Minutes
of the Academic Senate Meeting
August 5, 2020

PRESENT: Aragon, Barding, Chase, Chaturvedi, Chen, Davidov-Pardo, Fallah Fini, Flores, Gonzalez, Hargis, Huerta, Huh, Kumar, Kwok, Lee, Lloyd, Myers, Milburn, Nelson, Osborn, Ortenberg, Pacleb, Puthoff, Quinn, Shen, Singh, Small, Snyder, Soper, Speak, Urey, Van, Van Buer, Von Glahn, Wachs, Welke

PROXIES: Senator Welke for Senator Coburn

ABSENT: Anderson

GUESTS: L. Alex, S. Alva, A. Baski, L. Bricker, N. Butts, S. Coley, A. Covarrubias, L. Dobson, S. Eskandari, T. Gomez, C. Gonzales, S. Han, P. Hawthorne, L. Kessler, I. Levine, L. Massa, A. Rappaport, T, Roby, J. Rodriquez, E. Rolland, L. Yu

Chair Nelson requested a motion to change the agenda to remove Christina Gonzales, Vice President of Student Affairs from the agenda. She stated that there was a misunderstanding and that it was more appropriate for VP Gonzales to meet with the Executive Committee. The motion was made and seconded.

The motion to amend the agenda passed with two (2) no votes and one (1) abstention.

1.   Academic Senate Minutes – May 6, 2020, and June 17, 2020

        The May 6, 2020, Academic Senate meeting minutes are located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2020-21/08.05.20/academic_senate_minutes_05.06.20_posted.pdf. The June 17, 2020, Academic Senate meeting minutes are located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2020-21/08.05.20/academic_senate_minutes_06.17.20_posted.pdf.

        M/s/p to approve May 6, 2020, and June 17, 2020, Academic Senate meeting minutes as posted with one (1) abstention.

2.   Information Items
        a. Chair's Report

            Chair Nelson welcomed the new Vice President of Student Affairs, Christina Gonzales. Vice President Gonzales responded that she is happy to be a member of Cal Poly Pomona and to be in the position to serve students. She stated that her philosophy on Student Affairs is to support the academic mission and to provide students the support they need to be successful in the classroom. Vice President Gonzales is currently performing a gap analysis to determine areas of improvement. She expressed her excitement about service to the campus and all students.

            Chair Nelson then introduced Amon Rappaport, Senior Associate Vice President (AVP) and Chief Communications Officer. AVP Rappaport commented that he is thrilled to be a Bronco and is excited to make communication more strategic across the entire university and raise the profile and visibility of the campus. He stated that he has worked with higher education institutions before, but this is his first time being employed in a university.

            The new Dean of the Library, Pat Hawthorne, was welcomed. Dean Hawthorne stated that she is

delighted to be a part of Cal Poly Pomona and looks forward to the Library being a partner to the faculty throughout the institution.

The final introduction was Alejandro Covarrubias, Executive Director for Student Inclusion and Belonging. Dr. Covarrubias communicated that he is very excited to be at Cal Poly Pomona. Before coming to CPP, Dr. Covarrubias was an assistant professor at the University of San Francisco teaching in the department of leadership students in the school of education focusing on higher education equity, access, and inclusion. The Executive Director for Student Inclusion and Belonging, which is a new role on the campus, works closely with VP Gonzales and Nicole Butts, Presidential Associate for Inclusive Excellence & Diversity.

b. President's Report

President Coley passed on giving a formal report and thanked everyone who participated in the retreat that was held 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/2020-21/08.05.20/provosts_report_to_academic_senate_2020-08-05.pdf.

