

# Minutes

of the Academic Senate Meeting  
March 11, 2009

PRESENT: Alex, Almaraz, Avina(Proxy-Stallones) Baker, Ballinger(Proxy-Garver until 4 p.m.), Caffrey, Chase, Delgado, El Naga, Garver, Ghazanfari, Gibson, Goldman, Green, Gutierrez, Halati, Ibrahim, Janger, Kauser, Kopplin, Leon, Lord, Marshall, Monemi(Proxy-Kauser until 4 p.m.), Morehouse, Radnitz, Raheja(Proxy-Garver after 4 p.m.), Sancho-Madriz, Sandelin, Self, Soroka, Speak, Stallones, Wachs, Wang(Proxy-Halati), Whitaker, Yeo

ABSENT: Ortenberg

GUESTS: M. Ortiz, M. denBoer, L. Rotunni, D. Brum, C. Clark, L. Young, E. Hohmann, A. Feinstein, R. Fremont, D. Cuneo, C. Pinter-Lucke, D. Hoyt, C. Ontiveros, M. Jawaharlal, U. J. Fan, G. Hamilton, H. Park, C. Schmidt-Whitaker, J. Swartz, C. Caenepeel

## 1. Minutes – February 11, 2009

A correction was made to item 3.d. The friendly amendment was changed to read:

A friendly amendment was made to add a student  
representative from ASI as a non-voting ex-officio member.

M/s/p to approve the minutes as written.

## 2. Information Items

### a. Chair's Report

2009-10 Academic Senate Elections – All senate seats for the 2009-10 academic year are filled. The Senators will be seated at the June 3, 2009 meeting. One College of Business Senate seat is vacant for Spring 2009.

Chair Sancho Madriz encouraged the Senators to visit the Academic Senate website at: <http://www.csupomona.edu/~senate/> to see the service opportunities available, especially the URTPC and CRTPC openings.

### b. President's Report

#### **CAMPAIGN**

A couple of important issues relating to the comprehensive campaign:

- Grenzebach Glier and Associates, our campaign counsel, has completed the feasibility study. The outcome, based on personal interviews and the acquisition of significant data, is very positive and gives us every reason why this is the time to pursue a campaign. President Ortiz will share more information on this in the coming weeks.

- You have heard me mention ASTONE, the communication consulting firm we brought on board to support not only campaign imagery/publications, but enhancing our unique identity in a board set of marketing materials. Earlier this week they completed 32 interviews with faculty-staff-students-alumni and friends, including people in this room. I will be hearing the outcomes of those interviews and their first draft proposal this Friday. We will have a university communication strategic plan in the coming weeks.

## **BUDGET**

There is no real new news on the state budget, which has signed by the Governor. We probably won't know more until the May Revision and it is safe to speculate that we may not have a final signed budget until well into the summer. As in the past, our highest priority will be to protect permanent faculty and staff. I want to make sure that as a campus, we are current with our situation and what might happen in the coming months. Today I distributed my winter video address, which announced the first of a special budget forum for the university community. We are scheduled for Thursday, March 19 at noon in Ursa Major. This is the time for our campus faculty and staff to come together and provide input on the ways we can mitigate our budget issues. Each of you has great ideas and we need to hear them so please plan on attending next week.

## **COLLEGE OF AGRICULTURE 70<sup>th</sup> ANNIVERSARY**

I know its widespread campus news, but I wanted to do a little "shout out" to the College of Agriculture, who will mark next weekend (March 21-22) with a special celebration for alumni, friends, faculty, staff and students. They have some great activities planned and I hope everyone can get and help our "legacy" college celebrate!

