

# Minutes

## of the Academic Senate Meeting September 30, 2015

PRESENT: Alas, Alex, Dickson, Duran, El Naga, Eskandari, Farmer, Garver, Ghazanfari, Guthrie, Guyse, Husain, Ibrahim, Kampf, Kopplin, Lloyd, MacNevin, Mao, Mirzaei, Mulley (Proxy Shen), Nelson, Neto, Pettengill (Proxy-Ghazanfari), Polet, Prichard-Schmitzberger, Quinn, Salem, Salik, Sancho-Madriz, Shen, Shih (Proxy-Small), Simjee, Small, Sohn, Speak (Proxy-Garver), Swartz, Tang (Proxy-Husain), Von Glahn, Winer

GUESTS: S. Coley, S. Alva, L. Rotunni, C. Pinter-Lucke, B. Quillian, J. McGuthry, G. Hamilton, L. Dopson, S. Srinivas, D. Lewis, S. Hilles, T. Gomez, N. Hurlbut, M. Holz-Clause, Kathy Street, E. Tanaka,

Chair Eskandari welcomed President Coley and Provost Alva to the Senate.

Chair Eskandari also welcomed Steven Filling, Chair CSU Academic Senate, to the meeting.

### Seating of New Senator – Nyla Simjee, ASI

Chair Eskandari welcomed Nyla Simjee as the new ASI senator.

1. Minutes - July 22, 2015

M/s/p to approve the July 22, 2015 as posted.

2. Information Items

a. Chair's Report

Chair Eskandari welcomed the senators. He stated that this is a time when the Senate will have a lot of important and urgent work to do, many items related to semester conversion. Three items to be considered soon are: Time Modules, Structure of Graduate Programs and the Academic Calendar.

Chair Eskandari and Vice Chair Garver have been meeting with administrators and deans over the Summer. One comment that came through was that some visitors do not feel they can speak when they have viewpoints to add to the discussion. Dr. Eskandari clarified that visitors are welcome to speak. Priority will be given to senators, but that all are welcome to speak. This will allow more input and the better the conversation the better the outcome.

Service Opportunities have been posted on the Academic Senate web at:  
<http://www.cpp.edu/~senate/opportunities.shtml> Senators were encouraged to recruit volunteers from their colleges.

b. President's Report

President Coley reported.

Dr. Coley welcomed the senators to the new academic year.

New Administrators – President Coley introduced the newly appointed administrators:

Sylvia Alva	Provost and Vice President for Academic Affairs
Benjamin Quillian	Interim Vice President for Administrative Affairs and CFO
Kathy Street	Interim Vice President for Student Affairs

Enrollment Management - -Dr. Coley announced that as of July 1, 2016 Enrollment Services will be transferred to the Academic Affairs Division. This is a critical move. It will assist with semester conversion processes.

Fall Enrollment – The campus welcomed 2700 new freshmen and 2400 transfer students this Fall.

Integrated Strategic Planning/Campus Facilities - -The campus is working on integrating the strategic planning process and campus facilities especially with the addition of the Lanterman property.

Semester Conversion – Dr. Coley has asked the vice presidents to work on collaborating and establishing a three-year high level plan for the Semester Conversion. A one-year plan is also being generated.

Dr. Coley met with the Chair of the Senate and the Semester Conversion Director. Three groups of students have been identified and will be a part of the conversion:

- Students who can graduate before Fall 2018 – individualized advising plan
- Students who straddle the quarter and semester system
- Student who apply in Fall 2017 and will start the semester in Fall 2018

c. Provost's Report

Provost Alva reported.

Dr. Alva commented on the campus and the many opportunities to expand. She plans to be intentional of the important work of the campus. Her initial observations were that every campus has its own way of conducting business. She is meeting with faculty and the senators to understand the campus. Dr. Alva will be meeting with cross sectional cuts of the campus community – new faculty and recently tenured as well as staff. She will try to identify the themes that are similar to the groups.

Semester Conversion – Semester conversion is a huge undertaking for the university but especially for Academic Affairs. Dr. Alva plans to put the basic building blocks in place – calendar, modules, etc. It is an opportunity to look at the policies with a fresh perspective. Dr. Alva commented that she has reviewed the academic calendar and would like to see two summer school terms.

