MEETING OF THE ACADEMIC SENATE EXECUTIVE COMMITTEE
Tuesday, October 15, 2002
UU220, 3:00 to 5:00pm

I. Minutes: Approval of minutes for the September 24, 2002 Executive Committee meeting (pp. 2-4).

II. Communication(s) and Announcement(s):

III. Reports:
A. Academic Senate Chair:
C. Provost's Office:
D. Statewide Senators:
E. CFA Campus President:
F. ASI Representatives:
G. Other:

IV. Consent Agenda:

V. Business Item(s):
A. Academic Senate committee vacancies for 2002-2004: (p. 5).
B. Universitywide committee vacancies for 2002-2003: (p. 5).
C. Selection of internal reviewers for Graphic Communication Department and Music Department accreditation/program review: (p. 6)
D. Nomination for Faculty Trustee 2003-2004: (pp. 7-11).

VI. Discussion Item(s):
A. Pre-tax parking fee payment: Should Cal Poly adopt a resolution on this issue? (pp. 12-13).
B. Academic Senate's role in responding to President Baker's call to action re student success, diversity, and civility.

VII. Adjournment:
Preparatory: The meeting was opened at 3:14 p.m.

1. Minutes: The minutes for the Executive Committee meeting of May 21, 2002 and Academic Senate meetings of May 7, May 28, June 4, 2002 were approved without change.

II. Communication(s) and Announcement(s):
   A. Academic Senate Executive Committee members 2002-2003: Added to the list were ASI representatives Doug Paasch from Agricultural Engineering and Dan Schrupp from Political Science.
   B. Academic Senate members 2002-2003: Caucus chairs were asked to check the information for accuracy and requested to fill any vacancies immediately.

III. Reports:
   A. Academic Senate Chair: (Menon) The budget outlook for the academic year 2002-2003 remains uncertain. The current situation is in accord with the "May revise" which includes minimal cuts, but we can expect more cuts after the November election. A trustee's request for 2003-2004 budget, which was provided at the Statewide Senate meeting, was handed out as an information item (see attachment). Cal Poly has hired just under 50 new tenure track faculty members this year, which is about the same number as previous years and can be expected to continue for some years ahead. The Academic Senate's resolution on RPT criteria, which makes expectations clear for probationary faculty members was timely and the Academic Senate is continuing to ensure its implementation. The 2003-2005 catalog approval process will take much of our time this quarter. During the summer, all Academic Senate committee's charges for the upcoming year were reviewed and approved. A CSU Task Force on facilitating graduation is moving very rapidly and likely to present recommendation to the CSU this academic year. A reminder that this Thursday is the Convocation from 11-12 at the Performing Arts Center with socialization opportunities before and after. New caucus chairs were introduced: Ron Brown from the College of Science and Math, John Harris from the College of Agriculture, and Wayne Montgomery from PCS.
   B. President's Office: (Howard-Greene) The Governor approved a state budget with $750 million in unallocated cuts which will have to be allocated to state agencies, but at this time we do not know the full impact it will have on the CSU. The November elections include issues such as Prop 47 - the education bond. This is significant for Cal Poly because it contains funds for the construction of a new building for Engineering and for the College of Architecture and Environmental Design. The statewide Academic Senate as well as Cal Poly has expressed support for this proposition. Convocation is scheduled for Thursday. Faculty and staff are invited to attend. The purpose of this Convocation is for the campus community to recognize outstanding teachers and staff as well as other individuals. Another traditional purpose is for the president to address the campus community about issues of importance and to begin a dialogue. The President will spend some time providing the university with campus updates on the issues of student success, diversity, and civility.
   C. Provost Office: (Zingg) This year Cal Poly has a robust enrollment situation were enrollment target was exceed by a couple of percentage points. Some of the reasons for this are not entirely surprising; some being largely unmanageable and relating to the economy and post September 11 issues. The number of students for Fall quarter is 18,350, which is slightly more than last year, but
even with mandated budget cuts and excluding revenues generated from college-based fees; we will have more funds available. Colleges will receive additional enrollment growth funds that are pennant, not one time. It is very important in budget discussions to keep the college-based fee separate from other state sources. There are strict accountability dimensions of college-based fees where all recipients are under tight scrutiny, with respect to the principle of shared governance, consultation, and accountability expectations. Web pages for each college and ITS provide up-to-date information about fee revenues. Consequence of the campus-based fees are already seen by the increase of unit load of students. We are continuing to work on the RPT resolution and a work session involving deans, Academic Senate representatives, faculty representatives, Faculty Affairs Committee Chair, and others will convene to look at data received from each department and to assess what they tell us in regards to clarity and consistency. The president will lead a discussion on the issues related to our values. Among the values that the president will talk about are those that represent the right rules of conduct, reason, civility, community, and respect.

