Academic Senate

Tuesday, February 10, 2004

Banquet Room- Administration Building

Minutes

Attendance: Virgil Adams, Mary Adler, Simone Aloisio, Julia Balen, A.J. Bieszczad, Harley Baker, Terry Ballman, Gary Berg, Bob Bleicher, Marilyn Buchanan, Rainer Buschmann, Lillian Castaneda, C.B. Claiborne, Renny Christopher, Bill Cordeiro, Irina Costache, Joanne Coville, Mary Ann Dase, Maria Denney, Scott Frisch, Matt Furmanski, Jorge Garcia, Jeanne Grier, Ivona Grzegorczyk, Nian Huang, Antonio Jimenez-Jimenez, Joan Karp, Jacque Kilpatrick, Liz King, Jill Leafstedt, Steve Lefevre, Nancy Mozingo, Joan Peters, Amanda Quintero, Paul Rivera, Don Rodriguez, Sue Saunders, Peter Smith, Steve Stratton, Jane Sweetland, Sarah Toner, Ashish Vaidya, Ching Wang, Bill Wolfe.

1. Call to order

2. Approval of Agenda

3. Approval of Minutes from the previous Senate meeting

4. Intent to raise questions

5. Report from the President

6. Report from the Vice-President for Academic Affairs

7. Report from the Chair

8. Report from the CFA Representative

9. Reports from Senate Standing & Advisory Committees:

   • Senate Executive:

     o   SR 03-08 Characteristics of CSUCI Graduates (First Reading)

     o   SR 03-09 Criteria for placing programs on the Master Plan (First Reading)

- Committee on Committees

- Committee on Centers

- Curriculum

  o   SP 03-16 MS Bioinformatics (First Reading)

  o   SP 03-17 Policy on Internships (First Reading)

- Faculty Affairs

- Fiscal Policies

- General Education

  o   SP 03-21 GE Multicultural criteria (First Reading)

- Strategic and Tactical Planning

- Student Academic Policies and Procedures

  o   SP 03-02 Policy on Course Grade Appeals (First Reading)

  o   SP 03-03 Policy on Postgraduate Unit Load (First Reading)

  o   SP 03-04 Policy on Undergraduate Unit Load (First Reading)

  o   SP 03-05 Policy on Adds (First Reading)

  o   SP 03-06 Policy on Student Leaves (First Reading)

  o   SP 03-07 Policy on Withdrawals (First Reading)

  o   SP 03-18 Incomplete Grade Policy (First Reading)

  o   SP 03-19 Policy on Semester Honors (First Reading)

  o   SP 03-20 Wait List Policy (First Reading)

- Faculty Development Advisory Committee

10.   Announcements

11. Adjournment

1. **Call to order**

2.   **Approval of Agenda**

   -Report from the WASC committee was added

3. **Approval of Minutes from the previous Senate meeting**

   Approved

4. **Intent to raise questions**

   -Mozingo would like to know when daycare will be offered on campus and if there is anything the faculty senate can do to facilitate its development.

   -Toner would like to know what happened to the murals in kitchen 2 and what happens to the money raised by renting out the space to the movie companies?

5. **Report from the President**

   President Rush reported the following:

   -He thanked everyone for their participation with the WASC report and asked for additional volunteers to be able to complete the project by the July deadline.

   -The President also reassured everyone that we are not expected to take additional

   budget cuts at this point, and   our enrollment targets are expected to remain the

   same for next year.

   -the original master plan for the campus designated an area for Research and

   Development, which now needs to be developed; volunteers are needed to join

   a task force which will determine how the R&D center should be structured.

   -President Rush will be inviting faculty members to attend various community functions with him so that they may become familiar with the community.

6. **Report from the Vice-President for Academic Affairs**

   Steve Lefevre reported the following:

-A new university wide committee has been created to address issues related to PeopleSoft; it will be known as the CMS Committee and will be working on the production of reports to be printed from the system.

WASC Report

-Karp reported that the WASC committee has met and is working to identify areas of educational effectiveness. The tasks have been broken down to gather evidence for the committee; therefore key faculty and administrators with particular experience or expertise may be contacted for assistance. There is also a need for student participation on the WASC committee, if you know of any willing participants please forward their names; the commitment would be for approximately two hours on Friday mornings.

7. **Report from the Chair**

Renny Christopher reported the following:

- The Academic Affairs division has hired a programmer for PeopleSoft. The Academic Council will be determining the reports to be generated.

-We are currently 115 FTEs short of enrollment targets, per the Enrollment Management committee, but numbers are expected to climb by the end of this week, and there are no penalties for under-enrollment by 1%.