### c. Statewide Senators' Report

The CSU Academic Senate will meet on March 17, 18 and 19, 2009 in Long Beach. The Agenda is located at: <http://www.calstate.edu/AcadSen/Records/Agenda/>

### d. Vice Chair's Report

## **NEW REFERRALS: (10)**

AA-005-089, Calendar Change to a Two Semester Academic Year from Three Quarters  
 AA-006-089, Awarding of Supervisory Units  
 AA-007-089, Removal of "Resolution of Impasse" Section from the University Curriculum Guide  
 AA-008-089, Senate Oversight and Review of Electronically Published University Regulations  
 FA-008-089, Review of Interim Policy Regarding Appointment of Principal Investigators  
 GE-016-089, SCI 213/213L, Life Science for Elementary Educators  
 GE-017-089, EC 100, Contemporary Economic Issues  
 GE-018-089, ANT 101, Introduction to Biological Anthropology  
 GE-019-089, GSC 195, Living in Earthquake Country  
 GE-020-089, HST 407, History of American Workers

## **SENATE REPORTS FORWARDED TO PRESIDENT: (5)**

AS-2299-089/EP      Resubmission of Referrals Rejected by the Academic Senate

AS-2300-089/FA	Review of Appendix 27, 27A, and 27B
AS-2301-089/TC	Creation of Task Force on Technology Information Literacy
AS-2302-089/AA	Creation of EO 665 Committee
AS-2303-089/FA	Review of University Manual Section 305

**PRESIDENT REPONSES TO SENATE REPORTS: (0)**

AS-2296-089/AP	Discontinuance of Botany, Microbiology and Zoology Majors and Implementation of New Biology Major with Options in General Biology, Botany, Microbiology, and Zoology -- Approved
AS-2297-089/EP	Renaming of Building 1 -- Approved

**REFERRALS WITHDRAWN: (2)**

AP-002-089	Restructuring of Bachelor of Art Degree Program in History
FA-003-089	Vote of Confidence Policy

**REFERRALS REJECTED: (4)**

AA-009-089	Positive Projects/University Service
EP-006-089	Open Forums for Senate Meeting
EP-007-089	State of the Senate
FA-008-089	URTPC/University Service

e. **CFA Representative Report**

The CFA report is available on the Academic Senate website within the March 11, 2009 Senate packet. <http://www.csupomona.edu/~senate/31109packet.htm>

f. **ASI President's Report**

**Academic Senate Representative for ASI Senate** - The ASI Senate still needs an Academic Senate representative. Please scroll to the bottom to see a list of meeting dates/times for Spring Quarter. All interested parties are asked to contact ASI Vice President Mercy Daramola at [midaramola@asi.csupomona.edu](mailto:midaramola@asi.csupomona.edu) or Ext. 3628.

**Senate Open Forums** -- All of the ASI Senators have hosted at least one Open Forum with their constituents. There will be a Senate Gathering to exchange the information they have gathered from the students, and to work on plans to address these issues.

**ASI Senate Resolution 2004-2005:04** -- We recently discovered a Senate Resolution from 2004-2005 regarding the creation of Academic College Student Cabinets. The gist of it was to create a student cabinet to meet with each academic college on a regular basis in order to facilitate and cultivate an environment conducive to learning and collaborative feedback. These cabinets were meant to meet with the dean and faculty of each college to discuss issues affecting CPP students. We are unsure as to whether any steps were made to create these cabinets, but we are looking into creating them if the faculty, staff, and administration are willing to participate in these cabinet meetings.

**BroncoDirect Waitlist** -- I was asked by a student whether or not waitlisting units would be increased from 16 to 20 units. Associate Vice President Pinter-Lucke stated that the units will not be increased this quarter because they want to continue to conduct another trial for the waitlisting process. The unit increase will be considered in the future.

**ASI Elections Packets Now Available!** -- On Wednesday, March 4<sup>th</sup>, an ASI Elections Info Session was held to inform students interested in running for an ASI Student Government position. Elections packets are now available in the Office of Student Life.