Provost Alva recognized the following new Deans and Directors:

- Pat Hawthorne, Dean of the University Library
- Alison Baski, Dean of the College of Science and the Interim Dean of the College of Engineering
- Erik Rolland, Dean of the College of Business Administration, and Interim Dean of the College of Extended University
- Jeanette Phillips, Director of Financial Aid and Scholarships

The Provost also acknowledged and welcomed the following new department chairs:

- Alison Baker, English and Modern Languages
- Erika DeJonghe, Psychology
- Emma Gibson, University Library
- Nell Horowitz, Communication
- Anjana Narayan, Sociology
- Henry Xue, Mechanical Engineering

Provost Alva stated that there may be others added to this leadership list before the beginning of the academic year, but she wanted to recognize the current leadership in Academic Affairs.

The Provost shared, at a high level, the academic continuity plan for fall 2020. She stated that this was a very expensive project that engaged departments, colleges, the Academic Senate, and many others to identify the plans for fall given the Chancellor's announcement that instruction would be virtual. There will be a few courses that have an in-person component. Percentage-wise the number of in-person course is less than 3 percent. The courses that received a special exemption were specialized clinical and lab courses for graduate students and accredited programs. There is a housing plan to try and accommodate 500 students, 250 on-campus, and 250 in the Village. Priority will be given to students who have housing insecurity or if part of their recruitment includes housing. Provost Alva stated that there will be limited campus dining options and that a complete list of dining options is on the Foundation Dining webpage at https://www.foundation.cpp.edu/dining/. There are no plans for athletics to compete in the fall and the division of Student Affairs is working on developing a plan for athletes to return to practice and play.

The Provost announced that there will be 40 new tenure-track faculty joining the university in 2020-2021. New tenure-track searches will be re-evaluated and prioritized in the 2020-2021 academic year. There were 43 tenure-track faculty members promoted; 37 were awarded tenure and promoted to associate professor and six (6) were promoted to full professor.

Provost Alva commented that there was quite a bit of work over the summer to help faculty become more familiar with and to up their skills for online teaching, but more importantly to think about course design and objectives for a virtual modality. The Provost thanked the team in the Center of the Advancement of Faculty Excellence (CAFE) for putting on very successful learning communities. CAFÉ hosted three (3) cycles of learning communities; one (1) in the spring concentrating on those faculty who would be teaching in the summer and then two (2) cycles in the summer months. The Provost proudly shared that over 80% of the instructional faculty participated in one (1) or more of the teaching workshops. Provost Alva thanked President Coley for authorizing Coronavirus Aid, Relief, and Economic Security (CARES) Act funding to support this initiative. Faculty participated in some of the following workshops/trainings that were hosted over the summer:
- CAFE Online Course – faculty learning communities
- Strategies for teaching in large virtual classrooms
- Instructional video project
- Webinar – Synchronous vs. Asynchronous Online Learning
- CSU online teaching
- ACUE – Association of College and University Educators
  - Active learning in online courses
  - Creating an inclusive and supportive online course

Provost Alva stated that the university will continue to invest in faculty during this difficult time. There will be faculty promotions and the contract requires a minimum of a 9% salary increase at the time of promotion. The administration will be looking at equity salary adjustments at the time of promotion. The university will continue to honor sabbaticals and difference-in-pay leaves. The Teacher-Scholar Support program will continue in the spring of 2021 but unfortunately not at the same level as in previous academic years. The Provost reported that professional development activities and faculty learning communities will continue to be offered.

Provost Alva announced that Dr. Anthony Ocampo from Sociology has been named Provost Fellow for New Faculty Success. Dr. Ocampo started this summer helping new faculty learn technology, tools, policies, and strategies so that when they arrive on the first day of instruction they are will have both a mentor and a strategy for success.

