CAL POLY
Academic Senate

Meeting of the Academic Senate Executive Committee

Tuesday, January 9, 2018
01-409, 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:
- D. Statewide Senate:
- E. CFA:
- F. ASI:

IV. **Business Item(s)**:
- A. **Appointment of Xiaowei Cai as substitute for Eivis Qenani on Faculty Affairs Committee for Winter and Spring Quarter 2018.**
- B. **Appointments to Academic Senate Committees**: (p. 2).
- C. **Approval of USCP Review Committee Procedures:** Denise Isom, USCP Review Committee Chair (p. 3).
- D. **New Charge for Curriculum Committee to Review the Existing Draft of *Policy on Blended Programs* with a Resolution Due Fall 2018.** (p. 4).

V. **Discussion Item(s)**:
- A. **Approval of 2019-2020 Academic Calendar** (pp. 5-6).
- B. **Timeline for Election of Part-time Academic Employee** (p. 7).

VI. **Adjournment**:

01.03.18 (gg)

Vacancies for 2017-2019 Academic Senate Committees

***Indicates willingness to chair if release time is available**

COLLEGE OF ARCHITECTURE AND ENVIRONMENTAL DESIGN

Grants Review Committee

Adrienne Greve, City & regional Planning (11 years at Cal Poly) Tenured

It is critical that the committee reviewing faculty and student research be from diverse disciplinary backgrounds and be a researcher themselves. I serve as faculty in the City and Regional Planning Dept., but also have an engineering background and have employed research methods that are both quantitative and qualitative, experimental and applied. I believe my background and CAED home lend diversity to this committee that is critical for a committee reviewing research from departments throughout the University.

Instruction Committee

COLLEGE OF ENGINEERING

Distinguished Teaching Awards Committee (2017-2018)
Grants Review Committee

COLLEGE OF SCIENCE AND MATH

Fairness Board

ORFALEA COLLEGE OF BUSINESS

Fairness Board
GE Governance Board (2017-2020)

PROFESSIONAL CONSULTATIVE SERVICES

Distinguished Teaching Awards Committee
GE Governance Board (winter, spring, fall 2018, replacement for Bussert)

Jesse Vestermark, Library (7.75 years at Cal Poly) Tenured

Information literacy is essential to every Cal Poly student in this day and age of constantly-streaming information from often-indeterminate sources. Therefore, it is crucial that there be a librarian on the GEGB in order represent Kennedy Library's myriad services (especially Academic Services) and goals within the important, impactful discussions and decisions made regarding GE at the Academic Senate level. As chair of the Kennedy Library Faculty Council, I would like to represent PCS, the library faculty, and especially the library's First Year Experience Program for information literacy while our First Year Experience Librarian is on leave. Before we had such a librarian at our disposal, I chipped in for many quarters to help teach information literacy sessions to 100-level English and Communications classes, in part because I believe strongly in broad liberal arts education and reaching students early. From my close work with the FYE Librarian and nearly eight years of experience on this campus, I am also aware of some of the challenges surrounding GE, including the challenges surrounding its intersection with information literacy.

Sustainability Committee (winter 2018-2019)

SENIOR PROJECT TASK FORCE - Vacancies for CLA and CSM

Vacancies for 2017-2018 University Committees

ACADEMIC ASSESSMENT COUNCIL - PCS (2017-2019)

INTELLECTUAL PROPERTY REVIEW COMMITTEE – CAFES (2017-2020)

USCP Review Committee Procedures

Fall 2017

The USCP Review Committee replaces the USCP Subcommittee of the Curriculum Committee after the adoption of Resolution on Aligning USCP Criteria to Diversity Learning Objectives with Oversight by GE Governance Board (AS-836-17) by the Academic Senate on June 6, 2017.

Responsibilities:

- The USCP Review Committee will review all new course proposals and modifications seeking USCP designation and evaluate for coherence with current USCP criteria.
- The committee will send their results to the GEGB for final approval.
- The committee will work with the GE curriculum committee and the GEGB to design and implement a plan for the curricular review of all existing courses with a USCP designation.

Charges:

- Develop committee procedures. Fall 2017
- Identify areas for revision of USCP criteria and connections with DLOs. Ongoing

Meetings:

- At least once per quarter.