### **ASI Senate/Cabinet Spring 2009 Meeting Schedule**

#### ASI Senate Meetings – Spring Quarter

**Thursday, April 9, 2009 -- ASI Budget Presentations**

4:00pm – 6:00pm, England Evans

**Tuesday, April 21, 2009 -- ASI Budget Deliberations**

4:00pm – 6:00pm, Ursa Minor

**Thursday, April 23, 2009 -- ASI Budget Deliberations**

4:00pm – 6:00pm, England Evans

**Tuesday, April 28, 2009 -- ASI Budget Deliberations**

4:00pm – 6:00pm, Ursa Minor

**Thursday, April 30, 2009 --ASI Budget Deliberations**

4:00pm – 6:00pm, England Evans

**Tuesday, May 5, 2009 -- ASI Budget Deliberations (if needed)**

4:00pm – 6:00pm, Ursa Minor

**Thursday, May 7, 2009 -- Regular Meetings resume**

4:00pm – 6:00pm, England Evans

**Thursday, May 21, 2009 -- Regular Meeting**

4:00pm – 6:00pm, England Evans

**Thursday, June 4, 2009 -- Final Meeting for 2008-09**

4:00pm – 6:00pm, England Evans

#### ASI Cabinet Meetings –Spring Quarter

**Thursday, April 2, 2009**

4:00 pm – 6:00 pm, England Evans

**Thursday, April 16, 2009**

4:00pm-6:00pm., England Evans

**Thursday, May 14, 2009**

4:00pm-6:00pm, England Evans

**Thursday, May 28, 2009 Final Meeting for 2008-09**

4:00pm-6:00pm, England Evans

g. Update – Academic Senate Budget Committee

Barry Soroka, Chair Academic Senate Budget Committee, reported that the Budget Committee has worked with the University Administration to better understand the budget and some of the university budget spreadsheets.

Dr. Soroka explained the spreadsheet posted on the Academic Senate website at: <http://www.csupomona.edu/~senate/31109packet.htm> titled Cal Poly Pomona 2008/09 and 2009/20 Estimated State budget Actions with sections for the 2008/09 General Fund and 2009/10 General fund across the CSU and Cal Poly Pomona's portion of the CSU funds.

Several questions were raised regarding the FTE for the coming year. The FTES will remain the same. The target is the same. Questions were raised regarding how many freshmen will be accepted next year. The response was that the target does not change;

the mix of students does change. It depends on how many transfers apply and then the freshmen fill in up to the target.

The question was raised whether there is plan if the state propositions are not approved by the voters, is there a worst case scenario? The comment was made that the State would be back where it was and there would be a need to consider additional tax increases and budget cuts.

Dr. Soroka was commended on his hard work on the Budget Committee.

h. Update – AHAPC

David Speak, Co-Chair of the Ad Hoc Academic Planning Committee, explained the methodology used by the Committee to prepare the report that is on the Academic Senate website at: <http://www.academic.csupomona.edu/senate/docs/ah001089ref.pdf>

Dr. Speak encouraged the senators to contact the committee members to provide input or ask questions.

Open forums were held March 9 and 10 for faculty. The forums were well attended and informative.

At this point, the AHAPC projects that a report will be presented to the Senate in April for a First Reading and the Committee will manage the report in an active process of evaluation. Open forums will continue between the April and May Senate meeting. The AHAPC plans to complete the report and meet with the Vice Presidents and Deans as a body. Faculty consultation will be completed within the departments and college. There is initial consultation with the students through the leadership. The Committee will continue the consultation with the Vice Presidents and deans between the April and May Senate meetings. The final report will be presented the Academic Senate for a Second Reading in May.

3. New Business

a. AS-2178-056/FA, Appendix 10, Student Evaluation of Teaching – Second Implementation Report

Dr. Curtis Clark, Director, I & IT Web Development, reported.

I & IT Web Development has completed the report on the second pilot implementation of AS-2178-056/FA, Student Evaluation of Teaching in Online Courses and has submitted a report (Attachment A)

Dr. Clark gave a brief background. The following recommendations were made:

1. The Senate should approve the application for continued use beginning no later than Spring 2009, for all online courses identified as such in BroncoDirect.
2. The Senate should re-examine the restriction to online courses. The departments and I&IT spend many tens of thousands of dollars every year administering paper evaluation forms. Even after incentivizing the students through a voluntary opportunity drawing for substantial prizes, there would be large cost savings that could be reallocated in ways that directly affect the quality and quantity of instruction.

3. The Senate should consider that further delays in implementation may negatively impact the ability of I&IT Web Development to complete the application in a timely fashion, because of unforeseen staff turnover, competition from other projects, and loss of momentum.

Discussion – Questions were raised regarding the definition of an online course. Are hybrid courses considered online or not? Dr. Clark responded that the course is considered an online course if the department scheduler enters the course as an online course in the schedule. The only courses being used for the online evaluation are the courses that are noted as online course in the schedule of classes.

