California State University, Sacramento
2013-2014 FACULTY SENATE

Meeting Agenda
Thursday, October 31, 2013
3:00 – 5:00 pm, Foothill Suite
Updated: October 29, 2013

The Agenda (below) contains hyperlinks to the proposed legislation which now feature a line number system to enable us to assist with discussion and editing. Simply click on the FS item to see the document. This will provide a more accurate record for the Senate, the President, and for inclusion in the University Policy Manual. We make other adjustments to the agenda format during the fall experience and will arrive at a workable system for the spring.

Open Forum

Consistent with FS 08-43/EX (October 2008) the open forum is a time when any member of the campus community can address the Senate on any issue not included in the Senate agenda for that meeting. Persons wishing to utilize the open forum are encouraged to notify the senate chair of such intent at least 24 hours prior to the senate meeting, indicating the topic to be addressed. Presentations at the open forum shall be limited to no more than 3 minutes. Issues raised during the open forum may be placed on the agenda as first reading items at the time the agenda is approved.

Information

- **John C. Livingston Annual Faculty Lecture:** *Presented by Chair Hecsh*
- **ASI Annual Priorities 2013 – 2014:** *Presented by Senator Banus, ASI Vice President, Academic Affairs*
- **Faculty Endowment for Student Scholarships Update:** *Presented by* *Vince A. Sales, Vice President for University Advancement and Kevin Gonzalez, Director of Major & Planned Gifts*

Approval of the Agenda

Regular Agenda

FS 13/14-40/FL   **Minutes – October 17, 2013**

Second Reading

FS 13/14-26/CPC/EX   **Academic Program Reviews, Amendment of Policies: FS 02-03/CPC, EX; FS 02-04/CPC, EX; FS03-57/CPC, EX; FS 04-13/CPC, EX: (FSA00010.htm)**

The Faculty Senate recommends the following revisions to the Academic Program Review policy:

The following changes were made based on the established policy, the current pilot academic program review procedures, and the goal to separate the policy from the procedures:

Proposed	*Current*
I. Intro and Rationale	*A. Self Study Procedures*
II Review Team Composition and Responsibilities	*B. Review Team Composition Guidelines*
III Program Review Oversight Committee Composition and Responsibilities	*C. External Consultants Procedures*
IV External Consultant Identification	*D. Consultant's Visit*
V Program Review Procedures	*E. Program Review Team Procedures*
VI External Accreditation Review Process	*F. Program Review Oversight Committee*
	G. Self Study Guidelines
	H. Assessment Plan Guidelines

- **Academic Program Review Transmittal Information:** FS 13/14-26a
- Academic Program Review Policy *(UPM: FSA00010.htm)*
- **Program Review Process and Self-Study Pilot Program:** FS 13/14-26b
- **CPC Program Review PowerPoint Presentation**

At the time of adjournment the following motion was pending having been introduced by Senator Buchanan, English.

Whereas: The proposed Academic Program Reviews Policy documents should be considered in relation to other existing campus policy documents that may duplicate or overlap with them; and

Whereas: The proposed IPP policy document overlaps with the Academic Program Reviews Policy documents, since it specifies that departments and programs would need to gather data that could be obtained through a Self-Study process; and

Whereas: Compared with the predictable timetable of Program Reviews, the unpredictable timing of the IPP process is problematic and unfair, representing an unreasonably sudden increase in faculty workload; and

Whereas: The most recent proposed draft of the IPP guidelines suggests removing all comparative ranking of programs and thus would make it unnecessary for the data collected for IPP purposes be submitted by all programs at the same time; and

Whereas: Any budgetary decisions based on IPP data should also be informed by a fuller view of a given
           department and/or program, including the Self-Study report and the report of an external reviewer
           required by the Academic Program Reviews process; and

Whereas: If the data to be collected through an IPP process are sufficiently important to inform campus budgetary
           decisions, they ought to be collected regularly by the relevant departments; therefore be it

Resolved: The Faculty Senate recommends postponing Senate debate and/or a decision on both the Academic
           Program Reviews Policy documents and the IPP policy document pending the formation of a Senate
           task force to consider these documents and their potential relationship to each other; be it further

Resolved: Such a consideration might include (though by no means be limited to)
           the possible merits of combining the most important features of these
           documents into a single overarching document; be it further

Resolved: The task force will include a group of Faculty Senators (or at-large
           faculty if an insufficient number of Faculty Senators are available) to
           be selected by the Senate as a whole; be it further

Resolved: The task force will provide its recommendations to the Faculty Senate
           Executive Committee.

