

**ACADEMIC SENATE MEETING**  
**Tuesday, February 26, 2008**  
**University Training Room**  
**Minutes**

**Attendance**

Virgil Adams, William Mary Adler, Adams, Simone Aloisio, Julia Balén, Terry Ballman, Frank Barajas, A.J. Bieszczad, Anna Bieszczad, Geoffrey Buhl, Catherine Burriss, Renny Christopher, Tracylee Clarke, Chris Cogan, Manuel Correia, Colleen Delaney-Rivera, Amy Denton, Therese Eyermann, Matt Furmanski, Jorge Garcia, Blake Gillespie, Andrea Grove, Beth Hartung, Debra Hoffmann, Tiina Itkonen, Liz King, Kristen LaBonte, Steve Lefevre, Daniel Lee, Kathryn Leonard, Ted Lucas, Alex McNeill, Trudy Milburn, Brad Monsma, Nancy Mozingo, Nitika Parmar, Sue Saunders, Kaia Tollefson, Eric Toshalis, Ashish Vaidya, Billy Wagner, Amy Wallace, Ching-Hua Wang, Greg Wood, Cindy Wyels.

**Call to order**

-2:44 p.m.

**Approval of Agenda**

-m/s/a

**Approval of the Minutes from the last (Feb. 5) Senate meeting**

-m/s/a

**Intent to raise questions**

In response to the question about the status of the Service Learning Policy

-Chair Ballman informed everyone that the policy was now available on the web and had been renumbered as SP 03-16B.

-T. Milburn added that if courses include service learning, they will need to conform to and follow the policy listed on the site. Discipline specific service learning is encouraged.

**New Questions**

-Chris Cogan inquired about the terms of acquiring the Camarillo Regional Park.

-T. Milburn would like to know about sustainable forms of transportation from UGlen.

**Report from the Provost**

-Provost Lucas reported that the President has returned from the President's Council and that there is no new news regarding the budget.

-Provost Lucas reported that the search for a new Institutional Research Director was underway.

-Provost Lucas will be attending a meeting at the Chancellor's Office, along with Jacque Kilpatrick and Amy Wallace, to discuss best practices in General Education.

-Provost Lucas also announced that the Academic Senate Chair position would no longer be funded as a 12 month position, after this year, it will be a 9 month position

### **Report from the Chair**

-Chair Ballman reported that President Rush has signed the change to the Senate ByLaws.

-Ballman reported that the President's Council passed an OPC chargeback policy and Associate Dean, Dan Wakelee, was able to suggest some language changes. A policy on Alcohol was deferred and a policy on Background checks is being considered.

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

#### **Senate Executive**

-Ballman reported that she as a member and Steve Stratton as Co-chair of the Strategic Budget Committee wanted to report that the cut to the CSU is 10% and the Chancellor's Office is requesting that the legislature put the money back. Division leaders of the University have agreed to respective budget cuts for the next year and that the leaders would make the cuts as they see fit. In this regard, the SBC has a limited role. It is estimated that totals cuts to CSUCI will be about 2.5 million.

-Ballman reported that the Senate ByLaws Task Force, whose members are Sean Kelly, Alex McNeill and Greg Wood, was convened last week. Their charge is to examine the Senate Constitution and ByLaws for consistency within each and across both documents.

-The Committee on Committees schedule for Senate elections was approved by Senate Exec. This information is available on the Senate website.

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

-M. Correia reported the committee met last week and they are working on revising the Bylaws to include the Center Directors as ex-officio members.

#### **Committee on Committees**

-M. Furmanski informed everyone that upcoming election information and timelines would be posted on the Senate website and an email with that information will be sent out to everyone as well. Nominations begin March 1<sup>st</sup>.

#### **Curriculum Committee**

-A. Grove informed everyone the committee will be revising the course form to make it easier to use and next year's catalog deadlines will be earlier.

#### **Faculty Affairs**

-G. Gillespie reported they were working on the Chair Evaluation policy and they had forwarded an alternative policy to the revised SETE policy on the Agenda for today.

#### **Fiscal Policies**

-No report

#### **General Education**

-F. Barajas indicated they had worked, via email, to approve courses this past weekend.

