

Minutes

of the Academic Senate Meeting November 30, 2016

- PRESENT: Alex, Fisk, Dickson, Garcia-Des Lauriers, Gonzalez, Guyse, Hargis, Husain, Ibrahim, Kampf, Lloyd, MacNevin, Mekonnen, Mirzaei, Nelson, Pacleb, Puthoff, Sadaghiani, Salik, Sancho-Madriz, Shen, Singh, Small, Sohn, Speak, Swartz, Szykowski, Von Glahn, Winer
- PROXIES: Senator Winer for Senator Kopplin, Senator Pacleb for Senator Lay-Bounpraseuth, Senator Small for Senator Polet, Senator Kampf for Senator Schmitzberger, Senator Nelson for Senator Shih
- NOT PRESENT: Jia, Mekonnen, Muhtaseb, Ortenberg, Osborn,
- GUESTS: A. Baski, S. Coley, L. Dopson, H. El Naga, S. Eskandari, H. Evans, T. Gomez, S. Hilles, D. Lewis, D. Manning, W. Marquez, J. McGuthry, F. Neto, D. Quinn, L. Rotunni, S. Shah, M. Woo, L. Wu

1. Academic Senate Minutes – October 26, 2016 and November 9, 2016

M/s/p October 26, 2016 and November 9, 2016 Academic Senate Meeting Minutes as posted. The motion passed unanimously.



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Academic_Senate_Minutes_11.09.16_Fi

The minutes are also located on the Academic Senate website at <https://www.cpp.edu/~senate/documents/packets/2016-17/11.30.16/11.30.16.shtml>.

2. Information Items

a. Chair's Report

Chair Speak reported.

Chair Speak stated that the Executive Committee hopes that a short agenda will allow Senators an opportunity at the end of the meeting to discuss issues not on the agenda that may be of concern or importance.

Chair Speak reminded senators to sign the attendance sheet when they arrive and to check the minutes to make sure they accurately reflect their attendance. This is particularly important because according to the bylaws, article X, section 2(A), "the Executive Committee shall remove from the Academic Senate any member with more than three consecutive absences." The determination of absences is based on the records provided in the minutes.

Chair Speak and Vice Chair Shen met with President Coley on November 30, 2016 and inquired to the number of faculty searches for next year. Chair Speak stated that the President was responsive, but President Coley is talking about a larger process for determining needs but she is aware of the need to address that question soon and with as robust a number as is possible.

b. President's Report

President Coley commented that she is working with the Provost and her staff to distribute the budget to the colleges and departments; there will be more information regarding budgets in the winter quarter. Danielle Manning, Vice President and Chief Financial Officer, is working very closely with Provost Alva in determining the number of faculty positions needed and the dollars associated with those positions. President Coley stated that this will be a transparent process and she will make a presentation to the Academic Senate Budget Committee and the Academic Senate sometime during the winter quarter. The Chancellor's office has stated that the university should not expect any additional state funding for the 2017-18 academic year. It is unclear exactly what that means but the assumption is that it is in relation to the request for additional funds that was put forth to the governor. The governor will release the budget in January 2017 so the 2017-18 budget will be further defined by March 2017.

President Coley went on to say that the Strategic Planning Steering Committee is continuing to meet and they have preliminarily agreed upon language for the university mission, vision and values; the committee is now working on strategic priorities. The President reminded that this is a work-in-progress and it will be rolled out to the campus for further consultation. This work is planned to be completed in 2017 which feeds nicely into the Academic Master Plan and the Campus Master Plan. The Campus Master Plan will include a site survey of all the available rooms and spaces within each college. This is needed to make sure that there is an accurate inventory of all available space and that it is reconciled with what the Chancellor's Office has on record for Cal Poly Pomona. This activity will start at the beginning of the winter quarter.

