

SAN JOSE STATE UNIVERSITY ACADEMIC SENATE

2018/2019

Agenda

December 10, 2018, 2:00 pm – 5:00 pm

Engineering 285/287

- I. **Call to Order and Roll Call –**
- II. **Approval of Minutes:**
Senate Minutes of November 5, 2018
- III. **Communications and Questions:**
 - A. From the Chair of the Senate
 - B. From the President of the University
- IV. **Executive Committee Report:**
 - A. Minutes of the Executive Committee –
EC Minutes of October 29, 2018
EC Minutes of November 26, 2018
 - B. Consent Calendar –
Consent Calendar of December 10, 2018
 - C. Executive Committee Action Items –
- V. **Unfinished Business:**
- VI. **Policy Committee and University Library Board Action Items (In rotation)**
 - A. University Library Board (ULB):
 - B. Curriculum and Research Committee (C&R):
AS 1714, Policy Recommendation: University Grading System Policy (Final Reading)

AS 1718, Policy Recommendation: Modification to General Education Area D (First Reading)
 - C. Instruction and Student Affairs Committee (I&SA):
 - D. Professional Standards Committee (PS):
AS 1715, Senate Management Resolution, Creating a Task Force for a Supportive Workplace and Calling Upon our Community to Preserve Civility and Combat Bullying at San José State University (Final Reading)

AS 1716, Policy Recommendation, Amendment of S96-2, Direct Instruction Obligation (Final Reading)

E. Organization and Government Committee (O&G):
AS 1721, Policy Recommendation, Amends S13-9, Policy for Merging, Dividing, Transferring, and Eliminating Academic Units (First Reading)

AS 1720, Senate Management Resolution, Amendment to Standing Rule 10 (Motions) (First Reading)

AS 1719, Senate Management Resolution, Charge and Membership of Senate Policy Committees (First Reading)

AS 1722, Policy Recommendation, Charge and Membership of University Committees (First Reading)

AS 1656, Senate Management Resolution, Modification of Bylaw 1.10 (First Reading)

AS 1717, Policy Recommendation, Amendment of Bylaw 15a (First Reading)

VII. **Special Committee Reports:**

VIII. **New Business:**

AS 1723, Sense of the Senate Resolution, Supporting the Adoption of the Tenets of Shared Governance by the Academic Senate of the California State University (Final Reading)

IX. **State of the University Announcements:**

- A. Vice President for Student Affairs
- B. Chief Diversity Officer
- C. CSU Faculty Trustee (by standing invitation)
- D. Statewide Academic Senators
- E. Provost
- F. Associated Students President
- G. Vice President for Administration and Finance

X. **Adjournment:**

Consent Calendar

26-Nov-18

Committee

Last Name/First Name

Zip

Term

Phone

College/Seat

ADD:

	Graduate Studies & Research	Anastasiu, David C.	0180	2020	42938	H/CoENG
	Program Planning Committee	Connel, Krissy	0075	2019	43718	J/CoEd

REMOVE:

2018/2019 Academic Senate

**MINUTES
November 5, 2018**

I. The meeting was called to order at 2:00 p.m. and roll call was taken by the Senate Administrator. Forty-two Senators were present.

Ex Officio:

Present: Frazier, Van Selst, Manzo,
Lee, J., Rodan

CHHS Representatives:

Present: Schultz-Krohn, Shifflett, Grosvenor, Chin
Absent: Sen

Administrative Representatives:

Present: Day
Absent: Faas, Papazian, Ficke,
Wong(Lau)

COB Representatives:

Present: He, Bullen
Absent: Khavul

Deans / AVPs:

Present: Stacks, Olin, Ehrman, Elliott
Absent: None

EDUC Representatives:

Present: Marachi, Mathur
Absent: None

Students:

Present: Fernandez-Rios, Gallo, Gill
Pang, Rodriguez
Absent: Kethepalli

ENGR Representatives:

Present: Ramasubramanian, Kumar, Sullivan-Green
Absent: None

Alumni Representative:

Present: Walters

H&A Representatives:

Present: Khan, Riley, Mok, Ormsbee
Absent: McKee

Emeritus Representative:

Present: Buzanski

SCI Representatives:

Present: Cargill, French, Kim, White
Absent: None

Honorary Representative:

Absent: Lessow-Hurley

SOS Representatives:

Present: Peter, Wilson, Curry, Hart
Absent: Trulio

General Unit Representatives:

Present: Matoush, Trousdale
Absent: Hurtado, Higgins, Monday

II. Approval of Academic Senate Minutes– The Senate minutes of October 1, 2018 and October 15, 2018 were approved as amended.

III. Communications and Questions –

A. From the Chair of the Senate –

Chair Frazier announced that last Friday (November 2, 2018) that he and several Senators attended a briefing at South Campus on concussion protocols by the Athletics Division. Chair Frazier thought the meeting was very educational and felt reassured that we were in good hands with people that know a lot about concussions in the pre-performance and education stages, as well as concussion protocols themselves. Chair Frazier had made a request during the meeting that the Athletics Board report on concussions every year in their annual report to the Senate.

There are ongoing discussions about a new faculty and staff dining facility between

members of the Senate, VP Faas, and others.

The university is holding a Celebration of Life for Amy Strage this Friday, 2 to 4 p.m. in Uchida Hall, Room 124. Please attend if you can.

Chair Frazier expressed his gratitude to committee members that continue to work so diligently on policy matters.

December 11, 2018 is the Senate Holiday Reception at the President's House. All Senators should have received an invitation for that. It is starting at a later time to accommodate spouses that work.

B. From the President of the University – The President was not present.

IV. Executive Committee Report:

A. Minutes of the Executive Committee:

Executive Committee Minutes of October 8, 2018 – No Questions.

Executive Committee Minutes of October 22, 2018 – No Questions.

B. Consent Calendar:

The consent calendar of November 5, 2018 was approved.

C. Executive Committee Action Items: None.

V. Unfinished Business: None

VI. Policy Committee and University Library Board Action Items (In rotation)

A. Curriculum and Research Committee (C&R):

Senator White presented *AS 1713, Policy Recommendation, University Writing: Requirements/Guidelines and Support by the University Writing Committee (First Reading)*.

[Senator Frazier vacated the Senate Chair's position for this presentation in order to sit down and address questions regarding the policy proposal. Senator Ravisha Mathur, the Vice Chair, assumed the Chair's position for this segment.]

Questions:

Q: About graduate writing, there doesn't seem to be much consistency across departments in terms of how graduate writing requirements are met. Maybe the committee can look into that? My second question is about line 89 where it says, "Demonstration of competence in written communication shall be a requirement for graduation with any bachelor's degree." This is vague and you need to be more specific. I teach 100W and one of the things I see is students from a variety of departments taking my 100W class, and when I ask them why they aren't in the 100W in their department they say that their adviser said to take any 100W. I think we need to change the "demonstrates competence in written communication" to say something

like, “demonstrates competence in writing in one’s major or discipline.” Is that something the committee would consider? My third question is that the writing skills test is a one shot, timed essay exam and is used as a basis for a waiver, but what the 100W courses teach is not tested on the writing skills test. My last question is that the last bullet (3b) states that there will be 2 students and one will have experience with ESL learning, but I’m not sure what that means? Maybe that could say, one student will be a multilingual writer?

A: These are great points and we will consider all of these.

Q: Would the committee consider adding to the charge some involvement with or link to assessment?

A: The committee will consider this.

Q: Am I correct that the reporting line has changed and that the WRC will no longer report to BOGS, but will report to C&R? There are times when the WRC needs to coordinate with BOGS.

A: That is correct. The WRC is currently an administrative committee under BOGS, in the new role the WRC will be an operating committee reporting directly to a policy committee and that committee will be C&R.

Q: My question has to do with the appointment of members and the recruitment. In 3.b.ii. it states that, “attention should focus on the person’s experience and engagement in activities related to student writing.” This is very vague so would the committee consider rewording this? My fear is that course coordinators that don’t teach writing are going to want to be on the committee and so many of our course coordinators don’t teach the courses they coordinate. The people that do teach them are the lecturers. It makes more sense for the people that teach the courses to be on the committee.

A: The committee will take that under advisement.

Q: There is a ton of research to back up that writing in the discipline is far more valuable than just advanced writing. This is a great place to encourage that. The other thing I wanted to comment on is in 2.b.v. where it states, “Satisfactory completion of an upper-division writing course at another university judged by the Graduate Studies Office to be equivalent in content and writing requirements to SJSU’s 100W.” I can say from experience that determining this equivalency is a very difficult challenge. Unless the CSU declares what is equivalent, I urge the committee to consider refraining from using that. It poses a lot of difficulty and can cause delays in graduation.

Q: In 2.b.iii. I believe “a graduate course of at least three units in which a major report is required,” would be any thesis or project required for most graduate programs. Although this strikes me that unless the program does something very special this is going to be very backend-loaded, because you are going to have the GWAR when you pass the thesis as opposed to any time before that. This doesn’t strike me as good.

A: The committee will consider this.

Q: Does a student have to complete the GVAR before they take on a thesis proposal?

A: You have to have completed the GVAR before you apply for candidacy, so it depends on your department. You don't have to apply for candidacy until one semester before graduation, so you could backload everything into that semester depending on how the department has it structured.

Q: In number 2.b.iii it refers to 30 percent of the course grade. I wonder if the committee would consider adding a word count to the 30 percent?

A: The committee will definitely consider it.

C: Senator Frazier commented that the only substantive change made in this resolution to the WRC is a name change and change in the charge. This first resolution was basically focused on moving the committee from an administrative committee reporting to BOGS to an Operating Committee of the Senate.

Senator White presented *AS 1714, Policy Recommendation, University Grading System Policy (First Reading)*.

This policy resolution comes to you as a result of a referral to put us into alignment with Executive Order (EO) 1100 regarding our GE courses. After digging through our policies we saw that there were amendments to amendments to amendments. We found six different policies and this resolution is a result of combining these policies into one policy. The first section of the resolution establishes a grading system and nothing has really changed, but language in b and c bring us into alignment with EO 1100. Part 2 are the exceptions. The exceptions have been updated from our current policy. Sections 3 and 4 are basically old language that has not been updated.

Questions:

Q: If credit by examination is an exception, it might be worth calling it that in here. I thought you had up to six units if approved by the major that actually count. This just says 12 units credit/no credit outside the major. I thought that it was permissible inside the major with approval or something.

A: If that language exists, it is not in the policies we found. If you can find that language in a policy we missed, we would greatly appreciate it.

Q: I went back and looked through the old policies. University Policy F88-6 is that strange policy that talks about no more than 60 units and I noticed that part didn't get ported into the new policy. Have you ascertained why that policy permitted 60 units to be credit/no credit, and are satisfied that dispensing with that is appropriate?

A: In F88-6 there were two sections. The first section we kept, but the second section has this old language that said that up to 60 units could be credit/no credit and applied to the degree. C&R could not find anything anywhere that addressed this.

Q: Could this have applied to transfer programs?

A: It could be and at first we thought that might be a reason to put it in, but then we

put in section 5 and it says if there is something strange like that taking place then the Provost can make a decision to approve it.

Q: On line 45 onwards from the old policy, would the committee consider adding Written Communication 100W which has a minimum of a C to pass?

A: Yes.

Q: On the matter of the 60 units credit/no credit question, didn't C&R consider that that existed during a time when we allowed 150 unit majors?

A: Yes. We also discussed that historically UC Santa Cruz did not offer graded classes.

Q: Would the committee please check carefully when rescinding all six policies to ensure that something isn't missed and an amendment isn't needed right away? Second, am I correct that starting on line 54, exceptions to number 1 would be for courses that apply credit/no credit, and was that designed to allow for the fact that in some programs individual studies is credit/no credit?

A: Our thought process was to keep the language very simple to allow the departments to go either way, but yes you are correct. Department A may offer a workshop for credit/no credit, and Department B may offer a workshop with a letter grade.

Q: On line 68 it states that "a graduate student may accumulate a maximum of 30% of the total units to graduate as Credit/No Credit. The 30% is nine units, so does this amount to one class being credit/no credit?"

A: A typical master's degree is 30 units, so 30% is nine units, and if they did their master's for six units of credit/no credit they could still have one additional class.

Q: I have a question on line 79, who can initiate that exception to the policy?

A: The committee will consider that.

B. Instruction and Student Affairs Committee (I&SA): None

C. Professional Standards Committee (PS):

Senator Peter presented *AS 1715, Senate Management Resolution, Creating a Task Force for a Supportive Workplace and Calling Upon our Community to Preserve Civility and Combat Bullying at San José State University (First Reading)*.

The state legislature and the ASCSU have urged that we tackle the problem of bullying. Universities like UC Berkeley, the University of Wisconsin, and SFSU have already crafted policies on bullying. We also discovered that several members of the PS Committee had been victims of bullying. Complicating the problem of bullying is the issue of overlapping jurisdiction. A lot of inappropriate behavior falls into categories covered by Title IX or the CBA. Unfortunately, there are forms of behavior that is unacceptable that fall through the cracks. Another complication is the issue of Academic Freedom. Both the AAUP and others recommend a very careful approach so as not to confuse legitimate disagreements over ideas and policies with

bullying behavior. Clearly the definition must be precise. Another complication is that not all bullies and bullying behavior is alike. Many can be helped through education and a great deal of bullying behavior can be prevented if the workplace environment is appropriately cultivated with positive role models and collegial advice. However, other bullies are more deeply ensconced in their behavior and will require zero tolerance of certain behaviors. PS has learned a lot over this year, but we recognize that dealing with a problem of the complexity will require expertise and persistence. No Senate committee is equipped to take on this matter. PS recommends a task force. There are individuals on this campus that have expertise and should be recruited to serve on the task force. The task force should take a year to study the situation at SJSU and recommend measures. This was the approach taken by SFSU. PS requests your feedback. We want this resolution to open up a campus dialogue on this issue. PS is very flexible about the nature and membership of the task force. PS also highly desires feedback from the President and is willing to design the task force however the President would like it.

Questions:

Q: My research background is in bullying prevention in schools. Would the committee consider changing the definition of bullying to include a pattern of repeated offensive behavior with a power differential?

A: PS didn't define bullying. We looked at what other universities were using and this is exactly what the UC Berkeley has used as a starting point. However, PS will consider it.

Q: On line 199, I think that for faculty I would have a problem endorsing a program, such as the EAP, without actually knowing they would keep matters confidential. This sounds like there would be an online portal and I would suggest a more in person method for faculty.

A: This is the Employee Assistance Program for SJSU. It is off campus for a reason so matters can be dealt with in a confidential matter. However, PS will check with the EAP to be certain.

Q: I would just like for there to be an avenue that wasn't online for faculty.

A: PS will look into this.

Q: On line 50, under the examples, would the committee consider adding a category about RTP so that senior faculty that serve on RTP committees understand that they cannot threaten and make demands of junior faculty that might come before them? This is a very indirect and power abusive behavior.

A: PS will consider this. This is the kind of thing PS hopes the task force might come up with.

Q: There is a typo where there are two 9's and no 10 in the resolution. On the final line of the definition could the committee consider revisiting that language. Often times if someone has done this once and gotten away with it they think, well I've done this before and it wasn't a problem so why is it now. The first time something happens is a great time to educate before a precedent is set. I also find it very concerning and perplexing that a single physical act would not constitute bullying.

Would the committee consider revisiting this language?

A: Again, PS took this from the Berkeley definition, but PS will look at it.

Q: I'm thinking about civility, for instance if several people in a group of ten all agree but then a minority in the group can be targeted, and not feel they can express their ideas.

A: That goes right to the heart of the Academic Freedom issue. It is a critical matter and allowing a minority to express an unpopular view without being bullied is something a university should do, but at the same time we have to make sure we don't go so far in the other direction that we enable bullying. It is a hard line to draw.

Q: I have a question about the composition of the task force. I know you said the membership details would be worked out, but can you give us an idea what you are thinking about in terms of the number of administrators, faculty, staff, and students?

A: We were following the SFSU model. It isn't a majority faculty task force. I think there were three administrators, three deans, three faculty members, two staff, and two students. However, PS is open to suggestions. The SFSU task force were all selected and had a certain level of expertise. The task force can only be effective if it reflects all the constituents of the university and has the full backing of the administration.

Q: Do we have any data on previous bullying at SJSU? This could really help a future task force.

A: The committee considered doing a survey, but to do that you need people with a certain level of expertise. There have been campus climate surveys, but it is hard to say if it has specific data on bullying. There are several people on campus that have done research on bullying at several levels. There is a lot of research at other universities about this issue. We think there is enough information to establish a task force.

Q: I think this is really important and long overdue. I was wondering if "gaslighting" is something being considered, because that is a form of bullying and should be included in the examples? I'm also wondering if you considered linking any of this with the whistleblower policy? Also, have you looked into research on restorative justice and bullying and how and where bullying prevention has worked well?

A: If you can send the link to the information on restorative justice, we will look into it.

Q: I commend you for underspecifying membership provided that the task force will then produce recommendations that will be filtered, but if the task force is going to implement workshops and policies prior to a final report then we need to think more carefully on what the membership is.

A: Thank you.

Q: If there is a question about including a definition or not, then I'd like to encourage including one. Also, even though a pattern of bullying is not included in the

definition of bullying, it is really important to address. It would be helpful to provide a resource, or somehow state that an individual experience is also important and we are not dismissing that. The Behavioral Crisis Intervention Team is also another resource we should include. Would the committee please consider this?

A: The committee will consider it.

Senator Peter presented *AS 1716, Policy Recommendation, Amendment of S96-2, Direct Instruction Obligations (First Reading)*.

The PS Committee was asked to review S96-2 by the O&G Committee. The PS Committee has only changed two things. The language in a whereas clause that referred to 18 class hours has been supplanted by a more recent CBA, and then the title Provost and Vice President for Academic Affairs has been changed. The PS Committee did insert one phrase that it is the normal obligation of the faculty member to meet with his/her class at the appointed time, place, and manner. The next section talks about the penalties if you don't show up for your classes.