Student Success – Student success is our responsibility and should be done through academic planning, enrollment and resource management. It is a holistic integrated process. Dr. Alva plans to work with the deans and associate deans to achieve an integrated process.

Tenure Track Faculty – The University hired 44 tenure track faculty this year and there are ads for 58 tenure track lines. The hope is to match this year's recruitment number or do better in the next recruitment cycle.

Discussion—Senator Swartz asked Dr. Alva whether or not, as part of her cross sectional meetings, she would be willing to meet with the senators. Dr. Alva responded that she would be a regular visitor to the Senate meeting and plans to be active and participate.

d. Vice Chair's Report

Vice Chair Garver reported.

**NEW REFERRALS: (2)**

AA-001-156 Semester Summer Term Calendar, Class Time Modules and Final Exam Times  
 EP-001-156 Revision of Academic Senate Constitution and Bylaws

**REJECTED REFERRALS: (0)****WITHDRAWN REFERRALS: (0)****SENATE REPORTS FORWARDED TO PRESIDENT: (3)**

AS-2484-156-AP New Bachelor of Arts in Early Childhood Education  
 AS-2485-156-AP Discontinue Digital Social Sciences, Humanities and Arts (Digital Media) Minor  
 AS-2486-156-AP Discontinue Latin American Studies Minor

**PRESIDENT RESPONSES TO SENATE REPORTS: (4)**

AS-2469-145-GE MHR 318 – Organizational Behavior (GE Synthesis D4) – **APPROVED**  
 AS-2473-145-AP Change Name of Bachelor of Science in Engineering Technology to Bachelor of Science in Electromechanical System Engineering Technology – **APPROVED**  
 AS-2474-145-AP Change Name of Bachelor of Science in Electronics and Computer Engineering Technology to Bachelor of Science in Electronic System Engineering Technology - **APPROVED**  
 AS-2477-145-AA Alcohol and Other Drugs Policy – **APPROVED**  
 AS-2478-145-AP Discontinue Comparative Systems Analysis (CSA) Minor - **APPROVED**  
 AS-2479-145-AA Discontinue International Studies Minor - **APPROVED**  
 AS-2480-145-FA Clarification of Criteria for Early RTP Actions - **APPROVED**  
 AS-2481-145-GE CHM 101/101L – Consumer Chemistry (GE Sub-Areas B1 and B3) – **APPROVED**  
 AS-2482-145-GE BUS 101 – Business Freshman Experience (GE Sub-Area E) – **APPROVED**  
 AS-2483-145-AP New Self-Support Master of Science in International Apparel Management – **APPROVED**  
 AS-2484-145-AP New Bachelor of Arts in Early Childhood Studies (BAECS) – **APPROVED**  
 AS-2485-145-AP Discontinue Digital Social Sciences, Humanities and Arts (Digital Media) Minor – **APPROVED**  
 AS-2486-145-AP Discontinue Latin American Studies Minor - **APPROVED**

**REPORTS RETURNED TO COMMITTEE: (0)**

Vice Chair Garver requested the Senators use their nameplates. This will assist the President and the Provost get to know the senators.

Also, the Senators who do not have a picture on the Academic Senate website please stay after the meeting for a picture.

e. CSU Academic Senate

The CSU Academic Senators conceded their time to Dr. Filling at the end of the meeting.

f. Budget Report

Senator Lloyd presented a PowerPoint. The presentation can be accessed at:

<http://www.cpp.edu/~senate/packets/2015-16/09-30-15.shtml>

Highlights included:

- 2015-16 CSU General Fund Budget – increased funding - \$97M for CSU
- CSU System Budget Earmarks, 2015-16
- Shifting Budget Priorities in Higher Education
- Comparison of California's public spending priorities: prisons and Higher Education

g. CFA Report

DD Wills reported.

**Contract** – As of this date, we are still in mediation with the CSU. If the mediator does not think this is going anywhere, fact-finding will follow, then a report after ten days of blackout. After that, the Chancellor can impose their “last, best offer” and we can engage in a job action, including strike, if we still reject that offer. Before we do anything like that, you will have plenty of chances to express your opinions and get information (see events listed below). At this critical time, every department should have a CFA Dept. Rep. and Lecturer Rep.