President Coley thanked Vice President Manning for her work with Cal Trans in rescheduling some of the work that would impact students on campus. Cal Trans is in the process of widening Interstate 10 which impacts the Cal Poly Pomona campus; some of the parking lot for the Kellogg House has been lost to this project, in addition to the construction of a retaining wall close to the residence halls. President Coley did not want students to feel that the university was doing anything to hinder their ability to study and or to have uninterrupted peace and quiet if desired; therefore, Vice President Manning met with Cal Trans and reached the agreement that Cal Trans would work through the winter break so that there would be no disruptions to students in the residence halls.

The President attended the naming ceremony for the College of Agriculture, which is now known as the Don B. Huntley College of Agriculture. President Coley was very excited that some Voorhis graduates showed up to the event and that she had the opportunity to talk to some of the early graduates of what eventually would be Cal Poly Pomona. Don Huntley has pledged his 475-acre pistachio farm to the university.

President Coley had breakfast with Tim Sandoval, the newly elected Mayor of Pomona, to let him know ways in which Cal Poly Pomona has been engaged with the city. During that meeting he agreed to help us with the Lanterman property by looking at partnerships with the City of Pomona.

The students are currently busy in the Rose Float Lab and December 22, 2016 will be the roll-out of the float. President Coley said the 2016 design is amazing and encouraged all to get involved where possible and to come see the float.

President Coley had dinner on Thanksgiving with students who were not able to make it home for the holiday. The students in attendance named parking as the number one issue on the campus.

The CSU Board of Trustees (BOT) did accept the Student Housing Master Plan which will go to the board at the end of January for final approval. The move-in date for the new housing is planned for 2019.

c. Provost's Report

No report given.

d. Vice Chair's Report

Vice Chair Shen reported.

NEW REFERRALS: (16)

AP-060-167	MS in Business Administration - Information Assurance Option
AP-061-167	BS in Food Science and Technology
AP-062-167	Horticulture Minor
AP-063-167	BS in Plant Science
AP-064-167	Discontinuation of MS in Economics - Economics Analysis Subplan/Option
AP-065-167	MS in Economics
AP-066-167	Discontinuation of MS in Economics - Financial Economics Subplan/Option
AP-067-167	Discontinuation of BS in Kinesiology - Health Promotion Subplan/Option
AP-068-167	Discontinuation of BS in Kinesiology - Exercise Science Subplan/Option
AP-069-167	Discontinuation of BA in Music – Music Education (Pre-Credential) Subplan/Option
AP-070-167	Discontinuation of BS in Animal Science - Animal Industries Management Subplan/Option
AP-071-167	BS in Kinesiology - General Option
AP-072-167	BA in Liberal Studies - Pre-Teaching Option
AP-073-167	BA in Liberal Studies - General Studies Option
AP-074-167	Guidelines for Academic Credit Bearing Certificate Programs
GE-001-167	LIB 1500 - The Information Diet (GE Area A3 and GE Area E)

REJECTED REFERRALS: (0)**WITHDRAWN REFERRALS: (0)****SENATE REPORTS FORWARDED TO PRESIDENT: (6)**

AS-2596-167-AA	Update Process for Registration Appointment
AS-2598-167-AA	Policy for Priority Registration
AS-2599-167-AP	Water Resource and Irrigation Design Minor
AS-2600-167-GE	AST 3050 - Archaeoastronomy (GE Area B5)
AS-2601-167-GE	ANT 3050 - Archaeoastronomy (GE Area B5)
AS-2602-167-GE	STA 1300 - Biostatistics (GE Area B4)

PRESIDENT RESPONSES TO SENATE REPORTS: (0)e. CSU Academic Senate

Senator Swartz reported.

Senator Swartz brought up that there are discussions in the Chancellor's Office about a pending tuition increase and that the statewide student organization, the CSSA, is formally opposing the increase. Senator Swartz went on to say that the statewide Academic Senate is attempting to play an "honest broker" role in this process. The BOT voted on November 16, 2016 in favor of tuition increase consideration contingent upon state funding decisions still to be made. The Chancellor's Office has reported that the CSU is \$344 million short and they need to be able make up this shortage somewhere. Senator Swartz reported that the statewide senate has

discussed this topic and although they are sympathetic to the students' concerns, but practically speaking inevitably tuition will have to be increased. The statewide senate is discussing the topic with all stakeholders to present a plan to the BOT with all points of view at the same time the BOT is looking into additional revenue streams.