Provost Alva thanked Jessica Wagoner, Senior Associate Vice President of Enrollment Services, and the Financial Aid Team, and Student Financial Services, for the work put forth in distributing $15M of CARES Act funding for students who were directly impacted by the pandemic. The distribution of funds was done in a very methodical and thoughtful way by looking at the Expected Family Contributions (EFC). In the cases where the likelihood of families helping students out was small, those students received more funding. In the cases where the EFC indicated that the family could help there was a smaller award. The distributions have been made and for most students this was a welcome economic boost to help them through the COVID pandemic. The financial aid system has also been upgraded to allow students to recalculate the EFC if a change in circumstance makes it necessary, and thereby potentially become eligible for more financial assistance.

d. <u>Vice Chair's Report</u>

<u>NEW REFERRALS: (0)</u>

SENATE REPORTS FORWARDED TO PRESIDENT: (3)

AS-2888-190-FA	Graduation Writing Test (GWT) Exemptions for Some Post Baccalaureate Students
AS-2890-190-AA	Modification of Summer Time Modules
AS-2889-190-AA	Review of Policy 1336, Periodic Evaluation of Temporary Faculty

PRESIDENT RESPONSES TO SENATE REPORTS: (9)

AS-2704-167-AA	Policies to be Translated from Quarter Values to Semester Values – **APPROVED**
AS-2832-189-EP	Update of the Academic Senate Constitution and Bylaws – **APPROVED**
AS-2884-190-EP	Updated Charge of General Education Committee in Academic Senate Bylaws - **APPROVED**
AS-2886-190-FA	Review of Frequency of All-Level Review of RTP Packets URTPC – **MODIFICATION REQUESTED**
AS-2887-190-AA	Credit/No Credit Policy (Policy 1601) – **APPROVED**
AS-2888-190-FA	Review of Policy 1336, Periodic Evaluation of Temporary Faculty – **APPROVED**
AS-2889-190-AA	Graduation Writing Test (GWT) Exemptions for Some Post Baccalaureate Students – **APPROVED**

e. <u>CSU Academic Senate Report</u>

CSU Academic Senator Speak reported.

Senator Speak commented that the ASCSU Executive Committee, which he serves on, acts for the ASCSU Academic Senate during the summer term. The Executive Committee has met and discussed a couple of non-controversial issues.

f. <u>Budget Report</u>

<u>Senator Lloyd reported.</u>

The Budget Committee is working on scheduling meetings with Joe Simoneschi, Interim Chief Financial Officer (CFO) to get a detailed report on the university budget. Senator Lloyd mentioned that President Coley at the President's Cabinet Retreat noted her commitment to maintaining the priorities as laid out in the Academic Master Plan despite a very serious $20M budget shortfall for Cal Poly Pomona this year.

g. <u>CFA Report</u>

Senator Von Glahn reported.

Senator Von Glahn stated that after serving as the CFA local chapter Vice President he was recently elected President. The CFA has been working very hard on behalf of the faculty during the summer. Senator Von Glahn mentioned that he has met with local administration and thanked the Provost and Dr. Eskandari for their time. Dr. Von Glahn gave his email for CFA business, nvonglahn@calfac.org. He remarked that the faculty can be represented better at the local and state level with more members and if in the future there is a vote on any business, such as furloughs, only members can vote. The CFA is working hard to protect faculty jobs, workload, and benefits, and the only way that can be done is through strong membership.

h. [ASI Report](#)

The ASI Report is located on the Academic Senate website at https://www.cpp.edu/~senate/documents/packets/2020-21/08.05.20/senator-singh-report_final.pdf.

ASI Senator Singh reported.

Senator Singh introduced himself as the ASI Vice President. He has been appointed to serve as the ASI Senator in the Academic Senate.

ASI has constituted a new committee, Streamlining Scholarship Committee, that works with members of the Financial Aid and Scholarships team. Senator Singh stated that he is glad to see that there is a new model that will help students apply for more scholarships. Some of the other projects ASI is working on are as follows:
- ASI Action Plan
- Student Community Planning on Racial Justice in response to recent Black Lives Matter and other protest movements
    - Scheduled for August 14, 2020, from 1:00 to 2:30 P.M.
    - This is a student forum to determine what ASI should advocate for during the academic year in terms of racial justice
- ASI worked with IT last year to bring TurboVote, civic engagement software, to CPP
    - The basic website is live, cpp.turbovote.org, and content is being developed.
- Introducing a resolution, along with other CSUs, to make Juneteenth a CSU holiday
    - The plan is to introduce the resolution at Cal State Student Association (CSSA) plenary meeting in August
- Working on putting together a Title 9 subcommittee for discrimination, harassment, and retaliation reporting under the Inclusive Excellence Council.

