

Academic Senate
Martin V. Smith Decision-Making Center
November 12th, 2013 2:30pm-4:30pm
Meeting Minutes

Attendance

Virgil Adams III, Simone Aloisio, G. Vanessa Bahena, Julia Balén, Frank Barajas, Jared Barton, Gary Berg, Michael Berman, Geoff Buhl, Catherine Burriss, Karen Carey, Sean Carswell, Minder Chen, Stephen Clark, David Claveau, Matt Cook, Christopher Cogan, LaSonya Davis, Nancy Deans, Therese Eyermann, Marie Francois, Jeanne Grier, Ivona Grzegorzczuk, Georgina Guzmán, Elizabeth Hartung, Debra Hoffman, Pauline Hunter, Dax Jacobson, J. Jacob Jenkins, Karen Jensen, Jill Leafstedt, Luke Matjas, Bradley Monsma, Alison Perchuk, Monica Pereira, Luda Popenhagen, Sofia Samatar, Luis Sánchez, Tom Schmidhauser, Christina Smith, Peter Smith, Elizabeth Sowers, Stephen Stratton, Kaia Tollefson, Vu Tran, Greg Wood, Cindy Wyels.

I. Welcome

Meeting called to order at 2:36pm

II. Approval of the Agenda

Motion to approve by D. Claveau. Motion was seconded by Karen Jensen

III. Approval of the Minutes of October 22nd, 2013

Approved without objection.

IV. Report from the Associate Provost

D. Wakelee gave a report and update on OCE/Online concurrent enrollment (previously known as ICE). Online courses are available to other campuses/students across state. CI has not previously participated, and six course sections that have been previously offered online have been submitted for OCE review. Intent is to reduce bottlenecks & speed time to degree and increase access & completion across the state. Students here will be able to register for other classes that are offered online. Link will appear with Schedule of Classes on Records & Registration webpage. Articulation agreements have been completed with courses that were previously offered.

S. Aloisio asked if OCE courses will be offered through PeopleSoft. It was determined that a small number of seats in designated classes will be held for OCE courses. I. Grzegorzczuk asked what data will be collected. A. Berman noted that they will be collecting completion data. G. Buhl asked are any of the OCE courses GE courses & has there been any discussion as to how credits articulate? G. Wood asked if campus will be getting additional funding; there is a funding mechanism, but it funds at a rate slightly less than marginal cost. D. Wakelee commented that processes are still being finalized. If any questions need to be asked of Chancellor's Office, please forward them to Dan.

V. Report from the Provost

The Provost gave an update on Candidate searches. Twelve candidates have been selected and President Rush is beginning to make offers. Faculty & Associate Vice Presidents will be informed as soon as possible.

The Provost's next update was on budget planning regarding the extra money to be received per President Rush's email from the Chancellor's office for 2013-2014. Cabinet is working on a priority list, which includes Spring faculty hires. Y. Trinidad will be sending out budget guidelines for regular budget planning for 2014-15. Provost will distribute information as it becomes available.

Finally, the Provost also announced the University Strategic Plan Leadership meeting from 5:30pm-7pm 11/13 in the Provost's Conference room in Bell Tower West. Meeting to discuss suggestions made through PPPC and get more campus input prior to WASC re-accreditation process.

VI. Report from Statewide Senators
No report.

VII. Report from CFA President (Griffin)

N. Deans reported that Sunshine proposals have been submitted early to the Chancellor's Office. These CFA proposals were from surveys on over 23 campuses. Thanked everyone for over 200 responses on campus from faculty on surveys on Collective Bargaining Agreement. Next, Nancy announced that CFA will again be hosting refreshments at the end of the semester during the last week of classes. F. Barajas asked about current protestors on campus; M. Cook read Nancy Gill's informational email about the protest aloud. CFA will have a conversation with laborers union and send out an email. I. Grzegorzcyk asked if there are specific rules as to where people can protest. T. Eyer mann replied that that free speech on campus is allowed as long as it does not interfere with construction or block walkways or vehicle routes. V. Bahena asked if there is any contract involved, and Jeanne Grier clarified that no contract involved but that there is an applicable administrative policy (see <http://policy.csuci.edu/SA/07/SA.07.006.pdf>).