D. Statewide Senators: (Hood) The Statewide Academic Senate Faculty Affairs committee is working on a whistle-blower policy to protect the faculty. Another issue coming up, is one in response to Governor Davis' individual campus policy on hate crimes and free speech. The issue of change on enrollment policy was up before the Trustees last week, which allows each campus to define its local area. (Forooahar) ACR 73, a bill that passed last year, will increase the proportion of tenure/tenure track faculty to 75%. An implementation report for ACR 73 was written over the summer and will serve as a road map for the next eight years. Chancellor Reed gave a talk, two weeks ago, where he presented a proposed budget for 2003-2004 where funding to implement ACR 73 is not available. 2003-2004 CSU Support Budget is attached.

E. CFA Campus President: (Forooahar) CFA is involved in a major campaign for the PERS Board election of Professor George Diehr from San Marcos. CFA staff will stop by all faculty offices to remind everyone to vote.

F. ASI Representative: (Schrupp) ASI's training is the first week in October and goals and objectives for the coming year will be developed and we will be able to present a more united voice from all students.

G. Other: None.

IV. Consent Agenda: None.

V. Business Items:

A. **Academic Senate committee vacancies for 2002-2004:** The following appointments were made:

**COLLEGE OF AGRICULTURE**

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<td>Faculty Awards Committee</td>
<td>Phillip Doub</td>
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<td>Student Grievance Board</td>
<td>Bill Amspacher</td>
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**COLLEGE OF BUSINESS**

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<td>Student Grievance Board</td>
<td>Dan Williamson</td>
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**COLLEGE OF LIBERAL ARTS**

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<td>Faculty Awards Committee</td>
<td>Sky Bergman</td>
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<td>Craig Russell</td>
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| Student Grievance Board   | Bill Fitzhenry |
B. Universitywide committee vacancies for 2002-2003: The following appointments were made:
   Conflict of Interest Independent Review Committee - Ed Sullivan, C&E Engineering
   University Union Advisory Board - Del Dingus, Earth & Soil Science

C. Approval of Academic Senate Calendar of Meetings for 2002-2003: M/S/P to approve the
   Academic Senate calendar of meeting for 2002-2003

D. Approval of Academic Senate Assigned Time for 2002-2003: M/S/P to approve the
   Academic Senate assigned time for 2002-2003 noting that Tom Ruehl is replacing Michael
   Geringer as chair of the Faculty Awards Committee.

E. Timelines and procedures for review of proposed curriculum changes for 2003-2005:
   Hannings, Chair of the Curriculum Committee. New Degree proposals are not included in this
   process. Program changes will go through an outline of discussion steps for first and second
   reading procedures at the October 1 meeting. Individual changes to curriculum and courses will
   be placed on the consent agenda on October 29 unless a request to pull them is made in writing
   or by email to the Academic Senate office before October 15. Those programs pulled will be
   listed as business items on the October 29 agenda. (Note: This process was later modified at
   the full senate meeting on October 1, 2002 see minutes of that meeting for details)

F. Resolution on Support for Proposition 47 (Kindergarten-University Public Education
   Facilities Act of 2002): Hood, This resolution conveys to the public the sentiment of the
   Academic Senate of Cal Poly for support of proposition 47. This follows the request of the
   Statewide Academic Senate, to prepare a resolution in support of proposition 47 and to convey
   it to the local community. M/S/P to agendize.