Questions:

Q: Does manner refer to modality in terms of the way the class is taught online or face-to-face?

A: Would modality be a better word?

Q: I think it is what we use on campus.

A: Modality may be a better word.

Q: Would makes the determination of the appropriateness of the material in line 68?

A: That is the old language we didn't change, but I think it refers to a faculty member covering all kinds of things that don't pertain to the class.

Q: Years ago there was a faculty strike on campus, and the President issued an order that if you didn't teach you were fired with no questions asked. I was appointed to chair a committee that represented faculty and in all instances we were able to clear the faculty members except one where we asked the faculty member what he/she did during the strike and he said he did nothing while on strike and we had to fire him. My question is using the language you have here if I am on strike and I say that I'm on strike will that prevent me from being fired?

A: I will have to consult our CFA people. I think that strike was before the CBA and the CBA protects faculty on strike now.

Q: If a faculty member has a previously approved travel request and the time comes for the travel to take place, can the chair deny it?

A: Yes, substitute arrangements are subject to approval of the chair. You have to arrange to replace yourself or to give your students a substitute assignment, but the chair has the right to determine if that is sufficient or not.

Q: What if the faculty member thinks the arrangements are sufficient, but the chair doesn't, isn't that a matter of personal choice? Would the committee consider looking at this in comparison to the Academic Freedom and Professional Responsibility policy to ensure they are in alignment, especially in regards to professional choice?

A: You don't have the Academic Freedom not to teach your class.

Q: But, you made a statement that the chair could override based on his/her determination as to whether the arrangements are suitable.

A: Someone needs to make that determination, but PS would be happy to look at alternatives to the chair. Usually the way it works is if you aren't happy with the determination by the Chair, then you take it to the Dean. We could add an addendum here that it is subject to review of the Dean.

C: Historically, the first step of any review is the department chair, then the dean.

Q: I'm assuming this language has been compared to the CBA to make sure if there are comments that specify the CBA that we are in alignment with the CBA. If this is specified within the CBA, then is it necessary to have it specified in our policy here?

A: Most of the edits were done by the campus expert on the CBA, Senior Associate Vice President for Personnel Joanne Wright. The next question is what if it isn't in the CBA? The CBA is actually quite vague about this. We asked the administration if we should rescind the whole policy and let the CBA take care of it and the answer is no. The policy is still used.

D. Organization and Government Committee (O&G):

Senator Shifflett presented *AS 1717, Policy Recommendation, Amendment of Bylaw 15a (First Reading)*.

This resolution comes to you as a result of a referral asking O&G to consider expanding the categories of changes that are permissible under bylaw 15. Presently there are three sections in bylaw 15. Section "a" allows changes to the title of a university official or unit. Section "b" allows changes to a law, Executive Order, etc. Section "c" pertains to policy recommendations and senate management resolutions that need correction that don't change the function or intent of the resolution, but correct an error. In all cases, the change needs to be reported in the Executive Committee minutes. We have recently encountered changes with the addition of courses numbered above 200 for doctoral programs, but our documents stop at the 200 level for course numbering. This resolution would allow the Senate Chair to make a change to any document where the course number needed to be modified without having to bring it back to the Senate.

Questions:

Q: Does "as recorded in the Executive Committee minutes" mean "policy F69-2 got changed," or would it say, "policy F69-2 got changed and the changes are attached"?

A: The changes would be specified.

Q: Can you please be clearer about that.

A: Yes.

E. University Library Board (ULB):

VII. Special Committee Reports:

VIII. New Business:

Senator Rodan presented a Sense of the Senate Resolution from the floor of the Senate , *Sense of the Senate Resolution, Supporting the Adoption of the Tenets of Shared Governance by the Academic Senate of the California State University (First Reading)*.

Senator Rodan commented, “In his email to you Sunday, Senator James Lee wrote you that shared governance is the real issue and faculty do not need to agree with the tenets for cordiality to reign and he is indeed quite right, but this is about trust.

I think everyone agrees that the way that Executive Orders 1100 and 1110 were issued was quite a blunder. Last fall the Chancellor’s Office agreed to what amounted to peace talks. The ASCSU was delegated the task of developing, with the Chancellor’s Office, a joint understanding of how shared governance at the system level should work in practice to the ASCSU Executive Committee. The result is the tenets document we are discussing here today.

The Chancellor was in agreement with the document. However, when it was brought to the floor of the Senate, the incoming ASCSU Chair, who was herself on the Executive Committee, unexpectedly admitted that she had reservations. This blindsided the Chancellor and the Senate Chair, and allowed a small but vocal minority to derail the Senate’s document. This called into question for the Chancellor, whether the ASCSU could be trusted. In the absence of trust, disagreements have to be metaphorically mitigated and that raises the cost and reduces the productiveness of collaboration.

The tenets document on its own is no guarantee of successful shared governance and it is by no means perfect. However, it is a reasonable first step and perhaps more importantly, it demonstrates a joint commitment to a collaborative process.

This fall the Chancellor’s Office shared the drafts of three Executive Order revisions (EO 1080, 1081, and 1082) with the ASCSU. We have shared those with you. This suggests change in the way the Chancellor’s Office is working with the ASCSU. A rejection of the tenets document, on the other hand, signals a repudiation of the process by which it was and indicates a preference for adversarial bargaining over collaboration. If the Chancellor’s Office concludes that intensive dialogue and consultation with the ASCSU is unproductive, any consultation is likely to be perfunctory in effect. That I’m sure you would agree is less than ideal.

In conclusion, I hope to convince you of two things. First, that this is an issue not of cordiality, but of trust. Second, that trust is essential for faculty to be able to work productively with the Chancellor’s Office to focus on what we can do together for our mission and our students.”

Questions:

Q: In essence the ASCSU has found itself in quite a pickle. The purpose of this Sense of the Senate Resolution, if I understand it, is to help the Executive Committee at the CSU get itself out of a bind that it put itself into, by having the Executive Committee work to build an agreement and then have the body as a whole pull back from them, so what is the role of the

individual campus in this process?

A: What prompted me to bring this to the Senate floor was a number of resolutions from other campuses where there is a much more adversarial relationship between faculty and their administration, which has carried over to their approach to the ASCSU. These resolutions potentially provide fodder for those who would like to undermine the adoption of the tenets. This could be problematic because it signals to the Chancellor's Office that faculty are not interested in a collaborative dialogue and they want to preserve a more conflictual approach to negotiating with the Chancellor's Office. The purpose of bringing this resolution is to give some counterweight and say some campuses actually support the document.

Q: The Executive Committee of the ASCSU put the ASCSU in a pickle because the Academic Senate did not ask the Executive Committee to draft a tenets document that would then be adopted by the ASCSU. Instead the Executive Committee drafted a document that was not asked for and then took it to the floor of the ASCSU and asked the Senate to vote it up or down, because they wanted to have that document in place to cover a problem they had had with the Executive Orders. The problem was that a few of them had conferred with the Chancellor's Office prior to the issuance of that Executive Order and then they were accused of being turncoats of the ASCSU because they gave a thumbs up when the ASCSU had not. Have you considered in drafting this document that there is a clause in the tenets that states that "time constraints that do not allow for normal systems to work effectively are occasions when the Chancellor's Office can act unilaterally" and this was exactly what occurred when those Executive Orders were approved. There is an old saying in Academic Affairs that there are no emergencies in higher education and yet the Chancellor's Office artificially created an emergency. Are you aware that Complete College America, which the Chancellor's Office has been working with to change the curriculum within the CSU, has a document that is entitled, "Time is the Enemy"? In that document they assert that faculty cannot be contributors because they take too long, and it was the Chancellor's Office that argued that these changes were good for our students. Therefore, we couldn't wait because we would put disadvantaged and underrepresented minorities in a pickle, because we weren't changing fast enough to graduate them faster. This was an artificial emergency created by the Chancellor's Office, and are you aware that this tenets document would not have prevented the Executive Orders from going through had it been in place and a working document of the CSU at the time?

A: I was not aware of the collaboration between the entity you mentioned and the Chancellor's Office. However, the tenets have specific time provisions written to avoid what happened with Executive Orders 1100 and 1110.

Q: My understanding is that the ASCSU asked members of the Executive Committee of the ASCSU to meet with CSU leadership to address the current state of faculty and administration relations and asked all of them to develop a mutually agreed upon definition of joint decision making and to recommend a process by which decisions are made, is this correct?

A: I was not a party to those initial discussions (Senator Rodan). Yes. (Senator Van Selst)

Q: Isn't the document that we are reviewing and endorsing the Executive Committee's final presentation of their efforts to actually do what the ASCSU asked them to do?

A: Yes. That is my understanding.

Q: I noted that almost all the presentation focused on the process and issues of trust, and I'm not comfortable in a body that is far away from Long Beach deciding those kind of issues. What I think we should be doing is reading the tenets and deciding if we agree with them or not. What specifically in the tenets did the outgoing chair back away from? What were her objections to in the content of the tenets that created this controversy?

A: My recollection is that it was in the way the move to second reading fell. The incoming chair, who expressed reservations at that point, said little specifically. My sense from the ensuing discussion was that there was opposition, because faculty did not feel they were given sufficient time to weigh in. Also, many faculty felt that the relationship with the Chancellor's Office was somewhat defined by HEERA so any additional language expected by aspects of the process would almost by definition cause a curtailing of their freedom of action. My reading of HEERA is that it doesn't speak to the process by which faculty interact at the system-level with the Chancellor's Office.

Q: Could you please clarify how the adoption of these tenets is different from every other document from the ASCSU that talks about shared governance with the CSU? For instance, AS 2960 that was done in 2010 is called "Objection to Unilateral Decision-Making in Pursuit of a Culture of Compliance in the CSU" that specifically references a document that is called "Collegiality in the CSU System" that talks about maintaining shared governance principles and standards, so how is this resolution different from all the previous iterations of the CSU and will that actually improve unilateral decision-making coming from the Chancellor's Office.

A: No, I can't answer that question. I've only been with the ASCSU for one year. What I can say is that the effort taken last year by the Executive Committee and Chancellor's Office to develop these tenets seems to be a good indication on both sides of willingness to work collaboratively. It is also my sense in my interactions with the Chancellor's Office, this semester in particular, that there seems to be a greater willingness to share draft Executive Orders with the ASCSU and to solicit feedback. This is a tangible change in pattern.

C: I think the thing that is different about the tenets is that they were actually written in collaboration with senior administrators in the CSU system. Previously it has been, this is what we as a Senate believe and then it gets passed up to the Chancellor. This year the Executive Committee and senior administrators talked about what it looks like, where the authority lays, what are the bounds, what implementation looks like, etc. That level of involvement is what is different. We have a representative of the CSU system office that is a Senator, but they are not as engaged as they are in this body and among others.

Q: Senator Buzanski commented, "My question is simply, are you not overlooking the fact that you are now dealing with a different Chancellor from the previous Chancellor that didn't give a damn about what the faculty believed and simply handed down orders, whereas the current Chancellor is very different and is now engaged in these mutual discussions." [Note: Senator Peter requested a point of personal privilege and asked that in light of Senator Buzanski's long service on the Senate his comments be recorded verbatim.]

A: That is not something I considered, particularly because EO 1100 and EO 1110 were issued by Chancellor White.

C: Senator Buzanski, “Yes, I’m aware of that.”

A: That wasn’t part of my thinking.

Q: The ASCSU has already given the Executive Committee laurels for drafting this document. It basically rubber stamped that the process was good and sound, so it is not that it isn’t appreciated. They have done enough. Pushing it forward is an attempt by some of the people involved to basically amend what HEERA says. Also, I’d like to point out a few of the things in the document that are problematic. The definition of shared governance as “partially a respect for evidence-based deliberation and then a recognition of established best practices and promising new data-driven practices in the evaluation of subjects under consideration.” That has Complete College America written all over it all over again, because that has been the push from that group to change how we do things. As an applied researcher what I have seen is that these are not best practices and they are not establishing that the things you are saying work actually work. They are argument. They are all data packages put forth by Complete College America and were not authenticated through research. One of the problems with this particular tenet is that it embeds the notion that if the Chancellor’s Office has data that says we ought to do it then that’s the way we should do it. We agree to it in essence instead of asking for peer reviewed literature from the field to make decisions when it comes to curriculum. This is a deeper layer that is not obvious at first objection to the document. I will reiterate the question, did you know that the Senate already said what you did was fine and that this continual assertion that the tenets need to be ratified by the ASCSU is kind of an unnecessary step and one that wasn’t asked for by the body?

A: The answer is that not only do I know that we ratified it in May, I drafted the initial language for that resolution. This is the reason for my shock at the way the tenets debate unfolded, so I thought it was important in May to bring forth something to the floor of the Senate that did not signal a complete rejection of a year’s worth of work by both the Executive Committee and the Chancellor’s Office. It has been brought back to the ASCSU, but I was not a party to the decision to bring this back to the floor. Nevertheless, it is here and is up for debate which is why I think it is important that we engage so that it doesn’t go down the same way.

Q: This is a challenging issue. I echo some of the concerns after seeing the K-12 system being potentially hijacked by efforts to try and privatize it. Also, seeing the same foundation, Complete College America, involved. It is not the hypothetical. They are promoting the Complete College America plan which is to reduce time to graduation, which on paper sounds good. However, in the K-12 system is called “Digital Diploma Mills” and it is reducing the quality. What they are recommending is not evidence-based, but they are calling it data-driven. Are you aware of these patterns and what is the opportunity for us right now? Is it going to the ASCSU?

A: It is a first reading for our Senate. Something else will be going to the ASCSU.

Q: If you look at the CSU website, they have completely bought into the hype and artificial intelligence and the way they are going to be using our students’ data is just another aspect of the mandates that appear to be placed without any faculty consultation involved. There are issues of ethics involved in terms of who is going to be engaged in some of the initiatives.

A: In response to am I aware of the ethics involved, absolutely. I’ve had discussions with Senator Lee on this. We have to be very careful about letting outside organizations in. That

being said, we need to take a step back and ask the question what happens if the Chancellor's Office decides it is not worth engaging with the ASCSU? This is a real possibility. At that point the likelihood of outside organizations being allowed to step in actually increases, so our best house for influencing policy is to remain engaged with the Chancellor's Office. If we reject it, then outside bodies will step in.

Q: Have you considered before bringing this back for a final reading, to offer a compromise resolution that endorses the efforts to collaborate and endorses the tenets broadly without committing the SJSU Academic Senate to endorsing every line of those tenets?

A: That is certainly an interesting suggestion. I would be happy to have you draft language.

IX. State of the University Announcements:

A. Chief Diversity Officer: Not present.

B. CSU Faculty Trustee (by standing invitation):

SJSU is very lucky to have three formidable CSU Statewide Senators. What you have just heard from those three covers the spectrum and I believe you have received a balanced representation. This is not the kind of representation that every campus received. Some campuses only have two Senators and they may be like-minded.

There has been only one ASCSU meeting since October when Trustee Sabalius last reported to the SJSU Academic Senate and there have been no Board of Trustees (BOT) meetings. Even without the standard meetings, it was a very busy month. Trustee Sabalius delivered a report to the campus Senate Chairs in Long Beach as well as to the Emeritus Retired Faculty and Staff Association (ERFSA). Also, he met with the staff in the Chancellor's Office in his role as the Vice Chair of the Campus Planning, Building and Grounds Committee. The following week was the annual Trustee Retreat and was it held in San Diego the day before the Graduation Initiative 2025 Symposium. In total, Trustee Sabalius was in San Diego for the entire week, and he used the opportunity to visit San Diego State University.

Two interesting developments may happen at SDSU. If tomorrow's ballot initiative passes that supports the sale of the former Charger Stadium and the land around it, then this will be a historic acquisition for the CSU. This would increase the SDSU Master Plan by almost 50% and will initiate a massive expansion of the campus that costs several billion, which should be funded by bond obligations and public/private partnerships. This would probably be the biggest acquisition in recent CSU history aside from creating a whole new campus. The other significant plan is to establish legislation that would allow SDSU to offer independent Ph.D. degrees. So far Ph.D. degrees have been the purview of the UC, but Trustee Sabalius is hopeful we will get legislative support. If San Diego succeeds in their request, then SJSU might soon follow.

After SDSU, Trustee Sabalius went to visit Sonoma State University. Trustee Sabalius also met with former SJSU Dean, Lisa Vollendorf. Trustee Sabalius and his stepdaughter will both be voting for the first time tomorrow. The Senate gave Trustee Sabalius an ovation.

Trustee Sabalius will then fly back to Long Beach for a three-day ASCSU meeting. The following week is the November Board of Trustees' Meeting. After that Trustee Sabalius will visit Cal Poly Pomona. During the upcoming BOT meeting the BOT will decide on the budget request for this coming year. Trustee Sabalius has already scheduled meetings with our legislators. In Trustee Sabalius' last report to the SJSU Senate, he told the Senate that at the last BOT meeting he suggested the CSU should ask for \$1 billion in one-time funds instead of the \$150 million proposed by the Chancellor's Office. Last month Trustee Sabalius also met with the Executive Vice Chancellor for Finance and his staff in Long Beach. They all agree with Trustee Sabalius on the need, but they do not want to ask for such a high amount. However, the Chancellor's Office has agreed to ask for \$250 million.

Questions:

Q: In listening to the last BOT meeting, two terms stood out that I'd like clarification on. One was a repeated call for demonstrated efficiency before we go back to the legislature next year. How do we demonstrate efficiency? The second term is regionalization. What does that mean in practical terms?

A: The Chancellor's Office and the Trustees realize that before we ask for a lot of money, the legislators insist on knowing if we have looked internally at where we can save money or be more efficient. Our office of finance has engaged with the UC to create common purchases to get better prices and that is one example. Another example is establishing sustainable campuses and practices. There is a long list of things where we have saved a lot of money. Regionalization has to do with our new admission policy of giving preference to students in the local area I believe. The legislature compelled the BOT to create two admission standards and one is regionalization and the other is redirection.

Q: How would you size up efforts on the campuses to meet the graduation initiative?