VIII. Report from the Senate Chair (Grier)

Chair Grier announced that, in accordance with multiple campus resolutions, including Channel Islands', a faculty trustee -- Stephan Stepanek from CSU Northridge -- was appointed to CSU Board of Trustees. Chair also gave reminders on the by-laws- items cannot be moved to second reading without objection; the Senate must have a vote in order to move a first reading item to second reading. Minutes and agendas can be approved with objection, and amended documents must be voted upon. The Chair is still collecting bylaws issues- please send suggestions to Jeanne. Chair Grier also announced that a faculty volunteer is still needed for the Student Fee Advisory Committee. M. Berman also announced that the IT Policy & Planning Committee has a one semester slot available. Please email Jeanne regarding both openings. Finally, Committee chairs must send items by noon on November 21st in order to be considered for next Senate meeting, being the last Senate meeting of the year.

IX. Intent to Raise Questions

A. Questions from 10/22

1). Q: Rumor has it that classes are opened according to demand. Many students have demonstrated the want for more classes to their Student Government representatives. How can they show the need for their classes to faculty? Is there a process, if not how do we get one implemented?

A: When students begin to register I watch the wait lists very carefully. When I see classes that have large wait lists I meet with the program chair and we determine whether we can offer more sections of a course. This fall we opened about 10 additional courses to meet student needs. I have never had a student come to me requesting particular courses; however, I would welcome them to meet with me or with the program chair in order that all students can graduate in a timely manner.

Karen T. Carey, Ph.D.
AVP of Arts & Sciences

2). Q: With sincere appreciation for the Police Department's swift action in response to the reported rape in Santa Cruz Village a week ago Saturday, what policy (if any) is in effect governing the reporting of actions taken by our campus police in the course of their efforts to enforce laws and keep the community safe?

While I was very glad to hear last Saturday that a suspect was in custody within hours of the reported attack, I was troubled by the campuswide announcement of that person's name prior to his conviction. Again, with deep appreciation of our colleagues in the Police Department and the work that they do, and my heart goes out to the young woman involved; but I would like to know if names of suspects are routinely broadcast prior to conviction and if any policy exists to help guide our way through such a tragic situation.

A. Names of suspects are not routinely broadcast but we are allowed (required if requested in accordance with California's Public Records Act) to release the name - and other basic identifying information - of persons arrested even if they are not convicted.

A reported rape is an atypical event on our campus and it requires the use of investigative strategies that are not utilized as part of our response to typical incidents. Release of the name was strategic - it did not violate any rights afforded the student under the law - and aided in completing an investigation that allowed us to provide a greater array of services to multiple victims and assured that other students on campus remained safe.

The release of a name may seem "odd" to some but it would be more routine if we experienced these types of crimes more frequently. Thankfully we do not.

Consider this recent story from USA Today. An airline pilot is accused of sexual battery of a 14 year old female. He is not arraigned - not even close to being convicted - but his name and photo are released. This is common practice in the world outside the "walls" of a university.

<http://www.usatoday.com/story/news/nation/2013/10/30/teen-off-duty-pilot-fondled-delta-flight/3315787/>

I was also asked about policy. There is some direction - Title IX amendments to the Higher Education Act of 1965 - on how the University needs to handle reported sexual harassment (includes violence). I've included a link to our HR website.

http://www.csuci.edu/hr/hr_documents/csu-titleix-noticeofnon-discrim.docx

Thank you for the opportunity to respond.
John M. Reid
Chief of Police & Director of Public Safety

3) Q. What resources are available on campus for students, faculty and staff who are impacted by the recent sexual assault on campus? What resources are there for having a conversation about rape and date rape if faculty are approached by a student? Should faculty should be referring students to PCS and/or campus police- or are there other resources available?

A. It is important that students, faculty and staff are aware of resources available to assist them during difficult times in their lives. Please note the following resources that are available through various offices at CI :

Personal Counseling Services – CI has a range of support services available for students through the office of Personal Counseling services (PCS) office. PCS serves as a vital component in the CI student support network by providing expert psychological assistance to students who are struggling with the stress and demands of college life. PCS also offers a variety of excellent learning opportunities for coping with and overcoming the obstacles to student success. Additional information is available at <http://www.csuci.edu/pcs/>

Employee Assistance Program – CI's Employee Assistance Program (EAP) designed to provide confidential support for challenges that employees face in their everyday lives. Additional information is available at <http://www.csuci.edu/hr/eap.htm>

ASIST program – A new program to provide training for those who work with students will be available at CI. One element of this is called Applied Suicide Intervention Skills Training (ASIST) and includes a training program that will be available at CI later this month.

