

ACADEMIC SENATE – INSTRUCTION COMMITTEE

Spring 2016

Due: Wednesday, June 8, 2016

MEMBERS	
Name	College/Unit
Bussert, Kaila	PCS
Danes, Jeffrey	OCOB
Giberti, Bruno	Admin
Harding, Trevor	CENG
Hillman, Catherine	Admin
Hurdelbrink, Michael	ASI
Latner, Mike	CLA
Lehr, Corinne	CSM
Olsen, Clare	CAED
Stegner, Dustin (CH)	CLA
Sunata, Cem	Admin
VACANT	CAFES

CHARGES	
Charge	Status/Notes
Discuss ways to raise faculty and students awareness about academic dishonesty/plagiarism.	Ongoing. The committee did not formally revisit this issue because of the changes in OSRR. In the 2016-17, the chair will contact the new director to determine the status of academic dishonesty/plagiarism issues on campus.
Possible charge: grading and returning exam/homework to students, progress report on grades, and/or standing before finals.	After consulting with Cem Sunata, Office of the Registrar and IC committee member, it was decided that a progress report system would need university-wide buy-in and that this task would need collaboration with administration, student advising, the Registrar's Office, and the IC or a possible task force.
Narrative evaluations: A) task force with administration and ASI on ASI's proposal of regular dissemination to student body; B) input on move to electronic collection.	This issue has been delayed until the university-wide rollout of the electronic student evaluation instrument. In consultation with Al Liddicoat and Ken Brown, Chair of FAC, it was decided that the first step was the migration online; then other steps could be taken.
Field trip policy review.	The committee began its work on this issue by soliciting feedback from standing members and faculty from across the colleges; work will continue in the 2016-17 academic year.
Revision of campus cheating policy. End of Winter 2016	No action taken. When the committee chair contacted OSRR in the fall, there was no clear sense in that office about what revisions were under

	consideration because of the change of the OSRR director.
Office hours update for a report (not a resolution). End of Winter 2016	Report submitted at the conclusion of spring 2016.
Review of CAP-project leftovers as needed.	No action. No CAP leftovers were directed toward the committee.
0315-Work with Risk Management and any other appropriate group to develop university-wide forms for the colleges to adopt for internships. (AS-804-15)	Ongoing. The committee chair met with the associate deans and began to compile information from across campus on internship forms. This work will continue in the next academic year; but it may be more helpful for the committee to issue guidelines to risk management on creating the form. One of the drawbacks to creating a form are the potential problems with the university-wide field trip forms, that are seen are too burdensome and not as effective as possible. Completing work on the field trip policy and worksheet before turning to the internship forms might be the most feasible option.
0315-Review AS-804-15 policy and implementation during spring 2016. (AS-804-15)	The committee began its work on this issue by soliciting feedback from standing members and faculty from across the colleges; work will continue in the 2016-17 academic year.
0116 Revise university questions for online evaluations.	Revisions submitted as part of co-sponsored resolution with FAC; academic senate rejected the revised university-wide questions.
0415-Review and revise office hour policy. (as discussed with FACT – G. Stegner email 042715)	Chair attended executive committee discussion; this issue will hopefully be revisited in the 2016-17 academic year as part of fall retreat or as a task force to revise the office hour policy.

NOTES:

At the first meeting of the spring term, the committee invited Kris Jankovitz and Camille O’Bryant to meet with the committee about further exploration of the MWF 70-minute class sequence, which has been discontinued of several; the Office of the Registrar will begin to gather data on how this class sequence would affect overall scheduling.

The committee submitted a resolution on revisions to the change of major policy at the request of Academic Programs and Planning. The resolution was approved by the senate.

The committee submitted a resolution on scheduling college, program, and/or department end-of-term activities in the spring 2016. This came to the committee from the Commencement Committee and Office of Student Affairs.

At the final meeting of the spring term, one of the committee members raised concern about how some departments/programs are deciding not to pursue online course development grants; this would effectively prevent faculty interested in online course development from doing so. This does not follow the guidelines previously issued by the On-Line Education Task Force (<http://www.academicssenate.calpoly.edu/line-education-task-force>). This appears to be an issue for the ASCC.