



CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE
805.756.1258

MEETING OF THE ACADEMIC SENATE
Tuesday, October 2, 2007
UU220, 3:10 to 5:00pm

1. Minutes: none.
- 3:10 II. Communication(s) and Announcement(s):
Margot McDonald: announcement re upcoming 2008 UC/CSU/CCC sustainability conference.
- 3:15 INTRODUCTION: Bruno Giberti, Chair of the Academic Senate: "10 things you need to know about the Senate" (introductory materials mailed with agenda; committee charges on pp. 2-3).
- III. Reports:
3:45 Regular reports [*Please limit to 3 minutes or less*]:
 - A. Academic Senate Chair:
 - B. President's Office:
 - C. Provost:
 - D. Vice President for Student Affairs:
 - E. Statewide Senate:
 - F. CFA Campus President:
 - G. ASI Representative:
- 4:15 Special reports [*Please limit to 10 minute or less*]:
David Conn, Vice Provost for Academic Programs: general update on WASC process.
Cheryl Ney, Associate Vice Provost for Academic Programs: tabulated results and effectiveness of Senate retreat exercise.
- IV. Consent Agenda:
- 3:40 V. Business Item(s):
Resolution on WU Grades: Schaffner, chair of Instruction Committee, first reading, (pp.4-5).
- VI. Discussion Item(s):
- 5:00 VII. Adjournment:

SPECIAL CHARGES FOR 2007-2008 AS COMMITTEES

NB: existing charges are indicated in roman, deleted in strikethrough, and new in boldface. Significant charges are highlighted.

Executive Committee

- Reform AS Constitution, Bylaws, and procedures.

Budget and Long Range Planning

- University outcomes and creating success indicators in Spring 2006.
- Monitor proposed Capstone student housing project low priority.
- Review history of committee, develop plan for ongoing consultation, and report in Winter 2008.
- Assist Provost in reviewing existing bUdget formulas and report to Senate in Spring 2008.
- Contribute to ongoing process of strategic planning.

Curriculum

- Review Prior Learning Assessment Proposal from Continuing Education and report in Fall 2007.
- Review USCP requirement in light of "Diversity in the Curriculum Task Force Report" (2004) and "Preliminary NSSE Data Report" (2007); report in Fall 2007.
- Work with GE to streamline course-approval process and report in Spring 2008.
- Review proposal for MS in Agriculture and report.
- Review proposal for MS Biomedical Engineering and report.

Distinguished Scholarship Awards

- No special charges.

Distinguished Teaching Awards

- No special charges.

Faculty Affairs

- Review the Historical Faculty Trends Analysis report and report in Winter 2007.
- Faculty participation in shared governance. Report in Spring 2007.
- Review MPP hiring policies and report in Fall 2007.
- Review policies and criteria for hiring and evaluation of student employees; report in Fall 2007.
- Review policy on annual evaluation of deans and report in Winter 2008.
- Review policy on annual evaluation of department heads/chairs and report.
- Review CAP 500 and report in Spring 2007.

Fairness

- Review proposed Academic Integrity Policy and new Academic Dishonesty Reporting Requirements in light of other related documents (CAM 684, relevant AS resolutions, Code of Students Rights and Responsibilities, Title 5 on Student Discipline) and report in Fall 2007.
- Revise Fairness Board procedures to reflect consolidation with Student Grievance Board and existence of Office of Student Rights and Responsibilities; report in Winter 2008.
- Review syllabus policy for grading procedures and report in Spring 2008.

Grants Review

- **Publicize student research grants in Fall 2007.**

Instruction

- Review the academic calendar and report in Fall 2007 (ongoing).
- **Review WU policy and report in Fall 2007.**
- **Review Prior Learning Assessment Proposal from Continuing Education and report in Fall 2007.**
- **Study existing Cal Poly student evaluations in the context of CSU best practices with the intention of developing a campus policy on student evaluations; report in Spring 2008.**

Research

- **Work with Provost's task force to implement recommendations made in Spring 2007 and report in Spring 2008.**

Sustainability

- Organize Earth Day events (ongoing).
- Consider broad range of alternatives for sustainability in curriculum, including but not limited to graduation requirement, and report by winter 2007.
- Consider possibilities for scholarship and sustainability, including campus conference and research center, and report in 2007 2008.
- **Organize Focus the Nation event in Spring 2008?**
- **Organize charrette on sustainability learning objectives and report in Winter 2008.**
- **Help prepare for joint conference on sustainability in Summer 2008.**

Ongoing charge for all committees:

- Review AS Constitution and Bylaws, online description of committees and membership, and any other relevant material on AS website; report any changes or recommendations for changes in Fall 2007.

With Dan Howard-Greene

- Cull list of University committees.

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3 **ACADEMIC SENATE**
4 **OF**
5 **CALIFORNIA POLYTECHNIC STATE UNIVERSITY**
6 **San Luis Obispo, California**

7 **AS- -07/**
8 **RESOLUTION ON WU GRADES**

9 WHEREAS, CSU Executive Order 792 provides guidelines for the use of the WU grade, but lacks
10 sufficient detail to prescribe consistent application; and

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12 WHEREAS, Administrative grades such as WU should be issued in a consistent manner across the
13 University; and

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15 WHEREAS, Many faculty are unaware or unclear of policies regarding the WU grade; and

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17 WHEREAS, The spirit of the WU grade is to provide a one-time mechanism for students to not be
18 harshly penalized for not dropping a class by the drop deadline; and

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20 WHEREAS, Some failing students are being advised by campus personnel to request that faculty
21 issue or change failing grades to WU; and

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23 WHEREAS, Historically faculty have been reminded of grading policies each quarter in the form
24 of an attachment to paper grade sheets; therefore be it

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26 RESOLVED, That in addition to the policy outlined by EO 792, Cal Poly faculty only issue WU
27 grades when a student has completed no more than an equivalent of 10% of the
28 graded course material; and be it further

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30 RESOLVED, That the grading policies, including detailed definitions of all grading symbols used,
31 be disseminated quarterly to all faculty prior to grade entry and be displayed on each
32 web page used for grade entry either directly or via a link; and be it further

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34 RESOLVED, That these policies be implemented beginning _____

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40 Proposed by the Academic Senate
41 Instruction Committee
42 May 1, 2007
43 Revised: September 18, 2007

Background:

EO 792 defines the WU Grade as follows:

WU (Withdrawal Unauthorized). The symbol 'WU' shall be used where a student, who is enrolled on the census date, does not officially withdraw from a course but fails to complete it. Its most common use is in those instances where a student has not completed sufficient course assignments or participated in sufficient course activity to make it possible, in the opinion of the instructor, to report satisfactory or unsatisfactory completion of the class by use of the letter grade (A - F). The instructor shall report the last known date of attendance by the student. The symbol 'JWU' shall be identified as a failing grade in the transcript legend and shall be counted as unit attempted but not passed in computing the grade point average. In courses which are graded Credit/No Credit or in cases where the student has elected Credit/No Credit evaluation, use of the symbol "WU" is inappropriate and "NC" shall be used instead. The following statement shall appear in the campus catalog:

The symbol "WU" indicates that an enrolled student did not withdraw from the course and also failed to complete course requirements. It is used when, in the opinion of the instructor, completed assignments or course activities or both were insufficient to make normal evaluation of academic performance possible. For purposes of grade point average and progress point computation this symbol is equivalent to an "F."

If local campus policy prescribes other instances where this symbol may be used, the foregoing statement shall be extended to cover such instances.

The full text of EO 792 is available online at: <http://www.calstate.edu/EO/EO-792.pdf>.