He mentioned that the election is now complete and it is noteworthy Cal Poly Pomona sites astride two senate and two assembly districts and in that capacity we are served by two assemblymen and two senators. Senate District 29 was the most contested race in the entire state and the Associated Press has reported that Democrat Josh Newman has prevailed over Ling-Ling Chang. Senator Swartz went on to state that that result is a significant outcome because the democratic party will now be a super majority in the California State Senate; which means there is a democratic super majority in the State Assembly and the State Senate. Senator Swartz is concerned that the democrats will take the position of social welfare over that of education therefore it is very important to "tell our story" as the "people's university". Senator Swartz stated that he has obtained tentative appointments with both statewide senators and assembly representatives in the next two weeks and invited everyone to join him in this endeavor.

f. Budget Report

Senator Lloyd reported that the Budget Committee has been waiting for this year's divisional budget numbers and did receive an invitation from the Provost to attend today's (November 30, 2016) Academic Affairs Division Budget Advisory Committee (AADBAC) meeting.

Key points from the AADBAC meeting:

- Base allocation for 2016-17 Academic Affairs budget from the state is \$96.2M (increased from \$88.8M for last year)
- There is an additional \$1.7M from the Chancellor's Office for enrollment growth
- Designated base revenue of \$4.1M for Student Success Fee and Initiatives
- Additional "one-time" funds make the grand total 2016-17 Academic Affairs budget of \$119M

g. CFA Report

CFA Chapter President Weiqing Xie reported.



CFA Report to the Academic Senate 11.

The CFA Report is also located on the Senate website at

<https://www.cpp.edu/~senate/documents/packets/2016-17/11.30.16/11.30.16%20Documents/CFA%20Report%20to%20the%20Academic%20Senate%2011-30-2016.pdf>.

CFA Bargaining Survey closes December 1, 2016 at 5:00 p.m. As of November 28, 2016, 346 members have responded to the survey; this is less than half of the membership.

The Chancellor's Office has suspended implementation of the new Fair Labor Standards Act (FLSA) regulations until further notice. This is because of a preliminary injunction in a lawsuit challenging the Department of Labor's authority to raise the salary threshold.

h. ASI Report

No report given.

i. Staff Report

Senator Gonzales reported.

The Staff Council Holiday Boutique will be held on December 6, 2016. The location has been changed to the university quad.

j. Semester Conversion Report

Francelina Neto, Director of Semester Conversion, reported.

Dr. Neto informed the body that progress is being made in terms of curriculum for semester conversion and advising is now the priority. MyPlanner is being used by students to complete their Individual Academic Plans (IAPs). Currently students who are 0 – 45 units to degree, approximately 7000, are required to do their IAPs by the end of December. Dr. Neto stated that progress has been slow; students have been non-responsive even with the incentive of extra credit in their classes. The attitude among students is that they do not need to do this because they will be graduating prior to the beginning of semesters. These first group of students need to complete their IAPs in order to test the process because in spring 2017 IAPs will be a requirement for all the transition students, those who “straddle” both quarters and semesters.

Dr. Neto went on to say that IT has been working on a new tool that will extract information from various campus databases to provide analytics; this will help provide demand for classes and will not only be useful during the transition from quarters to semesters but will help with the Chancellor’s Office Student Success Initiative.

Dr. Neto encouraged people to re-think and address what is working well in the colleges in regards to advising but also consider how to make improvements in the advising models to best serve the students.

Chair Speak emphasized that IAPs will be useful to departments in terms of figuring out demand for classes. He went on to say that it is difficult to incentivize negatively, for example registration holds, but there needs to be some method of incentivizing students to complete their IAPs.

k. GE Committee Report

Senator Ibrahim reported.

Senator Ibrahim went over the course numbers below and stated that the GE Committee is continuing to work on those courses that are incomplete; approximately 85% of all the courses have been approved.

