

Minutes

of the Academic Senate Meeting
August 14, 2019

- PRESENT: Barding, Davidov-Pardo, Fisk, Forrester, Gasdaglis, Givens, Gonzalez, Hargis, Huh, Ibrahim, Kumar, Lee, Lloyd, Milburn, Nelson, Ortenberg, Osborn, Pacleb, Puthoff, Quinn, Sadaghiani, Salem, Senaratne, Shen, Small, Soper, Speak, Urey, Wachs, Welke
- PROXIES: Senator Welke for Senator Coburn, Senator Chen for Senator Husain, Senator Shen for Senator Kwok, Senator Small for Senator Shih, Senator Wachs for Senator Von Glahn
- NOT PRESENT: Chen, Flores, Lee
- GUESTS: S. Coley, L. Dopson, S. Eskandari, K. Forward, S. Garver, M. Johnson, C. LaMunyon, I. Levine, L. Massa, J. Passe, L. Roosa Millar, M. Sancho-Madriz, S. Shah, M. Woo

1. [Academic Senate Minutes – May 8, 2019](#)

The May 8, 2019 Academic Senate Meeting minutes are located on the website at https://www.cpp.edu/~senate/documents/packets/2019-20/08.14.19/academic_senate_minutes_05.08.19_posted.pdf.

M/s/p to approve the minutes from the May 8, 2019 Academic Senate Meetings as posted.

2. [Information Items](#)

a. [Chair's Report](#)

No chair's report was given. Chair Nelson mentioned that the Academic Senate Retreat that happened earlier in the day covered all topics she wished to discuss.

b. [President's Report](#)

No report was given since the President addressed that Academic Senate during the retreat that happened earlier in the day.

c. [Provost's Report](#)

[The Provost's Report is located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2019-20/08.14.19/provosts_report_to_academic_senate_2019-08-14.pdf](#).

Dr. Eskandari, Associate Provost, reported on behalf of Provost Alva.

Fall Conference starts on Monday, August 19, 2019 with convocation, service awards, and the Maker Studio ribbon cutting ceremony. The Academic Affairs Forum is on Tuesday, August 20, 2019. At 8:30 a.m. the Provost will deliver her message to the division. After the Provost's Message there will be various breakout sessions that will set the tone for the new academic year.

Dr. Eskandari announced that there were 47 promotions in the last year, 33 faculty members with tenure and promotion to Associate Professor, and 14 actions to Professor. He emphasized that under the leadership of Provost Alva and President Coley there is an equity analysis performed when a faculty member is granted tenure and promotion. The contract mandates a minimum of

9% increase upon promotion. This year over half of the faculty members promoted received more than 9% to address equity issues.

Forty-three (43) new tenure-track faculty members will be joining Cal Poly Pomona in 2019-2020. Dr. Eskandari mentioned that this is a very clear outcome of a successful strategic planning process and academic master planning process that have committed to a multi-year tenure track faculty hiring plan with the explicit goal of increasing tenure density. Last year there were 51 active searches which resulted in 43 new faculty members. The 2019-2020 academic year will have a total of 50 active tenure-track faculty searches.

Dr. Eskandari announce that Dr. Homeyra Sadaghiani, from the College of Science, is the Provost Fellow for New Faculty Success and Dr. Cord Brundage, from the College of Agriculture, is the Faculty Fellow for University Assessment.

d. Vice Chair's Report

Vice Chair Fisk presented the report.

NEW REFERRALS: (2)

AP-001-192	New Self-Support Counterpart of Previously Approved State-Support Master of Science in Mechanical Engineering
AP-002-192	New Self-Support Counterpart of Previously Approved State-Support Master of Science in Engineering

SENATE REPORTS FORWARDED TO PRESIDENT: (2)

AS-2835-189-GE	TH 1250 - Introduction to Acting (C1)
AS-2836-189-GE	TH 1250A - Introduction to Acting Activity (C1)

PRESIDENT RESPONSES TO SENATE REPORTS: (20)

