas reported there was no new news on the state of the budget. The President anticipates our campus taking an approximate two to three million dollars in cuts. Fortunately, for us, the cuts will not be across the board Academic Affairs will receive a smaller cut so that we can continue to offer the high quality education we have become known for and offer the same number of class sections as we offered this past year.

-Provost Lucas said that the General Education Program Review Task Force was convened in mid-December and read its charge to the Senate.

-Provost Lucas requested two faculty volunteers to serve on the search committee for the Director of Institutional Research position.

**Report from the Statewide Academic Senate**

-No Report

### **Report from the Dean of the Library**

-Dean Adalian reported that the library staff was busy with the move, and they anticipate the library being open for campus use in the beginning of March and he invited everyone to attend the official library opening scheduled for April 4<sup>th</sup>.

### **Report from the Chair**

- President's Council recently passed a Business Travel policy and are currently reviewing a new policy on OPC charge backs.
- Enrollment Management and Student Success is in the process of identifying what the freshman and transfer mix will be given that next year we will have roughly the same FTES of 2957.
- The Senate Chairs meeting is Feb. 7 and the main item of discussion is how the budget crises is impacting campuses.

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

#### **Senate Executive**

-The members of the GE Program Review Task Force are Julia Balén, Marie Francois, Phil Hampton, Jacque Kilpatrick, Trudy Milburn, Brad Monsma and Amy Wallace.

-A second call went out for volunteers for the Senate By-laws task force, if you wish to volunteer, please submit your name by 2/8/08.

-A call to replace colleagues whose status has changed on university wide committees will go out shortly.

#### **Committee on Centers and Institutes**

-No Report

#### **Committee on Committees**

-J. Balén said they have been conducting elections to replace Bill Cordeiro and Joan Karp on several committees.

#### **Curriculum Committee**

-J. Grier reported that several courses had been completed for the catalog and they are currently accepting new course applications.

#### **Faculty Affairs**

-No Report

#### **Fiscal Policies**

-S. Frisch reported they have an upcoming meeting to discuss budget issues.

#### **General Education**

-A. Denton reported they were still finishing up courses from last semester.

#### **Student Academic Policies and Procedures**

-A. Denton indicated they will be meeting on February 18, 2008.

#### **Office of Research and Sponsored Programs Advisory**

-No Report

#### **Center for International Affairs**

-B. Hartung informed everyone that we have a new International Center Associate Director. Her name is Mayumi Kowta, and she came to us with extensive experience in the International Studies area.

- The deadline for students to apply to study abroad is May 1<sup>st</sup>, 2008.
- Workshops will be held in February for faculty interested in offering a Univ. 392 course next year.
- If you are interested in applying to be a Resident Director, in another country, the deadline is December 1<sup>st</sup>, 2008.

#### Other

- R. Christopher passed around sign up sheets for the Interdisciplinary sessions for the following Friday's recruitment.
- C. Burris reminded everyone that the deadline for IRA applications for Fall is March 14<sup>th</sup>.

### **Old Business**

#### SP 07-08 Revision to By-Laws (B under Article 3)

Vote taken on Policy

Yes: 38

No: 0

Abstain: 0

**Policy passes unanimously.**

### **New Business**

#### SP 07-04 Academic Affairs Unit By-Laws Policy

-m/s-B. Gillespie stated that they had made changes based on the recommendations forwarded to them.

#### SP 07-09 SET (Student Evaluations of Teaching) Policy

-m/s-J. Gier and C. Burris. A. McNeill distributed copies of suggested friendly amendments to the policy.

-R. Christopher gave a brief history of the how the procedure currently being used has evolved over time and stated that one of the main reasons for a new policy was due to an arbitration decision out of San Jose State.

-J. Grier inquired about what policy this one was replacing? She also inquired about the form that would be used in conjunction with this policy.

-There was more discussion on the mechanics of the evaluations.

### **Announcements**

-J. Grier reminded everyone to attend the "meet and greet" at the hotel on Thursday and also attend the morning welcome and lunch scheduled on Salon A on this Friday.

-C. Wyels will be conducting a workshop on the topic of Univ. 498.

-J. Kilpatrick invited everyone to see the play "Taming of the Shrew" by the Actors from the London Stage on Thursday, 2/14/08.

-C. Burris reminded everyone about upcoming IRA deadlines.

-C. Wang informed everyone that the fieldtrip to the Channel Islands has been rescheduled for March 15<sup>th</sup>

### **Adjournment**