**Membership** –Join the union at <http://www.calfac.org/membership>. Only members can vote for or against authorizing a strike, for or against a contract, or in CFA elections. Members get \$1 million professional liability insurance, and many other benefits through our affiliates NEA, CTA, SEIU, and other education organizations. Members may join AAUP for free. Dues are not more costly than the fees you already pay under the “fair share” law. If your pay stub does not say DUESCFA, you are not a member.

**Meetings and events**

**Oct. 6th, Tues., 11:00-2:00, 15:2334 Conference Room, RTP Mentoring Drop-In program**  
<http://www.cpp.edu/~cfa/RTPprocessEvents2015-16.pdf> for probationary faculty begins.

**Oct. 8th, Thurs., KW, 11:30-1:30, Strike Informational School.** We will have a speaker, activities, and discussion. Reserve your place and lunch now with Jackie at [jteepen@calfac.org](mailto:jteepen@calfac.org). Members have priority.

**Oct. 15th, Thurs., 7:00-8:30, Informational Picketing.** Meet at the corner of Temple and S. Campus Dr.

**Oct. 15th, Thurs., 11:00-2:00, Table Talk,** Quad near the pancakes. Come get a snack and trade ideas.

**Oct. 19th – 28th, Strike Authorization Vote.** You will be able to vote, if you are a member, on-line or at a polling station on campus. More will be revealed.

**Nov. 17th, Tues., Long Beach, demonstration at the Board of Trustees Meeting.** We are taking a bus. This may be our last chance to persuade the Chancellor to hear our case. Don't miss it!

**Commit Cards** are the little questionnaires you have seen at Convocation or your department meetings. They ask you to 1) express your preference either for the CSU's offer of a 2% increase to the compensation pool or for fighting for a 5% general salary increase and additional step salary increase, for those eligible, and 2) express your willingness to participate in the Nov. 17th rally at the Board of Trustees meeting and various other activities (or not). You can download the card from our web site, pick one up at the tabling event or from our office, or get one from me, any officer of the chapter or your Dept. Rep. You can also find these on our web page [www.cpp.edu/~cfa](http://www.cpp.edu/~cfa) along with other announcements. We also have a chapter Facebook page, CFA Pomona.

## **Representation**

CFA represents faculty individually as well as in the collective bargaining process. Faculty encountering difficulty or questions about their treatment during RTP, lecturer evaluation or in other situations are advised to contact CFA. The first point of contact for the Faculty Rights Committee is Dr. Gwen Urey (facrightschair.po@calfac.org). Our Weingarten rights apply to every member of Bargaining Unit 3 (coaches, counselors, librarians, tenure-track faculty, and lecturers), whether full- or part-time, whether dues-paying or agency fee-paying.

### h. ASI Report

Nyla Simjee, ASI Representative, reported.

#### **ASI Senate Meetings-Fall Quarter**

Cabinet meeting schedule is not included as meetings are closed to the public. If there is any interest in attending a cabinet meeting, please contact the ASI President or Secretary of Education.

#### **ASI Senate Meetings – Fall Quarter – England Evans Room from 3:00 – 5:00 p.m.**

Thursday, October 1, 2015

Thursday, October 15, 2015

Thursday, October 29, 2015

Thursday, November 12, 2015

Thursday, December 3, 2015

#### **Fall Events**

Student leaders along with numerous university-wide clubs and organizations are working to create a welcoming atmosphere on campus prior to the start of fall quarter.

#### **Bronco Fusion- Tuesday September 22 through Friday September 25, 2015**

Bronco Fusion is a three day event designed to facilitate new students' transition into Cal Poly Pomona through many different outlets such as informational booths and a resource fair. Not only does this event provide resources pertaining to academics, it allows students to meet, unwind, and feel true Bronco spirit.

#### **BSC Open House-Tuesday, September 29, 2015**

This event allows students to become familiarized with the services offered through the BSC. Student leaders and staff have the opportunity to interact directly with the students.

#### **ASI Announcements**

##### **ASI President Invited to Speak at Fall Convocation**

President Soraya M. Coley invited Julian Herrera, ASI President to speak during the annual Fall Conference.

##### **ASI President Searches for Student Representatives**

Julian Herrera, ASI President, is working to appoint students to University-wide committees that are requesting student representation.

##### **Appointment Process**

Prior to appointment to serve on University-wide committees, students are reviewed according to the V.O.E, or the CSU system-wide requirements of eligibility. Once these qualifications are seen to have been met, students may then be appointed to serve on committees

### i. Staff Report

No report was presented.

j. Semester Conversion Report

Francelina Neto reported.