A: Often the administration throws something at faculty that they find unfair and that process is not immediately followed, but when they are compelled to do then you they do a great job. This speaks to the dedication and excellence of the faculty.

Q: Just had a question about the doctorate at SDSU. Can you explain, because we already offer doctorates here.

A: There is a difference between the Ed.D's and the Ph.D.s. Currently we offer joint Ph.D. degrees, but we are moving away from that. However, we are still bound by the law. To fully develop new Ph.D. programs we need legislative change.

Q: I'm a little concerned about independent Ph.D.'s and modifying the act that setup the master plan because of the precedent it sets in the other direction. Every time we mess with Ph.D.'s the community colleges start saying okay then we are going to start offering bachelor's degrees. Not having this clean line of demarcation between the different systems and their mission aren't we really endangering our basic mission of undergraduate education by feeding it possibly to the community colleges?

A: Your point is well taken. I did bring that up with the President of San Diego State

and since that time I've talked to a lot of Academic Senators. I think that we cannot have it both ways if we want to march into the former territory of the UC. There are some good reasons to move into that territory, but at the same time we can't tell the community colleges they shouldn't. We either have to decide if we want to adhere to the old master plan, or that changes are in order and appropriate.

Q: Trustee Sabalius you were talking about increasing efficiency, so are you aware that today SJSU has eight deans and 12 AVPs. The males in the AVPs all make well over \$200,000 a year, but only one female earns in the over \$200,000 range. The rest of the women AVPs earn about \$170,000. The new President is also still looking for additional AVPs. Do you find that to be a matter of waste?

A: The BOT in closed session sets the salaries for 30 people in the CSU including the campus presidents, the Chancellor, and six Vice Chancellors. That is the only control the BOT has over salaries. At the BOT retreat we talked about efficiencies, but it was geared more to things like freeing up classroom spaces and cutting costs with utilities. I think your question would generate the interest of the CFA. They might be a more appropriate place to answer that question.

C. Statewide Academic Senators:

We will be having an ASCSU meeting this week. I am disturbed by the pay differential that Senator Buzanski mentioned, but will discuss the matter with him.

SJSU got a letter from the Chancellor's Office asking us to change our GE package to remove Area D. There will probably be a lot on GE and GE pushback at this coming meeting.

D. Provost: Not present.

E. Associated Students President:

AS ranked in 5th place in the ballot bowl out of all the community colleges and CSU campuses.

The Marketing and Events and Human Resources Departments have moved to the Student Services Center since the AS House is going to be moving.

Carol Dowell has been appointed as our Interim Executive Director. There are also job opportunities available in AS.

F. Vice President for Administration and Finance: Not present.

G. Vice President for Student Affairs:

We are currently about 397 students below where we were last year at this time. We are not concerned at this point since it is still very early. We are at 35,344 students now. We are doing quite well.

We opened Spring applications August 1, 2018. Our Fall applications opened on

October 1, 2018. We are on track for Fall 2019 for first year freshmen students. We are also on track for our upper division and our graduate students.

There is a slight increase in our international students of about 72 students. Any increase in international students is worth noting. It is still early, but we will see how this goes.

With regard to spring, we are doing about the same as last year. This year we have 105 and last year we had 106. Our upper division transfers, however, are up about 700 students. It is a very good thing for our transfer numbers to increase. Our graduate students are lagging just a bit about 60 students, but again it is still early.

As for graduation, last year we graduated 3,200 and this year we will graduate 3,720. That is an increase of 500 students.

Questions:

Q: When students apply do they indicate when they need housing at the time of application and if so has that changed over the years?

A: I do not know. They do indicate if they are going to apply for housing at that time. I would imagine given the increase in upper division students it will reflect a considerable increase in demand. There is considerable demand for housing from students that aren't in that first year.

Q: I'm just wondering if the housing crisis is reflected in the number of students requesting housing?

A: It always a balance. Some of it is a direct reflection of need and some of it is creating a culture of having housing on a campus like this and getting people used to that. I'd be happy to take a look at that and see if there is a trend in terms of housing.

Q: I was reading a report out of one of the CSU admissions committees and the message was that we are going to be told to accept more transfer students and that we should make transfer students a priority in admissions. I'm wondering if this will impact the campus in a way that reduces our freshmen admits and whether our destination campus theme is going to be hindered by that?

A: I appreciate the question. I don't know if we've decided where we are going as a campus. Part of my tasks is to develop an enrollment plan so we understand our priorities over time. What I will say, having spent time in an urban university where there were more transfer students than first-time freshmen, is that it still became a destination campus, but a destination for a more robust population. I think we need to determine the percentage of a transfer population we should have on a regular basis, and also where those transfers come from. We want to make sure we getting a certain population from the two-year institutions around us and if not why not. We need to determine our goals and go from there.

Q: In terms of international students, are you seeing a decline in the numbers of students applying?

A: We are early, but at this stage we are holding steady. That could change. We

have to be increasingly thoughtful on how we are serving those students.

VP Day has asked his staff to go back to a more robust 2-day orientation process. They had transitioned down to a one-day process this past summer. The reasons include having an opportunity to let students learn who we are and what we value. That will show up in a number of ways, but takes time to do. That is early in the process.

We are spending increasing amounts of time looking at the allocation of resources for student behavioral health. This is an increasing challenge. We are looking at this in terms of how we have allocated our existing resources, and what additional resources we need. We are looking at what is going to be our strategy to sustain and improve the health of our students. We are also preparing for tomorrow and are thoughtful in how we help our students.

Questions:

Q: So to recap quickly, headcount is down 300+ and average unit load is up, so what happened to FTEF?

A: I don't have the answer today, but I will include that part in the analysis I bring to these conversations.

Q: What is the timeline for implementing the 2-day orientation, and what are the alternatives for students that miss that including administrative errors in scheduling?

A: We are looking at this summer for the 2-day orientation. Part of the design of the orientation process is to provide enough opportunity for students to make a selection that works with their schedule. Typically, there is a catch kind of orientation that occurs at the end of the summer for students that have difficulty getting to the campus, etc. that gives students that opportunity to experience orientation. If there are a large number of administrative errors occurring that is a much bigger problem and we simply can't have that.

X. Adjournment: The meeting adjourned at 4:45 p.m.

Executive Committee Minutes
October 29, 2018
ADM 167, 12:00 p.m. to 1:30 p.m.

Present: Frazier, Manzo, Peter, Ficke, Wong(Lau), Shifflett, Sullivan-Green, Mathur, White, Marachi, Riley (today's substitute scribe), Day, Lee

Absent: Papazian, Faas

The minutes of October 22 were approved as revised.

1. Discussion of grading policies from the Curriculum & Research committee

- a. The C&R chair presented on the 6 relevant policies and there are two issues:
 - i. Credit/No Credit section -- should it be split in two? The first being classes that are only C/NC and the second being optionally C/NC at the department level. The committee is split and wanted Exec feedback.
 - ii. Substantial discussion about C/NC, regarding having criteria for C/NC while maintaining flexibility at the department level.

2. University updates

- a. **Statewide senate**
 - i. Shared governance: how do you know when it's not working in the CSU? There will be discussion about what a senate can do to advocate for its position. The Chancellor's Office has spoken about why its office has authority to create Executive Orders on curricular matters
 - ii. In regards to shared governance: other schools don't allow student senators vote on their senates. Do statewide conversations discuss student voting on academic senates?
- b. **Provost**
 - i. The Provost's office is developing guidelines for department chairs for application for RSCA reassigned time. March 28 may be the application date.
 - ii. Will there be a feedback process? Yes, the Provost will send a letter in this round, though in future, perhaps not.

c. Chief Diversity Officer

- i. There will be a vigil tonight in front of Chávez arch for Jewish students and community, after the events in Pennsylvania.
- ii. If you hear anti-Semitic, racist, or other such comments, contact UPD and CDO.
- iii. Halloween: we hope there won't be costume cultural appropriation issues or increased sexual assault from parties.
- iv. On Thursday and Friday of last week, there were possible troll calls coming in regarding student conduct codes about blackface etc. We do not have a policy that limits students from wearing offensive costumes, but we are involved in educational outreach.
- v. Multiple reports that there is a campaign by pro-life groups that uses a cultural appropriation of a Swahili word trying to suggest that Planned Parenthood is engaged in African-American genocide.
- vi. Great retreat this weekend by Chicax/Latinx Student Success Center.

d. VP Student Affairs

- i. South Campus walk last week, led by VPAF Faas, was very useful. There is still lots to be done to make that part of campus safe; many students use that part of campus after dark.
- ii. Behavioral health on campus is an issue and especially in our current climate.
- iii. A member asked, what is the average wait time for a student to be able to see a counselor? VPSA would like to create a metric that indicates length of time, and is reviewing the complexity of the issue
- iv. A member asked, why has no email gone out to students letting them know about support resources after the recent upsetting events in Pennsylvania and elsewhere?

e. Associated Students President

- i. SJSU took 5th place of all California higher education institutions -- 4th place among the CSUs -- in registering students to vote.

3. Committee updates

- a. **Organization & Government:** Might have a first reading of the charge and membership of committees policy ready for Monday, but today the

committee will finalize details of the policy. If not for this coming Monday, then definitely for the following Senate meeting.

- b. **Instruction & Student Affairs:** Two policies (maximum units for summer/intercession, and use/abuse of drugs/alcohol) are coming to the full committee from subcommittees. Probably won't go to full Senate next week but perhaps. Currently working on five policies in total.
 - c. **Professional Standards:**
 - i. Working on a civility and bullying policy which calls for a task force to spend the next year looking at the issue at SJSU. The committee conferred with people at SFSU about their work on this issue. The biggest question will be what kind of task force and who will be on it. It can be created by Senate, but partly why SFSU is doing so well is that their President called for the task force. The SFSU task force has 3 faculty, 2 students, 3 staff members, and several administrators -- each person has expertise on the issue and was not selected only as a representative of their group. A member suggested that the task force have a strong research base, and solicitation of members should include an application that would explain nominees' qualifications.
 - ii. The committee is also working on a policy regarding "direct instructional obligations" and aims to introduce that at the next Senate as well.
4. The meeting adjourned at 1:30 pm.

These minutes were taken and transcribed by AVC Shannon Riley on October 29, 2018. The minutes were edited by Chair Frazier on November 1, 2018. The minutes were approved by the Executive Committee on November 26, 2018.

Executive Committee Minutes
November 26, 2018
ADM 167, 12:00 p.m. to 1:30 p.m.

Present: Frazier, Manzo, Peter, Ficke, Shifflett, Sullivan-Green, Mathur, White, Marachi, Riley, Day, Lee, Papazian, Faas

Absent: Wong(Lau)

1. The Executive Committee minutes of October 29, 2018 were approved as amended by Senator Shifflett.

2. There was no dissent to the consent calendar of November 26, 2018.

3. President's Update:

There are four strong candidates for the Provost search that will be coming to the campus soon. The President gave kudos to the search committee for their hard work.

The Chief of Staff search is also progressing. The President has been conducting Skype interviews, and assured the committee that shared governance has been stressed with each candidate.

The President is working with a consultant for the Vice President of Research and Innovation search. The consultants will be at this meeting at 1 p.m. for questions and to get information.

The President opened up the floor for questions regarding closing the campus due to the poor air quality the week before Thanksgiving and also keeping the campus open on the Monday and Tuesday of Thanksgiving week. By late Wednesday, November 14, 2018, the Air Quality Index (AQI) was approaching "unhealthy for everyone," exposure range of 150-200. This was when the decision was made to close the campus on Thursday and Friday. However, by Sunday, the AQI had declined enough so that the decision was made to re-open. There are a number of factors that go into a decision like this. We need to have a certain number of class hours for our students and faculty. There is also no access to the MLK Library when we are closed on the campus side. Many students expressed concern that they wanted to take their midterms before leaving for Thanksgiving break and not afterwards. The President and her Cabinet will be reviewing all the feedback on the event in order to prepare for future events.

Questions:

Q: A member expressed concern that she did not receive the email that the campus was closed until 4 p.m. on Thursday.

A: The committee members all indicated they had received the notice once in the early morning and again late in the afternoon on Thursday. A suggestion was made that the member have her email address checked by IT personnel.

Q: There was concern among the faculty at large that no one should be exposed to AQI levels that are unhealthy for any group, and they felt the campus should have been closed Monday and Tuesday. Several members are asthmatic and had reported trouble breathing and difficulty giving lectures and having to speak over the course of those two days. Another member reported having to go on oxygen.

A: The President and her Cabinet will review all the feedback in planning for any future event of this kind. She thanked the committee members for giving her this feedback.

Q: Is there any plan by the President's Office to develop a firearms policy? The policy the Senate recommended was pulled.

A: The President apologized for not yet having had an opportunity to work with VP Faas on this. She will meet with VP Faas soon.

4. The Executive Committee discussed the Faculty Athletics Representative (FAR) nominees and presented their recommendations to the President.
5. The Executive Committee discussed the Faculty Trustee nomination. There was only one nominee from SJSU, current Faculty Trustee Romey Sabalius. The committee voted unanimously (14-0-0) to recommend Trustee Sabalius for another term. Per policy, his recommendation will be reported to the Senate and a two-week period for any other nominations will begin. The recommendation will then be forwarded to ASCSU.
6. The Executive Committee met with the VPRI search firm consultants Jen Pickard and Suzanne Teer to discuss what qualities the campus would like in a new VPRI. Members suggested a person that could focus on the role of research in undergraduate education as opposed to just graduate research, and someone that could get undergraduate students interested in research. The right candidate should be able to help faculty envision how they can use undergraduate students in research in departments that may not typically use them in research, and he/she

should be able to break down silos between colleges. He/she should be concerned with ethical issues around new technology. He or she should also be able to change an unproductive research environment into a productive one. However, the candidate should not be someone just interested in trying to move us into R1.

The President would like someone that can look at how they can help us solve the world's problems, because our students will be the future leaders in the world.

7. Policy Committee Updates:

a. Professional Standards Committee (PS):

PS asked for input from the Executive Committee regarding the resolution on bullying. Administration expressed concern that when dealing with workplace issues, there is the possibility of disciplinary action; this probably is not a Senate matter. A presidential taskforce should be left to the President's office to establish. Members expressed concern that bullying is not covered in the Collective Bargaining Agreement (CBA), nor are all cases covered by Title IX, and that nothing has been done to date to deal with the issue. Members also urged that the taskforce setup not be delayed. Administration believes that a taskforce could move this into a policy by the end of next year. It should be clearer as to what kinds of action we are trying to take and/or prevent.

b. Organization and Government Committee (O&G):

The Constitutional amendment on administrative membership on Senate failed in the campus-wide faculty vote. However, a piece of the bylaw amendment is still in need of an update, and O&G will bring this to the Senate at the next Senate meeting.

There will also be two final reading items: modifications to bylaw 15a, and rescinding an old policy with regard to merging and dividing departments.

c. Curriculum and Research Committee (C&R):

C&R will be deciding how to proceed next with the policy on writing requirements. C&R has also consolidated the grading policies into one policy and will bring that back for a final reading at the December Senate meeting. Finally, C&R may have a solution for GE Area D (recently deemed out of compliance with systemwide GE rules) to bring to the Senate.

d. Instruction and Student Affairs Committee:

I&SA has received 21 referrals this AY. Today, three of the subcommittees will present to the rest of the committee. When I&SA starts bringing policies to the Senate they will be coming in groups.

8. The meeting adjourned at 1:30 p.m.

These minutes were taken and transcribed by the Senate Administrator, Eva Joice on November 26, 2018. The minutes were edited by Chair Frazier on November 20, 2018. The minutes were approved by the Executive Committee on December 3, 2018.

1 **San José State University**
2 **Academic Senate**
3 **Organization and Government Committee**
4 **December 10, 2018**
5 **First Reading**

AS 1656

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7 **Senate Management Resolution**
8 **Modification of Bylaw 1.10**
9

10 **Legislative History:** This proposal would Modify bylaw 1.10 so as to update it to reflect
11 structural administrative changes.

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13 **Whereas:** Administrative changes and reporting lines have changed in the academic
14 affairs division with the appointment of a deputy provost, and

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16 **Whereas:** The language in bylaw 1.10 presently conveys that AVPs report directly to
17 the provost, which is no longer the case, therefore be it

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19 **Resolved** That bylaw 1.10 be modified as follows:
20

21 1.10 The phrase "academic deans" as used in Article II, Section 2 of the
22 constitution means deans, and associate vice presidents in the academic affairs
23 division ~~reporting directly to the Provost~~. Elections of representative deans shall
24 be conducted and reported by the Provost, and vacancies shall be filled by
25 special elections for the balance of unexpired terms.

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28 **Rationale:** When the position of Deputy Provost was established changes were made to
29 the reporting structure. This update eliminates the specific reporting line as it has
30 changed. Identifying the reporting line is not necessary to implement this bylaw.
31

32 **Approved:** 11/26/18

33 **Vote:** 9-0-0

34 **Present:** Bailey, French, Gallo, Higgins, Ormsbee, Rodan, Shifflett, Curry,
35 Grosvenor

36 **Absent:** Capizzi, Saldamli
37

38 **Financial Impact:** None

39 **Workload Impact:** None
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1 **SAN JOSE STATE UNIVERSITY**
2 **Academic Senate**
3 **Curriculum and Research Committee**
4 **December 10, 2018**
5 **Final Reading**

AS 1714

7 **POLICY RECOMMENDATION**
8 **University Grading System Policy**

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10 **Legislative History:**

11 **Rescinds: S73-24, S83-15, F88-6, S99-6, S10-2, S11-5**

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13 **Whereas:** EO1100 designates the minimum satisfactory grade for general education
14 courses in Written Communication (A2), oral communication in the English
15 language (A1), critical thinking (A3), and mathematics/quantitative
16 reasoning (B4), (Title 5 Sections 40803, 40804, 40804.1), and

17 **Whereas:** EO1100 allows each campus to establish the minimum grades for
18 satisfactory completion of the remaining general education breadth
19 courses, and

20 **Whereas:** Six university policies address various aspects of the university grading
21 system making it difficult to locate relevant policy governing specific
22 grading issues. Therefore, be it

23 **Resolved:** That S73-24, S83-15, F88-6, S99-6, S10-2, S11-5 be rescinded, effective
24 immediately, and be it further

25 **Resolved:** That ASXXXX be adopted as university policy

26 **Rationale:** In bringing SJSU university policies in alignment with EO1100, the
27 Curriculum and Research Committee was responsive to requests to
28 generate a single policy that addresses grading requirements for
29 undergraduate and graduate degree programs was appropriate and would
30 facilitate consultation.

