MEETING OF THE ACADEMIC SENATE EXECUTIVE COMMITTEE  
Tuesday, September 20, 2005  
UU220, 3:10 to 5:00pm

I. Minutes:

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

III. Reports:
   A. Academic Senate Chair:
   B. President's Office:
   C. Provost's Office:
   D. Statewide Senators:
   E. CFA Campus President:
   F. ASI Representatives:
   G. Other: Sandra Ogren, VP University Advancement: Cal Poly Philanthropic Foundation

IV. Consent Agenda:

V. Business Item(s):
   A. Academic Senate and University committee appointments/Senate committee chair appointments for 2005-2006: (pp. 2-4).
   B. Approval of Senate assigned time for 2005-2006 (p. 5).
   C. Approval of Academic Senate Calendar of Meetings for 2005-2006 (p. 6).

VI. Discussion Item(s):
   A. Amendment to Constitution of the Faculty membership formula (pp. 7-9).
   B. Process for selection of Curriculum Committee members and bylaws wording to specifically state whether the PCS representative should be a "college advisor": Elrod, Curriculum Committee chair (pp. 10-11).

VII. Adjournment:
Academic Senate Committee Vacancies for 2005-2007

COLLEGE OF AGRICULTURE

Curriculum Committee
Lynn Moody

Faculty Dispute Review Committee
Dave Headrick

Library Committee

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

Faculty Dispute Review Committee

Instruction Committee

COLLEGE OF BUSINESS

Fairness Board

COLLEGE OF EDUCATION

Cultural Pluralism Requirement Subcommittee

Faculty Affairs Committee

Faculty Dispute Review Committee

Fairness Board

Grants Review Committee

Instruction Committee

Library Committee

Research and Professional Development Committee

Student Grievance Board

Sustainability Committee

COLLEGE OF ENGINEERING

Curriculum Committee

Fairness Board

Student Grievance Board
COLLEGE OF LIBERAL ARTS
Fairness Board

COLLEGE OF SCIENCE AND MATHEMATICS
Student Grievance Board

PROFESSIONAL CONSULTATIVE SERVICES
Student Grievance Board

UNIVERSITY-WIDE COMMITTEES
Vacancies for 2005-2006/07

ASI Student Senate
(1 Representative/1 Vacancy)
Gregg D. Doyle

CAP Ad Hoc Editorial Coordination and review Committee
(2 Representatives/1 Vacancy)

Council on Student Success
1-year term to replace Jean M. Williams who is on sabbatical (must be faculty member)

Faculty Development Grants Review Committee
(1 Representative/1 Vacancy)

Intellectual Property Review Committee
(9 Representatives/8 Vacancies)
- Initial term; subsequent terms will be three years

 CAED, 2005-2008
 CAGR, 2005-2007*
 OCOB, 2005-2008
 COE, 2005-2007*
 CENG, 2005-2008
 CLA, 2005-2007*
 CSM, 2005-2008
 PCS, 2005-2007*

 Bruno Giberti Chair-Research & Professional Development Comm., 2005-2006

Student with Disabilities Advisory Committee
(4 Representatives/1 Vacancy)

ACADEMIC SENATE COMMITTEE CHAIRS

Budget and Long-Range Planning Committee
Hal Johnston
Construction Management

Fairness Board

Student Grievance Board
Intellectual Property Review Committee

Function

This committee is mandated under the University's Intellectual Property Policy. The committee is appointed by the President and reports to the Provost and Vice President for Academic Affairs. The function of the Committee is to review and monitor University activities on matters relating to the administration of this policy, to review proposed changes to the policy, and to participate in the future development of the policy. The Committee also administers a review process for the allocation of the University's net proceeds from intellectual property. When necessary, the Committee reviews invention disclosures and other information to evaluate the University's contribution to the development of particular intellectual properties.

In the event of disagreement among interested parties concerning interpretation or application of the Intellectual Property Policy, the Committee serves as the appellate body, advisory to the University President.

Membership

The Committee shall be composed of eleven members, eight of whom shall be members of the faculty, without administrative appointments, and nominated by the chair of the Academic Senate. These eight appointees shall represent each college (College of Architecture and Environmental Design, College of Agriculture, Orfalea College of Business, College of Education, College of Engineering, College of Liberal Arts, College of Science and Mathematics) and Professional Consultative Services. The other three members shall include the Chair of the Academic Senate Research Committee, the Dean of Research and Graduate Programs, and a student representative nominated annually by the ASI President. The committee chair will be elected by the membership during the initial meeting, which will be convened by the Dean of Research and Graduate Programs. The chair shall serve a one-year term. Faculty appointees shall serve three-year terms.