Membership:

- The Chair of the Academic Senate Curriculum Committee
- The Chair of Ethnic Studies
- The Chair of the General Education Governance Board (GEGB)
- The Chair of Women's & Gender Studies
- An at-large faculty member with USCP teaching experience
- Ex-Officio non-voting members: The Vice President and Chief Officer for Diversity and Inclusion or designee and the CTLT Inclusive Excellence Specialist or designee.

Responsibilities of Chair:

- The Chair of the committee will serve as the direct point of contact for new course proposals and modifications.
- The Chair will call meetings and oversee the review process for all courses.
- The Chair (or designee) will serve as the representative for USCP on committees formed to determine curricular review of G.E. courses.
- The Chair will write quarterly and yearly reports for the Senate at large.

Reports:

- Results from all USCP reviews will be reported to the GEGB.
- Quarterly reports on work efforts, goals, and accomplishments will be submitted to the Academic Senate at the end of each quarter.
- Annual reports on committee accomplishments and plans for the coming year will be submitted to the Academic Senate at the end of each academic year.

10.23.17

POLICY ON BLENDED PROGRAMS

ADMISSION to BLENDED PROGRAM

Students may be admitted to a blended program after reaching 90 units applicable to the undergraduate degree (i.e., junior standing). Admission recommendation is determined at the program level with final approval from the Graduate Education Dean. The student must submit an Admission to Blended Program Approval form. The specific requirements for admission are set by the program with approval by the Graduate Education Office and Office of the Registrar. Once accepted, students may take graduate-level courses towards master's degree requirements, as their schedules permit, provided they have the course prerequisites.

TRANSITION to GRADUATE STANDING

Students admitted to the blended program will maintain their undergraduate status until they have reached a minimum of 180 units applicable towards either their undergraduate or graduate degree. By the end of the first academic term in which the student has earned the appropriate degree applicable units, the student must file a post-baccalaureate change of degree objective (PBCO) form and once processed will transition to graduate status and incur the appropriate increase in tuition fees. Students must be at graduate status for a minimum of two quarters before degree completion.

DOUBLE COUNTING UNITS

Subject to departmental or program approval, a student may apply any units that are in excess of the 180 undergraduate degree minimum requirements towards both their undergraduate and graduate degree requirements, up to a maximum of 9 units (double counted units). However, neither senior project nor master's thesis/project units can be double counted.

SENIOR PROJECT REQUIREMENTS

Students in a blended program must complete all undergraduate requirements, including senior project requirements as detailed in the Cal Poly Catalog, along with their graduate master's degree culminating event requirements as detailed in the Cal Poly Catalog. A student can align the objectives of their senior project with the objectives of their thesis or project, if a thesis or project is the approved culminating event for the program. A thesis or project does not satisfy, replace or substitute for the undergraduate senior project requirement. Senior project requirements must be completed before a student begins their thesis or project requirements. Exceptions can be granted on an individual student basis and requires the approval of the college dean or designee that is responsible for the graduate program.

DRAFT

Academic Calendar for 2019-2020 Has Been Approved

AC **Academic Calendar**
Fri 12/8/2017 7:40 AM
Debra S Sherburne; Delores M. Lencioni; Jeanne Scott; Kathleen J. Enz Finken; +224 more

Reply

2019-20_Approved_A...
31 KB

Download Save to OneDrive California Polytechnic State University

The Academic Calendar for Summer 2019 through Spring 2020 has been approved by President Armstrong. A copy of the approved calendar, for your information and distribution in your area(s), is attached.

The calendar is also available online at https://registrar.calpoly.edu/2019-20-academic-calendar.

The signed approval memo is available for viewing in the Office of the Registrar.

Thank you,

Susan Olivas
Associate Registrar
Office of the Registrar
California Polytechnic State University
San Luis Obispo, California
Direct 805-756-2533
solivas@calpoly.edu

2019-20 ACADEMIC CALENDAR

Approved December 4, 2017

SUMMER TERM 2019

June 24	Monday	Beginning of university year Beginning of summer term – classes begin
July 4	Thursday	Academic holiday – Independence Day
July 8	Monday	End of second week of instruction
July 15	Monday	End of third week of instruction – Census date
August 12	Monday	End of seventh week of instruction
August 30	Friday	Last day of classes for 10-week session
September 2	Monday	Academic holiday – Labor Day
September 3-5	Tuesday-Thursday	Final examination period for 10-week session
September 5	Thursday	End of summer term
September 6-11	Friday–Wednesday	Academic holiday

