

Jan

1994-95 ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY
SACRAMENTO

Minutes

#9

December 1, 1994

ROLL CALL

Present: Alexander, Baldini, Carter, Chopyak, Cintron, Cleveland, Dillon, Dokimos, Gonzalez, Heffernan, Hill, (Humphers, Parliamentarian), Jacobs, A. Jensen, Klucas, Kostyrko, Lewis, Luk, Lynn, Martin, Meyer, Mitchell, Mulira, Murphy, Navari, C. Nelson, R. Nelson, Nystrom, Ostiguy, Park, Pearson-Rounds, Plummer, Pyne, Reardon, Rios Kravitz, Seid, Smith, Steward, Takeuchi, Tobey, Tooker, Valadez, von Meier

Absent: Alvayay, Bartlett, Beard, Bisset-Grady, Bradley, Burgess, Cohan, Dube, Fitzgerald, C. Jensen, Kando, Long, Marshall, Miller, Morrow, Olson, Quattrin, Rice, Russell, Swift, Tewell, Tsai, Urone, Wilcox, Williams

ACTION ITEMS

AS 94-98/Ex., Flr. STANDING RULES--Changes to Existing Rules

The Academic Senate establishes policy area committee(s) to replace the extant committees identified in the Standing Rules Sections 3.06.B.1-4, 3.07 and 3.08 in accordance with the "transition plan" specified herein (Note: adoption of this amendment will require editorial changes in Section 3.06 of the Standing Rules). The policy area committees shall be constituted and charged as follows:

Policy Committees of the Academic Senate

Membership:

Voting--Eleven (11) faculty members appointed by the Academic Senate:
1 Faculty member from the Library or Student Services
1 Academic Senator -- *action continues next page*

Membership (continued):

8 Tenured or probationary faculty members

1 Senate Executive Committee member (appointed annually by the Executive Committee, confirmed by the Senate)

1 Staff member (appointed by the University Staff Assembly to two-year terms)

1 Student (appointed annually by the Associated Students, Inc.)

Non-voting--Two ex-officio members:

1 Administrator, appointed annually by the President

1 The Academic Senate Chair

NO MORE THAN ONE FACULTY MEMBER FROM ANY DEPARTMENT MAY SERVE ON ANY ONE POLICY COMMITTEE.

Terms of Members:

Faculty members, other than the Senate and Executive Committee members, shall be appointed to three-year terms.¹ Terms of Senate and Executive Committee members shall coincide with their Senate and Executive Committee term of appointment.

Committee Chairs:

The chair of each committee shall be elected annually in the spring, following the appointment of new members, by and from the members of the committee. Each chair shall be an ex-officio, non-voting member of the Senate (unless already a unit Senator), regularly attend Senate meetings, and regularly inform the Senate as to the Committee's work/policy issues.

Method of appointment to Committees:

- A preference poll will be distributed to faculty each spring. The preference poll shall be structured such that faculty members may nominate themselves for membership on a particular policy committee and/or indicate if they wish to make themselves available to do work for or be consulted by a particular policy committee at any time during the academic year should the policy committee need assistance (ad hoc committees or subcommittees).
- The Committee on Committees will recommend committee members from the preference poll. Insofar as possible, nominees shall be sought to create a committee membership reflective of the diversity of the University community.

¹To insure committee continuity, initial appointments will be made so that the terms of the nine faculty members will be staggered (three positions each serving 1995-96, 1995-97, and 1995-98).

- The Committee on Committees will submit a roster of recommended appointments for confirmation by the Academic Senate in the spring semester of each year.
- The selection of replacement members to fill unexpired terms shall be made by Executive Committee recommendation with approval of the Senate.

Charge:

Each policy committee will determine and recommend policies in its functional area. A policy committee will determine **in each instance how best to develop and carry out its policy responsibilities**. A policy committee may investigate, develop and recommend policies as a committee of the whole, or may recommend the establishment of Standing Subcommittees, or may appoint ad hoc committees, task forces or other similar types of bodies in order to investigate, develop and recommend policies.