A question was raised about the number of student evaluations online as opposed to the paper evaluation. Dr. Clark responded that in both pilot tests, over 11 quarters, the online is 48.7 and second pilot 46.8 – a little behind the paper evaluation. Dr. Clark stated that the numbers decline in the first few years and then are regained.

Concerns over the student evaluation requirements in the RTP process were expressed. Discussion ensued regarding the concerns of using online evaluation and paper evaluations. The opinion was expressed that online evaluations are acceptable for online courses; but, the face to face instruction should continue the paper evaluations to make sure that professors have the number of evaluations for their RTP packets.

Peggy Perry, Director of the Faculty Center for Professional Development, stated that the TLTC subcommittee of IT Governance is working on a survey which will be sent to all Faculty to ask the faculty opinion on what percent of instruction should define face to face instruction versus online instruction.

Dr. Clark stated that Recommendation 2 suggests that the Senate re-examine the restriction to online courses. The incentive opportunity drawing for prizes might bring the numbers up.

The question was raised regarding the requirement for the evaluation instrument design for each class. The original report required that the department design the evaluation instrument for each course. Has a request gone to the departments regarding the design of the evaluation instrument? Dr. Clark stated that the departments submitted the evaluation instrument for the pilot tests. A request will need to be sent to departments with that request.

M/s to accept the recommendation.

The motion passed.

4. Academic Senate Committee Reports – Time Certain 3:30 pm

- a. AP-003-089, CPU 401, GWT Course Alternative – **SECOND READING**

M/s to adopt the report.

Senator Ibrahim presented the report.

**RECOMMENDATION:**

The Academic Programs Committee recommends approval of the referral CPU 401: GWT Course Alternative.

Discussion – Dr. Ibrahim stated that there would approximately 6 – 8 sections of this course per year. Other campuses have alternative ways to meet the GWT requirement. Cal Poly has not changed the requirement in 27 years. Dr. Ibrahim stated that there was one question between the Academic Senate's First and Second Reading – Why the course is upper division. The response is that EO 665 requires that the test reflect upper division work.

Several senators and visitors disagreed with the course. The students who do not pass should have a notation on the diploma. The comment was made that the course may have a 100 percent pass rate. If so, this would be a disservice to the student and the university.

It was reiterated that the course is a series of lectures and essays. A specific number of essays would be submitted for grading. The GWT readers will not know which essays are from the GWT and which essays are from the course. It is possible that the essays from the class could not pass the requirements and then a waiver would be an option.

The point was made that not approving the course is a disservice to the student. It is better to give them some writing instruction than a waiver.

The point was made that this is a good argument, but it is backwards. Why are students getting to upper division courses without the writing skills? It should be at the front end.

A suggestion was made that there could be a full disclosure on the diploma – The student met the GWT by taking CPU 401, GWT Course Alternative.

The opinion was expressed that this degrades the polytechnic standards of the university.

M/s/p to call the question.

The motion as presented passed.

b. **AP-004-089, Academic Program Assessment Plan for Geological Sciences – SECOND READING**

M/s to adopt the report.

Senator Ibrahim presented the report.

**RECOMMENDATION:**

The Academic Programs Committee recommends approval of the referral AP-004-089 Academic Program Assessment Plan for Geological Sciences.

The motion passed

- c. AP-007-089, BIO 115/115L/115A, Basic Biology/Laboratory/Activity – SECOND READING

M/s to adopt the report.

Senator Ibrahim presented the report.

**RECOMMENDATION**

The Academic Programs Committee recommends approval of the Referral AP-007-089 BIO 115/115L/115A, Basic Biology/Laboratory/Activity.

The current status of BIO 115/BIO115L is as follows:

BIO 115= 3 lectures/problem solving per week (3 units)  
 BIO 115/L= 2 three-hour Laboratories per week (2 units)

The proposed modification will be as follows:

BIO 115= 3 lectures/problem solving per week (3 units)  
 BIO 115 L= 1 three-hour laboratory per week (1 unit)  
 Required corequisite to BIO 115  
 BIO 115 A= 1 two-hour activity/discussion session per week (1 unit).  
 Required corequisite to BIO 115.

Discussion -- A question was raised if the activity portion would be on the same day as the lab activity. Committee Chair Ibrahim responded that would up to the Biology Department. The courses would all be a concurrent requirement.