Meetings

The Committee will meet at least quarterly during the academic year and as often as necessary to carry out its functions.

Established June 2005
### Assigned Time 2005-2006

<table>
<thead>
<tr>
<th>Position/Committee</th>
<th>Name</th>
<th>2005-2006 WTUs</th>
<th>2004-2005 WTUs</th>
<th>2003-2004 WTUs</th>
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<tr>
<td>Academic Senate Chair</td>
<td>Dave Hannings</td>
<td>20</td>
<td>20</td>
<td>22.5</td>
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<tr>
<td>Academic Senate Vice-Chair</td>
<td>Stacey Breitenbach</td>
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<td>Secretary</td>
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<tr>
<td>Budget and Long Range Planning Committee</td>
<td>Hal Johnston (To be approved 9.20.05)</td>
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<td>Curriculum Committee</td>
<td>Sue Elrod</td>
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<td>Distinguished Teaching Award Committee</td>
<td>Michael Geringer</td>
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<td>Faculty Affairs Committee</td>
<td>Manzar Foroohar</td>
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<td>Faculty Dispute Committee</td>
<td>Paul Rinzler</td>
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<td>Fairness Board</td>
<td>VACANT</td>
<td>4</td>
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<td>Grants Review Committee</td>
<td>David Braun</td>
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<tr>
<td>Instruction Committee</td>
<td>Andrew Schaffner</td>
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<tr>
<td>Library Committee</td>
<td>Barbara Mon</td>
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<tr>
<td>Research &amp; Professional Development Committee</td>
<td>Bruno Giberti</td>
<td>4</td>
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<tr>
<td>Student Grievance Board</td>
<td>VACANT</td>
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<td>Sustainability Committee</td>
<td>Harvey Greenwald</td>
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<td>US Cultural Pluralism</td>
<td>Michael Lucas</td>
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<td>Academic Council on International Programs</td>
<td>John Battenburg</td>
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<td><strong>Total Assigned</strong></td>
<td><strong>64</strong></td>
<td><strong>64</strong></td>
<td><strong>66.5</strong></td>
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9/12/05
# Academic Senate Calendar of Meetings
## For 2005-2006

All Academic Senate and Executive Committee meetings are held in UU220 from 3:00 to 5:00pm unless otherwise noted.

<table>
<thead>
<tr>
<th>DATE</th>
<th>MEETING</th>
</tr>
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<tbody>
<tr>
<td>September 20, 2005</td>
<td>Executive Committee</td>
</tr>
<tr>
<td>October 4</td>
<td>Academic Senate</td>
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<tr>
<td>October 11</td>
<td>Executive Committee</td>
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<tr>
<td>October 25</td>
<td>Academic Senate</td>
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<td>November 1</td>
<td>Executive Committee</td>
</tr>
<tr>
<td>November 15</td>
<td>Academic Senate</td>
</tr>
<tr>
<td>November 29</td>
<td>Academic Senate (if needed)</td>
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<tr>
<td>December 5 - January 2, 2006</td>
<td>Finals Week and Quarter Break</td>
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<tr>
<td>January 3</td>
<td>Executive Committee</td>
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<tr>
<td>January 17</td>
<td>Academic Senate</td>
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<td>January 24</td>
<td>Executive Committee</td>
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<td>February 7</td>
<td>Academic Senate</td>
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<td>February 14</td>
<td>Executive Committee</td>
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<tr>
<td>February 28</td>
<td>Academic Senate</td>
</tr>
<tr>
<td>March 7</td>
<td>Academic Senate (if needed)</td>
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<tr>
<td>March 13 - March 26, 2006</td>
<td>Finals Week and Quarter Break</td>
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<tr>
<td>March 28</td>
<td>Executive Committee</td>
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<tr>
<td>April 11</td>
<td>Academic Senate</td>
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<tr>
<td>April 18</td>
<td>Executive Committee</td>
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<td>May 2</td>
<td>Academic Senate</td>
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<td>May 9</td>
<td>Executive Committee</td>
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<tr>
<td>May 23</td>
<td>Academic Senate</td>
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<tr>
<td>May 30</td>
<td>Academic Senate (if needed)</td>
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<tr>
<td>June 5 - June 9, 2006</td>
<td>Finals Week</td>
</tr>
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</table>
Adopted: April 12, 2005

ACADEMIC SENATE
of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA

AS-632-05

RESOLUTION ON AMENDMENT TO THE
CONSTITUTION OF THE FACULTY
(REPRESENTATION FOR THE COLLEGE OF EDUCATION)