Each policy committee will also insure the continued engagement of faculty in executing its proper role in the operational activities related to curriculum, academic standards, and faculty professional affairs.

Committees are to distinguish between policy and procedures. They are to coordinate and monitor their own work, including that of their subcommittees (standing or ad hoc). Each policy committee, on behalf of the Faculty, will insure the integrity of procedures that are developed and implemented by Administration.

Staffing and Resource Support of Committees:

To be negotiated with Administration each academic year.

Transition Plan:

Beginning spring semester 1995, a preference poll will be sent for establishing new committees. 1995-96 policy area committees will be established and convened by the Academic Senate Chair in April 1995. The committee will elect a chair and organize itself. The organizational preparation will be done in consultation with the chairs of appropriate existing standing committees.

Each policy committee will assume its charge and responsibilities as of noon on the last day of the spring 1995 semester. The Chair of the Academic Senate will convene the policy committee chairs during the first week of the academic year (week prior to instruction) in order to identify the extant issues/work each committee must take up during the academic year. Each policy committee will commence regular meetings the first week of the Fall semester. Each committee will identify an agenda for the academic year and what items it will address as a committee of the whole or through subcommittees. In October 1995, each committee will report its agenda for the year

to the Senate and hear from Senators any other issue(s) that should be addressed. The committee will determine for itself how best to carry out the policy function of each agenda item/issue and engage faculty in the execution of its proper role relative to that item/issue.

All existing standing committees of the Academic Senate (defined in Sections 2.07 and 3.08), except the University ARTP Committee and the General Education Course Review Committee, will be disestablished as of noon on the last day of the spring 1995 semester. The General Education Course Review Committee, which is solely an operation committee, and the University ARTP Committee, which is also defined in ARTP policy, will continue to function in accordance with their charters defined in Section 3.07 until their respective policy area committees determine whether or not changes in the G.E. Course Review or University ARTP operations would advantage the curriculum or faculty respectively. The Curriculum Policies Committee and the Faculty Policies Committee are charged with making a recommendation on these matters to the Academic Senate by the end of the semester, spring 1996. (Please note: As pertains to the Research and Creative Activity Committee, systemwide policy regarding elected faculty representatives pertains only to the task and responsibility for reviewing proposals. The Faculty Policies Committee will attend to this matter as it takes up the issue of faculty professional development.)

Carried.

AS 94-98A/Ex., Flr. CURRICULUM POLICIES COMMITTEE--STANDING RULES:
ESTABLISH

The Academic Senate establishes the Curriculum Policies Committee whose areas of responsibility shall include:

- Graduate Majors
- Undergraduate Majors
- Graduation Requirements
- Other Curriculum Policy Matters

Carried.

AS 94-98A.1/Flr. GENERAL EDUCATION POLICIES COMMITTEE--STANDING
RULES: ESTABLISH

The Academic Senate establishes the General Education Policies Committee whose areas of responsibility shall include:

- General Education

Carried.

AS 94-98B/Ex. ACADEMIC POLICIES COMMITTEE--STANDING RULES:
ESTABLISH

The Academic Senate establishes the Academic Policies Committee whose areas of responsibility shall include:

- Academic Policies
- Academic Standards
- Student Educational Experience
- Student Retention and Academic Support
- Instructional/Academic Program Support
- Other Academic Policy Matters

Carried.

AS 94-98C/Ex. FACULTY POLICIES COMMITTEE--STANDING RULES:
ESTABLISH

The Academic Senate establishes the Faculty Policies Committee whose areas of responsibility shall include:

- Professional Development
- Professional Standards
- Diversity
- Research and Creative Activities *3 Faculty Awards Programs*
- Other Faculty Policy Matters

Carried.

*AS 94-99/Ex. SENATE COMMITTEE CHAIRS, RELEASE TIME

The Academic Senate requests (of Academic Affairs) three units of release time per semester for each of its policy committee chairs (Curriculum Policies, Academic Policies, Faculty Policies, General Education Policies).

Carried.

The meeting was adjourned at 4:02 p.m.

Janice L. McPherson

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*Presidential approval requested.