

Minutes

of the Academic Senate Meeting

March 9, 2016

PRESENT: Alas, Alex, Dickson, Duran, El Naga, Eskandari, Farmer, Garcia-Des Lauriers, Ghazanfari, Guthrie, Guyse, Husain, Ibrahim, Kampf, Kopplin, Lloyd, MacNevin, Mao, Mirzaei, Nelson, Neto (Proxy after 4:00 p.m. – Alex), Pacleb, Pettengill (Proxy – Ghazanfari), Polet, Prichard-Schmitzberger, Salem, Salik, Sancho-Madriz, Shen, Shih, Simjee, Small (Proxy – Shih), Sohn (Proxy – Sancho-Madriz), Speak, Swartz, Tang, Von Glahn, Winer

GUESTS: S. Alva, B. Bahr, I. Cantrell, A. Douglas-Chicoye, M. Danico, H. Evans, K. Forward, M. Godfrey, S. Hilles, N. Hurlbut, B. Jersky, S. Garver, T. Gomez, D. Lewis, A. Ortenberg, C. Pinter-Lucke, D. Quinn, L. Rotunni, D. Wills, M. Woo

1. Minutes - February 17, 2016

M/s/p to approve the February 17, 2016 Academic Senate Meeting Minutes as written.

2. Information Items

a. Chair's Report

The Executive Committee has consulted with all Academic Senate Standing Committee Chairs regarding their preference of what to do about the April 13, 2016 Academic Senate Meeting which is also the first day of the pending CFA strike. The recommendation is to cancel the April 13th meeting unless notification that the strike is canceled, therefore please consider the April 13th Academic Senate Meeting canceled.

If there is notification from the CFA that the strike has been averted, the Executive Committee will approve an agenda which will be posted on the Academic Senate website and the meeting will be held.

b. President's Report

No report given.

c. Provost's Report

Provost Alva stated that she did not have a report to give at this time.

d. Vice Chair's Report

Vice Chair Shen reported.

NEW REFERRALS: (50)

AA-010-156	Revision of Academic Renewal Policy for Semester Conversion
AA-011-156	Revision of Academic Standing Policy for Semester Conversion
AA-012-156	Revision of University Honors Policy for Semester Conversion

AA-013-156	Associate Degree for Transfer Campus Implementation
AP-009-156	Art History Minor
AP-010-156	Management of Not-For-Profit Organizations Minor
AP-011-156	Studio Art Minor
AP-012-156	Writing Studies Minor
AP-013-156	MA in English – Literary Studies Option
AP-014-156	MPA in Public Administration
AP-015-156	MS in Agriculture – Nutrition and Food Science Option
AP-016-156	Discontinuation of Illumination Engineering Minor
AP-017-156	Discontinuation of Ocean Engineering Minor
AP-018-156	MA in Education – Education Multimedia Design Option
AP-019-156	Human Resources Minor
AP-020-156	Asian/Pacific Islander Studies Minor
AP-021-156	Management and Leadership Minor
AP-022-156	Computer Information Systems Minor
AP-023-156	Discontinuation of Total Quality Management Minor
GE-034-156	PLT – 3000 – Insects and Civilization
GE-035-156	SOC 2203 – Social Problems (GE Area A3)
GE-036-156	EWS 1450 – Introduction to Gender Studies (GE Area D3)
GE-037-156	PHY 1210 – Physics of Motion, Fluids, and Heat (GE Area B1)
GE-038-156	PHY 1210L – Laboratory on Motion, Fluids, and Heat (GE Area B3)
GE-039-156	PLS 2010 – Introduction to American Government (GE Area D2)
GE-040-156	PLS 2030 – Introduction to International Relations (GE Area D3)
GE-041-156	EWS 1400 – Intro to Ethnic Studies (GE Area D3)
GE-042-156	GEO 1010L – Physical Geography (GE Area B3)
GE-043-156	EWS 2040 – Asian Pacific Islander American Historical Experience (GE Area D1)
GE-044-156	IGE 1200 – Authority and Faith: Late Ancient and Medieval Worlds (GE Areas A2/C3)
GE-045-156	LA 1771 – Reading and Representing the Landscape (GE Area A3)
GE-046-156	SPN 1120 – Intro to the Spanish – Speaking World (GE Area C3)
GE-047-156	URP 1040L – The City in Context-History, Politics, Environment lab (GE Area D3)
GE-048-156	PLS 2020 – Intro to Comparative Government (GE Area D3)
GE-049-156	PLS 2060 – Introduction to Public Administration (GE Area D3)
GE-050-156	EWS 3700 – Race, Gender, and the Law/Public Policies (GE Area D4)
GE-051-156	EWS 3800 – Women in Global Perspective (GE Area D4)
GE-052-156	EWS 4010 – Contemporary African American Studies (GE Area D4)
GE-053-156	EWS 4040 – Contemporary Asian Pacific Islander American Studies (GE Area D4)
GE-054-156	EWS 4310 – Ethnicity, Gender, and Religion/Spirituality (GE Area D4)
GE-055-156	EWS 4450 – Multiethnic Heritage of California (GE Area D4)
GE-056-156	EWS 4510 – Diaspora Studies (GE Areas C4/D4)
GE-057-156	HST 3352 – History and Culture of the British (GE Area C4)
GE-058-156	IGE 3400 – Peoples and Cultures of Central Asia: Life along the Silk Road (GE Area D4)
GE-059-156	IGE 3500 – The Creative Process: Theory and Practice (GE Areas C4/D4)
GE-060-156	LA 3771 – Environmental Design Theory (GE Area C2)
GE-061-156	URP 4040 – Placemaking Seminar (GE Area D4)
GE-062-156	CHM 3010 – Modeling the Fundamentals of Physical Chemistry (GE Area B5)