FALL TERM 2019

September 12	Thursday	Beginning of fall term (faculty only)
September 19	Thursday	Fall term classes begin
October 2	Wednesday	End of second week of instruction
October 9	Wednesday	End of third week of instruction – Census date
November 6	Wednesday	End of seventh week of instruction
November 11	Monday	Academic holiday – Veterans Day
November 25-December 1	Monday–Sunday	Academic holiday – Thanksgiving
December 6	Friday	Last day of classes
December 7	Saturday	Common final exams (optional)
December 9–13	Monday–Friday	Final examination period
December 14	Saturday	Mid-Year Commencement, End of fall term
December 15–January 5	Sunday–Sunday	Academic holiday

WINTER TERM 2020

January 6	Monday	Beginning of winter term – classes begin
January 17	Friday	End of second week of instruction
January 20	Monday	Academic holiday – Martin Luther King Jr. Day
January 21	Tuesday	Classes follow a Monday Schedule
January 27	Monday	End of third week of instruction – Census date
February 17	Monday	Academic Holiday – Washington's Birthday
February 25	Tuesday	End of seventh week of instruction
March 13	Friday	Last day of classes
March 14	Saturday	Common final exams (optional)
March 16–20	Monday–Friday	Final examination period
March 23	Monday	Evaluation day (faculty workday; no classes), End of winter term
March 24–29	Tuesday–Sunday	Academic holiday

SPRING TERM 2020

March 30	Monday	Beginning of spring term – classes begin
March 31	Tuesday	Academic holiday – César Chávez Day
April 13	Monday	End of second week of instruction
April 20	Monday	End of third week of instruction – Census date
May 18	Monday	End of seventh week of instruction
May 25	Monday	Academic holiday – Memorial Day
June 5	Friday	Last day of classes
June 6	Saturday	Common final exams (optional)
June 8–12	Monday–Friday	Final examination period
June 13–14	Saturday–Sunday	Commencement End of spring term End of university year (faculty only)

SUMMARY OF CALENDAR DAYS

		Academic Year (fws)		
	Summer 2019	**Fall 2019**	**Winter 2020**	**Spring 2020**
Beginning Year/Term*	--	**5**	--	--
MWF Days	30	30	29	29
TR Days	19	21	19	19
Total Qtr Instructional Days	**49**	**51**	**48**	**48**
Final Exams	TBD†	5	5	5
Evaluation Day	--	--	1	--
Commencement	--	1	--	1
Total Qtr Academic Work Days	**49†**	**62**	**54**	**54**

Total Academic Year Instructional Days (F-W-Sp) = 147
Total Academic Year Work Days (F-W-Sp) = 170

† Final exam periods for summer term are determined by the number and length of sessions offered.

CONSTITUTION OF THE FACULTY

ARTICLE III. THE ACADEMIC SENATE

Section 1. Membership

(c) Part-time lecturers in an academic department/teaching area and part-time employees in Professional Consultative Services, other than those who are members of the General Faculty as defined in Article I, will be represented by one voting member in the Senate.

BYLAWS OF THE ACADEMIC SENATE

I. INTRODUCTION

B. DEFINITIONS

4. Part-time Academic Employees

Part-time lecturers in academic departments/teaching areas in the University and part-time employees in Professional Consultative Services (Professional Consultative Services classifications: librarians, counselors, student service professionals I-, II-, III-academically related, student service professionals III and IV, physicians, and coaches) who are not members of the General Faculty as defined in Article I of the *Constitution of the Faculty*.

II. MEMBERSHIP OF THE ACADEMIC SENATE

A. ELIGIBILITY

3. Representative of Part-time Academic Employees

A voting member of the Academic Senate representing part-time academic employees shall be elected by vote of all university part-time academic employees during fall quarter of each academic year. Such representative must have an academic year appointment in order to serve in this position.

III. VOTING AND ELECTION PROCEDURES

B. ELECTION CALENDAR

8. Election of representative for part-time academic employees:

(a) during the first weeks of fall quarter, the Academic Senate office shall solicit nominations for the position of Academic Senate representative for part-time academic employees.

(b) after nominations have been received, election to this position shall be conducted. A runoff election, if needed, shall be conducted the week following the conclusion of the election. Said position shall be elected by vote of all university part-time academic employees unless only one nomination to this position is received, in which case the Executive Committee of the Academic Senate shall have the authority to appoint said nominee to the position.

(c) the elected member shall serve until the end of the academic year.