The motion passed.

- d. AP-009-089, Collins College Degree/Major Name Change – SECOND READING

M/s to adopt the report.

Senator Ibrahim presented the report.

**RECOMMENDATION:**

The Academic Programs Committee recommends approval of the referral AP-009-089 Collins College Degree major name Change Bachelor of Science in Hospitality Management.

The motion passed.

- e. GE-005-089, Use Completion of Basic Military Training Toward Satisfaction of Area E – SECOND READING

M/s to adopt the report.

Senator Kopplin presented the report.

**RECOMMENDATION**

The committee recommended that incoming students who have completed Basic Military Training, served one year of active-duty service, received an honorable discharge or its equivalent or are still on active duty, and subsequently pass ENG 104 or a comparable transfer course would be granted 4 units of GE credit in area E. Vote was 7-0-1.

Discussion – The opinion was expressed that this degrades the general education. If the university wants to attract student who are veterans they could use other ways – priority for classes, admission procedure modification, tuition and fee incentives. The opinion was expressed that the university should not deprive them of education.

Another opinion was expressed that the military should not be the only group that is included in the report.

Dr. Claudia Pinter-Lucke, Associate Vice President for Undergraduate Studies, stated that there is a section in the university catalog that makes credit for life experience an option.

In response to comment that this would degrade the students' experience, Dr. Kopplin stated that the course meets all Area E requirements except the writing requirement. The General Education Committee agreed that the recommendation should include that the student must pass ENG 104 or comparable transfer course.

A secret ballot was requested.

The motion passed 17-15-1.

f. **GE-008-089, EGR 100/100L, Engineering, Society, and You – SECOND READING**

M/s to adopt the report.

Senator Kopplin presented the report.

**RECOMMENDATION:**

The committee felt that this class meets the criteria for GE designation as outlined in the latest executive order, EO 1033. (Please refer to appendix, ie powerpoint slides, for details). Committee approved by a vote of 7-0-1.

Discussion – An objection was voiced that this course is an engineering course and should not be considered general education.

The point was made that other colleges have submitted first year experience classes and the Senate has approved them. The Senate should be consistent.

The motion passed – one opposed.

5. **Old Business**

6. Discussiona. Environmental Sustainability and its Challenges

Peggy Perry, Director Faculty Development Center, provided information on a series of speakers dealing with the topic Environmental Sustainability and its Challenges Spring 2009 presented by the Science Technology and Society Interdisciplinary Program. The series is sponsored by the Hugh O. La Bounty Endowed Chair in Interdisciplinary Applied Knowledge.

The presentations will be from 12:00 – 1:30 p.m. The series includes:

- April 14, 2009, Paul Roberts, Taking about a Resolution: Reframing the Public Debate over Energy Policy, 12:00 – 1:30 p.m., Ursa Major C, BSC
- April 28, 2009, Peter Gliect, Peak Water and the Implications for Sustainable Water Management in the 21<sup>st</sup> Century, 12:00 – 1:30 p.m., Heritage Room, CLA
- May 11, 2009, Dale Jamieson, The Moral and Political Challenges of Climate Change, 12:00 – 1:30 p.m., Ursa Minor, BSC

Dr. Perry encouraged faculty to attend. The Faculty Development Advisory Committee, an elected body with representatives from all colleges, will be considering ideas for the Hugh O. La Bounty Endowed Chair in Interdisciplinary Applied Knowledge for next year.

b. Bronco Bookstore – Responses to HODA and Other Textbook Affordability Initiatives

Susanne Donnelly and Karen Ward gave a presentation regarding textbook affordability and how the Bronco Bookstore is addressing the issue. The PowerPoint presentation is located on the Academic Senate website at:

<http://www.csupomona.edu/~senate/31109packet.htm>, A flyer titled “Where Your CPP Textbook Dollar Goes” was distributed. The flyer shows that the Bookstore net income is 3.1 cents.

The following items were not considered. They will be carried over to the April 15, 2009 Agenda:

- AP-006-089, Discontinuance of Behavioral Sciences Major and Criminal Justice Minor will move to the Sociology Major – **FIRST READING**
- GE-014-089, MU 110, Jazz and Beyond – **FIRST READING**

The meeting was adjourned at 5:10 p.m.