WHEREAS, On June 4, 2004, the Academic Senate approved AS-616-04/RD&BK, *Resolution on the Proposal to Rename the University Center for Teacher Education to the College of Education*; and

WHEREAS, On June 28, 2004, President Baker approved this resolution; and

WHEREAS, The *Constitution of the Faculty* specifies that a minimum of three senators represent each college in the Academic Senate; and

WHEREAS, The College of Education currently has only fourteen faculty members; therefore be it

RESOLVED: That the Academic Senate of Cal Poly conduct a General Facility referendum to amend Article III.1.a of the current *Constitution of the Faculty* as follows:

Article III, Section 1: Academic Senate Membership

a. **Colleges with fewer than 30 faculty members shall elect two senators.**

   **All other each colleges** shall elect three senators, plus one senator for each 30 faculty members or major fraction thereof. Any academic unit not housed within a college, which is otherwise not represented within the Academic Senate, shall have an opportunity to obtain representation in the Senate and/or University committees through a petition to the Academic Senate Executive Committee. The unit, upon petition, may be allocated one senator for each 30 full time faculty members or major fraction thereof who are solely affiliated with that unit.

Proposed by: Academic Senate Executive Committee
Date: January 25, 2005
FORMULA USED TO DETERMINE NUMBER OF COLLEGE POSITIONS ON THE ACADEMIC SENATE

Article III.1.a&b of the Constitution of the Faculty:

**College representation:** Each college shall elect three senators, plus one senator for each thirty faculty members or major fraction thereof. Any academic unit not housed within a college, which is otherwise not represented within the Academic Senate, shall have an opportunity to obtain representation in the Senate and/or University committees through a petition to the Academic Senate Executive Committee. The unit, upon petition, may be allocated one senator for each thirty full time faculty members or major fraction thereof who are solely affiliated with that unit.

**PCS representation:** One senator per each fifteen members, or major fraction thereof.

The number of college/PCS representatives in a given year is based on the prior year's number of full time faculty since these are the only numbers available at the time of election.

<table>
<thead>
<tr>
<th>College</th>
<th># of FT faculty 2003-04</th>
<th>Ratio of faculty to # of Senate reps</th>
<th># senators</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAGR</td>
<td>109</td>
<td>1 senator for every 15.5 faculty members</td>
<td>7</td>
</tr>
<tr>
<td>CAED</td>
<td>76</td>
<td>1 senator for every 15.2 faculty members</td>
<td>5</td>
</tr>
<tr>
<td>OCOB</td>
<td>62</td>
<td>1 senator for every 12.4 faculty members</td>
<td>5</td>
</tr>
<tr>
<td>COE</td>
<td>18</td>
<td>1 senator for every 18.0 faculty members</td>
<td>1</td>
</tr>
<tr>
<td>CENG</td>
<td>119</td>
<td>1 senator for every 17.0 faculty members</td>
<td>7</td>
</tr>
<tr>
<td>GLA</td>
<td>154</td>
<td>1 senator for every 19.3 faculty members</td>
<td>8</td>
</tr>
<tr>
<td>CSM</td>
<td>154</td>
<td>1 senator for every 19.3 faculty members</td>
<td>8</td>
</tr>
<tr>
<td>PCS</td>
<td>63</td>
<td>1 senator for every 12.6 faculty members</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>College</th>
<th># of FT faculty 2004-05</th>
<th>Ratio of faculty to # of Senate reps</th>
<th># senators</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAGR</td>
<td>102</td>
<td>1 senator for every 17.0 faculty members</td>
<td>6</td>
</tr>
<tr>
<td>CAED</td>
<td>66</td>
<td>1 senator for every 13.1 faculty members</td>
<td>5</td>
</tr>
<tr>
<td>OCOB</td>
<td>49</td>
<td>1 senator for every 9.4 faculty members</td>
<td>5</td>
</tr>
<tr>
<td>COE</td>
<td>14</td>
<td>1 senator for every 14.0 faculty members</td>
<td>1</td>
</tr>
<tr>
<td>CENG</td>
<td>118</td>
<td>1 senator for every 16.6 faculty members</td>
<td>7</td>
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<tr>
<td>CLA</td>
<td>142</td>
<td>1 senator for every 17.0 faculty members</td>
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<tr>
<td>CSM</td>
<td>140</td>
<td>1 senator for every 16.6 faculty members</td>
<td>8</td>
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<tr>
<td>uh</td>
<td>76</td>
<td>1 senator for every 15.1 faculty members</td>
<td>5</td>
</tr>
</tbody>
</table>
EXCERPTS FROM THE *CONSTITUTION OF THE FACULTY* AND THE *BYLAWS OF THE ACADEMIC SENATE*