GE-063-156 HST 2201 – United States History to 1877 (GE Area D1)
 GE-064-156 EWS 1020 – Engaged Education: Integrating Knowledge, Learning and Success (GE Area E)

PRESIDENT REPONSES TO SENATE REPORTS: (3)

AS-2491-156-AA University Manual: Editorial Changes to Existing Academic Policies – **APPROVED**
 AS-2492-156-AA Academic Calendar by Quarters – 2016-2017 – **APPROVED**
 AS-2493-156-AA Definition of Class Time Modules and Finals Schedule for CPP Semester Calendar – **APPROVED**

REPORTS RETURNED TO COMMITTEE: (1)

GE-009-145, ARC 111 – An Introduction to the Theory and Practice of Descriptive Geometry

e. CSU Academic Senate

Senator Swartz reported.

The CSU Academic Senate just concluded their March Plenary and Committee Meetings. The Statewide Senate passed six (6) resolutions; one of which was a resolution on academic freedom and another was regarding the involvement of faculty for selection of honorary doctorate degrees.

April 12, 2016 has been set as the advocacy date. The Fiscal and Governmental Affairs (FGA) Committee travels to Sacramento every year to meet with senators to advance the CSU story. The date for this is April 12, 2016. Last year students attended this meeting and they were very effective. Senator Swartz is meeting with ASI leadership to encourage a few CPP students travel to Sacramento with the FGA Committee.

Senator Swartz recognized Senator Neto for her two (2) years of service in the Statewide Senate.

Chair Eskandari added a clarifying comment about the Honorary Doctorate that Cal Poly Pomona awarded to Bill Cosby in 1994. In light of the allegations against Bill Cosby, President Coley worked with the Chancellor's Office to have that degree retracted.

f. Budget Report

Senator Lloyd reported.



March_16_Budget.pptx

The Budget Committee report is also located on the Academic Senate website at: <http://www.cpp.edu/~senate/documents/packets/2015-16/03.09.16/03.09.16.shtml>.

There was not a budget committee meeting since the February Academic Senate Meeting. Senator Lloyd presented a brief report on the CSU Financial Analysis that was presented by Howard Bunsis, Chair, AAUP-Collective Bargaining Committee (CBC), and

Professor of Accounting at Eastern Michigan University. Dr. Bunsis has been retained by the CFA to serve as an expert witness in the fact-finder's hearings. The overview of his analysis is provided in the Budget PowerPoint presentation.