-Phil Hampton and Joan Karp have been nominated to represent CSUCI at the statewide planning meeting for lower division core courses.

-The Academic planning task force has sent out a survey regarding the future planning of programs for the campus. They have received 42 responses thus far. The deadline for submission of the surveys is 2/11/04.

- Grzegorczyk is concerned with the validity of the survey, and would like to know what will come of the survey results and who are the people who were surveyed.

8. **Report from CFA Representative**

-Yudelson reported that CFA recommends voting in favor of

 Propositions 56,57,58.

9. **Reports from Senate Standing & Advisory Committees**

 -Senate Executive-documents adopted by the Academic Master Plan Task Force

   -SR 03-08 Characteristics of CSUCI Graduates- (first reading)

-motioned by Karp, seconded by Buschmann.

- Grzegorczyk questioned the need to present the document as a resolution.

-SR 03-09 Criteria for placing Programs on the Master Plan- (first reading)

-motioned by Cordeiro, seconded by Bleicher.

-Vaidya questioned how this document fits with the approved policy and

procedure for placing new programs on the Master Plan.

-Grzegorczyk felt the document needs to be more specific. Lefevre

responded that the document was not intended to state criteria in priority

order but was meant to help faculty consider the criteria they might want to

use in developing programs.

Committee on Committees

 -No Report

Committee on Centers

 -No Report

Curriculum Committee

-SP 03-16 MS Bioinformatics (first reading)

-motioned by Vaidya, seconded by Cordeiro.

-Karp points out that the catalog will need to further distinguish the program

so as not to confuse students.

-SP 03-17 Policy on Internships (first reading)

-motioned by Vaidya, seconded by Cordeiro. Vaidya motioned to waive the

first reading so that the policy can make the deadline to be included in the

catalog, Cordiero seconds the motion. Motion passed with one "nay".

Codiero expressed concern about our expectations of the

company/employer as written in the document. Vaidya responds that it was

purposely written so that each company could tailor its internship

as needed.

Vote Results: Policy approved.

Faculty Affairs

-No Report

Fiscal Policies

-No Report

General Education

SP 03-21 GE Multicultural Criteria (First Reading)

-Document requires re-wording, currently requires "personal involvement"

as prerequisite for the program.

Student Academic Policies and Procedures

SP 03-02 Policy on Course Grade Appeals (first reading)

- discussion regarding the time constraints for

a student to appeal their grade. Cordeiro proposed a friendly amendment

extending the time limit to seven weeks, with a clause indicating that

appeals filed after the 5th week may not be resolved by the end of the

semester. Grier offered a friendly amendment requiring instructor responses

to an appeal be sent in writing with a cc to the Chair so that they may be aware of
the exchange.

Vote Results: Policy is approved ,1 opposed, 3 abstentions.

SP 03-03 Policy on Postgraduate Unit Load (first reading)

-motioned by Stratton, seconded by Peters. Aloisio motions to move it to a

second reading item, Grier seconds, motion passed. There is much discussion as to the need for the policy and the appropriate unit limit.

Vote Results: 1 in favor, 2 abstentions; the motion fails.

SP 03-04 Policy on Undergraduate Unit Load (first reading)

-motioned by Grzegorczyk, seconded by Stratton.

SP 03-05 Policy on Adds (first reading)

-motioned by Ballman,

SP 03-06 Policy on Student Leaves (first reading)

-motioned by Grzegorczyk, seconded by Stratton.

SP 03-07 Policy on Withdrawals (first reading)

-motioned by Grzegorczyk, seconded by Stratton.

SP 03-18 Incomplete Grade Policy (first reading)

-motioned by Grzegorczyk, seconded by Karp.

-currently the system wide policy gives a student up to one year to complete an "Incomplete."

SP 03-19 Policy on Semester Honors (first reading)

-motioned by Grier, seconded by Stratton.

SP 03-20 Wait List Policy (first reading)

-motioned by Grier, seconded by Karp.

Faculty Development Advisory Committee

-Hampton indicated there are $12,000 remaining to distribute in the form of mini-grants, $55,000 have been awarded already. New RFP to be distributed shortly. Funds will be awarded to send faculty to conferences such as the WASC and Assessment Conferences.

Announcements

-Rivera invited, on behalf of the Foundation Board, faculty to submit any names or contacts to the Advancement office to assist in the creation of a potential donor database.

-Castaneda will be forwarding CFA announcements regarding Saving

 the CSU.

-Mozingo reminded everyone that projects involving human subjects require approval from the IRB; forms available from Barbara Thorpe's office.

-Toner reminded everyone that the deadline for Instructionally Related Activities grants is coming up, Kathy Musashi will be emailing the information to everyone, again.

Adjournment: 3:00 p.m.