- Total Directly Converted Courses = 246
 - Approved/Approved pending changes = 185 (was 176)
 - Incomplete, returned to author for changes = 57 (was 67)
 - Rejected = 4
- Total New/Revised Courses = 106
 - Adopted by Academic Senate = 49 (was 46)
 - First Reading on 11/30/16 = 2
 - Second Reading on 11/30/16 = 9
 - First Reading scheduled for 1/11/17 = 6

- Incomplete, returned to author for changes = 26 (was 24)
- Rejected = 13
- Not GE = 1

3. Consent Agenda

Academic Senate Chair Speak reminded the body that the Executive Committee is careful about placing items on the consent agenda that are very simple and straight-forward and are not likely to be controversial. Adopting the consent agenda means receiving and filing all first reading reports and adopting all second reading reports. Per procedure, any senator can request that an item be removed from the consent agenda.

- a. AP-002-167, Pest and Disease Management Minor – **FIRST READING**
- b. AP-003-167, Theatre, B.A. - Dance Theatre Subplan/Option - **FIRST READING**
- c. AP-005-167, Chemistry, B.S. - General Chemistry Option - **FIRST READING**
- d. AP-006-167, Chemistry, B.S. - American Chemical Society Option - **FIRST READING**
- e. AP-007-167, Political Science, B.A. - **FIRST READING**
- f. AP-008-167, Geography, B.S. - Geographic Studies Option - **FIRST READING**
- g. AP-010-167, Theatre, B.A. - Theatre in Education and Community Engagement Option - **FIRST READING**
- h. AP-011-167, Geography, B.S. - Environmental Studies Option - **FIRST READING**
- i. AP-012-167, Theatre, B.A. - Design and Technical Production Option - **FIRST READING**
- j. AP-013-167, B.A. in Philosophy - General Option - **FIRST READING**
- k. AP-014-167, B.A. in Philosophy - Law and Society Option - **FIRST READING**
- l. AP-015-167, Discontinuation of Latin American Studies Minor - **FIRST READING**
- m. AP-016-167, Discontinuation of Religious Studies Minor - **FIRST READING**
- n. AP-019-167, Biology, B.S. for Semesters - **FIRST READING**
- o. AP-020-167, Discontinuation of Biology, B.S. - Botany Subplan/Option - **FIRST READING**
- p. AP-021-167, Discontinuation of Biology, B.S. - General Subplan/Option - **FIRST READING**
- q. AP-022-167, Discontinuation of Biology, B.S. - Microbiology Subplan/Option - **FIRST READING**
- r. AP-023-167, Discontinuation of Zoology, B.S. - Microbiology Subplan/Option - **FIRST READING**
- s. AP-025-167, Urban and Community Agriculture Minor for Semesters - **FIRST READING**
- t. AP-026-167, MA in English - Rhetoric and Composition Option - **FIRST READING**
- u. AP-027-167, MA in English - Teaching English to Speakers of Other Languages (TESOL) Option - **FIRST READING**
- v. AP-029-167, BS in Kinesiology - Pedagogical Kinesiology Option - **FIRST READING**
- w. AP-031-167, BS in Economics - General Option - **FIRST READING**
- x. AP-032-167, BS in Economics – Applied Economics Option - **FIRST READING**
- y. AP-033-167, BS in Economics - Quantitative Option - **FIRST READING**
- z. AP-034-167, Animal and Veterinary Science Minor - **FIRST READING**
- aa. AP-035-167, BS in Urban and Regional Planning - Infrastructure and Transportation Option - **FIRST READING**
- bb. AP-036-167, BS in Urban and Regional Planning - Resiliency, Sustainability and the Environment Option - **FIRST READING**
- cc. AP-037-167, BS in Urban and Regional Planning - Urban Design Option - **FIRST READING**
- dd. AP-038-167, BS in Urban and Regional Planning - Community Development and Social Justice Option - **FIRST READING**
- ee. AP-039-167, BS in Urban and Regional Planning - **FIRST READING**
- ff. AP-040-167, Master of Urban and Regional Planning - **FIRST READING**
- gg. GE-059-156, IGE 3500 – The Creative Process: Theory and Practice (GE Areas C4/D4) - **FIRST READING**