Key takeaways from the analysis:

- Faculty have had little or no salary increases or SSIs since 2008.
- CSU and CPP have seen increases in student enrollment since 2008.
- Increase in teaching load taught by lecturers since 2008.
- Student tuition/fees have increased since 2008.
- State appropriations have increased in last five (5) years.
- Includes all revenue sources, Foundation and ASI revenues have increased
- Dr. Bunsis does not believe that the CSU has a structural deficit

Senator Lloyd stated that there is an article in the March 9, 2016 Los Angeles Times regarding the recent Board of Trustees Bargaining Committee Meeting which includes Dr. Bunsis' analysis and the CSU response to the analysis.

g. CFA Report

Professor Willis reported.



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There has been a membership surge on campus. The past few years have seen membership steady at 61%, but as of March 2016, membership is now at 66%. There has been growth in membership from Assistant and Associate Professors. This is not a coincidence because junior faculty are feeling the "crunch" of the lack of salary increases for the last couple years.

The fact-finder's report is expected to be released to the CSU and the CFA bargaining teams by the end of March. Then each side will have ten (10) days to review report; at the end of the 10-day period if no errors are found then the report will be released to the public. The release of the fact-finder's report is what contributed to the timeline for the strike action.

The strike is scheduled for April 13, 24, 15, 18, and 19 from 7:00 a.m. until 8:00 p.m.

h. ASI Report

Senator Simjee reported.



ASI Senate Report
3-9.pdf

The ASI Report is also located on the Academic Senate website at <http://www.cpp.edu/~senate/documents/packets/2015-16/02.17.16/03.09.16.shtml>.

ASI passed a resolution in support of initiating open end-of-term evaluations. The resolution states that the ASI Senate formally support that the valuable feedback given via evaluations made by students be made public for the students to access.

The ASI Club and Resource Fair will take place on Tuesday, March 29, 2016 in the University Quad during University-hour.

i. Staff Report

No report given.

j. Semester Conversion Report

Senator Neto reported.

The Semester Conversion Executive Briefing yesterday, March 8, 2016. Curriculum conversion is on-going and on-schedule. More than 3000 Expanded Course Outlines (ECOs) have to be processed and many have reached the Office of Academic Programs (OAP). Unfortunately, there are still 690 non-GE new/revisioned ECOs at the college level; these courses are scheduled to be in the OAP by March 28, 2016. There are 242 ECOs at the University Curriculum Committee and 929 proposals are in the OAP for review.

For new/revisioned and directly-converted GE courses, there are approximately 248 courses with the GE Committee for review. Fourteen (14) GE courses are with the OAP and 85 are still at the college level.

Non-GE directly-converted courses are ahead of schedule. They are due in the OAP by the end of March, however there are 725 proposals already in Academic Programs and only 591 still at the college level.

Program proposals are also ahead of schedule; there are already 23 program proposals with the Academic Programs Committee.

The challenges of Semester Conversion remain the same; interdependencies with articulation, Enrollment Services, and Advising.

There is a detailed plan for advising. The Advising Subcommittee is comprised of faculty and staff advisors from all the colleges. The colleges were asked to submit plans on advising which the subcommittee then reviewed for commonalities and deficiencies. The subcommittee is talking to organizations that depend on advising, i.e., summer orientation. Summer orientation will now include more information on Semester Conversion and how it impacts students.

The advising tool, MyPlanner, will be used to develop Individual Assessment Plans (IAPs). Currently we are looking at how this tool will be used, and how the requirements will be communicated to the students. There will be training for faculty and staff advisors on MyPlanner. There will be a cultural shift in advising because it will not be done like it is currently done. The plan is to optimize the workload and serve the students better than we do currently.

k. GE Committee Directly Converted Courses Report

Senator Ibrahim reported.

The first 29 directly-converted courses were received by the GE Committee on February 16, 2016. All directly-converted ECOs are covered under the “blanket” referral GE-001-156. The GE Committee has met two (2) times since starting to receive ECOs. The next meeting will be March 30, 2016.

The GE Committee is divided into “subcommittees” to review the GE courses. The subcommittees will bring their findings to the GE Committee for discussion. Twelve (12) courses have been approved with no changes needed. Nineteen (19) courses need very minor modifications. The plan is to have at least 30 courses approved by the next meeting, March 30, 2016.