G. Dean Search Advertisement for the College of Architecture and Environmental Design:
   Reich, The provost and the president will be meeting with the College of Architecture and
   Environment Design to discuss the new Dean’s position. Please note that the advertisement is
   a draft.

VI. Discussion Item(s):

VII. Adjournment: meeting was adjourned at 5 p.m.

Submitted by
Gladys Gregory
Academic Senate
ACADEMIC SENATE COMMITTEES
VACANCIES FOR 2002-2004

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

Faculty Affairs Committee

Faculty Awards Committee

Fairness Board

Library Committee

Research and Professional Development Committee

COLLEGE OF BUSINESS

Curriculum Committee

US Cultural Pluralism Subcommittee

COLLEGE OF ENGINEERING

Faculty Awards Committee

COLLEGE OF LmERAL ARTS

Faculty Dispute Review Committee

UNIVERSITY-WIDE COMMITTEES
Vacancies for 2002-2003

ASI Facilities and Operations Committee
(1 Representative/1 Vacancy)
From: Unny Menon
3ent: Tuesday, October 08, 2002 12:39 PM
To: Susan Currier
Cc: Druci A. Reese; Craig H. Russell
SUbject: Re: Need to recommend one internal reviewer each for GrC and Music Accred/Prog Review

Susan - The music faculty are recommending the following Cal Poly faculty for possible internal reviewers:

Ron Brown (Physics)
Del Dingus (Soil Science)
Goro Kato (Mathematics)
Linda Vanasupa (Materials Engineering)

Druci

scurrier@calpoly.edu wrote:
>
> We need to send to Unny Menon, Chair of Senate a list of names of possible internal (on campus but not in yr own departments) reviewers from which they'll select one for each of yr programs for the "program review" part of yr accreditation review.
> >
> > Best,
> > Susan
> > Susan Currier, Associate Dean
> > College of Liberal Arts
> > Cal Poly
> > San Luis Obispo, CA 93407
> >
> > Phone: (805) 756-2706
> > Fax: (805) 756-5748
MEMORANDUM

To: Chairs, Campus Academic Senates  
From: Jacquelyn Ann K. Kegley, Chair  
Academic Senate CSU  

Subject: Nominees for Faculty Trustee

On behalf of the systemwide Academic Senate, I hereby request that you begin the process for seeking nominees for Faculty Trustee. The Academic Senate CSU Faculty Trustee Recommending Committee will be elected at the Senate's November 7-8 plenary session; nominating materials will be received by December 6, and the committee will review campus nominations January 21-22. All senators will then have an opportunity to review the confidential files of the candidates selected by the Recommending Committee at the Senate's January 22-23 meetings; the full Senate then make its selection(s) for the post of faculty trustee at its March 6-7, 2003, meetings.

Criteria and procedures for the selection of the faculty trustee nominees is attached as well as the list of required information for each nomination. Please note that we are requesting four copies of each nominee’s supportive material sent to the Senate office no later than Friday, December 6. Please send to: Academic Senate CSU, 401 Golden Shore, Suite 139, Long Beach CA 90802-4210, attention: Deborah Hennessy.

Summary of Timetable:

November 7-8   ASCSU elects Faculty Trustee Recommending Committee  
December 6    Campus nominee’s supportive material due to Academic Senate office, 401 Golden Shore, Suite 139, Long Beach 90802-4210  
January 21-22 Senate Faculty Trustee Recommending Committee reviews documents; selects four candidates for review by full Senate  
January 23-24 Full Senate reviews nomination materials  
March 6-7     Full Senate elects two or more final candidates whose names will be forwarded to the Governor  
Late Spring-Early Summer 2003   Governor appoints one candidate as CSU Faculty Trustee

FYI--The first faculty trustee was Robert Kully (Communication Studies, CSU Los Angeles), 1983-87; followed by Lyman Heine (Political Science, CSU Fresno), 1987-91; Bernard Goldstein (Biology, San Francisco State University), 1991-98. Harold Goldwhite (Chemistry, CSU Los Angeles) is the current CSU faculty trustee; Professor Goldwhite’s first term began July 1, 1998.