- hh. AP-015-156, MS in Agriculture - Nutrition and Food Science Option – **SECOND READING**
- ii. GE-009-156, ENG 2803 – Fantasy and the Fantastic – **SECOND READING**
- jj. GE-010-156, ENV 1010 – Introduction to Design Theories and Methods – **SECOND READING**
- kk. GE-011-156, ENV 1010L – Introduction to Design Theories and Methods Lab – **SECOND READING**
- ll. GE-020-156, ARC 3610 – World Architecture before the Renaissance – **SECOND READING**
- mm. GE-021-156, ARC 3612 – World Architecture before the Renaissance Discussion – **SECOND READING**
- nn. GE-033-156, PLS 4800 – Policies of Need and Greed – **SECOND READING**
- oo. GE-085-156, SOC 4440 – Technology and Society – **SECOND READING**
- pp. GE-128-156, ENG 4740 – Chinese Civilization and Culture – **SECOND READING**
- qq. GE-130-156, HST 3306 – Modern India – **SECOND READING**

M/s/p to adopt the consent agenda – the vote was unanimous.

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

- a. AP-001-167, Reinstatement of Options in Master of Science in Electrical Engineering Program - **FIRST READING**



AP-001-167_Report_
First_Reading_Reins

The report is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap001167fr.pdf>.

Senator Small presented the report.

M/s to receive and file AP-001-167, Reinstatement of Options in Master of Science in Electrical Engineering Program.

Recommendation:

The Academic Programs Committee recommends approval of AP-001-167 Reinstatement of Options for the Master of Science in Electrical Engineering per the revised curriculum (provided by the ECE Department) below.

Revised Curriculum:

MSEE Guidelines

- Students are allowed to take up to 13 units at the ECE 400 level with graduate advisor approval. Other restrictions may apply as detailed in the University Catalog.
- Students are allowed to take up to 8 units of 599 courses.
- A one-course deviation from the curriculum may be granted and endorsed by the faculty advisor on the student's program of study form.
- Any other curriculum deviations must be approved, through a petition, by the Graduate Committee of the Electrical and Computer Engineering Department.

Candidates for the degree of Master of Science in Electrical Engineering must satisfy the following requirements:

1. Develop, file, and complete a program of study *

2. Pass the Graduation Writing Test
3. Complete 46 units of coursework with a grade point average of 3.00 or better, of which:
 - a. At least 10 units must be in Breadth courses
 - b. A minimum of 16 units must be ECE graduate courses
 - c. A maximum of 12 units must be approved technical electives

MS Thesis (4-6 units) EGR 696 or 2 units of Directed Study (EGR 691) followed by 2 units of Master's Degree Project (EGR 692) **

* A student in consultation with a faculty advisor will develop a program of study in the areas of expertise offered by the ECE Department. The program of study should be planned before completion of 12 units. The MSEE program should be completed within 7 years.

** 2 units of Directed Study (EGR 691) is a part of the Master's Degree Project.

MSEE Curriculum

The Master of Science in Electrical Engineering (MSEE) has three options:

1. The Communications and Signal Processing Option covers current communication techniques and signal processing schemes.
2. The Computer Engineering Option covers current topics in Computer Engineering and related areas.
3. The Control and Robotics Option under covers current topics in Control and Robotics and related areas.