Senator Singh reported on current projects that are related to the Academic Senate:
- Putting together representatives from across campus to re-evaluate the Student Success Fee to meet students' needs in accordance with the resolution on CPP's Commitment to Anti-Racism that was adopted on June 17, 2020.
- Develop an academic policy for proctoring software
    - Students have concerns regarding Respondus LockDown Browser, ProctorU, Proctorio, and other proctoring software.
        - What happens if a student accidentally moves their eyes?
        - Homelife could interfere with proctoring software.
    - Looking to work with Academic Senate on the usage of such programs and exceptions for students.

Provost Alva added that a very helpful memo arrived earlier in the week from the Cal State Office of Academic Programs, Faculty Affairs and Innovation that speaks to this issue. In the memo, there are some very helpful guidelines and suggestions on how to address the issue of proctoring exams for virtual instruction. The Provost has asked the team in Academic Programs to work with others to guide faculty around how to implement secure exams without necessarily relying on technology tools that can create accessibility challenges and also financial challenges when laptops and other devices may not have the capability to use the required tools.

Academic Senate Chair Nelson reminded the body that any member of the campus community can submit a referral to the Senate.

i. Staff Report

Senator Gonzalez stated that Staff Council will be recognizing 2019-2020 service award recipients by posting the list on their website, https://www.cpp.edu/staffcouncil/index.shtml, on August 17, 2020.

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

M/s/p to present Academic Senate Committee Reports ahead of time certain.

Chair Nelson pointed out to new senators and members of the campus community that it is unusual for the Academic Senate to take up second readings during the summer meeting. However the Executive Committee felt that the second readings on the agenda deserve to move forward. It was also anticipated that there would be more participation from senators than normal due to the campus closure.

a. AP-007-190, New Minor in Data Science – **SECOND READING**

   The second reading report for AP-007-190, New Minor in Data Science, is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ap007190sr.pdf.
   Senator Small presented the report.
   M/s to adopt AP-007-190, New Minor in Data Science.
   RECOMMENDATION:
   The Academic Programs Committee recommends approval of the Minor in Data Science.
   DISCUSSION:
   This minor is being offered by the Computer Science department. However it is an interdisciplinary minor with several departments including Geography and Computer Information Systems involved in the course offerings. There is a large need for training that is less about traditional computer science and more about applying computer science to other areas of endeavor. This minor is designed to combine course work for computer science, computer information systems, and geography. All the students take a core of classes with fundamental skills. Then they take a few upper-division electives in their area of emphasis. The students also do a project in their area of emphasis. The minor will meet the needs of a wide number of students, and is probably better for their career paths than a traditional computer science minor while also alleviating some resource burdens on the Computer Science department because they are impacted. It is often a challenge to offer courses in the minor while also supporting their major. The resource burden of this minor is shared while the application needs are met.
   The motion to adopt AP-007-190, New Minor in Data Science, passed unanimously.

The second reading reports for AP-016-190 through AP-019-190 were discussed as one agenda item.

b. AP-016-190, Master of Science in Engineering Name Change to Master of Science in Aerospace Engineering (State-Support) – **SECOND READING**

   The second reading of AP-016-190, Master of Science in Engineering Name Change to Master of Science in Aerospace Engineering (State-Support), is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ap016190sr.pdf.