JAKK:dwh
Enclosures
cc: Academic Senate CSU
CRITERIA FOR NOMINEES FOR FACULTY TRUSTEE

1. Candidates must be faculty members who are tenured at the California State University at which they teach currently and shall not hold any administrative positions other than department chair or equivalent.

2. Candidates shall have demonstrated records of excellence in teaching, professional achievement and university service.

3. Candidates shall possess experience in academic governance in the California State University.

4. The appointed faculty trustee shall not be a member of the Academic Senate of the California State University. Should the faculty trustee be a member of the Academic Senate CSU at the time of appointment, that person shall resign from the Senate.

5. Questions as to definitions and eligibility shall be resolved by the Academic Senate CSU.

PROCEDURES FOR SELECTING TRUSTEE NOMINEES

1. These procedures shall be initiated at least one full academic term in advance of the time that Faculty Trustee nominations are to be made.

2. Each campus senate shall develop procedures for selecting eligible nominees. As at least one option, the procedures shall allow for nominations by petition. Each such nomination shall require the signed concurrence of at least 10% of the full time teaching faculty or 50 such faculty members, whichever is less. The campus senate or council shall forward the names of all eligible nominees to the Academic Senate of the California State University by a date to be determined by the Academic Senate CSU.

3. The local senate chair shall forward for each nominee the completed faculty trustee nomination form and a current vita structured to the eligibility criteria, a one-page statement from the nominee expressing his or her views of the position, and a statement of commitment to serve. Names, addresses, and telephone numbers of five references shall be provided by the nominee.

4. The Academic Senate CSU Faculty Trustee Recommending Committee shall be composed of seven non-candidate faculty members. Five members shall be elected by and from the Academic Senate CSU in the manner of election to the at-large Executive Committee positions. No campus shall have more than one representative. Two additional members shall be selected by their local senates from two campuses chosen by lot from those not represented by the first five. The qualifications for these two faculty members shall be the same as eligibility for election to the Academic Senate according to its constitution and bylaws.

The Academic Senate of the California State University shall elect these five members of the nominating committee at the September meeting of the Academic Senate CSU in the academic
year in which the ten of the present faculty trustee is to expire. The two additional members shall be
selected in time to permit the committee to have its full composition by the succeeding (November)
meeting of the Academic Senate CSU. The first member elected shall serve as chair of the committee.

The committee shall determine its own procedures for selecting candidates for nomination.

5. The Faculty Trustee Recommending Committee shall screen the original list of nominees and develop
recommendations with supporting information.

The committee shall present four candidates for nomination to the Senate. The nominee
recommendations of the committee shall be made available to the Academic Senate CSU at the January
plenary session. The confidential files of these candidates shall be made available for review in the
Senate office to members of the Academic Senate CSU at that time and at the plenary session in which
the determination of the nominees is made. Unless otherwise determined by vote of the Academic
Senate CSU, selection of nominees for the post of faculty trustee shall be made at the March meeting of
the Academic Senate CSU immediately preceding the end of the tenure of the incumbent faculty
trustee.

6. All academic senators of the Academic Senate CSU are eligible to vote.

7. The Academic Senate CSU, acting in executive session, chaired by the Chair, Faculty Trustee
Recommending Committee, shall designate the final (2 or more) nominees by secret ballot in the
following manner, conducting as many votes as necessary:

The Senate shall be provided with ballots containing the names of all the forwarded candidates in
alphabetical order.

Each senator may vote for as many candidates as he or she wishes in each voting round. Candidates
become nominees in the voting round in which he or she obtains approval of at least two-thirds of the
ballots of eligible voters. At the close of each voting round the names of nominated candidates shall be
eliminated from further voting consideration.

Voting shall be continued by the procedures indicated above until at least a sufficient number of
candidates (two) has been nominated to meet the legal requirements.

