

**Academic Senate Meeting**  
**Tuesday, November 22, 2005**  
**Library Collaboratory Room-BT 1302**  
**Minutes**

**Attendance:** Bill Adams, Virgil Adams, Mary Adler, Simone Aloisio, Sean Anderson, Harley Baker, Julia Balen, Terry Ballman, Gary Berg, Anna Bieszczad, A.J. Bieszczad, Bob Bleicher, Marilyn Buchanan, Anneka Busse, Renny Christopher, Maria Denney, Beatrice de Oca, Jesse Elliott, Scott Frisch, Jorge Garcia, Blake Gillespie, Jeanne Grier, Phil Hampton, Peggy Hinz, Nian-Sheng Huang, Tiina Itkonen, Antonio Jimenez-Jimenez, Steve Lefevre, Ted Lucas, Phil McGough, Alex McNeill, Brad Monsma, Joan Peters, Jack Reilly, Paul Rivera, Tom Schmidhauser, Peter Smith, Steve Stratton, Lillian Vega-Castaneda, Dan Wakelee, Amy Wallace, Bill Wolfe, Gregory Wood, Cindy Wyels.

**Call to order**

2:43 p.m.

**Approval of Agenda**

-The Student Academic Policies and Procedures committee requested the proposed *Concurrent Enrollment* policy be withdrawn from the Agenda.

-m/s/a

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

-Claudia Reder's name needs to be corrected.

-m/s/a

**Intent to Raise Questions**

**Responses to previous questions**

-The seldom used meters located in the lot in front the gym will be removed.

-Gym rules will be posted throughout the gym.

-Chief Young and officer Jeff Cowgill were both on hand to discuss and answer questions regarding the Campus Emergency Plan. The current plan is applicable to any kind of emergency which affects the campus community. Campus officers have been trained and have participated in a various drills. The campus previously received grants from the office of Emergency Services to provide on-campus training as well. A full scale exercise is scheduled to be held on campus within the next year. In case of an emergency, faculty are asked to evacuate their students out onto the South and North Quad grass areas. Questions were asked and answered regarding a variety of possible emergency situations.

**New questions**

-Elliott would like to know if the campus can use an alternate method, to the leaf blowers, for collecting leaves around campus, thereby reducing noise and air pollution.

-Elliott noted that the costs for release time increased by 20%, however, the Faculty Development budget remained the same this year. Will the budget be increased next year?

### **Report from the Provost**

Provost Lucas reported the following:

- He requested everyone complete and submit the "Employee Commute Survey." Several faculty reported they had difficulty submitting the survey after they had completed it.
- Space planning for the next five years is currently being planned. Much more space is needed to accommodate the estimated 500 additional students per year that we will be accepting. The Academic Master plan will be used to help guide additional construction in the coming years. Thanks were given to the Academic Master Plan task force for all their work and efforts in putting the initial document together. At this time, the President can not sign the document forwarded to him because we lack sufficient resources to put forth the number of programs proposed for Fall 2007. Program costs will be analyzed and a revised plan will be re-submitted to the President for his signature. There will be opportunities to adjust the plan in future years.
- WASC assessment is coming along nicely, however, we are vulnerable in the area of Program Outcome Assessment. Every program needs to develop a plan for assessment.

### **Report from the Chair**

Terry Ballman reported the following:

- President Rush has sent a letter regarding the Academic Master Plan, Ballman referred to key points from the letter, the complete letter is attached.
- Kevin Volkan submitted a report on behalf of the Food Committee regarding the recent survey conducted by Sodexo.
- the President's Council is reviewing a Motor Vehicle Usage policy which will affect all employees. The policy will be circulated to faculty, please review and provide input as necessary.

### **Report from WASC**

- The Educational Effectiveness report is being completed now. Harley Baker is coordinating Program Assessment, which is a very important component.

### **Reports from Senate Standing & Advisory Committees**

#### **Senate Executive**

- A draft of the faculty wide search committees was not approved by the Senate Executive committee and was returned, for revision so that all disciplines could be more evenly represented.
- Five faculty have volunteered to serve on the Representative Senate task force.
- One additional Senate meeting will be added to the Fall schedule in order to accommodate proposed programs and policies. The special meeting is scheduled for Tuesday, December 13<sup>th</sup>, at 2:30 p.m. Please make every effort to attend, it will be a short meeting.

#### **Committee on Centers**

- No Report

#### **Committee on Committees**

- No Report

#### **Curriculum Committee**

- Have recently finished reviewing the Minor in Computer Gaming and the BA in Performing Arts.

#### **Faculty Affairs Committee**

- V. Adams reports that they are working on a number of policies which will be forwarded to Senate when completed.

#### Fiscal Policies Committee

- Stratton reported that they will begin meeting very frequently in the weeks to come.

#### General Education Committee

- Wallace reported they are re-organizing category “D” in an attempt to clarify the section for students.

#### Strategic and Tactical Planning Committee

- Bleicher reported they will be compiling a list to be distributed in January.

#### Student Academic Policies and Procedures Committee

- No Report

#### Office of Research and Sponsored Programs

- The committee has met several times to create and discuss policies which will then be forwarded to the Senate for approval. The interim *Intellectual Property* policy passed last year was suspended due to CFA concerns. The concerns are currently being addressed and once changes are made the policy will be re-submitted to the President. A permanent policy is being created.

#### Events and Facilities Committee

- The committee is chaired by Ray Porras who is on vacation this week, he will be re-scheduled to speak at our next meeting.

### **Old Business**

#### SP 05-07 Concurrent Enrollment Policy – withdrawn

#### SP 05-08 B.A. in Political Science (long form)

- Stratton thanked Frisch for all his work in creating this program. Garcia called for a vote by show of hands.

#### **Approved Unanimously**

### **New Business**

#### SP 05-09 Grade Appeals Policy

- m/s-Stratton, Bleicher- Rivera posed a question about the need for this policy, Registrar Damon Blue spoke to the need and purpose of the policy. Busse wanted to know how the information would be disseminated to students. Christopher responded that new policies are added to the Campus Catalog and Rosario Cuevas, Senate support coordinator, also circulates the new policies to affected areas, once they have been approved by the President.

### **Announcements**

- Bleicher invited everyone to attend the SETE task force brown bags to be held on December 7<sup>th</sup> and 8<sup>th</sup>.
- Aloisio invited everyone to attend the “Biology of Fat” presentation scheduled for December 9<sup>th</sup>, 1:00 p.m., in the Science Auditorium.
- Everyone is invited to attend the Luis Rodriguez presentation scheduled for Tuesday, November 29, at 7:00 p.m.
- Reilly invited everyone to the CSUCI Student Art sale scheduled to run Thursday, December 8<sup>th</sup> through Saturday, December 10<sup>th</sup>. There will be a reception held from 4:00 to 8:00 p.m. on Thursday, December 8<sup>th</sup>.
- Christopher reported on the status of the book selection for next year’s Campus Reading Celebration. The task force has narrowed down the initial 23 suggestions, submitted by

the campus community, to nine possible books. The committee is now narrowing down those nine to three.

-Wallace announced the library will begin extending its hours of operation starting December 1<sup>st</sup> and the Collaboratory room, BT 1302, will be available to use as a study room for students.

-Hampton thanked Renny Christopher for her successful leadership of this year's Campus Reading Celebration.

**Adjournment:** 3: 44 p.m.

-m/s/a- V. Adams, G. Wood.