   RECOMMENDATION:
   The Academic Programs Committee recommends approval of the Master of Science in Engineering name change to Master of Science in Aerospace Engineering (state-support).

c. AP-017-190, New Self-Support Counterpart of the Master of Science in Aerospace Engineering **SECOND READING**

   The second reading of AP-017-190, New Self-Support Counterpart of the Master of Science in Aerospace Engineering, is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ap017190sr.pdf.

   RECOMMENDATION:

   The Academic Programs Committee recommends approval of the new Master of Science in Aerospace Engineering (Self-Support).

d. [AP-018-190, Elevation of Materials Engineering Emphasis in the Master of Science in Engineering to a full Master of Science in Materials Engineering degree (State-Support) – **SECOND READING**](http://academic.cpp.edu/senate/docs/ap018190sr.pdf)

The second reading report for AP-018-190, Elevation of Materials Engineering Emphasis in the Master of Science in Engineering to a full Master of Science in Materials Engineering Degree (State-Support), is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ap018190sr.pdf.

RECOMMENDATION:

The Academic Programs Committee recommends approval of the new Master of Science in Materials Engineering (MSMTE) (State-Support).

e. [AP-019-190, New Self-Support Counterpart of the Master of Science in Materials Engineering **SECOND READING**](http://academic.cpp.edu/senate/docs/)

RECOMMENDATION:

The Academic Programs Committee recommends approval of the new Master of Science in Materials Engineering (MSMTE) (Self-Support).

Senator Small presented the four (4) engineering reports.
M/s to adopt the following reports:
- AP-016-190, Master of Science in Engineering Name Change to Master of Science in Aerospace Engineering (State-Support)
- AP-017-190, New Self-Support Counterpart of the Master of Science in Aerospace Engineering
- AP-018-190, Elevation of Materials Engineering Emphasis in the Master of Science in Engineering to a full Master of Science in Materials Engineering Degree (State-Support)
- AP-019-190, New Self-Support Counterpart of the Master of Science in Materials Engineering

DISCUSSION:

Originally there were no programs titled Master of Science in Aerospace Engineering or Master of Science in Materials Engineering. It was a Master of Science in Engineering with two (2) emphases, Aerospace Engineering, and Materials Engineering. In principle, these programs were one program with common, broadly defined learning outcomes, but for all practical purposes they were two (2) distinct programs. This situation is no longer tenable under Executive Order (EO) 1071 which requires that distinct emphases or options within a program share more than 50% of the program's units. This condition was not met for the two emphases (Aerospace Engineering and Materials Engineering) and they are therefore being elevated to two distinct programs. This results in a name change from Master of Science in Engineering to Master of Science in Aerospace Engineering (AP-016-190) and the elevation of the Materials Engineering Emphasis to a Master of Science in Materials Engineering (AP-018-190). The same changes need to be made to the self-support programs (AP-017-190 and AP-019-190). Senator Small that there were no curricular changes made in these referrals.

The motion to adopt the reports AP-016-190 through AP-019-190 passed unanimously.

f. [AP-021-190, New Minor in Footwear Design and Merchandising – **SECOND READING**](http://academic.cpp.edu/senate/docs/ap021190sr.pdf)

The second reading report for AP-021-190, New Minor in Footwear Design and Merchandising, is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ap021190sr.pdf.

Senator Small presented the report.

M/s to adopt AP-021-190, New Minor in Footwear Design and Merchandising.

RECOMMENDATION:

The Academic Programs Committee recommends the approval of the new minor in Footwear Design and Merchandising.

DISCUSSION:

Since the first reading, there have been no additional comments received by the committee. This referral was submitted by the Apparel Merchandising and Management (AMM) department based on input from one of the AMM Industry Advisory Board Members, who is a consultant to major footwear companies in Southern California. This board member indicated that companies frequently mentioned the difficulty of finding graduates with technical and operational knowledge related to the industry. There are no concerns about meeting the resource requirements of this new minor. The department is confident that there will be enough interest in this program to justify any small adjustment in resources.