**Article III.1 of the *Constitution of the Faculty* (Academic Senate Membership):**

a. Each college shall elect three senators, plus one senator for each thirty faculty members or major fraction thereof. Any academic unit not housed within a college, which is otherwise not represented within the Academic Senate, shall have an opportunity to obtain representation in the Senate and/or University committees through a petition to the Academic Senate Executive Committee. The unit, upon petition, may be allocated one senator for each thirty full time faculty members or major fraction thereof who are solely affiliated with that unit.

b. Designated personnel in Professional Consultative Services (excepting directors) shall be represented in the Academic Senate by the formula of one senator per each fifteen members, or major fraction thereof: (1) full time probationary or permanent Librarians; and (2) Full time probationary or permanent (a) Counselors; (b) Student Services Professionals [SSPs] I-, II-, and III-academically related; (c) SSPs III and IV; (d) Cooperative Education lecturers; (e) physicians; and (f) full time coaches holding a current faculty appointment of at least one year.

**Article I.B.5 of the *Bylaws of the Academic Senate* (College Caucus):**

All of the senators from each college or Professional Consultative Services shall constitute the caucus for that college or Professional Consultative Services. Part time academic employees shall not be part of any college caucus.

**Article VII.A of the *Bylaws of the Academic Senate* (Executive Committee Membership):**

The Executive Committee shall consist of the officers of the Senate who serve the committee in like capacity, plus one senator from each college and one from Professional Consultative Services elected by the appropriate caucus. The CSU academic senators, the immediate past chair of the Academic Senate, and the Provost/Vice President for Academic Affairs or her/his designee are ex officio members. The Provost/Vice President for Academic Affairs is a nonvoting member. A quorum shall consist of the majority of the voting members.
RESOLUTION ON ACADEMIC SENATE CURRICULUM COMMITTEE MEMBERSHIP

WHEREAS, Curriculum review is a critical responsibility of the Academic Senate, and

WHEREAS, Knowledge of a college curriculum committee's deliberations is extremely valuable to the deliberations of the Academic Senate Curriculum Committee, and

WHEREAS, Knowledge of the issues, policies and requirements used by the Academic Senate Curriculum Committee in reviewing course and curriculum packages is valuable to the review of proposals by college curriculum committees, and

WHEREAS, It takes considerable time to become knowledgeable of the issues, policies and requirements associated with course and curriculum development and review, and

WHEREAS, The review of course and curriculum proposals often spans multiple academic years, and

WHEREAS, There is a considerable loss of institutional knowledge when the Academic Senate Curriculum Committee looses a member, and

WHEREAS, The curriculum review process is complex and time consuming, and

WHEREAS, The curriculum review process would be more efficient if there were a direct link to college curriculum committees, therefore be it

RESOLVED: That the Academic Senate Curriculum Committee membership be changed to require that General Faculty representatives be the current chair or a current member of their respective college curriculum committees, and be it further

RESOLVED: That Academic Senate bylaws section I.2.a be amended to reflect this change; and be it further

RESOLVED: That the Academic Senate strongly encourage the Provost, departments, and/or colleges provide assigned time or appropriate support and resources for curriculum committee chairs and/or faculty serving on the Academic Senate Curriculum Committee, and be it further

RESOLVED: That the Academic Senate strongly encourage Academic Senate Curriculum Committee members to serve a minimum of two years.

Proposed by: Academic Senate Curriculum Committee
Date: April 21, 2005
Revised: May 11, 2005
Revised: May 31, 2005
Amended Academic Senate Bylaws - Changes Proposed by Resolution (see underlined)

I. COMMITTEE DESCRIPTIONS

2. Curriculum Committee

   a. Membership

      General Faculty representatives shall be either 1) current chair of their college curriculum committee or 2) a current member of their college curriculum committee. The ex officio members of the Curriculum Committee shall be the ProvostPresident for Academic Affairs or designee, the Dean of Research and Graduate Programs or designee, the Dean of Library Services or designee, a representative from Academic records, and an ASI representative.

   b. Responsibilities

      The Curriculum Committee shall develop recommendations regarding academic master planning and curriculum, academic programs, University requirements for graduation, general education, cultural pluralism, and library oversight as it relates to instruction. Members will meet at least quarterly and as needed. The chair shall be responsible for the coordination of the curriculum review with the ProvostPresident for Academic Affairs office.
      The Chair of the Curriculum Committee shall meet regularly with the Chair of the Instruction Committee, Chair of the Program review and Improvement Committee, and the Chair of the Academic Senate.