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35 Approved: 12/04/2018
36 Vote: 9-0-1
37 Present: Scott Heil, Winifred Schultz-Krohn, Susana Khavul, Toby Matoush,
38 Thalia Anagnos, Pam Stacks, Peter Buzanski, Lynne Trulio,
39 Brandon White, Cynthia Fernandez-Rios
40 Absent: Cara Maffini, Anand Ramasubramanian, Gwendolyn Mok
41 Workload Impact: None anticipated
42 Financial Impact: None anticipated

The Grading System of SJSU

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1. Plus/Minus grading is allowed for all undergraduate, graduate, and professional courses using the A through F letter grading system as authorized in Title 5, Section 40104.
 - a. For computing purposes, the plus adds a 0.3 value and a minus subtracts a 0.3 value from a letter grade assigned on a 4.0 scale.
 - i. An A+ shall be calculated as a 4.0 per Title 5, Section 40104.
 - ii. There shall be no plus/minus associated with a grade of F.
 - b. In any situation regarding undergraduate courses wherein a substitution has been allowed for the course, the substituted course shall be passed at the minimum specified grade level of the original course.
2. Course credit received by challenge examination shall be assigned Credit/No Credit.
3. Exceptions to 1 will be for courses that apply Credit/No Credit. These courses may consist of:
 - a. Fieldwork, Practicum, and Internships,
 - b. Multi-Semester linked courses where the grade is assigned at the end (e.g. Stretch English),
 - c. Projects, Portfolios, Individual Studies, or Directed Reading,
 - d. Clinical Rotation,
 - e. Activity and Laboratory Courses,
 - f. Workshops,
 - g. Selected Seminars (Colloquia), and
 - h. Thesis and Dissertation courses

- 70 4. A graduate student may accumulate a maximum of 30% of the total units
71 required to graduate as Credit/No Credit grades toward the master's or doctoral
72 degree.
- 73 5. An upper-division undergraduate student shall have the option of taking and
74 applying to the undergraduate degree a maximum of 12 semester units outside
75 the major, the minor and general education on the basis of Credit/No Credit for
76 courses normally graded using the plus/minus grading system as described in
77 section 1.
- 78 a. The student shall elect this option at the registration period and may within
79 the first four weeks of instruction change the option from Credit/No Credit
80 to a traditional grading system.
- 81 6. When the Credit (CR) grade is given for an undergraduate course, the CR will
82 mean C- or better.
- 83 7. When the CR grade is given for a graduate course, the CR will mean B- or better.
- 84 8. Exceptions to this policy must be initiated by the department chair or associate
85 dean and approved by the Provost or designee.

1 **SAN JOSÉ STATE UNIVERSITY**
2 **Academic Senate**
3 **Professional Standards Committee**
4 **December 10, 2018**
5 **Final Reading**

AS 1715

6
7 **Sense of the Senate Resolution**
8 **Requesting the Appointment of a Presidential Task Force**
9 **To Recommend Measures to Foster a Supportive Workplace**
10 **And Calling Upon Our Community**
11 **To Preserve Civility and Combat Bullying**
12 **At San José State University**

13
14 **Whereas:** San José State University (SJSU) is committed to the promotion of an
15 inclusive, safe, supportive, responsive, and equitable workplace
16 environment for all faculty, staff, and students; and

17
18 **Whereas:** The SJSU Academic Senate reiterates its commitment to SS-S05-1 which
19 supports UP S01-13's "commitment to creating a diverse community
20 guided by core values of inclusion, civility and respect for each individual"¹
21 and S99-8 which directs faculty members to "avoid exploitative, harassing,
22 or discriminatory behavior;"² and

23
24 **Whereas:** The SJSU Academic Senate recognizes that SJSU has taken preliminary
25 steps to identify and define bullying among its student population;³ and

26
27 **Whereas:** The SJSU Academic Senate acknowledges the importance of the "CSU
28 Safe and Healthy Workplace Environment," a report which evaluates the
29 issue of workplace bullying at San Francisco State University, surveys the
30 CSU system for best practices, and makes recommendations to the
31 campus community for action;⁴ and

32
33 **Whereas:** The SJSU Academic Senate endorses the California State University's
34 call in AS-3246-16 which "urges CSU campus senates and administration
35 to develop and implement strategies to redress, remedy, and mediate
36 workplace bullying;"⁵ and

37
38 **Whereas:** The SJSU Academic Senate notes the need for a working definition of
39 bullying to open discussion of the problem of workplace bullying. We
40 suggest the University of California Berkeley definition **as a starting point**
41 **only**. The Senate notes that creation of a suitable definition is a difficult
42 task, beyond the scope of a Sense of the Senate Resolution, and attaches
43 for the information of the Task Force a list of observations and

44 suggestions expressed by some Senators in response to the Berkeley
45 definition (Appendix A.) The Berkeley definition follows:

46
47 *“Bullying is a pattern of **repeated behavior** that a **reasonable person***
48 *would find hostile, offensive, and unrelated to the University’s legitimate*
49 *business interests. Bullying behavior may take many forms including*
50 *physical, verbal, or written acts or behaviors. Workplace bullying often*
51 *involves an abuse or misuse of power. A single physical, verbal, or written*
52 *act or behavior generally will not constitute bullying unless especially*
53 *severe and egregious.”*

54
55 *“Examples of bullying may include:*

- 56
- 57 • *persistent or egregious use of abusive, insulting, or offensive*
- 58 *language directed at an employee;*
- 59 • *spreading misinformation or malicious rumors;*
- 60 • *behavior or language that frightens, humiliates, belittles, or*
- 61 *degrades, including criticism or feedback that is delivered with*
- 62 *yelling, screaming, threats, or insults;*
- 63 • *making repeated inappropriate comments about a person’s*
- 64 *appearance, lifestyle, family, or culture;*
- 65 • *regularly teasing or making someone the brunt of pranks or practical*
- 66 *jokes;*
- 67 • *interfering with a person’s personal property or work equipment;*
- 68 • *circulating inappropriate or embarrassing photos or videos via e-mail or*
- 69 *social media;*
- 70 • *unwarranted physical contact; or*
- 71 • *purposefully excluding, isolating, or marginalizing a person from*
- 72 *normal work activities.”⁶*

73
74 and,

75
76 Whereas: The definition of bullying requires further elaboration and study;
77 and,

78
79 Whereas: Researchers agree that effective ways of dealing with bullying involve
80 awareness, education, prevention, and early intervention; and

81
82 Whereas: The California State Legislature provides a helpful description of bullying
83 in Assembly Bill 2053, which the University of California, Berkeley,
84 considered before its adoption of a Workplace Bullying Prevention Policy
85 in 2016;⁷ and

86
87 Whereas: The issues described above require a University-wide response that goes
88 beyond the normal purview of the Academic Senate; now therefore, be it
89

- 90 Resolved: That the Academic Senate asks the President to establish a Task Force
91 for a Supportive Workplace, which we suggest have the following
92 characteristics:
93
- 94 1) Membership. A small group of administrators, faculty, staff, and/or
95 students, selected for their various kinds of expertise and experiences
96 on the subject of workplace bullying, and their willingness to engage in
97 a prolonged reform effort, appointed by the President after consultation
98 with the various constituent groups, including the Senate Executive
99 Committee regarding faculty members.
 - 100 2) Task. Make evidence-based recommendations to the President, the
101 Senate, and the campus more generally of any necessary steps to
102 promote an inclusive, safe, supportive, responsive, and equitable
103 workplace environment; craft a definition of bullying acceptable and
104 appropriate for our campus; make plans to combat bullying through
105 education, possibly by utilizing restorative justice approaches; and
106 recommend a formal process for addressing bullying when it occurs.⁸
 - 107 3) Deadline. Deliver a report to the President and the Senate by
108 December 1, 2019.

109
110 Be it further

- 111
112 Resolved: That, in the meantime, faculty, staff and students who have suffered from
113 bullying are advised that limited services are available. Faculty and staff
114 may be helped via the confidential employee assistance program,⁹ while
115 students may seek help through Counseling and Psychological Services
116 (CAPS).¹⁰
117

118 *Rationale:*

119
120 *The culture of the academy generally and San José State specifically holds as one of its*
121 *fundamental tenets the right to academic freedom and embraces principles of*
122 *collegiality and shared governance. However, as Leah P. Hollis points out, “Workplace*
123 *bullying, harassment, and hostile speech chill the environment and motivate those*
124 *facing abuse to withhold valuable contributions. Stating that bullying and coercing*
125 *others is one’s right as free speech is an excuse to sidestep the actions of the bully,*
126 *instead of addressing the impact of bullying on the educational environment” (Hollis*
127 *2018.) A culture of academic freedom cannot thrive in an atmosphere of abrasive*
128 *conduct and incivility—it will thrive in a diverse community guided by the core values of*
129 *inclusion, civility, and respect for each individual.*

130
131 *Approved: December 3, 2018*

132
133 *Vote: 10-0-0*

134
135 *Present: Chin, Kumar, He, Monday, McKee, Cargill, Peter, Hart, Rodriquez, Mahendra*

136

137 *Absent: Kemnitz*

138

139 *Financial Impacts: There could be financial impact if recommendations from the Task*
140 *Force are implemented. This impact could be positive if the workplace environment*
141 *becomes healthier and therefore less prone to lawsuits, grievances, inefficient work, etc.*

142

143 *Workload Impact: The comment on financial impact applies equally to workload impact.*

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Appendix A

While the Academic Senate suspects that the Berkeley definition of bullying may be a good starting point, individual Academic Senators expressed a wide range of remarks concerning the definition. These remarks reinforced the view that perfecting a suitable definition is a critical task and one that will not be easy. Following are some of the remarks that were made concerning the Berkeley definition as they emerged at the First Reading of this resolution; we recommend that the Task Force familiarize itself both with the Berkeley and other definitions of bullying and also consider these remarks as it grapples with its work:

- The phrase “legitimate business interests” is confusing. What if bullying (an illegitimate means) were used for a legitimate end (the university’s “legitimate business interests?”
- The exclusion of “a single act” needs careful consideration. Is the “severe and egregious” exception sufficient?
- The definition could include reference to the need for scrupulous adherence to ethical norms when the potential for abuse of power is high, such as when faculty evaluate faculty.
- The definition could account for acts of bullying at events where a small or unpopular minority is bullied into silence.
- The definition could account for gaslighting and threats to whistleblowers.
- While the Berkeley definition notes the use of various modes of communication to carry out bullying--such as email and social media--it may too narrowly limit these modes to photos or videos when bullying could be carried out via these media in other ways.
- Disability status and numerous other protected groups could be added to the list regarding the use of inappropriate comments as acts of bullying. However—some of us wonder if the lack of inclusion of these groups in the Berkeley definition is because they may have other forms of legal protection? Also, the circumstances surrounding embarrassing could be noted—“teasing” remarks made in front of others may be cause for greater concern.

¹ <http://www.sjsu.edu/senate/docs/SS-S05-1.pdf>

² <http://www.sjsu.edu/senate/docs/S99-8.pdf>

³ <http://www.sjsu.edu/spartansforsafety/bullying/>

⁴ <http://www.csueu.org/DesktopModules/Bring2mind/DMX/Download.aspx?portalid=0&EntryId=1745>

⁵ <https://www.calstate.edu/acadsen/Records/Resolutions/2015-2016/documents/3246.shtml>

⁶ <https://campuspol.berkeley.edu/policies/bullying.pdf>

⁷ https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201320140AB2053

⁸ <https://titleix.sfsu.edu/content/anti-bullying-workgroup-progress>

⁹ http://www.sjsu.edu/up/all/wellness/employee_assistance/

¹⁰ http://www.sjsu.edu/counseling/students/Personal_Counseling/Crisis_Intervention/index.html

1 **SAN JOSE STATE UNIVERSITY**
2 **Academic Senate**
3 **Professional Standards Committee**
4 **December 10, 2018**
5 **Final Reading**

AS 1716

6
7
8 **POLICY**
9 **RECOMMENDATION**
10 **Amendment of S96-2 Direct Instruction Obligations**

11
12 Resolved: That F96-2 be amended as shown in the strikeout and underline

13
14 *Rationale: This 1996 policy is still in use but contains quotations from an obsolete*
15 *collective bargaining agreement, obsolete titles, and other obsolete language. Many of*
16 *the following revisions were recommended by the Senior Associate Vice President for*
17 *University Personnel. The Professional Standards Committee has additionally edited*
18 *and shortened to reduce this policy to its most essential points.*

19
20 *Approved: November 26, 2018*

21
22 *Vote: 9-0-0*

23
24 *Present: He, McKee, Cargill, Peter, Hart, Monday, Kumar, Kemnitz, Mahendra*

25
26 *Absent: Rodriguez, Kemnitz*

27
28 *Financial Impact: No direct impacts*

29
30 *Workload Impact: No direct impacts*

31 DIRECT INSTRUCTION OBLIGATIONS POLICY AND PROCEDURES

32
33 (Supersedes S 92-5)

34
35 S 96-2

36
37 Whereas, ~~In the CSU and CFA Agreement, it states:~~

38
39 ~~A faculty employee who is assigned temporary substitute duty of a short duration, which~~
40 ~~shall normally be up to eighteen (18) class hours, shall be compensated at the faculty~~
41 ~~substitute rate. Temporary substitute assignments of a longer duration, which shall~~
42 ~~normally be greater than eighteen (18) class hours, shall be compensated by an~~
43 ~~appropriate workload reduction as soon as practicable or, if the employee is not~~
44 ~~employed in the next academic term, the employee shall be appropriately compensated~~
45 ~~upon separation for the class hours taught. For compelling reasons, a faculty employee~~
46 ~~may decline such an assignment. Nothing in this provision shall preclude faculty~~
47 ~~employees from making informal voluntary substitute arrangements of short duration~~
48 ~~with a university colleague. The department chairperson shall be consulted in advance~~
49 ~~about such arrangements; and~~

50
51 ~~Whereas, The chief academic officer title at SJSU has changed from "Academic Vice-~~
52 ~~President" to "Provost and Vice President for Academic Affairs"; and~~

53
54 ~~Whereas, That San Jose State University should include the relevant changes in-~~
55 ~~governing policies; therefore, be it~~

56
57 Resolved: That the attached document (Direct Instructional Obligations, Policy and
58 Procedures) be adopted as policy.

59
60 **Direct Instructional Obligations**

61 ~~Policy and Procedures~~

62 It is the normal obligation of a faculty membersu to meet each of their his/her classes at
63 the scheduled time and place for the mode of instruction and to present or have
64 presented to the class material appropriate to the stated subject matter. A faculty
65 member who fails to meet or so instruct a class without justification may be (a) formally
66 reprimanded. and/or (b) officially reported as absent for payroll purposes and be docked
67 all or part of the day's pay accordingly. Repeated failures may be the basis for
68 disciplinary proceedings leading to suspension, demotion or dismissal.

69
70 Failure to comply strictly with the prescribed schedule or to present the usual material in
71 the usual way may be justified in terms of instructional innovation or experimentation.
72 Such failures may also be justified by special considerations of a personal or
73 professional nature. In all such cases faculty members should get approval from the
74 department chair well in advance, when planning to depart from the published schedule
75 or when contemplating substantial departures from the usual materials. For planned
76 absences from instructional assignments, faculty members shall provide the chair
77 advance notice of the personal or professional considerations which result in the
78 absence and shall consult with the chair about suitable arrangements to satisfy
79 instructional obligations. Any substitute arrangements are subject to the approval of the
80 chair, subject to appeal or review by the appropriate dean. As a general rule, there
81 should be no loss of salary or other sanction unless such failures have resulted in a loss
82 to the student or to the University of some part of the faculty member's time and efforts
83 to which they are entitled. (Justification under this statement does not prevent a charge
84 against sick leave where the failure results from any cause for which sick leave is
85 available.)

86
87 Procedures

88
89 A complaint that a faculty member has failed to meet her/his instructional obligations (as
90 defined above) should be made or referred to the department chair. The chair should
91 consult with the faculty member named, and if appropriate, investigate more widely.
92 After the chair has investigated and determined that a substantial unjustified failure to
93 meet instructional obligations did take place, the chair shall summarize his/her findings
94 and shall recommend in writing appropriate sanctions to the. This summary and
95 recommendation shall be provided to the faculty member and shall include notice that
96 s/he has seven days from the date of the notice to respond or rebut to the administrator.
97 The administrator may issue an oral or written reprimand in accordance with Article 18
98 of the CSU/CFA Agreement and/or may recommend a pay dock to the Provost and
99 Vice President for Academic Affairs. In cases of repeated failures, the administrator
100 may recommend to the President via the Provost and Vice President for Academic
101 Affairs that appropriate disciplinary action be initiated in accordance with Article 19 of
102 the CSU/CFA Agreement.