Dr. Neto expressed her appreciation for all those that worked this summer on the curriculum for conversion. The Senate is actively working on the procedures.

Dr. Neto stated that Fall Conference included a PowerPoint with more detailed information. The presentation can be found at: <http://www.cpp.edu/~semester/archives.shtml>

The next deadline is October 9, 2015 when departments are required to submit completed ECO's.

Dr. Neto stated that the Semester Conversion Steering Committee is considering the student needs as outline by President Coley. Three groups of students will be a part of the conversion:

- Students who can graduate before Fall 2018 – individualized advising plan
- Students who straddle the quarter and semester system
- Student who apply in Fall 2017 and will start the semester in Fall 2018

3. New Business

a. Emeritus Award – Lisa Nelson

Lisa Nelson, Political Science Department, has retired after the regular Emeritus cycle and would like to receive the rights and privileges of Professor Emerita. The Department has recommended that she be given emeritus privileges. The Department has submitted a formal resolution. The award will be presented in June 2016.

M/s that the Academic Senate recommend to President Coley that Lisa Nelson, Political Science Department, be given the rights and privileges of Professor Emerita upon retirement.

The motion passed unanimously.

4. Academic Senate Committee Reports – Time Certain 3:45 p.m.

a. AA-005-910, University Manual: Editorial Changes to Existing Academic Policies - **SECOND READING**

M/s to adopt AA-005-910, University Manual: Editorial Changes to Existing Academic Policies.

Senator Nelson presented the report.

**Recommendation**

The Academic Senate recommends to update the University Manual to reflect the most recent version of the attached policies.

The policy numbering system recommended was developed based on a proposed schema for an on-line database repository of all university policies. As the implementation was not finalized it may be necessary to alter the proposed policy numbers as well as section numbers within each policy in accordance with a new dissemination strategy. Therefore, Academic Senate accepts changes to the policy numbers or section numbers within each policy as consistent with the recommendation.

**ATTACHMENT 1**

Senator Nelson presented a PowerPoint which is posted on the Academic Senate web at: <http://www.cpp.edu/~senate/packets/2015-16/09-30-15.shtml>

The PowerPoint gives a summary of substantive recommendations.

**Policy 1438** – An interim policy is in place. Senate Referral AA-006-145 will address the topic.

**Policy 1445** – Consideration of this policy is part of AP-008-145.

**Policy 1606** – Historical information from AS-864-934 is provided. After discussions, the Academic Affairs recommends the following language for this policy:

Recommendation: If a student is, in the opinion of a faculty member, performing something of academic value to the student, then the student should be enrolled in an appropriate course in order to be awarded academic unit credit based on the quality of the work performed. The decision of what appropriate academic unit credit should be given for a student's work should be made by the faculty instructing the course. Grading of exams, term papers, lab reports, and homework performed by students are clearly non-academic in nature and may not be awarded academic credit via enrollment in Special Problems courses.

DISCUSSION – Senator Nelson reviewed the policies that were listed as part of the recommendation.

Policy 1606 – Discussion – The policy is intended to clarify that students who serve as graders do not get academic credit for grading.

Questions were raised regarding the wording. The opinion was expressed that the wording in the first sentence of the revised recommendation was not clear.

Dr. Nelson explained that originally the policy was worded to exclude grading or students who did grading.

Clarification was requested regarding the use of undergraduate learning assistants to facilitate discussion section and labs.

Clarification was also requested whether under this type of policy a student would be enrolled in another course for credit.

Senator Nelson requested suggested amendments that may clarify the wording.

A question was raised whether this item is a time sensitive issue.

The issue is not time sensitive.

M/s to table AA-005-910, University Manual: Editorial Changes to Existing Academic Policies – SECOND READING until the Committee can clarify language.

The motion passed.

M/s to consider b and c together - concurrently. The motion passed unanimously

M/s to adopt GE-005-145, HST 340 – History of American Institutions and Ideals, 1877 – Present (GE Synthesis C4) and GE-007-145, PLS 420 – American Political Institutions and Behavior (GE Synthesis D4).

- b. GE-005-145, HST 340 – History of American Institutions and Ideals, 1877 – Present (GE Synthesis C4) – **SECOND READING**

Senator Ibrahim presented the report.