AS-2815-189-GE	General Education Area C Requirements - APPROVED
AS-2816-189-GE	TH 4250A - Community Based Theatre Activity - APPROVED
AS-2817-189-GE	TH 4250 - Community Based Theatre - APPROVED
AS-2818-189-GE	PSY2230 - Positive Psychology: the Science of the Good Life - APPROVED
AS-2819-189-GE	GSC 1010 – Planet Earth: A Citizen’s Guide (GE Area E)(MODIFY) - APPROVED
AS-2820-189-GE	GSC 1010A – Planet Earth: A Citizen’s Guide Activity (GE Area E)(MODIFY) - APPROVED
AS-2821-189-GE	IGE 1200 – Authority and Faith: Late Ancient and Medieval Worlds (GE Sub-areas A2 and C2)(MODIFY) - APPROVED
AS-2822-189-GE	IGE 2100 – Empires, States, and Peoples: Cultural Contact and Exchange (GE Sub-areas C1 and C2)(MODIFY) - APPROVED
AS-2823-189-GE	IGE 2300 – Ways of Doing: Culture, Society, and the Sciences (GE Sub-areas D1 and D3)(MODIFY) - APPROVED
AS-2824-189-GE	IGE 3100 – Interdisciplinary Perspectives: Capstone Seminar (GE Sub-area C3 and Synthesis D4)(MODIFY) - APPROVED
AS-2825-189-GE	LIB 1500 – Information Literacy for the Digital Age (GE Area E)(MODIFY) - APPROVED
AS-2827-189-AP	BS/MS Chemistry 2017-18 Program Review - APPROVED
AS-2828-189-AP	MS Systems Engineering Program Review - APPROVED
AS-2829-189-AP	Systems Engineering, M.S. -Converting Pilot Program to Regular Program Status – APPROVED
AS-2830-189-AA	Academic Standing Policy Update – REQUEST MODIFICATION (on August 28 th Executive Committee Agenda)
AS-2831-190-FA	Modifications of Policies 1328 and 1330 for Electronic Workflow Implementation - APPROVED
AS-2833-189-AP	Master Programs: Use of Culminating Experience Units - APPROVED
AS-2834-189-AP	Discontinue Educational Multimedia Design Option in MA in Education- APPROVED

AS-2835-189-GE TH 1250 - Introduction to Acting (C1) - **APPROVED**
 AS-2836-189-GE TH 1250A - Introduction to Acting Activity (C1) - **APPROVED**

e. CSU Academic Senate Report

CSU Senator Speak presented the report.

The ASCSU does not meet in the summer, but the ASCSU leadership has been very active over the summer. Senator Speak explained that the ASCSU has taken a position against AB 1460 which would institute an Ethnic Studies requirement in the 2020-2021 academic year. Senator Speak explained that currently in national politics things could be considered so bad in terms of understanding ourselves that some might accept intrusions upon tradition and best practice of curriculum development, but the ASCSU has decided that this is not the case and they are taking the position that curriculum development needs to remain in the purview of the faculty, not the legislature. This is a bill that would require a 3-unit ethnic student class on every CSU campus. It is very narrowly defined and in some places, like Northridge and San Francisco State, where they have very active programs, AB1460 would actually have a negative impact on their programs.

Senator Speak stated that the state audit report of the CSU's "hidden funds" was, in his estimation, unfair. This reporting is most unfortunate because this will make it very difficult for the CSU to do business in front of the legislature because they believe that the system was hiding \$1.5-billion. According to Chancellor White, these funds are not a "surplus", meaning that it is not extra money that can be used for ongoing, permanent cost. They are "reserve" funds to be used for debt service, capital facilities, and maintenance, and to guard against an economic downturn.

Senator Pacleb suggested that AB 1460 could be reframed from the position that it takes away from current ethnic and women's student programs to a position that it enhances the curriculum.

f. Budget Report

Senator Lloyd reported that there is no formal budget report but the committee is in the process of scheduling a meeting with the Provost. The committee has a meeting with the University Budget Office during the first week of October.

g. Staff Report

The Staff Report is located on the Academic Senate website at <https://www.cpp.edu/~senate/documents/packets/2019-20/08.14.19/senate-staff-report.pdf>.