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

-A. Denton reported they were working on an Admissions Exception policy and a policy on disruptive students.

#### **Extended Education Advisory**

-A.J. Bieszczad reported the committee will be working on webpages for the faculty. He listed the various degree, and certificate programs offered by Extended Education. They recently conducted a student survey that they will be following up with. They are also

working on attracting International students through the new International Studies office and Director Mayumi Kowta.

#### The Centers

-B. Monsma reported the centers were working on several projects like the mission based center awards which need more faculty participation in order to raise the profile of that award. He urged faculty to identify students who are good candidates for this award. A form is available.

-University 110 course will be revised. Please contact Andrea Grove if you are interested in teaching the course.

-B. Hartung reminded everyone that the deadline for teaching a University 392 course in Spring 09 is March 14<sup>th</sup> 2008.

#### Copier Committee

-K. LaBonte reported that they had received a lot of complaints via the survey conducted recently and they are looking to replace several copiers on campus. The committee is currently interviewing vendors.

#### Other?

-R. Christopher reminded everyone to attend the different opportunities available to meet the Provost candidates.

-G. Wood informed everyone that ORSPAC was working on a policy regarding faculty research and ethics.

#### Old Business

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

-B. Gillespie reminded everyone that the original policy was rejected last year mostly due to the ambiguity of what a “unit” was. In this policy they used the definition from the Collective Bargaining Agreement.

-A. McNeill made a friendly amendment to move the sentence beginning with “Any unit” and relocate it under “Policy 1 a.”

-Amendment was accepted.

Vote on the policy by show of hands:

Yes: 30

No: 0

Abstain: 0

##### **Policy passes unanimously**

-R. Christopher added that the Faculty Affairs office had developed a model for how this might work and it will be available for everyone to use.

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

-B. Gillespie moved to postpone indefinitely, seconded by J. Garcia.

Vote taken on motion

Yes: 27

No: 0

Abstain: 4

##### **Policy postponed**

#### New Business

#### SP 07-10 Name Change from CMLE to CME

-m/s, Balén, Wood.

-K. LaBonte moved to make it a second reading, K. Leonard seconded.

-J. Balén added that the reason to move this to a second reading was to be able to publicize the new name on upcoming publications.

Vote on motion to move to a second reading item:

Yes: 28

No: 1

Abstain: 2

#### **Moved to a second reading item**

Vote on Policy

Yes: 32

No: 1

Abstain: 0

#### **Policy Passes**

#### SP 07-11 Revision to the Constitution of the Senate

-m/s, V. Adams, T. Itkonen. The revision will add Deans and Associate Deans as ex-officio Senate members. B. Adams stated that the intent is to be inclusive.

#### SP 07-12 Student Ratings of Teaching (SRT) Policy

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

-B. Gillespie indicated this policy is to replace the previously submitted Student Evaluation policy. The new policy has been streamlined and references to the process of evaluation have been removed.

-There was a friendly amendment that in order to adhere to the CBA (Collective Bargaining Agreement) the policy should read “periodic evaluations and performance reviews”

-There was much discussion about the use of one instrument vs various instruments and whether they should all be on-line or done in class

#### SR 07-02 Statement of Professional Ethics

-m/s, J. Garcia, K. Leonard.

-B. Gillespie said the original resolution was passed back in 1987 by the CSU and although it is old, it is still pertinent

-B. Adams wondered if future employment offers will be dependent on agreement with this statement. He also wanted to know what the punishment would be for those that did not adhere to the statement.

-R. Christopher added that the statement may help ORSP when applying for future grants.

#### **Announcements**

-C. Delaney-Rivera announced we had received a donation of artifacts from the Logan museum and the materials will be available for everyone to use.

-J. Balén informed everyone of the Bracero Project, partnered with the Smithsonian, which will have its kick off event this evening at Café on A at 7:00 p.m.

-E. Toshalis said "The School of Education has been sponsoring community dialogues titled "Testy Times; Community Dialogues on the No Child Left Behind Act."  
The third event in the series will be held this Thursday, March 6, at the Camarillo Public Library from 6:30 to 8:30 pm.

**Adjournment**

-3:50 p.m.