**RECOMMENDATION:**

The GE Committee recommends that HST 340 be approved to be offered as a means to meet GE Area D4 requirements.

**ATTACHMENTS**

**Attachment 2 - Revised Expanded Course Outline**

- c. GE-007-145, PLS 420 – American Political Institutions and Behavior (GE Synthesis D4) – **SECOND READING**

Senator Ibrahim presented the report.

**RECOMMENDATION:**

The GE Committee recommends that PLS 420 be approved to be offered as a means to meet GE Area D4 requirements.

**ATTACHMENTS**

**Attachment 3 - Revised Expanded Course Outline**

Discussion – Items b. and c. – Committee Chair Ibrahim explained that these two courses are designed to satisfy the GE Synthesis for upper division GE for both the History of American Institutions and Ideals, 1877 – Present and American Political Institutions and Behavior. Some transfer students do not take these courses which are required under EO 1061. Since the students are upper division and GE certified when they enter, the two courses are needed for graduation. Examples of students that may satisfy the requirements are – students from out of state institutions or private universities.

Chair Eskandari consulted with Parliamentarian Farmer to confirm that the vote for both reports could be done as one vote. Dr. Farmer confirmed that there could be one vote for both.

The motion to adopt GE-005-145, HST 340 – History of American Institutions and Ideals, 1877 – Present (GE Synthesis C4) – and GE-007-145, PLS 420 – American Political Institutions and Behavior (GE Synthesis D4) passed unanimously.

- d. GE-006-145, MU 424 Beatlemania (GE Interdisciplinary Synthesis C4/D4) – **SECOND READING**

M/s to adopt GE-006-145, MU 424 Beatlemania (GE Interdisciplinary Synthesis C4/D4).

Senator Ibrahim presented the report.

**RECOMMENDATION:**



The GE Committee finds that the revised version of MU 4240 meets GE Area C4/D4 requirements, and recommends it to be approved.

**ATTACHMENTS:**

**Attachment 4 - Revised Expanded Course Outline**

Discussion – Committee Chair Ibrahim explained that the course meets the requirements for C4/D4. The course focuses on the background and environmental impact that the Beatles had on society.

The motion to adopt passed unanimously.

- e. GE-009-145, ARC 111 – An Introduction to the Theory and Practice of Descriptive Geometry (GE Sub-area C2) – **SECOND READING**

Committee Chair Ibrahim requested that the referral be postponed to the October 21, 2015 Academic Senate meeting.

Dr. Ibrahim cited three reasons the Committee requested the postponement:

- Broader consultation
- Expense to students
- There has been some suggestions that this course might be a C1 rather C2 course

M/s/p to postpone GE-009-145, ARC 111 – An Introduction to the Theory and Practice of Descriptive Geometry (GE Sub-area C2) to the October 21, 2015 Academic Senate Agenda.

5. Old Business

6. Discussion

Dr. Steven Filling, Chair, CSU Academic Senate

Dr. Steven Filling, CSU Academic Senate Chair, presented a PowerPoint on shared governance. The presentation can be accessed at: <http://www.cpp.edu/~senate/packets/2015-16/09-30-15.shtml>

**ATTACHMENT 5**

Dr. Filling's presentation covered the following:

- Governance
- Definitions
- Who says faculty have a voice?
- Why should Faculty have a voice?
- Bedrock
  - ❖ Curriculum
  - ❖ Personnel
  - ❖ Academic Freedom
  - ❖ Governance
- Faculty, Senate, CFA & Governance
- ASCSU Topics du Jour

Dr. Filling discussed the governance process, and why faculty have a voice in the governance process. HEERA allows for shared governance and joint decision making responsibility.

Also discussed was the relationship between the faculty, senates, CFA and governance. Some things cross over and some items are for the Senate or the CFA.

The ASCSU Topics duJour include:

- Community College BA pilot programs
- Academic Freedom Task Force
- Defining General Education
- Developmental Instruction – Statway inter alia
- Ethnic Studies Task Force draft report
- Sustainable Financial Model Task Force draft report
- RSCA funding
- Non Tenure Track Faculty Participation in Governance
- Faculty Hiring plans & Tenure Density
- Civility Polices
- Shared Governance – system and campus

Chair Eskandari thanked CSU Academic Senate Chair Filling for his presentation.

The meeting was adjourned at 4:42 p.m.