Detailed Curricula of the MSEE Options

1. Communications and Signal Processing Option

A. Option Breadth Courses 10 units

- ECE 543 - Stochastic Processes (4)
- ECE 544 - Communication Theory (4)
- ECE 500 or 400 - Laboratories (2)

B. Option Elective Courses 16 units minimum

A minimum of 16 units selected from the following list with advisor approval:

- ECE 409 - Digital Communication Systems (4)
- ECE 410 - Microwave Systems (4) and
- ECE 410L - Microwave Engineering Laboratory (1)
- ECE 428 - Digital Signal Processing II (4)
- ECE 436 - Optical Fiber Communications (4)
- ECE 448 - R.F. Design (4)
- ECE 542 - Digital Image Processing (4)
- ECE 551 - Digital Signal Processing (4)
- ECE 554 - Wavelet Theory and Applications (4)
- ECE 560 - Information Theory and Coding (4)
- ECE 562 - Advanced Microwave Engineering (4)
- ECE 563 - Solid State Microwave Devices and Circuits (4)
- ECE 565 - Radar Signal Processing (4)
- ECE 566 - OFDM and CDMA Systems (4)
- ECE 586 - Satellite Communication (4)
- ECE 589 - Antenna Theory (4)
- ECE 597L - Wireless and Digital Communication Laboratory (2)
- ECE 599/599A/599L - Special Topics for Graduate Students (1-4)
- ECE 644 - Advanced Communication Systems (4)
- ECE 651 - Advanced Signal Processing (4)

C. Support Electives 12 units maximum

A maximum of 12 units selected from the following list with advisor approval:

- ECE 400/500/600 or CS 400/500/600 (3-4)

2. Computer Engineering Option

A. Option Breadth Courses 10 units

- ECE 515 - Matrix Methods (4) or ECE 543 Random Processes (4)
- ECE 585 - Computer Organization (4)
- ECE 500 or 400 - Laboratories (2)

B. Option Elective Courses 20 units

A minimum of 20 units selected from the following list with advisor approval:

- EGR 511 - Numerical Modeling (4)
- ECE 518 - Performability Analysis (4)
- ECE 520 - Network Security (4)
- ECE 525 - Embedded Systems (4)
- ECE 541 - Advanced Software Engineering (4)
- ECE 542 - Digital Image Processing (4)
- ECE 543 - Stochastic Processes (4)
- ECE 551 - Digital Signal Processing (4)
- ECE 558 - Computer Arithmetic (4)
- ECE 559 - Computer Networks (4)
- ECE 561 - Advanced Microprocessors (4)
- ECE 567 - Natural Language Processing (4)
- ECE 582 - Digital System Testing (4)
- ECE 584 - Design and Analysis of Algorithms (4)

C. Option Support Electives12 units maximum

A maximum of 12 units selected from the following list with advisor approval:

- ECE 400/500/600 or CS 400/500/600 (3-4)

3. Control and Robotics Option

A. Option Breadth Courses 12 units

- ECE 515 - Matrix Methods (4) or ECE - 543 Random Processes (4)
- ECE 540 - System Theory (4)
- EGR 596 - Research Methods (2)
- ECE 500 or 400 - Laboratories (2)

B. Option Elective Courses 16 units minimum

A minimum of 16 units selected from the following list with advisor approval:

- EGR 509 - Advanced Differential Equations for Engineers (4)
- EGR 511 - Numerical Modeling (4)
- EGR 512 - Vector Analysis and Complex Variables (4)
- ECE 525 - Embedded Systems (4)
- ECE 530 - Nanoelectronics (4)
- ECE 542 - Digital Image Processing (4)
- ECE 545 - Robust Control (4)
- ECE 555 - Microprocessor-based Control Systems (4)
- ECE 599/599A/599L - Special Topics for Graduate Students (1-4)
- ECE 642 - Digital Control Systems (4)
- ECE 643 - Optimal Control Systems (4)
- ECE 652 - Nonlinear Control Systems (4)

C. Option Support Electives12 units maximum

A maximum of 12 units selected from the following list with advisor approval:

- ECE 400/500/600 or CS 400/500/600 (3-4)

Discussion:

Senator Small stated that this is a request from the ECE department to reinstate the

options within the Master of Science in Electrical Engineering Program. In 2014 the department consolidated the options within the program mostly due to external resources (e.g. classes offered off-campus in Lancaster). Currently these external relationships are no longer in place and the loss of options had a negative impact on the marketability of the degree. In response to the negative impact, the ECE department is requesting that the options be reinstated immediately.