7 **Senate Management Resolution**
8 **Amendment of Bylaw 15a**
9

10 **Legislative History:** F16-3 which modified bylaw 15c provided for the correction of
11 editorial errors and S16-7 expanded the language of bylaw 15 to allow the Senate Chair
12 to make editorial changes to a Senate document whenever there is an outdated
13 reference to a law, regulation, executive order or Senate document. This proposal,
14 modifying bylaw 15a, expands editorial changes that can be made by the Senate Chair
15 to include more generally changes in designations provided the function,
16 responsibilities, purpose, or content remain the same.
17

18
19 Whereas: University designations sometimes change; and

20
21 Whereas: Changing University policy to reflect such changes requires: a referral to a
22 policy committee; the drafting of a Senate resolution; and its consideration
23 by the Senate; therefore be it
24

25 Resolved That section a of bylaw 15 be modified as follows:
26

27 a) When identifiers such as the title of related to a university official ~~of an~~ agency, or
28 course designations, or unit of the university appearing in Academic Senate
29 documents (including the constitution, bylaws, university policies, and resolutions
30 providing for committee membership) are changed, but the function,
31 responsibilities, purpose, or content ~~and responsibilities of the office or agency~~
32 remain the same, the Senate Chair may approve replacement in the Senate
33 documents of the old ~~title or~~ identifier by the new one, as an editorial change.
34 Such changes shall be reported to the Executive Committee of the Senate and
35 recorded in the meeting minutes.
36

37
38 Rationale: Designations change or evolve. This proposal emerged as the result of
39 references in some policies to “200-level courses” (e.g. F08-2) which at
40 the time meant “graduate courses.” But with SJSU’s new doctoral
41 programs, the university now has 500-level courses. Providing the Senate
42 Office with the flexibility to make changes without needing to refer such
43 changes to policy committee and then to involve the Senate will help keep
44 information up to date, reduce service workload for faculty members
45 serving on committees, and enable the Senate to attend to weightier
46 matters.

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Approved: 11/26/18
Vote: 10-0-0
Present: Bailey, Capizzi, Curry, Gallo, Higgins, Rodan, Shifflett
Ormsbee, French, Grosvenor
Absent: Saldamli
Financial Impact: None
Workload Impact: The proposed change will not alter the workload of the Senate Office which would ultimately be making the changes, but will reduce the workload of policy committees and the Senate which would otherwise have to approve such changes.

1 **SAN JOSE STATE UNIVERSITY**
2 **Academic Senate**
3 **Curriculum and Research Committee**
4 **December 10, 2018**
5 **First Reading**
6

AS 1718

7 **POLICY RECOMMENDATION**

8 **Modification to General Education Area D**
9

10 **Legislative History:**

11 **Whereas:** EO1100 specifies that Area D requires 9 lower division and 3 upper
12 division semester units dealing with human social, political and economic
13 institutions and behavior, and their historical background, and

14 **Whereas:** EO1100 specifies that students shall complete courses from at least two
15 different disciplines, and

16 **Whereas:** EO1100 specifies that CSU campuses may permit up to 6 semester units
17 taken to meet the United States History, Constitution and American Ideals
18 Requirement (Title 5, Section 40404) to satisfy GE requirements, and

19 **Whereas:** The Chancellor's Office has identified that SJSU currently is not compliant
20 with EO1100 and has requested that SJSU become compliant for Fall
21 2019, and

22 **Whereas:** SJSU has a deadline of February 11, 2019 for completion of all catalog
23 materials for the AY2019/20 catalog. Therefore, be it

24 **Resolved:** Effective Fall 2019, the following structure be recommended for General
25 Education Area D, and be it further

26 **Resolved:** These recommendations will sunset by the start of Academic Year
27 2023/24 with the understanding that a complete review of the General
28 Education Policy and Guidelines will occur by C&R in consultation with
29 BOGS and the GE Task Force Committee.

30 **Approved:** 12/04/2018

31 **Vote:** 10-0-0

32 **Present:** Scott Heil, Winifred Schultz-Krohn, Susana Khavul, Toby Matoush, Thalia
33 Anagnos, Pam Stacks, Peter Buzanski, Lynne Trulio, Brandon White,
34 Cynthia Fernandez-Rios

35 **Absent:** Cara Maffini, Anand Ramasubramanian, Gwendolyn Mok

36 Workload Impact: Increased workload for certain programs that will require changes
37 be made to Area D in course classification and catalog updates.

38 Financial Impact: None anticipated

39 **GENERAL EDUCATION AREA D: SOCIAL SCIENCES**

40 9 units lower division and 3 unites upper division

41
42 Social Science courses should increase the student's understanding of human behavior
43 and social interaction in the context of value systems, economic structures, political
44 institutions, social groups, and natural environments.

45 Area D1: Social Sciences. Social Sciences courses will enable students to place
46 contemporary developments in cultural, historical, environmental, and spatial contexts;
47 identify the dynamics of various social identities, and draw on different points of view,
48 and formulate applications appropriate to contemporary social issues.

49 Area D2: Social Sciences, US History. Courses in this area will enable students to
50 describe the principal events, developments, ideas, politics, and international relations
51 in all the territories now in the United States from the beginnings of this society until the
52 present, including consideration of women and gender relations; the history and
53 experience of racial and ethnic minorities; immigration to the United States and the
54 experiences of immigrants; and patterns of race and class relations.

55 Area D3: Social Sciences, US and California Government. Courses in this area will
56 enable students to explain how political decisions are made, their consequences for
57 individuals and society, and how individuals and groups may affect the decision-making
58 process.

59 **Requirements:** Students starting as freshmen at SJSU must complete a minimum of
60 nine lower division units and three upper division units in Area D. The courses must be
61 in at least two different areas.

62 The CSU American Institutions/US History and Government requirement (US1, US2,
63 and US3) may be met either by examination (AP or CLEP) or by taking at least one
64 course in both Areas D2 and D3 that has been designated as US1, US2 and US3.

65 Transfer students must complete a minimum of nine lower division and three upper
66 division units in Area D. These students may transfer in with lower division Area D units

67 satisfied without completing the US History and US and California Government
68 requirements. Transfer students who have not met their US History (US1) and US and
69 California Government (US2 and US3) requirements must still complete these
70 requirements by taking American Institutions courses at the lower division or upper
71 division level or by examination.

72 The three 3 upper division units in Area D are satisfied by SJSU Studies Area S.

1 **San José State University**
2 **Academic Senate**
3 **Organization and Government Committee**
4 **December 10, 2018**
5 **First Reading**

AS 1719

6
7 **Senate Management Resolution**
8 **Charge and Membership of Senate Policy Committees**
9

10 Legislative History: The charge and membership information for the Executive
11 Committee and Committee on Committees reside in Bylaws 4 and 5 respectively. The
12 charge and membership information for the Curriculum and Research Committee is
13 found in SM-S89-3.
14

15
16 **Whereas:** A comprehensive review of the charge and membership of committees
17 with input from policy committees, operating committees, special
18 agencies, and other university committees has been conducted, and
19

20 **Whereas:** Archived documents assumed to contain the charge and membership
21 of the Professional Standards Committee and the Organization and
22 Government Committee are not readily available, therefore be it
23

24 **Resolved** That the charge and membership of policy committees be as noted in this
25 proposal, and be it further
26

27 **Resolved** That SM-S89-3 be rescinded, and be it further
28

29 **Resolved:** That bylaws 4 and 5 be updated to reflect the changes in this proposal for
30 the Executive Committee and the Committee on Committees.
31

32
33 **Rationale:** Beginning in January 2018, O&G invited all committees to review their
34 charge and membership. A separate Senate Management Resolution containing all
35 policy committee charge and membership information is needed since in some cases
36 the original documentation is not readily available for reference or future updates.
37

38 **Approved:** 12/3/18

39 **Vote:** 10-0-0

40 **Present:** Bailey, Capizzi, Curry, Gallo, Higgins, Grosvenor,
41 Ormsbee, Rodan, Saldamli, Shifflett

42 **Absent:** French

43 **Financial Impact:** None

44 **Workload Impact:** None

45 Charge and Membership of Senate Policy Committees

46

47 **Executive Committee** - Update to charge proposed.

48 See bylaw 4: <http://www.sjsu.edu/senate/docs/handbook/bylaws.pdf>

49

50 **Charge:** Acts as an Ad Hoc Advisory Committee to the President on request; acts for
51 the Academic Senate at such times when the members may not be available;
52 formulates policy proposals; refers matters of business to the appropriate agencies;
53 develops and approves the agenda for Senate meetings; handles external relations with
54 elected officials and their staff, as appropriate; prepares nominations/appointments as
55 needed to policy committees, operating committees, special agencies, and other
56 committees for Senate (or administrator) approval.

57

58 **Membership**

59 Senate Chair (elected)

60 Vice Chair (elected)

61 President (EXO)

62 Provost (EXO)

63 VP, Administration & Finance (EXO)

64 VP, Student Affairs (EXO)

65 Chief Diversity Officer (EXO)

66 faculty at Large (elected)

67 Statewide Senator (elected)

68 AS President (EXO)

69 Chair Committee on Committees/Assoc. Vice Chair (elected)

70 Chair Curriculum & Research (elected)

71 Chair Instruction & Student Affairs (elected)

72 Chair Organization & Government (elected)

73 Chair Professional Standards (elected)

74

75

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77

78 **Committee on Committees** - Update to charge proposed.
79 See bylaw 4: <http://www.sjsu.edu/senate/docs/handbook/bylaws.pdf>

80
81 **Charge:** ~~Determine periodically the interests of faculty members in serving on operating~~
82 ~~committees.~~ Recruits faculty, staff, students, and administrators to serve on university
83 committees. Prepares nominations for policy committees, operating committees, special
84 agencies, and other committees as needed. In cooperation with the Organization and
85 Government Committee, makes recommendations for the improvement of the Senate's
86 committee operations and structure. Maintains a record of faculty, staff, students, and
87 administrators currently serving on University-level administrative committees, and at
88 the request of the President or other administrator, ~~making the appointments may~~
89 recruit nominees and suggest names of faculty, staff, and students for service on ~~such~~
90 committees as needed. Acts as Election Committee.

91
92 **Membership**

- 93 1 faculty, College of Business
- 94 1 faculty, College of Education
- 95 1 faculty, College of Engineering
- 96 1 Member, General Unit
- 97 1 faculty, College of Health and Human Sciences
- 98 1 faculty, College of Humanities & Arts
- 99 1 faculty, College of Science
- 100 1 faculty, College of Social Science
- 101 1 Student Senator

102
103
104 **Curriculum and Research** - No update proposed.
105 <http://www.sjsu.edu/senate/docs/SM-S89-3.pdf>

106
107 **Charge:** Responsible for all matters relating to curriculum and research and for
108 development of an academic master plan.

109
110 **Membership**

- 111 AVP, Research (EXO)
- 112 AVP, GUP (EXO)
- 113 AVP, IEA (EXO)
- 114 Emeritus faculty Rep (EXO)
- 115 1 faculty, College of Business
- 116 1 faculty, College of Education
- 117 1 faculty, College of Engineering
- 118 1 Member, General Unit
- 119 1 faculty, College of Health and Human Sciences
- 120 1 faculty, College of Humanities & Arts
- 121 1 faculty, College of Science
- 122 1 faculty, College of Social Science
- 123 1 Student Senator

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Instruction and Student Affairs - No update proposed.

<http://www.sjsu.edu/senate/docs/SM-F13-1.pdf>

<http://www.sjsu.edu/senate/docs/SM-F04-2.pdf>

<http://www.sjsu.edu/senate/docs/SM-S04-2.pdf>

Charge: Responsible for all matters relating to instruction and to student affairs, including recruitment, admission, retention, academic status, educational equity, rights and responsibilities. The Instruction and Student Affairs Committee may establish task forces in consultation with the Executive Committee of the Academic Senate to address specific matters that are beyond its ability or the ability of the Student Success Committee to address in a reasonable time period.

Membership

- AVP, Student Affairs or Designee (EXO)
- AVP, Enrollment Services or Designee (EXO)
- Associate Dean for Undergraduate Studies (EXO - non voting)
- Associate Dean for Graduate Studies (EXO - non voting)
- Director, Student Involvement (EXO)
- Director, University Housing Services (EXO)
- Alumni Representative
- 1 faculty, College of Business
- 1 faculty, College of Education
- 1 faculty, College of Engineering
- 1 Member, General Unit
- 1 faculty, College of Health and Human Sciences
- 1 faculty, College of Humanities & Arts
- 1 faculty, College of Science
- 1 faculty, College of Social Science
- AS President
- AS Director Student Resource Affairs
- 2 Student Senators
- 1 Graduate Student

Organization and Government - Update to charge proposed.

Note: original charge and membership (archived) will be superseded with the passage of this Senate Management Resolution.

Charge: Considers problems related to and prepares recommendations regarding governance of the University, including revisions of the Senate Constitution and By-Laws, and the structure and ~~power~~ purview of colleges and departments. This committee is also responsible for reviews and recommendations regarding the charges, functions and creation or abolishment of University and Senate committees ~~along~~ in consultation with the committee on committees where appropriate.

170 **Membership**

- 171 President's Designee (EXO)
172 1 faculty, College of Business
173 1 faculty, College of Education
174 1 faculty, College of Engineering
175 1 Member, General Unit
176 1 faculty, College of Health and Human Sciences
177 1 faculty, College of Humanities & Arts
178 1 faculty, College of Science
179 1 faculty, College of Social Science
180 1 Student Senator

181

182 **Professional Standards** - No update proposed

183 Note: original charge and membership (archived) will be superseded with the passage
184 of this Senate Management Resolution.

185

186 **Charge:** Responsible for all areas pertaining to faculty affairs and professional
187 standards.

188

189 **Membership**

- 190 Deputy Provost (EXO)
191 1 faculty, College of Business
192 1 faculty, College of Education
193 1 faculty, College of Engineering
194 1 Member, General Unit
195 1 faculty, College of Health and Human Sciences
196 1 faculty, College of Humanities & Arts
197 1 faculty, College of Science
198 1 faculty, College of Social Science
199 1 Student Senator

7 **Senate Management Resolution**
8 **Amendment to Standing Rule 10 (Motions)**
9

10 **Whereas:** Charge and membership information for the Executive Committee and
11 Committee on Committees are contained in Senate bylaws (bylaw 4 and
12 5), and

13
14 **Whereas:** Greater clarity is needed regarding the use of Senate Management
15 Resolutions to amend the Senate bylaws, and

16
17 **Whereas:** Standing rule 10 contains the information pertinent to the use of Senate
18 Management Resolutions and motions to change bylaws, therefore be it

19
20 **Resolved** That Standing Rule 10a (2) be modified as follows:

21
22 Senate Management Resolutions -- motions ~~(other than motions to amend the bylaws)~~
23 affecting only the rules, procedures, committees or other internal affairs of the Senate;

24
25 i. When a Senate Management Resolution seeks to change bylaws, a 2/3
26 majority is required and the Senate Management Resolution must conform to Article III,
27 Section 5 of the Senate's Constitution.

28 ii. Senate Management Resolutions (other than those amending bylaws) need a
29 simple majority to pass.
30

31 **Rationale:** Standing Rule 10.a.2 appears to exclude changes to bylaws through Senate
32 Management Resolution; However, Standing Rule 10.d specifically notes that "The
33 Academic Senate may adopt bylaws consistent with this Constitution" where there is no
34 restriction pertaining to the use of Senate Management Resolutions to amend bylaws.
35 In addition, Standing Rule 10.a.2 clearly identifies Senate Management Resolutions as
36 the appropriate vehicle to address 'rules, procedures, committees or other internal
37 affairs of the Senate' and our bylaws contain, in this case, information related to
38 committees that needs to be updated. Thus, it will be helpful to amend Standing Rule
39 10.a.2 to clarify the use of Senate Management Resolutions in a way that reinforces the
40 connection to the constitution (and section 10.d).
41

42 **Approved:** 12/3/18

43 **Vote:** 10-0-0

44 **Present:** Bailey, Capizzi, Curry, Gallo, Higgins, Grosvenor, Ormsbee,
45 Rodan, Saldamli, Shifflett

46 **Absent:** French

47
48 Financial Impact: None
49 Workload Impact: None

50
51 Below is reference information for the Senate (not for inclusion in final version of the
52 resolution)

53
54 **Standing Rule 10**

55
56 10. Motions

57
58 a) Substantive motions are of three kinds:

59
60 1) Sense of the Senate Resolutions -- motions which would express the
61 sense or opinion of the Senate, but would not propose new or modified
62 policy or procedure specifically for this University;

63
64 2) Senate Management Resolutions -- motions (other than motions to
65 amend the bylaws) affecting only the rules, procedures, committees or
66 other internal affairs of the Senate;

67
68 3) Policy Resolutions -- motions which, if approved by the Senate and
69 the President of the University, would create or modify university policy
70 or procedure.

71
72 b) Recommendations from standing committees, whether or not they affect any
73 university policy, may be acted upon at the meeting of the Academic Senate at
74 which they are introduced, provided they have been distributed to members of
75 the Senate at least twenty-four (24) hours in advance of the meeting. However,
76 a recommendation which a committee considers of unusual importance or
77 complexity may be designated by the committee as a "first reading" item, for final
78 action at the meeting following that at which it was first reported by the
79 committee.

80
81 c) Motions from the Floor

82
83 Motions not proposed by a policy committee:

84
85 1) Described in a.1) and 2) above may be introduced and acted on at
86 any meeting under the appropriate agenda item.

87
88 2) Described in a.3) above may be acted upon only at a meeting
89 subsequent to the meeting in which it is introduced or in which notice is
90 given to the Senate of intention to introduce such a motion. If only a
91 notice is given, such notice shall include the general sense of the

92 proposed motion, and may be given either orally or in writing. Upon
93 giving of notice, the presiding officer will enter the mover's name on the
94 agenda for the next meeting and will recognize him or her at the time for
95 New Business for the purpose of introducing the motion. Any motion from
96 the floor may be referred to a committee on the day when first
97 introduced.

98
99 d) Motions to change the bylaws are governed by Article III, Section 5 of the
100 constitution.

101
102 e) Any motion referred by the Senate to a policy committee must be reported
103 back to the Senate with the committee's recommendation.

104
105
106 **Article III — Organization**

107
108 Section 5. The Academic Senate may adopt bylaws consistent with this Constitution.
109 Bylaws may be enacted only by a two-thirds (2/3) majority at a regular meeting
110 subsequent to the meeting at which such bylaws are introduced.

111
112 Section 6. The Academic Senate may establish its own rules of procedure consistent
113 with this Constitution. A standing rule may be established, amended or rescinded by a
114 majority vote at any meeting.