The motion to adopt AP-021-190, New Minor in Footwear Design and Merchandising, passed unanimously.

g. GE-016-189, NTR 3280: Food and Culture (D4) – **SECOND READING**

The second reading report for GE-016-189, NTR 3280: Food and Culture (D4), is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ge016189sr.pdf.

Senator Quinn presented the report.

M/s to adopt GE-016-189, NTR 3280: Food and Culture (D4).

RECOMMENDATION:

The GE Committee recommends approval of NTR 3280: Food and Culture for GE Area D4.

DISCUSSION:

This is a modification from an approved D3 course that has been taught for many years to a D4 upper-division synthesis course. The GE Committee worked with the department and finds that it meets the GE Rubric for D4. No comments, questions, or concerns have been received by the committee since the first reading on May 6, 2020.

The motion to adopt GE-016-189, NTR 3280: Food and Culture (D4), passed with one (1) vote in opposition.

h. AP-015-190, Program Review BS Anthropology and BS Geography – **FIRST READING**

The first reading report for AP-015-190, Program Review BS Anthropology and BS Geography, is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ap015190fr.pdf.

Senator Small presented the report.

M/s to receive and file AP-015-190. Program Review BS Anthropology and BS Geography.

RECOMMENDATION:

The Academic Programs Committee commends the Department of Geography and Anthropology on their work, both in the operation of their programs and in the preparation of a thorough and thoughtful review that highlights important issues.

DISCUSSION:

Senator Small commented that this was a non-controversial program review. The Geography and Anthropology Department had external reviewers conduct the program review and they issued an overall positive report. There were a few minor suggestions for improvement and most of those involved resource issues that are common to all programs across campus. Overall, the reviewers were impressed with the program, and in those areas where they felt continued work was justified the Dean's office agreed. There were no fundamental areas of concern or disagreement.

Senator Singh commented on the recommendation about increasing the diversity of the staff to better represent the students in the department. The other program review being considered today does not have that statement. He asked what was the thought process behind the recommendation. Senator Small responded the fact that the recommendation regarding diversity is in one report and not the other does not mean the Biological Sciences Department is not concerned about diversity because diversity is an ever-present concern of all departments. Senator Small commented that when the report is written the committee highlights the external reviewers' comments. The overall reports from the external reviewers are quite in-depth and the committee reports do not include everything written by the external reviewers, but focus on the areas that received the most attention. Senator Small added that none of the recommendations should be interpreted that diversity and resource needs are not high priorities across all departments.

Senator Singh asked about the process after a program review is filed. Are the recommendations tracked by some entity? Senator Small responded that in the case of diversity there is an intense ongoing effort that shapes all tenure track faculty searches. As to the more general question of what happens after a program review is adopted by the Academic Senate, the real action for any follow-up on a program review is at the department and college level. The reason that program reviews come to the Academic Senate is not for the Senate to micro-manage the process, but the Senate has representatives of the entire university community who should be aware of what is going on at the department level. The goal is less to vet the reviews on the details and more to verify that there are on-going productive and thoughtful reviews in all departments, so adopting these reports is a way of putting program reviews on record.

Chair Nelson reminded the body that this is the first reading and all comments should be forwarded to the committee.

i.   [AP-026-190, Program Review - Biological Sciences (BS and MS) – **FIRST READING**](#)

The first reading report for AP-026-190, Program Review – Biological Sciences (BS and MS), is located on the Academic Senate website at http://academic.cpp.edu/senate/docs/ap026190fr.pdf.

Senator Small presented the report.

M/s to receive and file AP-026-190, Program Review – Biological Sciences (BS and MS).

RECOMMENDATION:

The Academic Programs Committee commends the Department of Biological Sciences on their work, both in the operations of their BS and MS programs and in the preparation of a detailed and thoughtful review response that addresses the vital concerns of this cycle's self-study review as well as incorporating improvements suggested in the previous performance review.