Senator Gonzalez announced that after President Coley speaks at Fall Conference, Staff Council will be hosting the ceremony for faculty and staff service awards in the Kellogg Gymnasium.

h. WSCUC Report

The WSCUC Report is located on the Academic Senate website at <https://www.cpp.edu/~senate/documents/packets/2019-20/08.14.19/academic-senate-august-14.pdf>.

Dr. Massa, Associate Vice President for Academic Programs, presented the report.

The WSCUC campus visit is October 21 – 23, 2019. Dr. Massa announced that there will be sessions starting next week for faculty to learn more about the WSCUC visit. All information, including the WSCUC report, is on the website at <https://www.cpp.edu/~wscuc/>.

WSCUC accreditation, at its heart, is about assuring the public that Cal Poly Pomona offers a quality education and is contributing to the public good. Accreditation allows CPP to offer federal

financial aid and ensures credits and degrees are recognized for transfer, admission to other institutions, and employment. There are five lines of inquiry that the WSCUC team will be focusing on:

- Student Success
 - Institutional Learning Outcomes
 - Co-curricular Activities
 - Retention, Graduation, and Post-Completion Employment
- Assessment and Program Review
 - Sustaining Faculty Engagement in Program Assessment and Review
 - Using Assessment to Improve Student Learning and Success, and Inform Planning
 - Developing Graduate Programs
- Continuous Improvement
 - Sustained data coverage
 - Coordinated and integrated approach of multiple institutional research and assessment units
- Faculty
 - Faculty Profile, specifically increasing tenure density and diversity
 - Professional Development
- Planning for the Future
 - Implementing and Refining the Strategic Plan
 - Connecting Strategic Plan, Campus Master Plan, and Academic Plan
 - Cultivating Public-Private Partnerships
 - Connecting Priorities and Resources through Budgeting

The WSCUC team will be here for 2 ½ days. Most of their time will be in scheduled interviews. There will be open sessions, one for faculty, one for students, and one for staff. There will be a campus tour and then a closing meeting.

A successful WSCUC involves the entire campus. Highlight the CPP welcoming community by wearing your name badge and CPP gear. Dr. Massa encouraged all to participate in the open sessions and attend the closing meeting.

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

a. [AA-008-189, Policy on Winter Intersession Course Offerings – FIRST READING](#)

The report for AA-008-189, Policy on Winter Intersession Course Offerings, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/aa008189fr.pdf>.

Senator Wachs presented the report.

M/s to receive and file AA-008-189, Policy on Winter Intersession Course Offerings.

Recommendation:

Courses to be offered in the winter intersession must be approved as winter intersession courses through the appropriate curricular process as described in the Cal Poly Pomona Guide to Curriculum Development- Chapter 1: The Process of Curriculum Development. Department, college, and university curriculum committee approvals, are required by this process. Existing courses will require approval to be taught in an intersession format. Proposals must explicitly address how the course will be taught in the winter intersession time frame. GE courses proposed for Winter Intersession will require approval of the Academic Senate GE committee. Winter intersession courses will be designated with an I to indicate the course is being offered in a winter session format and has been approved as such.

Students are discouraged from enrolling for more than 4 units during the winter intersession.

Discussion:

Senator Wachs explained that given that there was such enormous different opinions across colleges about winter intersession offerings, the committee attempted to create a policy that would allow colleges to control what would be offered during winter intersession but with some university oversight.

The committee is recommending that courses approved for winter intersession have an I designation. There was some concern that this might be confused with an incomplete (INC) but the committee believes that an incomplete and a winter intersession course will not be seen in the same place or at the same time on any form.

The following comments/concerns/issues/questions were brought up during the discussion of AA-008-189, Policy on Winter Intersession Course Offerings (please note that this is a first reading and all discussion points will be considered by the committee prior to the second reading):