1 **San José State University**
2 **Academic Senate**
3 **Organization and Government Committee**
4 **December 10, 2018**
5 **First Reading**
6

AS 1721

7 **Policy Recommendation to Amend S13-9:**
8 **Policy for Merging, Dividing, Transferring, Eliminating**
9 **Academic Units**

10
11 Legislative History: At its meeting of May 8, 2006 the Academic Senate passed S06-7,
12 a policy recommendation from the Organization and Government Committee to address
13 the need for a university policy prescribing procedures to merge, divide, transfer or
14 eliminate academic departments. Approved and signed by President Don Kassing on
15 May 15, 2006.

16
17 Subsequently, on March 14, 2011, the Academic Senate approved the Sense of the
18 Senate Resolution SS-S11-3 to provide voting guidelines to be used when
19 implementing S06-7. Endorsed by the Executive Committee on March 7, 2011.

20
21 And finally, at its meeting of May 6, 2013, the Academic Senate approved S13-9 to
22 amend S06-7 which provided an operational roadmap to ensure transparency and to
23 facilitate full participation of affected academic units and programs subject to proposed
24 mergers, division, transfer or elimination. Approved and signed by President
25 Mohammad Quayoumi on June 11, 2013.

26
27 Whereas: S13-9 preserves the intent of S06-07 by carrying forward the resolved
28 points regarding merging, dividing, transferring or eliminating academic
29 units, and

30
31 Whereas: S13-9 provides a clear operational roadmap including steps to limit the
32 potential need for conflict resolution, which was not part of S06-7, and

33
34 Whereas: S13-9 provides voting guidelines aligned with the CBA and SS-S11-3
35 which continue to stand, therefore, be it

36
37 Resolved That S13-9 be amended to rescind S06-07 by adding this resolved
38 statement:

39
40 Resolved that this proposal replace S06-7 and S06-7 be rescinded.

41
42
43 Rationale: S13-06 amended S06-7, but in fact, should have rescinded the older policy.
44 S13-9 can and should replace S06-07 since it contained the key provisions of the
45 original policy while adding a clear operational process to (a) ensure that all parties

46 adhered to the principle of meaningful consultation with all academic units affected by a
47 proposed merger, department division, transfer, or elimination and (b) minimize the
48 likelihood of the need for conflict resolution. Additionally, procedures that address
49 voting within the departments to be consistent with the voting rights afforded by the CBA
50 and consistent with SS-S11-3 were included.

51

52

53

54 Approved: 11/26/18

55 Vote: 10-0-0

56 Present: Bailey, Capizzi, Curry, French, Gallo, Higgins, Grosvenor,

57 Ormsbee, Rodan, Shifflett

58 Absent: Saldamli

59

60 Financial Impact: None

61 Workload Impact: None

6
7 **Policy Recommendation**
8 **Charge and Membership of University Committees**
9

10 Legislative History: The charge and membership information for committees is widely
11 dispersed across Senate Management Resolutions and University Policies. This
12 proposal seeks to update the charge and/or membership of some committees and the
13 Senate's repository which documents the charge and membership of committees.
14 Changes would supersede the charge and membership information in previous Senate
15 Management Resolutions and University Policies.

16
17

18 Whereas: An updated resource regarding the charge and membership of policy
19 committees, operating committees, special agencies, and other university
20 committees is needed, and

21

22 Whereas: The Senate's Committee Descriptions document should continue to
23 be the repository of all information on the charge and membership
24 of committees, and

25

26 Whereas: A comprehensive review of the charge and membership of committees
27 with input from policy committees, operating committees,
28 special agencies, and other university committees has been conducted,
29 therefore be it

30

31 Resolved: That the charge and membership of committees as noted in this proposal
32 amends the charge and membership information contained in
33 previous policies and senate management resolutions in which charge
34 and membership have been specified, and be it further

35

36 Resolved: That policies and senate management resolutions not specific to the
37 charge or membership of committees should not contain charge and
38 membership information but rather direct the reader to the appropriate
39 policy or senate management resolution where such information resides,
40 and be it further

41

42 Resolved: That henceforth, the charge and membership of committees should be
43 contained in a Policy Recommendation or Senate Management
44 Resolution exclusively dedicated to a committee's charge and
45 membership, and be it further

46
47 Resolved: That the information in the attached Appendix A, documenting the charge
48 and membership of policy committees, operating committees, special
49 agencies, and other university committees, replaces the contents of the
50 Senate's current Committee Descriptions document. The Committee
51 Descriptions document will continue to be maintained by the academic
52 senate office and be available on its website, and be it further
53

54 Resolved: That for all committees, this principle should be considered in the
55 determination of seats and membership: Ideally, committees should be
56 broadly diverse and inclusive of various backgrounds and perspectives,
57 and be it further
58

59 Resolved: That unless otherwise specified in a Policy Recommendation or Senate
60 Management Resolution, appointments to committees are made following
61 the normal committee on committees processes.
62

63 Rationale: Beginning in January 2018, O&G invited all committees to review their
64 charge and membership. The thoughtful and reflective nature of the reviews have
65 brought excellent recommendations to O&G which the committee now advances to the
66 Senate.
67

68 Where substantial changes were proposed, O&G brought separate recommendations to
69 the senate which are included in Appendix A where they have been approved by the
70 Senate and the President. The changes in this proposal do not alter the functions of
71 committees but rather clarify the charges. Where changes to the membership have
72 been recommended, the relevant committee and members of Organization and
73 Government concur on the need for the change.
74

75 One document detailing the charge and membership of policy committees, operating
76 committees, special agencies, and other SJSU committees will be of immense value to
77 faculty, staff, administrators, students, and the Senate. The contents of Appendix A are
78 intended to update the Senate's current Committee Descriptions document.
79

80 The first section of the attached materials contains the proposed changes to committee
81 charges and/or membership for consideration by the Senate. Following that is
82 Appendix A with a complete listing of all committees including those where no changes
83 have been proposed. The contents of the Appendix are intended to facilitate update of
84 the Senate's repository of information on the charge and membership of committees.
85

86
87 Approved: 12/3/18
88 Vote: 10-0-0
89 Present: Bailey, Capizzi, Curry, Gallo, Higgins, Grosvenor,
90 Ormsbee, Rodan, Saldamli, Shifflett
91 Absent: French

92
93 Financial Impact: None
94 Workload Impact: Initially, considerable work needed to update/amend existing
95 policies or Senate Management resolutions where charge and
96 membership information resides. Following that, ongoing update to
97 the contents of the Senate's Committee Descriptions document
98 (updated based on Appendix A) will not require additional work
99 since the Senate office already updates its committee descriptions
100 document as changes are made.

Proposed Updates

101
102
103
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Faculty Diversity Committee [reporting to PS] - Addition and updates to representatives in exofficio seats.

<http://www.sjsu.edu/senate/docs/S10-1.pdf>
<http://www.sjsu.edu/senate/docs/SM-S05-6.pdf>

Membership

Chief Diversity Officer [EXO]

~~AVP Human Resources~~ Senior AVP UP or designee [EXO]

~~AVP Faculty Affairs or designee~~ Deputy Provost [EXO]

1 Faculty, College of Business

1 Faculty, College of Education

1 Faculty, College of Engineering

1 Member, General Unit

1 Faculty, College of Health and Human Sciences

1 Faculty, College of Humanities & Arts

1 Faculty, College of Science

1 Faculty, College of Social Science

AS Director of Faculty Affairs

AS Director of Campus Climate Affairs

International Programs and Students Committee [reporting to ISA] - Update to charge.

<http://www.sjsu.edu/senate/docs/SM-F04-4.pdf>

<http://www.sjsu.edu/senate/docs/F90-5.pdf>

<http://www.sjsu.edu/senate/docs/F88-11.pdf>

Charge: Considers issues related to the experiences of international students & scholars and participants in SJSU study abroad programs. Advocates for the success of international and study abroad students through interactions with relevant SJSU offices and administrators. Partners with colleagues in various campus divisions to promote awareness of global opportunities for students, staff, and faculty. Reviews and recommends policies and procedures on SJSU international programs and activities including Faculty Led Programs (FLP).

Program Planning Committee [reporting to CR]- Update to charge.

<http://www.sjsu.edu/senate/docs/S17-11.pdf>

<http://www.sjsu.edu/senate/docs/SM-F08-6.pdf>

<http://www.sjsu.edu/senate/docs/SM-F03-2.pdf>

<http://www.sjsu.edu/senate/docs/SM-S96-4.pdf>

Charge: Implements the academic program planning process, including the review of programs, as provided in the program planning policy and guidelines. Recommends

146 changes in the policy and guidelines and other matters relating to program planning and
147 review to the Curriculum and Research Committee.

148

149 **Student Evaluation Review Board** [reporting to PS] - Update to charge.

150 <http://www.sjsu.edu/senate/docs/F10-2.pdf>

151 <http://www.sjsu.edu/senate/docs/SM-S99-4.pdf>

152 <http://www.sjsu.edu/senate/docs/SM-S94-1.pdf>

153 <http://www.sjsu.edu/senate/docs/F87-6.pdf>

154

155 Charge: In consultation with the appropriate disciplines, designs evaluation instruments
156 to be used by all departments and colleges. In collaboration with IEA, establishes norm
157 groups and norm ranges. Develops and makes available to the University community,
158 information and guidelines for the effective interpretation of the rating instruments.
159 Develops guidelines for the participation of students in the evaluation of faculty.

160 Reviews proposals for matters concerned with rating instruments, norm grouping or any
161 other variance to established policy.

162

163 **Student Fairness Committee** [reporting to ISA]- Update to charge; membership
164 clarifies one faculty from each college. S14-3 says 'preferably'

165 <http://www.sjsu.edu/studentconduct/docs/S14-3.pdf>

166

167 Charge: In accordance with S14-3, the student fairness committee adjudicates grade
168 disputes and advises professors and departments on practices that will limit future
169 problems. The committee also suggests ways to bring teaching practices and
170 departmental practices in alignment with university policy. Based on the nature of the
171 grievance, the student fairness committee also guides students to other institutional
172 resources that are available to address various types of grievances.

173

174 Membership

175 Ombudsperson [EXO]

176 2 University administrators (management)

177 1 Faculty, College of Business

178 1 Faculty, College of Education

179 1 Faculty, College of Engineering

180 1 Faculty, College of Health and Human Sciences

181 1 Faculty, College of Humanities & Arts

182 1 Faculty, College of Science

183 1 Faculty, College of Social Science

184 2 Staff (non management)

185 7 Students

186

187 **Undergraduate Studies Committee** [reporting to CR] - Update to charge.

188 <http://www.sjsu.edu/senate/docs/SM-F16-1.pdf>

189 <http://www.sjsu.edu/senate/docs/SM-F15-2.pdf>

190 <http://www.sjsu.edu/senate/docs/SM-S98-2.pdf>

191

192 Charge: Reviews and coordinates the undergraduate curriculum and its development
193 across all colleges; advises on policies relevant to undergraduate education;
194 encourages and supports curricular innovation on campus; formulates or considers and
195 makes recommendations on policy for awarding honors to undergraduate students;
196 reviews and makes recommendations on proposed departmental honors programs; and
197 members serve as liaisons to their respective units.

198

199 **Accreditation Review Committee** - Update to charge.

200 <http://www.sjsu.edu/senate/docs/S16-5.pdf>

201

202 Charge: The Accreditation Review Committee (ARC) is charged with leading the
203 campus in preparation for its accreditation review in accordance with the most current
204 WASC Senior College and University Commission (WSCUC) Handbook of
205 Accreditation.

206

207 **Athletics Board** - Update to charge; Update to membership.

208 <http://www.sjsu.edu/senate/docs/S13-7.pdf>

209 <http://www.sjsu.edu/senate/docs/F07-2.pdf>

210 <http://www.sjsu.edu/senate/docs/F79-4.pdf>

211

212 Charge: In alignment with SJSU's Athletics Policy (F07-2), the athletics board performs
213 such functions as to enable it to carry out its responsibilities to ensure academic
214 integrity of the athletic programs and compliance with NCAA and affiliated conference
215 athletic rules. It shall recommend to the President and to the Executive Committee of
216 the Academic Senate policies that promote a strong environment of rules compliance
217 and provide a positive academic environment for all student-athletes; it shall act in an
218 advisory capacity to the President and his/her designee and to the Director of Athletics;
219 it shall have an overall awareness of the athletic programs of the University and the
220 rules, procedures and guidelines of the athletic organizations of which the University is
221 a member, in order to make recommendations pertaining thereto and to act in an
222 advisory capacity.

223

224 Membership:

225 Faculty Member-at-Large, tenured

226 Faculty Member-at-Large, tenured

227 Faculty Member-at-Large, tenured

228 Faculty Member-at-Large

229 Faculty Member-at-Large

230 President, Associated Students, or Designee

231 ~~Director, Extracurricular Affairs, Associated Students~~ Student-Athlete Advisory

232 Committee President or designee

233 Faculty Athletics Representative

234 President, ~~Spartan Foundation~~ Athletic Fund, or Designee

235 Director, Division of Athletics (non-voting member)

236 Associate Athletics Director for Student Services (non-voting member)

237 President's Designee (non-voting member)
238 Director of Compliance (non-voting member)

239
240 **Budget Advisory Committee** - Update to charge.
241 <http://www.sjsu.edu/senate/docs/F15-9.pdf>

242
243 Charge: ~~The Budget Advisory Committee is charged with~~ Advises the President of the
244 University by providing input and recommendations ~~to the President~~ throughout the
245 planning, implementation and subsequent review of budget expenditures including
246 advice on key campus priorities.

247
248 ~~The Budget Advisory Committee will~~ Assists with identifying challenges, ~~serve as an~~
249 ~~advisory resource to the campus community, and provide a mechanism to communicate~~
250 ~~financial issues across the campus in a timely fashion. and problem areas and proposes~~
251 solutions.

252 ~~In addition, this committee will serve~~ Acts as a resource to enhance the campus
253 community's in understanding of ~~state-wide, CSU, and~~ university-wide budgeting
254 processes; ~~develop a broad and deep understanding of budget issues at all levels in~~
255 ~~order to identify and analyze problem areas and propose solutions; and~~ Provides advice
256 concerning the planning, development, and implementation of materials to communicate
257 budget-related information to the campus community, ensuring alignment of campus
258 resources with the strategic plan.

259
260
261 **Campus Planning Board** - Update to charge.
262 <http://www.sjsu.edu/senate/docs/F15-10.pdf>
263 <http://www.sjsu.edu/senate/docs/S08-4.pdf>

264
265 Charge: Advises the President of the University ~~in regard to~~ regarding long- range
266 physical planning for the campus and the surrounding area, including preparation and
267 review of the Campus Master Plan. For this purpose, the Board ~~is~~ serves as the
268 Campus Planning Committee as described in ~~provided for by~~ Executive Order 672.
269 Strategic Planning Steering Committee - Update to charge.
270 <http://www.sjsu.edu/senate/docs/S16-3.pdf>

271
272 Charge: The Strategic Planning Steering Committee (SPSC) is responsible for advising
273 the President on all aspects of the development, implementation, evaluation, and
274 revision of a strategic plan for SJSU. The committee is responsible for the ongoing
275 review of the planning process, ~~along with~~ and for communication and engagement
276 with campus constituents ~~will be central to the steering committee's responsibilities as~~
277 ~~well as~~ to sustain the plan's legitimacy and efficacy. As a representative group, SPSC
278 members are expected to convey information out to all constituent groups they have
279 connections with and serve as a conduit for information into the SPSC throughout a
280 strategic planning cycle.

281
282

283 **Sustainability Board** - Update of charge and title in membership.
284 <http://www.sjsu.edu/senate/docs/S10-5.pdf>

285
286 Charge: Working in conjunction with the University Director of Sustainability, the board
287 functions as a special agency of the Academic Senate and advises and makes
288 recommendations to the Academic Senate and the President in the following areas:
289 setting and measuring progress towards meeting University-wide goals to promote
290 sustainability across academic and non-academic divisions; and benchmarking SJSU
291 sustainability efforts relative to state and national leaders in university sustainability. The
292 board serves as an advisory resource to academic departments on sustainability-related
293 curriculum. The board also works with appropriate units in the university as a resource
294 for centralizing and effectively communicating information, both internally and externally,
295 about on SJSU's sustainability efforts; ~~both internally and externally~~ integrating
296 sustainability into key planning documents and procedures; and educating and
297 engaging with campus stakeholders and external partners on sustainability through
298 research, projects, workshops, and other events

299
300 Membership:

301 Director, Sustainability [EXO]
302 Provost or designee [EXO]
303 VP for Advancement or designee [EXO]
304 VP for Student Affairs or designee [EXO]
305 AVP of FDO (or designee) [EXO]
306 Exec. Dir. Spartan Shops or designee [EXO]
307 ~~AS Director of Comm. & Envr. Affairs.~~ AS Director of community and sustainability
308 affairs [EXO]
309 Rep of Deans (selected by Deans Council)
310 1 faculty, Business
311 1 faculty, Education
312 1 faculty, Engineering
313 1 faculty, Health and Human Sciences
314 1 faculty, Humanities and the Arts
315 1 faculty, Science
316 1 faculty, Science/Biology
317 1 faculty, Social Science
318 1 faculty, General Unit
319 1 Staff Member (appointed by the President in consultation with the Executive
320 Committee)
321 Student (Appt. by VP Student Affairs)

322
323 **University Library Board** - Update to charge.
324 <http://www.sjsu.edu/senate/docs/S15-10.pdf>

325
326 Charge: The University Library Board advises and assists the Dean of the University
327 Library on matters concerning the academic role of the library. The board serves as

328 liaison between faculty and students and the Library administration, faculty, and staff;
329 examines the relationships between the Library and the general faculty, the various
330 colleges and the programs of the University, for the purpose of recommending
331 improvements in Library services and policy, as well as the stature of the Library. The
332 board recommends ways of assuring the stewardship of the library's various collections
333 of materials in all formats. The board recommends ways of assuring that the library
334 provide an atmosphere appropriate to quiet study and research, collaboration, student
335 academic success, and thoughtful reading. The board widely consults representatives
336 from all groups and disciplines who use the library's resources for curriculum and
337 research, so as to advise the Dean of the University Library on campus needs for the
338 Library's collections and academic services, and receives periodic reports on the
339 library's progress and expenditures toward meeting those needs. Receives reports from
340 the library Dean regarding any issues raised at the King Library Management Team
341 meetings that affect the management of the King Library. The University Library Board
342 may, in cooperation with the library, co-sponsor events within the library that bring
343 members of the university community together with other citizens of the region for
344 discourse on subjects of common scholarly and literary interest. The board conducts
345 periodic reviews of this policy and makes recommendations to the Academic Senate for
346 appropriate revisions.