DISCUSSION:

Senator Small reported that this was an overall positive review. The identified areas of on-going introspection and improvement identified by the external reviewers were largely agreed upon by the department and the Dean's Office. One area that did receive particular attention was about providing suitable research experiences for graduate students and continuing to be vigilant about resources for research and graduate student projects. Overall it is a very strong program review and the issues identified are very common across all programs.

Provost Alva added that under Dr. Massa's leadership, they are looking, with a fresh perspective, at how program reviews are conducted to try to build in more follow-up and alignment with required annual department reports. This is an opportunity to recognize the important peer feedback provided about the quality and characteristics of a program on many different levels. The Provost commented that the university needs to institutionalize this feedback into the on-going review of programs. She mentioned that these are conversations are occurring and she will present additional information to the Academic Senate in the near future.

Senator Singh asked if students in the department are involved with the review process. He, an Environmental Biology student, was surprised that there were no recommendations in the area of advising which has always been an area of concern for students. Senator Small responded that the committee report largely synthesizes the major points of the self-study. There is a detailed report that is included as an attachment to the committee report. He added that generally the self-study covers many issues, and that the external reviewers usually meet with students in the department. The committee report is a synthesis of a very large, on-going process.

Senator Speak commented that it is time for the university to look at the program review process as a whole and he looks forward to that undertaking. From his perspective as a past department chair, the best part of the process happens in the creation of the report and through the conversations that happen with the external reviewers. The biggest benefit to the department is doing the report itself and he believes it is standard practice for departments to seek student input.

Dean Baski confirmed that the external reviewers did meet with students during their consultation regarding the program review for the BS and MS in biology. The report (not the committee report) does advocate to increase the number of staff advisors and streamline the advising process. Dean Baski stated that the Dean's Office is aware of the pressure of advising and thanked Senator Singh for bringing up the subject.

Senator Shen confirmed that the attachment for the committee report contains feedback from a survey that went out to students in the biology department in which there was a question about student's satisfaction with advising. Senator Shen then described how to get to the committee report attachments.

4. New Business

Chair Nelson recognized Senator Nicolas Von Glahn, Chair of the Faculty Affairs Committee.

The Faculty Affairs Committee has unanimously approved nominating resolutions for the award of Emeritus to the following 16 distinguished members of the Cal Poly community:

- Suketu Bhavsar
- Gilbert R. Cadena

- Richard Estrella
- Francis X. Flores
- Felicia Friendly-Thomas
- Liliane Fucaloro
- Jody (Janet) Hamabata
- Barbara Harmer-Garcia
- Madjid Harirchi
- Valerie Mellano
- Michael Millar
- Sharon Muehlbacher
- Susan Mulley
- Abdul B. Sadat
- Mimi Thai-Chen
- Michael Woo

M/s/p that the resolutions be received and filed as a permanent part of the Senate Archives.

M/s that the resolutions be adopted, and with adoption, they are proclaimed to the entire University community.

The motion passed unanimously.

5. Discussion

   a. Academic Senate Training

   Chair Nelson provided an introduction/training about the Academic Senate, specifically the who, why, what, and how of the Academic Senate. She mentioned that this is a repeat of last year's presentation.

   She went over the presentation that is located on the Academic Senate website at https://www.cpp.edu/~senate/about/senateshortguide.pdf.

   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.

   Senator Singh asked about the Budget Committee composition. The bylaws state that there is a student representative appointed by ASI,. Does that have to be the ASI Senator? Academic Senate Analyst Val Otto responded that the Budget Committee is the only committee where the composition states there is a student. The bylaws state that the committee members must be unit 3 representatives. Senator Gonzales who is on the Budget Committee stated that the staff senator and ASI senator serve on the Budget Committee.

The August 5, 2020, Academic Senate Meeting adjourned at 4:30 P.M.