Senator Ibrahim described the process for submitting comments to the new/revised GE courses. He requested that comments would be sent to him and not entered into Curriculog. With this procedure, there is the concern regarding transparency since not all faculty members will be able to see the comments. There are two review cycles for the GE courses, the consultation before it gets to the GE Committee; all of those comments are entered in Curriculog, and then the consultation required by the GE Committee; those comments would go directly to the Chair of the GE Committee. It was decided that this conversation should be taken off line.

3. New Business

a. Resolution – Dr. Pinter-Lucke

Academic Senate Chair Eskandari stated that the Executive Committee unanimously agreed that a resolution should be presented to Dr. Pinter-Lucke for her tireless work with the Academic Senate.

M/s to adopt the resolution for Dr. Claudia Pinter-Lucke.

WHEREAS, Dr. Claudia Pinter-Lucke has served California State Polytechnic University, Pomona (Cal Poly Pomona) with distinction for 30 years from September 1986 to May 2016; and

WHEREAS, She served Cal Poly Pomona in numerous capacities ranging from Assistant Professor (1986–1989), Associate Professor (1989–1994), and Professor (1994–2016) of Mathematics and Statistics; Associate Chair (1992–1996) and Chair (1996–2004) of the Mathematics and Statistics Department; Faculty Associate of Undergraduate and Graduate Studies (2004–2005); Associate Dean of the College of Science (Fall 2006); Interim Associate Vice President for Undergraduate Studies (2005–2006); Associate Vice President for Undergraduate Studies (2007–2009); Associate Vice President for Academic Programs (2009–2012); and Associate Provost for Academic Affairs (2012–2016); and

WHEREAS, She worked closely and tirelessly with Academic Senate standing committees including the Academic Affairs Committee, Academic

Programs Committee, and General Education Committee, always providing perspective as well as accurate, comprehensive, and valuable information to these committees to help develop policies and curricula that serve Cal Poly Pomona faculty and students and the broader academic mission of Cal Poly Pomona; and

WHEREAS, She led as well as significantly contributed to initiatives and tasks related to conversion from a quarter calendar to a semester calendar; and

WHEREAS, Among her many outstanding accomplishments in the Office of Academic Programs, she led academic policy development, implementation, and maintenance; curriculum development; assessment and review of academic and general education programs; establishment of the first-year experience program, conversion of the University Catalog from print to electronic form; and many others; and

WHEREAS, In 2011, she shepherded the campus through a successful 10-year reaccreditation with the Western Association of Schools and Colleges; and

WHEREAS, She obtained several grants to improve retention and graduation rates, as well as to support high-impact educational practices, STEM student success, and course redesign; therefore, be it

RESOLVED, That the Academic Senate of California State Polytechnic University, Pomona, express its sincere appreciation to Dr. Claudia Pinter-Lucke for her many contributions to the Academic Senate; and be it further

RESOLVED, That this resolution be permanently recorded in the Minutes and Archives of the Academic Senate in recognition of Dr. Claudia Pinter-Lucke.

The motion to adopt passed unanimously.

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

- a. FA-002-156, Revisions of the University manual to Incorporate Changes and Updates Triggered by the new Collective Bargaining Agreement – **SECOND READING**

Senator Sancho-Madriz presented.

During the first reading, Senator El Naga stated that there is an inconsistency in the language throughout the policies; sometimes it states full-time tenured faculty and sometimes just full-time faculty. These statements should be consistent. The Faculty Affairs Committee considered this change and determining that it was not significant,

section 3.0 was change to be consistent. The nomenclature was changed to “faculty eligible to serve.”

M/s to adopt FA-002-156, Revisions of the University Manual to Incorporate Changes and Updates Triggered by the new Collective Bargaining Agreement.

RECOMMENDATION:

The Faculty Affairs Committee recommends that the Academic Senate adopt the changes in sections 1328, 1329 and 1375 of the University Manual as detailed in the attached report. In addition, the Faculty Affairs Committee recommends the deletion of the following sections of the University Manual: 1301, 1312, 1314, 1327, 1334, 1350, 1393, 1396, and 1397.



FA-002-156_Report_
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The motion to adopt passed unanimously.

b. AA-003-156, Final Exams Policy – **SECOND READING**

Senator Nelson presented.

M/s to adopt AA-003-156, Final Exams Policy.