347
348 **Academic Disqualification and Reinstatement Review Committee** - Updates to
349 charge and membership.

350 <http://www.sjsu.edu/senate/docs/S16-16.pdf>

351 <http://www.sjsu.edu/senate/docs/S10-6.pdf>

352 <http://www.sjsu.edu/senate/docs/SM-F09-2.pdf>

353

354 Note: Information from S16-6: Establishing and evaluating the procedure for the appeal
355 process will be the charge of the ADRRC. Establishing and evaluating the guidelines for
356 reinstatement will be the charge of the ADRRC.

357

358 Charge: Enforces and reviews academic regulations governing disqualification and
359 reinstatement to the University. Serves as the review committee for students whose
360 petitions have been denied for Change of Major/Adding a second major/or minor for
361 students with more than 90 units, per PD 2009-05.

362

363 Membership:

364 ~~AVP Graduate and Undergraduate Programs or designee~~

365 Associate Dean of Undergraduate Studies [EXO]

366 Associate Dean of Graduate Studies [EXO]

367 ~~AVP Enrollment Services or designee~~

368 ~~AVP Research or designee~~

369 Director or designee Advising and Retention Services [EXO]

370 ~~Director or designee EOP [EXO] AVP, Student Affairs~~

371 AVP Faculty & Student Success or Designee [EXO]

372 Director or designee Counseling Services [EXO]

373 Associate Dean Business [EXO]

- 374 Associate Dean Education [EXO]
- 375 Associate Dean Engineering [EXO]
- 376 Associate Dean Health and Human Sciences [EXO]
- 377 Associate Dean Humanities and the Arts [EXO]
- 378 Associate Dean Science [EXO]
- 379 Associate Dean Social Sciences [EXO]
- 380 College of International and Extended Studies (CIES) Associate Dean [EXO]

381
 382 **Award Committees:** - Charge (new) based on contents of S13-6.
 383 <http://www.sjsu.edu/senate/docs/S13-6.pdf>

384
 385 Charge: In accordance with S13-6, the purpose of the Outstanding Professor,
 386 President’s Scholar, Distinguished Service Award, and the Outstanding Lecturer
 387 Awards committees is to recommend for recognition ~~recognize~~ faculty members who
 388 have excelled in the areas of teaching and advising, scholarship or creative activity,
 389 service to the university or profession, and a lecturer’s excellence in teaching
 390 effectiveness and service, respectively.

391
 392 Writing Requirements Committee - No update to charge; clarification in membership.
 393 <http://www.sjsu.edu/senate/docs/F15-6.pdf>
 394 <http://www.sjsu.edu/senate/docs/S95-5.pdf>

395
 396 Membership:

- 397 College Dean/WRC Chair; Appointed by the Provost [EXO]
- 398 SJSU Writing Programs Administrator (WPA) [EXO]
- 399 SJSU Writing Across the Curriculum (WAC) [EXO]
- 400 AVP GUP or Designee [EXO]
- 401 Director Testing (EXO, non voting)
- 402 Writing Skills Coordinator (WSC) (EXO, non voting)
- 403 AVP Student Academic Success Services or Designee (EXO, non voting)
- 404 Faculty - University Library
- 405 1 Faculty, College of Business
- 406 1 Faculty, College of Education
- 407 1 Faculty, College of Engineering
- 408 1 Member, General Unit
- 409 1 Faculty, College of Health and Human Sciences
- 410 1 Faculty, College of Humanities & Arts
- 411 1 Faculty, College of Humanities & Arts; LLD
- 412 1 Faculty, College of Science
- 413 1 Faculty, College of Social Science
- 414 1 Student - UG or Grad; (has satisfied WC II requirement)
- 415 1 Student - UG or Grad (satisfied WC II requirement and preferably has experience with
- 416 ESL Learning)

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Appendix A
Charge & Membership of Committees

Policy Committees: In general, these committees study policy issues and investigate policy problems in their areas at the request of the Academic Senate and prepare policy recommendations for official action.

Executive Committee - Note: Update to charge proposed in AS ####.
See bylaw 4: <http://www.sjsu.edu/senate/docs/handbook/bylaws.pdf>

Charge: Acts as an Ad Hoc Advisory Committee to the President on request; acts for the Academic Senate at such times when the members may not be available; formulates policy proposals; refers matters of business to the appropriate agencies; develops and approves the agenda for Senate meetings; handles external relations with elected officials and their staff, as appropriate; prepares nominations/appointments as needed to policy committees, operating committees, special agencies, and other committees for Senate (or administrator) approval; and handles external relations with elected officials and their staff.

- Membership
- Senate Chair (elected)
 - Vice Chair (elected)
 - President [EXO]
 - Provost [EXO]
 - VP Administration & Finance [EXO]
 - VP Student Affairs [EXO]
 - Chief Diversity Officer [EXO]
 - Past Chair or Faculty at Large (elected)
 - Statewide Senator (elected)
 - AS President [EXO]
 - Chair Committee on Committees/Assoc. Vice Chair (elected)
 - Chair Curriculum & Research (elected)
 - Chair Instruction & Student Affairs (elected)
 - Chair Organization & Government (elected)
 - Chair Professional Standards (elected)

456 **Committee on Committees** - Note: Update to charge proposed in AS ####.

457 <http://www.sjsu.edu/senate/docs/F05-1.pdf>

458 <http://www.sjsu.edu/senate/docs/S98-3.pdf>

459 See bylaw 4: <http://www.sjsu.edu/senate/docs/handbook/bylaws.pdf>

460
461 Charge: Charge: Prepares nominations for policy committees, operating committees,
462 special agencies, and other committees as needed. In cooperation with the
463 Organization and Government Committee, makes recommendations for the
464 improvement of the Senate's committee operations and structure. Maintains a record of
465 faculty, staff, students, and administrators currently serving on University-level
466 ~~administrative~~ committees, and at the request of the President or other administrator,
467 ~~making the appointments~~ may recruit nominees and suggest names of faculty, staff, and
468 students for service on ~~such~~ committees as needed. Acts as Election Committee.

469

470 Membership

471 1 Faculty, College of Business

472 1 Faculty, College of Education

473 1 Faculty, College of Engineering

474 1 Member, General Unit

475 1 Faculty, College of Health and Human Sciences

476 1 Faculty, College of Humanities & Arts

477 1 Faculty, College of Science

478 1 Faculty, College of Social Science

479 Student Senator

480

481

482 **Curriculum and Research** - No updates.

483 <http://www.sjsu.edu/senate/docs/SM-S89-3.pdf>

484

485 Charge: Responsible for all matters relating to curriculum and research and for
486 development of an academic master plan.

487

488 Membership

489 AVP, Research [EXO]

490 AVP, GUP [EXO]

491 AVP, IEA [EXO]

492 Emeritus Faculty Rep [EXO]

493 1 Faculty, College of Business

494 1 Faculty, College of Education

495 1 Faculty, College of Engineering

496 1 Member, General Unit

497 1 Faculty, College of Health and Human Sciences

498 1 Faculty, College of Humanities & Arts

499 1 Faculty, College of Science

500 1 Faculty, College of Social Science

501 1 Student Senator

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Instruction and Student Affairs - No updates.
<http://www.sjsu.edu/senate/docs/SM-F13-1.pdf>
<http://www.sjsu.edu/senate/docs/SM-F04-2.pdf>
<http://www.sjsu.edu/senate/docs/SM-S04-2.pdf>

Charge: Responsible for all matters relating to instruction and to student affairs, including recruitment, admission, retention, academic status, educational equity, rights and responsibilities. The Instruction and Student Affairs Committee may establish task forces in consultation with the Executive Committee of the Academic Senate to address specific matters that are beyond its ability or the ability of the Student Success Committee to address in a reasonable time period.

- Membership
- AVP, Student Affairs or Designee [EXO]
 - AVP, Enrollment Services or Designee [EXO]
 - Associate Dean for Undergraduate Studies (EXO - non voting)
 - Associate Dean for Graduate Studies (EXO - non voting)
 - Director Student Involvement [EXO]
 - Director University Housing Services [EXO]
 - Alumni Rep Applied Science and Arts Faculty
 - 1 Faculty, College of Business
 - 1 Faculty, College of Education
 - 1 Faculty, College of Engineering
 - 1 Member, General Unit
 - 1 Faculty, College of Health and Human Sciences
 - 1 Faculty, College of Humanities & Arts
 - 1 Faculty, College of Science
 - 1 Faculty, College of Social Science
 - AS President
 - AS Director Student Resource Affairs
 - 2 Student Senators
 - 1 Graduate Student

Organization and Government - Update to charge proposed in **AS #####**.
Note: original charge and membership (archived) will be superseded with the passage of **AS #####**.

Charge: Considers problems related to and prepares recommendations regarding governance of the University, including revisions of the Senate Constitution and By-Laws, and the structure and power purview of colleges and departments. This committee is also responsible for reviews and recommendations regarding the charges and functions and creation or abolishment of University and Senate committees along in consultation with the committee on committees where appropriate.

Membership

- 548 President's Designee [EXO]
- 549 1 Faculty, College of Business
- 550 1 Faculty, College of Education
- 551 1 Faculty, College of Engineering
- 552 1 Member, General Unit
- 553 1 Faculty, College of Health and Human Sciences
- 554 1 Faculty, College of Humanities & Arts
- 555 1 Faculty, College of Science
- 556 1 Faculty, College of Social Science
- 557 1 Student Senator

558
559

Professional Standards - No update.

561 Note: original charge and membership (archived) will be superseded with the passage
562 of AS #####.

563

564 Charge: Responsible for all areas pertaining to faculty affairs and professional
565 standards.

566

567 Membership

568 Deputy Provost [EXO]

- 569 1 Faculty, College of Business
- 570 1 Faculty, College of Education
- 571 1 Faculty, College of Engineering
- 572 1 Member, General Unit
- 573 1 Faculty, College of Health and Human Sciences
- 574 1 Faculty, College of Humanities & Arts
- 575 1 Faculty, College of Science
- 576 1 Faculty, College of Social Science
- 577 1 Student Senator

578 Operating Committees: In the context of their charge, operating committees serve a
579 range of functions including the preparation of reports and making recommendations for
580 changes in policy to their designated policy committees.

581
582

583 **Faculty Diversity Committee** [reporting to PS] - Addition and updates to
584 representatives in exofficio seats.

585 <http://www.sjsu.edu/senate/docs/S10-1.pdf>

586 <http://www.sjsu.edu/senate/docs/SM-S05-6.pdf>

587

588 Charge: The Faculty Diversity Committee promotes diversity through appropriate
589 recruitment and retention strategies. It also conducts periodic forums and other activities
590 directed at increased recruitment and retention of diverse faculty. It reviews
591 effectiveness of such activities and may recommend appropriate strategies and policies.

592

593 Membership

594 Chief Diversity Officer [EXO]

595 AVP Human Resources Senior AVP UP or designee [EXO]

596 AVP Faculty Affairs or designee Deputy Provost [EXO]

597 1 Faculty, College of Business

598 1 Faculty, College of Education

599 1 Faculty, College of Engineering

600 1 Member, General Unit

601 1 Faculty, College of Health and Human Sciences

602 1 Faculty, College of Humanities & Arts

603 1 Faculty, College of Science

604 1 Faculty, College of Social Science

605 AS Director of Faculty Affairs

606 AS Director of Campus Climate Affairs

607

608

609 **Graduate Studies and Research Committee** [reporting to CR] - No update.

610 <http://www.sjsu.edu/senate/docs/SM-F15-4.pdf>

611 <http://www.sjsu.edu/senate/docs/SM-F08-3.pdf>

612 <http://www.sjsu.edu/senate/docs/SM-S98-2.pdf>

613 <http://www.sjsu.edu/senate/docs/SM-S96-5.pdf>

614

615 Charge: Recommends policies and policy changes pertaining to graduate studies and
616 research (including issues relating to intellectual property); reviews proposals for new
617 graduate degree programs and new organized research units; conducts reviews of
618 existing organized research units; reviews entries for outstanding thesis awards,
619 formulates or considers and makes recommendations on policy for awarding honors to
620 graduate students, selects students to represent SJSU at the CSU Student Research
621 Competition, and reviews applications for the Pre-Doctoral Program, Forgivable Loan
622 Program, and any similar program; establishes guidelines for format and style for

623 master theses and projects; and encourages and facilitates the development,
624 administration, promotion, and recognition of research at San José State University.

- 625
626 Membership
627 Coordinator, Library Collection [EXO]
628 Associate Dean Graduate Studies [EXO]
629 Associate Dean Research [EXO]
630 Director Sponsored Programs or designee [EXO]
631 1 Faculty, College of Business
632 1 Faculty, College of Education
633 1 Faculty, College of Engineering
634 1 Member, General Unit
635 1 Faculty, College of Health and Human Sciences
636 1 Faculty, College of Humanities & Arts
637 1 Faculty, College of Science
638 1 Faculty, College of Social Science
639 2 Graduate Students

640
641
642 **Institutional Review Board** - Human Subjects [reporting to CR] - No update.

- 643 <http://www.sjsu.edu/senate/docs/F18-3.pdf>
644 <http://www.sjsu.edu/senate/docs/F17-1.pdf>
645 <http://www.sjsu.edu/senate/docs/SM-F05-2.pdf>
646 <http://www.sjsu.edu/senate/docs/SM-S05-3.pdf>
647 <http://www.sjsu.edu/senate/docs/SM-S00-1.pdf>
648 <http://www.sjsu.edu/senate/docs/F90-4.pdf>

649
650 Charge: Facilitates the responsible conduct of inquiry by reviewing all proposals for
651 human subject research to be conducted under the direction of University personnel,
652 including University students; ensures that, before data collection is begun, all
653 appropriate measures have been taken to protect the safety, personal rights and dignity
654 of all individuals and social groups involved as participants in the project. The Board
655 may also provide information to the campus community on IRB-HS procedures and
656 compliance with applicable rules and regulations.

- 657
658 Membership
659 IRB Coordinator [EXO]
660 1 Faculty, College of Business
661 2 Faculty, College of Education
662 1 Faculty, College of Engineering
663 1 Member, General Unit
664 2 Faculty, College of Health and Human Sciences
665 1 Faculty, College of Humanities & Arts
666 1 Faculty, College of Science
667 2 Faculty, College of Social Science
668 1 student

669 Community-at-large
670 Physician or licensed health professional
671 Physician (Kinesiological Consultant) - as needed
672 Prisoner Advocate - as needed

673
674 **International Programs and Students Committee** [reporting to ISA] - Update to
675 charge.

676 <http://www.sjsu.edu/senate/docs/SM-F04-4.pdf>

677 <http://www.sjsu.edu/senate/docs/F90-5.pdf>

678 <http://www.sjsu.edu/senate/docs/F88-11.pdf>

679
680 Charge: Considers issues related to the experiences of international students &
681 scholars and participants in SJSU study abroad programs. Advocates for the success of
682 international and study abroad students through interactions with relevant SJSU offices
683 and administrators. Partners with colleagues in various campus divisions to promote
684 awareness of global opportunities for students, staff, and faculty. Reviews and
685 recommends policies and procedures on SJSU international programs and activities
686 including Faculty Led Programs (FLP).

687
688 Membership
689 Director International Programs & Services [EXO]
690 Student Affairs Office designee [EXO]
691 AVP, Enrollment & Academic Services or designee [EXO]
692 GUP Graduate Studies Office designee [EXO]
693 GUP Undergraduate Studies Office designee [EXO]
694 Study Abroad Director [EXO]
695 CIES, Director Global Studies [EXO]
696 CIES, AVP Continuing Education Office [EXO]
697 ACIP Rep [EXO]
698 1 Faculty, College of Business
699 1 Faculty, College of Education
700 1 Faculty, College of Engineering
701 1 Member, General Unit
702 1 Faculty, College of Health and Human Sciences
703 1 Faculty, College of Humanities & Arts
704 1 Faculty, College of Science
705 1 Faculty, College of Social Science
706 2 Students

707
708 **Program Planning Committee** [reporting to CR] - Update to charge.

709 <http://www.sjsu.edu/senate/docs/S17-11.pdf>

710 <http://www.sjsu.edu/senate/docs/SM-F08-6.pdf>

711 <http://www.sjsu.edu/senate/docs/SM-F03-2.pdf>

712 <http://www.sjsu.edu/senate/docs/SM-S96-4.pdf>

713

714 Charge: Implements the academic program planning process, including the review of
715 programs, as provided in the program planning policy and guidelines. Recommends
716 changes in the policy and guidelines and other matters relating to program planning and
717 review to the Curriculum and Research Committee.

718
719 Membership
720 Office of the Provost
721 Office of AVP Grad and Undergrad Studies
722 Office of AVP Research
723 Office of Dir IEA or designee
724 Director of Assessment
725 2 Faculty, Business
726 2 Faculty, Education
727 2 Faculty, Engineering
728 2 Faculty, Health and Human Sciences
729 2 Faculty, Humanities and the Arts
730 2 Faculty, Science
731 2 Faculty, Social Science
732 2 Members, General Unit
733 Staff member (Non-Voting)
734 1 Graduate Student
735 1 Undergraduate Student

736
737 **Student Evaluation Review Board** [reporting to PS] - Update to charge.
738 <http://www.sjsu.edu/senate/docs/F10-2.pdf>
739 <http://www.sjsu.edu/senate/docs/SM-S99-4.pdf>
740 <http://www.sjsu.edu/senate/docs/F87-6.pdf>

741
742 Informational Note: Two recommendations modified F87-6 in conflicting ways:
743 F10-2 modified F87-6 (no testing director seat) - and should have also
744 addressed SM-S99-4
745 SM-S99-4 modified F87-6 (director of testing seat, but no IEA or CFD seat).