Dan Wakelee, Ph.D.
Associate Provost

V. Bahena made a suggestion that perhaps these resources could be placed on course syllabi or Blackboard for commuter and other students.

4) Q. In the past there were detailed monthly budget reports posted on the CI site and now the only posting is the annual budget. Will there be more frequent reporting as we had in the past? The monthly reporting is useful for those who want to monitor if we are at, below, or over the budget projection.

A. With the transitions in the office, these were not completed [in a] timely [manner]. The actual detailed operating budget reports, will be posted more regularly. (monthly, beginning with September – and is now live....

<http://www.csuci.edu/financial-services/avp-financial-services/financial-reporting/2013-2014.htm>). Glad to hear that people use them. We continue to look for ways to provide information to the campus.

Missy Jarnagin
Associate Vice President for Finance

5) Q. Is the Student Athletics and Recreation fee currently being paid by students, and if so, how is it used? Also, at other CSU campuses IRA funds support athletics. Will this be the case at CI? If so, how

will this happen without diminishing support for academic programs such as international travel classes that are hallmarks of our curriculum and directly related to the mission of the university?

A. Students currently pay an Athletics and Recreation Fee of \$70 per semester. That fee is administered by the Division of Student Affairs and overseen by the Recreation and Athletics Fee Committee.

Additional information about that committee membership, minutes and agendas is available at <http://www.csuci.edu/sfc/rafc.htm>. You may wish to contact Ed Lebioda for additional specific information about the uses of this fee.

On some campuses, IRA funds are used to support athletic programs (athletics are among the activities identified in the CSU Executive Order authorizing IRA fees as a permissible expense).

On many campuses, including CI, a separate Athletics/Recreation fee was established by students within the IRA fund group in order to provide specific support for athletic activities. Current IRA procedures require all requests for funding to originate with a faculty member and to have a direct connection to an academic program.

Dan Wakelee, Ph.D.
Associate Provost

B. New Questions

1) Can we develop a process for the University to officially recognize when a member of our community passes away?

Dax Jacobson

2) N. Deans: What is the purpose of the University RTP committee and what role does it play in the decisions ultimately made in the RTP process?

3) C. Burriss & I. Grzegorzcyk- what is status of Pharos copier programs? All machines have been changed. What are the factors being evaluated in order to measure their effectiveness? Are they saving us money? Is there a plan to change something in near future? There are some aspects of their functionality (including inefficient document scanning) that obstruct the work of faculty. How can this be addressed?

X. Second Reading Items

a. SP 13-01 Policy on Academic Probation (SAPP)

Motion to discuss by C. Wyels, motion seconded by M. Cook to open discussion on policy as amended. Floor opened for debate. K. Jensen asked about students that are on an accelerated calendar- mentioned Nursing Program and about 1 week turnaround time between semesters. It was determined that these students could be advised as they are currently and noted that the policy stipulates this advising be done by an academic advisor. V. Tran asked how this policy is enforced? M. Francois commented that students receive advising holds so they cannot enroll, but are not necessarily disenrolled from the campus.

Motion to approve SP 13-01, Policy on Academic Probation.

Approve: 37

Oppose: 3
Abstain: 0

SP 13-01 Policy on Academic Probation passes

b. SP 13-02 Policy on Unit Load Limitation (SAPP)
Floor opened for debate. Minimal discussion.

Motion to approve SP 13-02 Policy on Unit Load Limitation

Approve: 34
Oppose: 3
Abstain: 1

Policy on Unit Load Limitation Passes.

c. SR 13-01 Resolution to Define Student Research (SRSC)
G. Wood introduced the resolution. Resolution has been modified by suggestions per last Senate meeting. Under second bullet point, M. Francois motioned to make amendment: “Standard” changed to “standard(s); remove “a” in front of “disciplinary”; change “interdisciplinary” to “disciplinary”. Vote taken to approve these changes in language:

Approve: 31
Oppose: 1
Abstain: 5

Amendment approved.