When that condition obtains, the Senate shall determine by majority vote whether it wishes to continue
balloting. If the Senate chooses to continue, one further round of voting, one time, shall take place.
Any candidate not nominated by these regular procedures is again eligible for nomination at this time.
Any candidate receiving two-thirds of the votes of eligible voters in this round of voting is declared a
nominee.

8. The Chair of the Academic Senate CSU shall forward the names of the designated nominees to the
Governor.

Approved Unanimously March 4, 1988, as part of AS-1773-8787jEX
DEADLINE FOR MATERIALS
December 6, 2002

INFORMATION REQUIRED FOR FACULTY TRUSTEE NOMINATION

Each candidate for the position of faculty trustee must submit a statement:

- that he/she is a tenured, teaching faculty member with no administrative position other than department chair or equivalent;
- of intent to serve the full two-year term if appointed by the Governor;
- of one-page length concerning her/his view of the position of faculty trustee;
- of experience in academic governance; (may cross-reference with item 11 below to avoid duplication).

Each candidate shall submit the names, addresses and telephone numbers of five references.

Candidates must submit vitae or resumes which shall include, as a minimum, the information requested on the guide below.

See Criteria, AS-1773-87/EX, March 4, 1988

Information submitted shall include the following:

1. Name
2. Department/Campus
3. Campus address (include office)
4. Campus telephone number
5. Home address
6. Home telephone number (with area code)
7. Academic training (please list all colleges/universities, degrees and years received)
8. Academic honors, grants and awards (include dates)
9. Employment Record
   a. Academic
   b. Other
10. Professional activities

11. Service
   a. Department
   b. School or equivalent
   c. College/university level
   d. Other university service (including systemwide)
   e. Community (both immediate and extended)

12. Evidence of teaching excellence (Please note: The criteria require that candidates have demonstrated records of excellence in teaching, professional achievement, and university service.)

PLEASE SEND **FOUR COPIES OF ALL MATERIALS TO:**

Deborah Hennessy  
Academic Senate CSU  
401 Golden Shore, Suite 139  
Long Beach, CA 90802-4210

All materials must be received in the Academic Senate CSU office **no later than 5 pm, Friday, December 6, 2002.**

Materials received after this time cannot be considered.

Thank you.
Greetings:

At its meeting this afternoon, the Cal State, San Bernardino Faculty Senate adopted the following resolution:

FSD 02-01

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE

RESOLUTION CONCERNING PRETAX PARKING PAYROLL DEDUCTIONS

WHEREAS: With the exception of Unit 3 employees, all employees of the California State University who pay for parking through payroll deduction are permitted to pay such fees with pretax dollars; and

WHEREAS: Permitting faculty to pay for parking through payroll deduction with pretax dollars would benefit faculty at little or no cost to the California State University; and

WHEREAS: No convincing rationale has been offered for denying CSU faculty the opportunity to pay for parking with pretax dollars; now, therefore, be it

RESOLVED: That the Faculty Senate of California State University, San Bernardino, join the Academic Senate of the California State University in urging the California Faculty Association and the Board of Trustees to reach agreement to permit Unit 3 employees who pay for parking through payroll deduction to pay for such fees with pretax dollars.
RESOLVED: That the Academic Senate of the California State University (CSU) urge the California Faculty Association and the Board of Trustees to reach agreement to permit Unit 3 employees who pay for parking through payroll deduction to pay for such fees with pretax dollars.

RATIONALE: With the exception of Unit 3 employees, all CSU employees who pay for parking through payroll deduction are permitted to pay such fees with pretax dollars. Paying for parking with pretax dollars will benefit both faculty as well as the CSU. Specifically, a faculty member in a combined state and federal tax bracket of 36% who pays $140.00 annually for parking would save over $50.00 per year. The CSU would benefit since allowing faculty to pay for parking with pretax dollars would encourage more faculty to pay for parking on a 12-month rather than an academic year basis. This would result in increased revenues to the parking fund.