

Senate Executive Committee Minutes
Tuesday, January 29th, 2013
Provost's Conference Room, Bell Tower West 2185
2:30 p.m.

Attendance: Mary Adler, Simone Aloisio, David Ashley, Frank Barajas, Nancy Deans, Therese Eyermann, Jeanne Grier, Elizabeth Hartung, Antonio Jiménez- Jiménez, James Meriwether, Dawn Neuman, Claudio Paiva.

I. Meeting Called to Order/ Chair Welcome

2:32pm

II. Approval of the Agenda

III. Approval of Minutes from November 29th, 2012

Approved.

IV. Chair Report/Announcements

Chair Meriwether gave a status update on new Steering Committee, and Strategic Planning and Campuswide Budget Group.

V. Business

A. Second Reading Items

1. Proposed Revisions to By-Laws

Chair asked for comments on By-Laws and noted that they have not changed form since their First reading. No comments and By-Laws will move forward.

B. First Reading Items

1. Policy on Grades (amendment to SP 01-38)

Chair Meriwether gave background on policy. Do we want explanation of what grade means? N. Deans asked where the policy came from. Chair explained that Records & Registration had asked the SAPP Committee for a definition of what "Credit" was, and in creating a definition for "Credit" SAPP went a step further to create a definition of letter grades.

J. Grier noted that the "Academic" portion of grading wording may be problematic. S. Aloisio says the policy should move on to whole Senate. M. Adler commented that this version of the policy is better crafted than previous versions. C. Paiva once again expressed a previous concern about possible conflicts with an instructor's own grading scale. Discussion. S. Aloisio suggested adding wording such as "instructor is responsible for determining grade" or "Policy does not supersede instructor's grading system" on #5 of the policy.

A. Jiménez- Jiménez asked if the definitions will likely be published, such as in the course catalog. Chair answered yes. N. Deans suggested adding “student performance” wording to #6. M. Adler also suggested to putting definition for “IC” on the policy as well. Chair will take these suggestions & concerns back to SAPP.

2. Policy for Listing of Online Course Offerings

Chair gave background on policy’s progress since last meeting. It was established that percentage of online content can be indicated through either notes/footnotes (current registration process) or through an added column (a possible new feature with the help of IT), and the mode of instruction and further details can be conveyed to students as they register. Chair asked if Committee approves of this system. A. Jiménez- Jiménez indicated yes, as long as the notes are properly communicated to students.

Provost Neuman reported on a typo under the “Definitions” bullet and went on to comment about potential legal issues in the implied contract of student access. Suggested defining clearly to students what percentage of online content they can expect- in both traditional and blended course offerings.

D. Neuman continued that the definition of “blended” being 30-70% online seems sound- but 25% online may not fit the definition of “traditional” to a student. A. Jiménez- Jiménez commented that students do expect technology / and online component in traditional courses- such as Blackboard use and online content in lieu of class meetings due to instructor cancellation or other unexpected circumstances. General agreement that that kind and percentage of online content is reasonable, normal, and typical for traditional courses.

Chair further clarified that there are two issues: the extent of use of technology in classroom; and the extent of actual online course meetings. A traditional course could meet up to 30% online as policy is currently written. J. Grier commented that that is congruent with national standards.

M. Adler commented that listings of synchronous vs. asynchronous course listings should be clarified. Discussion. Chair will suggest to Task Force that asynchronous or synchronous should be clearly listed- perhaps that synchronous classes will have a time listed, and asynchronous will not. If a time is specifically listed, students should assume that time is used.

There was general agreement within the Committee that this policy should move forward. A. Jiménez- Jiménez asked if any course can be online. Chair commented that this policy does not apply to that specifically.

3. Long Form for B.A. in Global Studies

Chair commented on the challenges of starting interdisciplinary majors with no dedicated faculty. How do we go about amending/modifying/changing major or minor configurations? J. Grier asked how upper-division UNIV classes handle that situation. Chair commented that Marie Francois currently is that point person for modifying courses. Provost Neuman commented that, although new majors will be more challenging than supporting new minors, new majors should be feasible as long as a program “owns” the major in terms of staffing and funding resources; she added that none of the centers currently have resources to run a course. Discussion on pros and

cons of potential housing and hiring for the Global Studies major. J. Grier mentioned the Liberal Studies major of an example of a conglomerate governed by a diverse representative leadership team. J. Grier put forth the suggestion of emulating other campuses that have Chair positions for Interdisciplinary/Integrative Studies.