J. Barton called question. Seconded by V. Adams.

Motion to adopt SR 13-01, Resolution to Define Student Research

Approve: 32
Oppose: 1
Abstain: 3

XI. First Reading Items

- a. SP 13-03 Add Policy (SAPP: revision of SP 03-05)
G. Wood motioned to discuss. Motion was seconded by A. Perchuk. S. Carswell introduced the policy, summarizing the major change that was made: the mention of paper form in the policy in item #1 was changed to “permission number.” P. Murphy asked- how do we know if a drop was student’s fault or not? T. Eyermann explained and spoke directly to the question: if students have applied for financial aid by 3/2, and the remainder of their financial aid forms are turned in by 5/31- then a student has met priority financial aid deadlines and will not be dropped; Financial aid work with students as best they can if they do not meet those deadlines. V. Bahena voiced

that some students have still been dropped from classes even having met those deadlines, and is aware that the issue is being addressed. How are students to be identified if they fall in that group? K. Carey spoke to significant number of past issues in fall. V. Tran replied that a delay of financial aid disbursements results in disenrollment. Financial Aid Director will be having meetings with the AVP for Finance & Budget. When students disbursements cannot be guaranteed; individual cases vary, and this may be an issue for some time.

I. Grzegorzcyk asked on item #3- Why do we need VPAA to sign and expressed frustration with so many signatures. Discussion of signature delegations and FTEs. Sponsoring committee will examine these issues.

- b. SP 13-04 Policy on Internships for Academic Credit (SAPP)
- c. Move to discuss by C. Wyels, seconded by G. Wood. C. Smith introduced the policy. Policy was crafted in order to mirror language in applicable Executive Order as well as give instructors flexibility in implementation. No comments made during meeting. Request for comments arising later to be forwarded to members of SAPP.

XII. Reports from Standing Committees

- Faculty Affairs Committee
M. Pereira- committee met last week. Preparing survey on SRT. Stay tuned.
- Fiscal Policies
No report.
- Student Academic Policies and Procedures
C. Wyels reported that business is on the way.
- Curriculum Committee
A. Perchuk updated everyone that the committee has been meeting regularly.
- General Education Committee
No report.
- Committee on Committees
On hiatus until spring.
- Committee on Centers and Institutes
C. Cogan updated everyone that the Committee has been looking at previous annual and 5-year reports which are due annually on 9/15 per [SP 09-01](#). Committee is also in the process of locating and looking at other reports. Currently reviewing 5 year reports for CCE and CIA. Will be providing report back to senate.
- Professional Leave Committee
No report.

- Mini-Grant Review Committee
No report.

XIII. Reports from Other Committees/Centers on Campus

- Center for Multicultural Engagement
J. Balén announced the screening of *Not My Life* from 4-6pm 11/13 in Malibu Hall on human trafficking. There will be a panel involving NGO representatives along with interviews with filmmaker & film subject. Email Julia with any questions.
- Center for International Affairs
B. Hartung announced that the first of two campus International Weeks is upcoming. Luda Popenhagen has her sabbatical presentation in Broome 1360 at 6pm tonight 11/12. Study abroad presentations are also forthcoming.

XIV. Announcements

- V. Bahena announced that nominations for Maximus student & staff awards have been launched early this year. Link for nomination forms is posted on Student Government website. Nominations close 1/2.
- K. Carey announced on behalf of Irina Costache that the Florence exhibit entitled Visionary Reflections Part 2 opens 11/21 from 5:30-6:00pm in Broome Library.
- S. Carswell announced Scott O'Connor lecture & reading on Thursday 11/14 at 7pm in Aliso Hall, with readings by Andrea Marzell Reilly as well as by student performers.
- C. Wyels announced community presentation "Together We Can Help Our Students" by Dr. Catherine Martinez Berryhill on Thursday, 11/14 from 3-4:30PM in Malibu 100 and faculty workshop 9am-11 Friday 11/15 in El Dorado 140.
- C. Burriss announced Spring Performing Arts Production *Damn Yankees* and asked all faculty to send interested students her way. Encouraged everyone to "like" CI Performing Arts on Facebook. Auditions for performance are this Friday 11/15.
- M. Francois announced ISLAS Academy events- Fostering Collaborations Across Campus on 11/19, rescheduled from earlier in the semester. Also announced ISLAS fellows could use the ACCESO sponsored Berryhill talk this Friday for their hours. Other Last of the semester academy workshops remaining: Multicultural Perspectives with Julia Balén and GE Outcomes rubrics with Geoff Buhl and Marie Francois tomorrow 11/13 and week after. Viewable on Community CI page.

XV. Adjourn
04:08pm