Senator Nelson added that the ECE Department has submitted a semester program proposal that includes the original 3 options under the MSEE program. One way or another, the MSEE program will have Options in 2018, and reinstating them immediately under quarters would thus not bring any disruption to students under semesters in 2018. Moreover, immediate reinstatement of options would help ensure program sustainability by making the program more attractive for enrollments in 2017.

b. AP-009-167, Geography, B.S. - Geospatial Analysis Option - **FIRST READING**

Senator Small presented the report.

M/s to receive and file AP-009-167, Geography, B.S. – Geospatial Analysis Option.



AP-009-167_Report_
First_Reading_Geos

The report is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ap009167fr.pdf>.

Recommendation:

The Academic Programs Committee recommends—by an 11 to 1 vote--changing the option name from “BS in Geography – Geographic Information Systems Option” to “BS in Geography – Geospatial Analysis Option” for semesters.

Discussion:

The Department of Geography and Anthropology has proposed to change an option name from “BS in Geography– Geographical Information Systems Option” to “BS in Geography – Geospatial Analysis Option” for semesters. This is a directly converted option, the referral is for name change only. The department proposed this name change to reflect the evolving terminology of the field. When the option was first designed in the 1990’s the focus of the field was on the hardware and software used to collect geographic information and for map making. However, since then the curriculum has evolved to reflect the changing nature of the field, and the current curriculum now places greater emphasis on using and interpreting many types of geographic information of natural and societal relevance. In light of these factors, the Geography and Anthropology Department proposes that the name of the option be updated to reflect professional practice and the current curriculum.

The Civil Engineering Department offers an option in Geospatial Engineering and there was a concern raised that this name change could cause confusion among students. After considering the arguments of both sides, the AP Committee feels that this name

change will not cause confusion in the minds of students and employers. The full names of the programs are “Bachelor of Science in Civil Engineering—Option in Geospatial Engineering” and “Bachelor of Science in Geography—Option in Geospatial Analysis”.

c. GE-089-156, BIO 1020 – Plagues, Pandemics and Bioterrorism - **FIRST READING**

Senator Ibrahim presented the report.

M/s to receive and file GE-089-156, BIO 1020 – Plagues, Pandemics and Bioterrorism.



GE-089-156_Report
_First_Reading_BIO1

This report is also located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ge089156fr.pdf>.

Recommendation:

The GE Committee recommends approval of GE-089-156, BIO 1020 – Plagues, Pandemics and Bioterrorism.

Discussion:

Senator Ibrahim stated that the committee found this new course to satisfy all the requirements for GE Area B2. Chair Speak added that the reason that this course is not on the consent agenda is because it is going into GE Area B2 and there are potential arguments about “watering down” area B2.

d. AA-006-145, Early Participation in Commencement Ceremonies for Graduate Students – **SECOND READING**

Senator Guyse presented the report.

M/s to adopt AA-006-145, Early Participation in Commencement Ceremonies for Graduate Students.



AA-006-145_Report
_Second_Reading_1

This report is also located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/aa006145sr.pdf>.

Recommendation:

The Academic Affairs Committee recommends adoption by the Academic Senate and recommendation to the President to approve the Early Participation in Commencement Ceremonies for Graduate Students (as stated below) and to add it to the University Manual.

Early Participation in Commencement Ceremonies for Graduate Students

- 1) Students enrolled in a graduate program and pursuing a graduate degree at all levels may participate in the end of Spring commencement ceremonies if they:
 - a. Have completed all of the required classwork AND have either successfully passed their comprehensive exam or successfully defended their project/thesis/dissertation as certified by the Graduate Director/Coordinator.
 - b. Have 8 or fewer quarter (6 or fewer semester) units remaining in their graduation requirements if their program is without an oral defense or comprehensive examination requirement.
- 2) The Graduate Director/Coordinator will certify that the student has completed the GWT (or the GRE if it is accepted as equivalent) requirement.
- 3) The Registrar is authorized to develop measures to deter noncompliance of this policy.