Chair expressed concern about the limited options available to fulfill the two-year language requirement and suggested that some forms of study abroad should be counted toward that requirement. A. Jiménez- Jiménez concurred that goal of the Global Studies major is to graduate students with a global experience, and that global experience should include the option for study abroad credit for programs. However, he cautioned that study abroad must meet certain criteria such as length of time; some short study abroad programs (such as UNIV 392) may not count.

The decision was made for there to be further discussion about whether study abroad can be used to fulfill both the major's current language requirement. A. Jiménez- Jiménez will meet with the chair of the Political Science program about potential housing. This item will not move forward to Senate pending further discussion.

4. Minor in Freedom & Justice Studies- Short Form

J. Grier commented that, as written on the form, student learning outcomes need to have demonstrable outcomes and specific objectives; items should have action verbs in order to be demonstrable. As it stands, the phrase "demonstrated knowledge of" is non-demonstrable.

General discussion among the Committee about the need to revise short and long forms in order to include estimation of costs/resources. B. Hartung commented about other concerns on the form, including the accuracy of estimations such as how many students will be in the program after five years.

J. Grier clarified two questions that the short and long forms ask: Do we want this program? If so- when is it realistically able to go forward? Provost Neuman commented that the Provost's office could assist with estimates of budget, and will send a table of figures to Chair Meriwether. D. Neuman went on to explain that she sees budget as part of a panel of overall criteria for moving on the short forms. Chair Meriwether commented that establishing consistent protocol for creating and reviewing forms will be increasingly important, in light of more forms that are forthcoming.

S. Aloisio commented that a Program Identification section is only indicated on the short form, not the long form. Chair Meriwether noted that item 4B correctly changed from Sociology to Political Science; 4A should also indicate Political Science/ Scott Frisch. This item will be forwarded in its correct form for review at the upcoming Senate meeting.

5. Lecturer Evaluation Policy

Chair Meriwether reviewed summary of changes to the Policy to be in compliance with the newest Collective Bargaining Agreement (list from Nancy Mozingo).

N. Deans questioned under the "Portfolio" #2, 2nd bullet whether student evaluations need to be in lecturer portfolios as well as in their Personnel Action File. J. Grier noted that teaching

observation letters are also in both places; there are duplicate filings in the RTP process as well. Discussion of current instances where there are duplicate processes across files.

General agreement among the committee that this issue needs to be sorted out before going forward. N. Deans will talk with Nancy Mozingo about specific portfolio requirements. If not sorted out in the next week, item will not move forward. Deadline is end of semester.

C. New Business

1. Cal State Online- Time Certain

Discussion about having Gary Berg & Gary Kinsey do a brief presentation on Cal State Online. Gary Kinsey is Cal State Online liaison to our campus; and Gary Berg sits on oversight board. Chair asked if a time certain would be better in middle, beginning or end of Senate meeting? Discussion. A. Jiménez- Jiménez asked if formerly-scheduled Ruth Claire Black would be returning. Chair commented that no visit is scheduled at this time.

S. Aloisio suggested having an introduction at next week's Senate meeting as a lead-in to a longer "brown bag" event at a later time. Overall agreement. T. Eyer mann added that we don't yet know how important this topic is with new chancellor; suggested that the Time Certain be early in order to reach the greatest number of attendees.

Chair will create a Time Certain near the beginning of Senate.

D. Other Business

C. Paiva presented a survey from a CNN Money article regarding students graduating with an excess amount of debt and being underemployed. He will distribute the link via the Senate Coordinator.

Discussion about benefits of higher percentages of Americans with college degrees, versus the need and type of work that requires a college degree (most notably in STEM disciplines). C. Paiva asked regarding data on what happens to CI graduates? D. Neuman will point him to data and locations of public data. T. Eyer mann added that the CSU system will send out a large survey to all alumni asking post-matriculation follow-up questions.

VI. Adjourn

4:03pm