FS 13/14-32/EX   **Academic Program Review Manual, Adoption Of**

The Faculty Senate adopts the Academic Program Review Manual as prepared by PROC for use in the
academic program review.

FS 13/14-42/EX   **Policy on Instructional Program Priorities (IPP): Academic Planning, Resource
                       Allocation and Enrollment Management, Amendment Of ACA-144**

The Faculty Senate recommends revision of the Policy on Instructional Program Priorities (IPP) in
accordance with the recommendations of the 2013 IPP Workgroup.

Transmittal Document
▪ 2013 IPP Workgroup Recommendations: FS 13/14-42a

FS 13/14-43/EC   APR / IPP Task Force Establishment Of
*The following resolution was unanimously endorsed by the Faculty Senate Executive Committee at its
meeting of October 29, 2013 at the request of the Senate at its meeting of October 17, 2013.*

The Faculty Senate recommends the establishment of a Task Force to examine the relationship between the
IPP process and Academic-Program Review at Sacramento State to be constituted after current business
pertaining to Academic Program Review Policy (*FS 13/14-26/CPC/EX*), the Academic Program Review
(APR) Manual (*FS 13/14-31/EX*) and the Policy on Instructional Program Priority (IPP) (*FS 13/14-42/EX*)
is concluded.

The Task Force will include a group of 5-7 Faculty Senators (or at-large faculty if an insufficient number of
Faculty Senators are available), with no more than one member from any given department, to be selected
by the Senate as a whole. The Task Force is charged with examining both the APR policy and the IPP
policy to determine the extent (if any) of overlap or duplication. The Task Force will provide its
recommendations to the Faculty Senate Executive Committee by Fall 2014.

FS 13/14-18/EX   **Program Impaction Policy, Revision of FS 12/13-27/EX (November 1, 2012) General Policies For:**

The Faculty Senate recommends revision of the Program Impaction Policy in accordance with the recommendations of the 2012-2013 Impaction Taskforce.

- 2012-13 Impaction Task Force Recommendations Memo (*Aug 9, 2013*): FS 13/14-18a
- Policy on Program Impaction: http://www.csus.edu/acaf/academic%20resources/policies%20and%20procedures/Program%20Impaction.pdf

FIRST READING

FS 13/14-38/EX   **Timely Declaration of Major (FS 12/13-127) and Undergraduate Academic Advising Policy (FS 12/13-126), President's Gonzalez's Proposed Amendments To:**

The Faculty Senate endorses the amendments to the Timely Declaration and Student Advising policies as recommended by President Gonzalez, in his memo of August 15, 2013 reflected in the amended polices below:

- **Timely Declaration of Major** Attachment: FS 13/14-38b
- **Undergraduate Academic Advising Policy** Attachment: FS 13/14-38c

Transmittal Documents:
- Memo from President Gonzalez, August 15, 2013   Attachment: FS 13/14-38a
- Senate Approved Policies:
  - Timely Declaration of Major (FS 12/13-127)   Attachment: FS 13/14-38g
  - Undergraduate Academic Advising Policy (FS 12/13-126)   Attachment: FS 13/14-38h
- Opinion from CPC   Attachment: FS 13/14-38f
- Opinion from APC   Attachments FS 13/14-38d and FS 13/14-38e

FS 13/14-41/CPC/EX   **Program For Bachelor Of Arts/Bachelor Of Science: Special Major, Amendment Of: (FSP00020.htm)**

The Faculty Senate recommends the following revisions to the Program For Bachelor of Arts/Bachelor of Science: Special Major policy effective be January 2014:

1) Update the policy to use current, correct, and specific terms (e.g. Associate Dean for Undergraduate Studies, academic unit);
2) Require coursework from at least three academic units;
3) Raise the entering minimum GPA to 3.0;
4) Revise the policy to reflect recent policy changes to the Degree Programs Policy, specifically the minimum major units requirements;

Transmittal Document: Attachment: FS 13/14-41a

REMINDERS:
Livingston Lecturer: Thursday, November 7, 3 pm. Redwood Room
November Faculty Senate Meetings: Thursdays, November 14 and 21, 3-5 pm, Library 11