Discussion:

Senator MacNevin stated that this problem originally started with the Doctor of Education cohort, which is a mandated three-year, full time, year-round program where the earliest the students can finish is the summer after commencement. In the semester system, this cohort will be in alignment. There is some concern with the new wording that they have “successfully defended” where ideally the wording should be that they have their defense “scheduled”.

Senator Nelson clarified that this policy will only be in place for the quarter system and asked why it is not an option to have a temporary exception granted for this cohort. Senator Guyse, Chair of the Academic Affairs Committee, responded that there has been an exception given for the doctoral program, and the policy as written was in consultation with all graduate programs. The way the proposed policy is written is that the student would have to be done with all the work, for all intents and purposes, but would just have to put the finishing touches and file the project; the intent is that the quality of the end product will be much improved. This gives the student the leeway to take the summer do to the final formatting and editing that is done when all the substantial work is complete. In response to “scheduling” the defense, Senator Guyse stated that this is the first he has heard of this suggestion and that this wording would be very vague to put in a policy. Senator MacNevin concurred with Senator Guyse’s feedback.

Senator MacNevin responded that the college will just need to “stay ahead of the game” to ensure that the cohort is not shut out of participating in commencement because of no fault of their own they are victims of the timing.

The motion to adopt AA-006-145, Early Participation in Commencement Ceremonies for Graduate Students passed unanimously.

5. Discussion/New Business

Chair Speak stated now that the agenda is complete and there is available time, he invited senators to bring up any issues, observations, and concerns and opened up the floor for conversation.

Senator Puthoff inquired why adjunct professors do not have representation on the senate. Chair Speak responded that there is a referral in the Elections and Procedures Committee. Senator Winer, Elections and Procedures Committee Chair, stated that this referral is in consultation and should be coming to the Academic Senate early next year.

Senator Lloyd added that Cal Poly Pomona is one of the only CSUs that does not have some representation of lecturers on the Academic Senate. This portion of our faculty is approximately 50% by headcount, and he went on to say that he thinks that this is a major gap in shared governance.

Chair Speak responded that this may seem like a straight forward issue but there are intricacies and

complicated questions that need to be addressed by this referral.

Senator Guyse brought up that as his committee works on policies that are academic in nature for semester conversion, they had difficulty in finding all the policies and some are out of date. He asked how do these policies get updated in the university manual after policy changes are approved. Chair Speak responded that this is a fair complaint and that his hope is with an on-line university manual will solve some of this problem.

Senator Sancho-Madriz stated that the Faculty Affairs Committee has finished reviewing and “cleaning house” for semester conversion. He recommends that the same approach be taken with all policies and not just Faculty Affairs policies.

Dr. Neto stated that the real repository for all policy changes should be the senate.

Senator Nelson added that once the policies are put in place, the catalog should have statements based on those policies and often the policies and the catalog language are not the same. She suggested that it would be helpful to have a business process in place that assures that the catalog accurately represents that language in the policies.

Chair Speak added that this conversation may seem “odd” but what we are seeing are growing pains of the institution as it becomes more professionalized and transparent. There have been long debates about the differences between policies and procedures. Policies need to go through the Academic Senate where procedures do not.

Senator Nelson advocated that the on-line university manual be searchable and also that the business process keeps the catalog in sync with the policies. Senator Guyse confirmed that the academic portion of the university manual is available now and it is searchable, but he did find that it was out of date. In regards to a business practice for keeping the catalog in sync with policies, Dr. Guyse agrees and gave the example that the catalog has a “super senior” section but there has never been any policy adopted by the Academic Senate on “super senior”.

Dr. Eskandari, Interim Associate Vice President of Academic Planning and Faculty Affairs, stated that there is an academic manual on-line and very few people seem to know this exists. He went on to say that in his experience the best business practice is to state very specifically that a new policy supersedes an older policy. Currently this language is not in Senate Reports or President’s Responses and the addition of that language would make policy changes clearer.

The Academic Senate Meeting adjourned 4:30 p.m.