DISCUSSION:

Senator Dickson inquired what the old policy stated and whether there was a document in the Chancellor’s Office that stated a final exams policy. Senator Nelson responded that her committee was not able to find any document from the Chancellor’s Office. The original final exams policy stated that there will be final exams and that student work should be performed during the quarter. The previous policy was very minimal and provided very little guidance.

RECOMMENDATION:

The Academic Affairs Committee recommends adoption by the Academic Senate and recommendation to the President to approve the Final Exam Policy as stated below.

Every lecture and seminar course shall include a final evaluative activity appropriate to the course. An instructor shall not shorten the academic term by scheduling this final activity before the week scheduled for final examinations. Such activities may include (but are not limited to): written exams, presentations, portfolio sharing, performances, critiques, oral exams, and review of learning outcomes. Assessment exemptions may be granted for such reasons as uniqueness of course content or method of instruction, or a more appropriate procedure for establishing an evaluation of the students’ performance in the course. Exemptions ordinarily will be established at the time the course is proposed by the department for inclusion in the University Catalog. If a separate final evaluation in other courses (activities, laboratories, independent study) is desired, it shall be given during the last week of class.

In-class final activities shall be administered only during final exam week and only at the time published by the University. In-class final activities for one-unit lecture courses shall be arranged by consultation of the instructor and students and approved by the department chair. The required submission date for out-of-class final activities (take-home finals, papers, etc.) must fall no earlier than the day designated for the final examination of the class. For online classes with no set meeting time, final examinations or projects shall be due no earlier than the end of the first day of the published exam period.

Requests by instructors for a change from the university-scheduled date and time of the course in-class final activity must be for compelling reasons and must be made no less than four weeks in advance of finals week. The rescheduled date and time must be confirmed by documented consent of every student registered in the course as obtained by the department chair. Such requests shall be made by the instructor to the department chair and shall require approval from the College Dean.

The motion passed with one abstention.

c. GE-009-145, ARC 111 – Visual Literacy and Civilization: An Architect’s View (GE Sub Area C2) – **SECOND READING/RECONSIDERED**

Academic Senate Chair Eskandari presented the background of this report.

At the February 17, 2016 Academic Senate Meeting, the Senate voted not to accept the recommendation of the GE Committee for GE-009-145. The GE recommendation was not to include the proposed course in GE Sub-area C2. The Executive Committee invited Senator Ibrahim, Chair of the GE Committee, and Dr. Ortenberg, author of the course, to come up with a resolution. The result of this collaboration is the new recommendation presented today.

Senator Ibrahim reported.

M/s to reconsider GE-009-145, ARC 111 – Visual Literacy and Civilization: An Architect’s View (GE Sub-area C2).

The following changes were made per the GE Committee’s recommendation:

- The title was changed to remove the term “descriptive geometry”. The concern was that “descriptive geometry” is a mathematical term and is not appropriate for GE courses in sub-area C2.
- The expected outcomes have been expanded and are no longer strictly euro-centric. By including non-European architectural techniques and perspectives, the course creates a comparative model to the student and, hence, the critical thinking that is required by a course in sub-area C2.
- The reading list was changed to add literature that is more civilizational in nature.

With all of the changes made, the GE Committee agreed that this course should be included in GE sub-area C2.

The motion to reconsider GE-009-145, ARC 111 – Visual Literacy and Civilization: An Architect’s View (GE Sub-area C2) passed unanimously.

RECOMMENDATION:

The GE Committee recommends that ARC 111/A be approved as a GE Area C2 course.



GE-009-145_Second
_Reading_Revised_0

Senator Prichard-Schmitzberger requested a secret ballot for GE-009-145.

Chair Eskandari reminded the body that proxies are not included in a secret ballot and provided clarification of a “yes” vote; a “yes” vote means that you are agreeing that this course should be considered GE subarea C2. A “no” vote means that you are disagreeing with the GE Committee recommendation.

Kevin Farmer, Chair of the Elections and Procedures Committee, certified the vote as follows:

Yes – 30

No – 1

The Academic Senate adopted GE-009-145, ARC 111 – Visual Literacy and Civilization: An Architect’s View (GE Sub-area C2).

The Academic Senate meeting adjourned at 4:10 p.m.