- It was suggested that instead of students being discouraged from enrolling in more than 4 units during intersession, they should not be allowed to enroll in more than 4 units.
- Who is going to decide the criteria for whether a course is appropriate for winter intersession? There needs to be clear criteria on what can be certified as winter intersession courses.
- Is the I designation really needed? Senator Wachs responded that the I designation was meant to identify which courses have been approved for a winter intersession.
- The 5-week summer sessions do not have any designation so why should winter intersession be different?
- This is adding another layer of procedure and if a department believes they have a course that is appropriate for a 2-week session they should be allowed to offer that course without going through another layer of bureaucracy.
- Will there be one blanket approval for independent study courses, senior projects, internships, and study abroad? Or will a department have to get approval every time they want to offer one of these type of courses. These type of courses will probably be the most common courses offered during a winter intersession.
- The workload that would be created since previously approved courses would need to go through the curriculum system again just to be certified for winter intersession.
- The Degree Progress Reports (DPRs) were just overhauled for semester conversion and the I designation just adds another layer of complexity for a course that offers the same credit.
- Winter intersession courses are offered through Extended University and are self-funded, so there needs to be additional standards to determine the offerings because winter intersession may be seen as a money making proposition and faculty and departments may feel pressure to offer courses that may not be appropriate.
- The timeline for reviewing previously approved curriculum for winter intersession may be problematic if it has to go the approval cycle again.
- There could be pressure for departments to offer large GE courses that perhaps have not been adapted for the 2-week time frame of winter intersession. Can a quality GE course be taught within the timeframe? Senator Wachs stated that this was the impetus for adding the extra layer of curriculum approval.
- There may be incentives to offer something that is pedagogically not appropriate.
- Winter intersession should not be used to offer full semester courses. It should be used for special experiences, independent studies, and internships.
- Four (4) units seems very ambitious for such a short time period, it was suggested that this be reduced. It was stated that travel abroad courses are three (3) units.
- Need to consider the work required outside of the class in planning any winter intersession course.
- Is there any assessment data on what is appropriate for such a short period of time?
- The original semester calendar was set up not to have a winter intersession.

- It was stated that the UCC does not scrutinize pedagogy, they rely on the system level experts at the department and college level.
- Winter intersession offerings should be made by the faculty and their respective departments. They are the experts in their field and should be relied upon to make the determination if a course can be effective in such a short period of time.
- The role of the Academic Senate is to protect the institution and to put in place safe guards to protect departments from outside pressures.
- There is money involved in winter intersession, the colleges and professors make money when these courses are taught. It is wonderful that there are conversations about ethics but unfortunately we cannot count on ethical behavior all of the time. It is not assumed that this will happen, this policy is just trying to guarantee that this won't happen.
- All concerns should be addressed in the process. If independent study is an agreement between a student and their professor. This process should cover how that agreement is established.
- How will online courses be handled for winter intersession?

According to AVP Massa, San Diego State University had their first winter intersession in 2018 and based on that this year they are only offering online courses and they need to be available to students on December 23rd even though the class officially does not start until January.

Chair Nelson thanked everyone for the discussion and reminded everyone that this is a first reading. She encouraged all to consult with their constituencies and provide input to the committee.

b. [EP-001-189, Update Library Advisory Council Provisions for Semester – FIRST READING](#)

The report for EP-001-189, Update Library Advisory Council Provisions for Semester, is located on the Academic Senate website at <http://academic.cpp.edu/senate/docs/ep001189fr.pdf>.

Senator Puthoff presented the report.

M/s to receive and file EP-001-189, Update Library Advisory Council Provisions for Semester.

Recommendation:

The revised language in the description of the LAC should read "*The Council shall meet no more than once a semester unless needed and agreed to by its members.*"

Discussion:

The Library Advisory Council (LAC) was established to liaise between the University Library and faculty. The primary goal of this is to change the frequency that the council is expected to meet from quarters to semesters. The committee did reach out to the Dean of the University Library but received no response.

Senator Shen took the action to get input from the Dean.

4. [Academic Senate Information/Training](#)

Chair Nelson provided an introduction/training about the Academic Senate, specifically who, why, what and how of the Academic Senate.

She went over the presentation that is located on the Academic Senate website at <https://www.cpp.edu/~senate/documents/packets/2019-20/08.14.19/senateshortguide.pdf>.

It was mentioned that an ASI Liaison is needed and that this position is considered a senator's standing committee obligation so that they do not need to serve on a committee outside of their ASI

Liaison responsibility.

The presentation was very well received and will be added to the Academic Senate website for future reference. There were no questions regarding the presentation and its content.

The August 14, 2019 Academic Senate meeting adjourned at 4:35 p.m.