746
747 Text of F10-2: The Board shall consist of one faculty member from each college,
748 one student, the Director of the Center for Faculty Development and Support or
749 designee, ex officio, and the Associate Vice President for Institutional Research
750 or designee, ex officio.

751
752 Charge: In consultation with the appropriate disciplines, designs evaluation instruments
753 to be used by all departments and colleges. In collaboration with IEA, establishes norm
754 groups and norm ranges. Develops and makes available to the University community,
755 information and guidelines for the effective interpretation of the rating instruments.
756 Develops guidelines for the participation of students in the evaluation of faculty.
757 Reviews proposals for matters concerned with rating instruments, norm grouping or any
758 other variance to established policy.
759

760 Membership
761 Director, IEA or designee [EXO]
762 Director, Center for Faculty Development & Support or designee [EXO]
763 1 Faculty, College of Business
764 1 Faculty, College of Education
765 1 Faculty, College of Engineering
766 1 Member, General Unit
767 1 Faculty, College of Health and Human Sciences
768 1 Faculty, College of Humanities & Arts
769 1 Faculty, College of Science
770 1 Faculty, College of Social Science
771 1 Student

772
773 **Student Fairness Committee** [reporting to ISA]- Update to charge; membership
774 clarifies one faculty from each college.
775 <http://www.sjsu.edu/studentconduct/docs/S14-3.pdf>

776
777 Charge: In accordance with S14-3, the student fairness committee adjudicates grade
778 disputes and advises professors and departments on practices that will limit future
779 problems. The committee also suggests ways to bring teaching practices and
780 departmental practices in alignment with university policy. Based on the nature of the
781 grievance, the student fairness committee also guides students to other institutional
782 resources that are available to address various types of grievances.

783
784 Membership
785 Ombudsperson [EXO]
786 2 University administrators (management)
787 1 Faculty, College of Business
788 1 Faculty, College of Education
789 1 Faculty, College of Engineering
790 1 Faculty, College of Health and Human Sciences
791 1 Faculty, College of Humanities & Arts
792 1 Faculty, College of Science
793 1 Faculty, College of Social Science
794 2 Staff (non-management)
795 7 Students

796
797 **Undergraduate Studies Committee** [reporting to CR] - Update to charge.
798 <http://www.sjsu.edu/senate/docs/SM-F16-1.pdf>
799 <http://www.sjsu.edu/senate/docs/SM-F15-2.pdf>
800 <http://www.sjsu.edu/senate/docs/SM-S98-2.pdf>

801
802 Charge: Reviews and coordinates the undergraduate curriculum and its development
803 across all colleges; advises on policies relevant to undergraduate education;
804 encourages and supports curricular innovation on campus; formulates or considers and
805 makes recommendations on policy for awarding honors to undergraduate students;

806 reviews and makes recommendations on proposed departmental honors programs; and
807 members serve as liaisons to their respective units.

808

809 Membership

810 AVP, GUP or designee

811 1 Faculty, College of Business

812 1 Faculty, College of Education

813 1 Faculty, College of Engineering

814 1 Member, General Unit

815 1 Faculty, College of Health and Human Sciences

816 1 Faculty, College of Humanities & Arts

817 1 Faculty, College of Science

818 1 Faculty, College of Social Science

819 2 Students

820

821

822 Special Agencies: Special agencies are created as needed. All special agencies report
823 to the Academic Senate unless otherwise specified at the time of their establishment.

824

825 **Accreditation Review Committee** - Update to charge.

826 <http://www.sjsu.edu/senate/docs/S16-5.pdf>

827

828 Charge: The Accreditation Review Committee (ARC) is charged with leading the
829 campus in preparation for its accreditation review in accordance with the most current
830 WASC Senior College and University Commission (WSCUC) Handbook of
831 Accreditation.

832

833 Membership:

834 A faculty member serving as chair of the review committee

835 5 faculty-at-Large

836 1 Department Chair

837 Chair of the Academic Senate (or designee) [EXO]

838 Faculty Director of Assessment [EXO]

839 Program Planning Committee Chair [EXO]

840 Provost (or designee) [EXO]

841 2 members of the President's cabinet

842 1 staff member from Academic Affairs

843 1 staff member from Student Affairs

844 1 dean from one of the seven academic colleges

845 AVP, Graduate and Undergraduate Programs (WSCUC Accreditation Liaison

846 Officer) [EXO]

847 Director, Office of Institutional Effectiveness and Analytics [EXO]

848 The President of Associated Students or designee – [EXO]

849 A member of the community, appointed by the President

850

851

852 **Alcohol & Drug Abuse Committee** - No update.

853 <http://www.sjsu.edu/senate/docs/S18-15.pdf>

854 <http://www.sjsu.edu/senate/docs/F01-1.pdf>

855 <http://www.sjsu.edu/senate/docs/S01-2.pdf>

856

857 Charge: ADAPC serves as a campus resource and advisory group to the University
858 President. The committee will help in facilitating educational awareness and
859 communication on the topics of alcohol and drug abuse, intervention, and prevention
860 through various engagement and outreach activities and events across SJSU
861 departments, organizations, and divisions.

862

863 ADAPC will identify and assist in promoting current and relevant university policies,
864 Presidential Directives, best practices, and research-informed practices in its
865 committee, coordination, and collaboration efforts.

866 ADAPC will collaborate with various departments, organizations, and divisions at SJSU
867 to utilize the expertise available around the topics of alcohol and drug abuse,
868 intervention and prevention.

869
870 **Membership**

871 Associate Director, Wellness and Health Promotion or designee [EXO]
872 Director, Student Conduct & Ethical Development or designee [EXO]
873 Director, Counseling & Psychological Services or designee [EXO]
874 Chief of Police or designee [EXO]
875 Executive Director for Associated Students or staff designee [EXO]
876 Associate Director for Residence Life [EXO]
877 Student Engagement Coordinator (Greek Life) from Student Involvement [EXO]
878 Senior Associate for Academics and Student Services (athletics) [EXO]
879 Assistant Director, International Student & Scholar Advising (CIES) [EXO]
880 2 faculty-at-large (1 preferably from a health-related discipline)
881 1 staff-at-large (non MPP from academic affairs division)
882 AS Board of Directors student designee
883 Residential Advisor designated by RHA
884 Greek Life Student Representative
885 Student from Peer Health Education Program

886
887
888 **Athletics Board** - Update to charge; updates to membership.

889 <http://www.sjsu.edu/senate/docs/S13-7.pdf>

890 <http://www.sjsu.edu/senate/docs/F07-2.pdf>

891 <http://www.sjsu.edu/senate/docs/F79-4.pdf>

892
893 Charge: In alignment with SJSU's Athletics Policy (F07-2), the athletics board performs
894 such functions as to enable it to carry out its responsibilities to ensure academic
895 integrity of the athletic programs and compliance with NCAA and affiliated conference
896 athletic rules. It shall recommend to the President and to the Executive Committee of
897 the Academic Senate policies that promote a strong environment of rules compliance
898 and provide a positive academic environment for all student-athletes; it shall act in an
899 advisory capacity to the President and his/her designee and to the Director of Athletics;
900 and it shall have an overall awareness of the athletic programs of the University and the
901 rules, procedures and guidelines of the athletic organizations of which the University is
902 a member, in order to make recommendations pertaining thereto and to act in an
903 advisory capacity.

904
905 **Membership:**

906 3 faculty-at-large, tenured

907 2 faculty-at-large

908 President, Associated Students, or Designee [EXO]

909 ~~Director, Extracurricular Affairs, Associated Students~~ Student-Athlete Advisory
910 Committee President or designee [EXO]

911 Faculty Athletics Representative

912 President, Spartan ~~Foundation Athletic Fund~~, or designee [EXO]
913 Director, Division of Athletics (non-voting member) [EXO]
914 Associate Athletics Director for Student Services (non-voting member) [EXO]
915 President's Designee (non-voting member)
916 Director of Compliance (non-voting member) [EXO]

917
918

919 **Budget Advisory Committee** - Update to charge.
920 <http://www.sjsu.edu/senate/docs/F15-9.pdf>

921
922 Charge: ~~The Budget Advisory Committee is charged with~~ Advises the President of the
923 University by providing input and recommendations to the President throughout the
924 planning, implementation and subsequent review of budget expenditures including
925 advice on key campus priorities.

926
927 ~~The Budget Advisory Committee will~~ Assists with identifying challenges, ~~serve as an~~
928 ~~advisory resource to the campus community, and provide a mechanism to communicate~~
929 ~~financial issues across the campus in a timely fashion.~~ and problem areas and proposes
930 solutions.

931 ~~In addition, this committee will~~ Acts as a resource to enhance the campus
932 community's in understanding of state-wide, CSU, and university-wide budgeting
933 processes; develop a broad and deep understanding of budget issues at all levels in
934 order to identify and analyze problem areas and propose solutions; and Provides advice
935 concerning the planning, development, and implementation of materials to communicate
936 budget-related information to the campus community, ensuring alignment of campus
937 resources with the strategic plan.

938

939 Membership:

940 Presidential appointee from outside Academic Affairs

941 Senate Vice Chair, Co-chair

942 VP, Administration & Finance, Co-chair

943 AVP, Academic Budgets & Planning

944 1 dean

945 1 department chair

946 2 faculty senators

947 2 faculty-at-large

948 AS President or designee

949 1 staff member from Academic Affairs, with budget responsibility

950

951 **Campus Planning Board** - Update to charge.

952 <http://www.sjsu.edu/senate/docs/F15-10.pdf>

953 <http://www.sjsu.edu/senate/docs/S08-4.pdf>

954

955 Charge: Advises the President of the University ~~in regard to~~ regarding long- range
956 physical planning for the campus and the surrounding area, including preparation and

957 review of the Campus Master Plan. For this purpose, the Board ~~is~~ serves as the
958 Campus Planning Committee as described in ~~provided for by~~ Executive Order 672.

959
960 The board advises the President (subject to applicable CSU regulations and University
961 policies) ~~in regard to~~ about the planning, location, construction and operation of lesser
962 physical structures, facilities and equipment on or near the campus. The board ~~to~~
963 reviews plans for installation of art in external areas and common internal areas; ~~to~~
964 recommends plans to enhance and maintain the plant and animal life of the campus
965 with emphasis on both the aesthetics and the instructional value of the campus
966 plantings; ~~to~~ reviews and makes recommendations on all proposed plantings and
967 landscape design on campus; ~~to~~ monitors the use of pesticides and herbicides on
968 campus; and ~~to~~ educates all members of the campus community about the campus
969 landscape. In addition, as needed, the board provides advice to the President on
970 matters related to historical buildings and grounds.

971

972 Membership

973 Provost or designee [EXO]

974 VP, Advancement or Designee [EXO]

975 VP, Student Affairs or Designee [EXO]

976 AVP, Facilities Development and Operations [EXO]

977 Chief of Staff [EXO]

978 Director Planning, Design & Construction [EXO] (non-voting)

979 1 faculty, College of Business

980 1 faculty, College of Education

981 1 faculty, College of Engineering

982 1 member, General Unit

983 1 faculty, College of Health and Human Sciences

984 1 faculty, College of Humanities & Arts

985 1 faculty, College of Science

986 1 faculty, College of Social Science

987 1 member of support staff

988 1 member of the community

989 AS Director of Business Affairs

990 AS Director of Environmental Affairs

991

992

993 **Strategic Planning Steering Committee** - Update to charge.

994 <http://www.sjsu.edu/senate/docs/S16-3.pdf>

995

996 Charge: The Strategic Planning Steering Committee (SPSC) is responsible for advising
997 the President on all aspects of the development, implementation, evaluation, and
998 revision of a strategic plan for SJSU. The committee is responsible for the ongoing
999 review of the planning process, ~~along with~~ and for communication and engagement
1000 with campus constituents ~~will be central to the steering committee's responsibilities as~~
1001 well as to sustain the plan's legitimacy and efficacy. As a representative group, SPSC
1002 members are expected to convey information out to all constituent groups they have

1003 connections with and serve as a conduit for information into the SPSC throughout a
1004 strategic planning cycle.

- 1005
1006 Membership
1007 Provost, Co-chair of SPSC [EXO]
1008 Senate Chair, Co-chair of SPSC [EXO]
1009 2 members of the President's Cabinet [EXO]
1010 AS President or designee [EXO]
1011 1 graduate Student
1012 1 dean
1013 1 department chair
1014 2 faculty-at-large
1015 2 members of staff
1016 1 alumnus/a
1017 1 community member

1018
1019 **Student Success Committee** [reports to ISA] - No update.

1020 <http://www.sjsu.edu/senate/docs/S17-4.pdf>

1021 <http://www.sjsu.edu/senate/docs/F14-1.pdf>

1022

1023 Charge: Reviews and recommends changes to academic policies, practices, and
1024 procedures as they relate to all aspects of student success. This ~~would~~ includes, but is
1025 not limited to, student enrollment, financial aid, retention, engagement, academic skills
1026 and competencies, and time to degree. The committee will assist in identifying
1027 challenges, serve as a central information resource to gather recommendations, and
1028 disseminate information on student success policies and goals and provide advice
1029 regarding the planning, development, and implementation of initiatives designed to
1030 facilitate student success. Individual members are charged with the responsibility of
1031 maintaining robust communications with the groups they are affiliated with.

1032

1033 Membership:

- 1034 AVP Student and Faculty Success
1035 AVP Transition & Retention Services
1036 1 representative from Academic Affairs
1037 1 representative from Student Affairs
1038 2 undergraduate Students
1039 5 faculty-at-large

1040

1041 **Sustainability Board** - Update of charge and title in membership.

1042 <http://www.sjsu.edu/senate/docs/S10-5.pdf>

1043

1044 Charge: Working in conjunction with the University Director of Sustainability, the board
1045 functions as a special agency of the Academic Senate and advises and makes
1046 recommendations to the Academic Senate and the President in the following areas:
1047 setting and measuring progress towards meeting University-wide goals to promote

1048 sustainability across academic and non-academic divisions; and benchmarking SJSU
1049 sustainability efforts relative to state and national leaders in university sustainability. The
1050 board serves as an advisory resource to academic departments on sustainability-related
1051 curriculum. The board also works with appropriate units in the university as a resource
1052 for centralizing and effectively communicating information, both internally and externally,
1053 about on SJSU's sustainability efforts; ~~both internally and externally~~ integrating
1054 sustainability into key planning documents and procedures; and educating and
1055 engaging with campus stakeholders and external partners on sustainability through
1056 research, projects, workshops, and other events

1057

1058 Membership:

1059 Director, Sustainability [EXO]

1060 Provost or designee [EXO]

1061 VP, Advancement or designee [EXO]

1062 VP, for Student Affairs or designee [EXO]

1063 AVP, Facilities Development and Operations or designee [EXO]

1064 Executive Director Spartan Shops or designee [EXO]

1065 ~~AS Director of Comm. & Envr. Affairs.~~ AS Director of community and sustainability
1066 affairs [EXO]

1067 Rep of Deans (selected by Deans Council)

1068 1 faculty, Business

1069 1 faculty, Education

1070 1 faculty, Engineering

1071 1 faculty, Health and Human Sciences

1072 1 faculty, Humanities and the Arts

1073 2 faculty, Science, including one from Biology

1074 1 faculty, Social Science

1075 1 faculty, General Unit

1076 1 member of staff

1077 1 student

1078

1079

1080 **University Library Board** - Update to charge.

1081 <http://www.sjsu.edu/senate/docs/S15-10.pdf>

1082

1083 Charge: The University Library Board advises and assists the Dean of the University
1084 Library on matters concerning the academic role of the library. The board serves as
1085 liaison between faculty and students and the Library administration, faculty, and staff;
1086 examines the relationships between the Library and the general faculty, the various
1087 colleges and the programs of the University, for the purpose of recommending
1088 improvements in Library services and policy, as well as the stature of the Library. The
1089 board recommends ways of assuring the stewardship of the library's various collections
1090 of materials in all formats. The board recommends ways of assuring that the library
1091 provide an atmosphere appropriate to quiet study and research, collaboration, student
1092 academic success, and thoughtful reading. The board widely consults representatives

1093 from all groups and disciplines who use the library's resources for curriculum and
1094 research, so as to advise the Dean of the University Library on campus needs for the
1095 Library's collections and academic services, and receives periodic reports on the
1096 library's progress and expenditures toward meeting those needs. Receives reports from
1097 the library Dean regarding any issues raised at the King Library Management Team
1098 meetings that affect the management of the King Library. The University Library Board
1099 may, in cooperation with the library, co-sponsor events within the library that bring
1100 members of the university community together with other citizens of the region for
1101 discourse on subjects of common scholarly and literary interest. The board conducts
1102 periodic reviews of this policy and makes recommendations to the Academic Senate for
1103 appropriate revisions.

1104

1105 Membership:

1106 Library Dean, ex officio, non-voting

1107 Past Chair of the Academic Senate or FAL to the Executive Committee,

1108 3 regular university library faculty (tenured or tenure-track) who represent different
1109 professional specializations.

1110 1 faculty, Business

1111 1 faculty, Education

1112 1 faculty, Engineering

1113 1 faculty, Health and Human Sciences

1114 1 faculty, Humanities and the Arts

1115 1 faculty, Science

1116 1 faculty, Social Science

1117 1 faculty member from the School of Library and Information Science

1118 AS President or designee [EXO]

1119 1 undergraduate student

1120 1 graduate student

1121

1122

1123

1124 Other Committees: The following are committees authorized by the Senate with their
1125 work specified in the policy that established them.

1126 **Academic Disqualification and Reinstatement Review Committee** - Update to
1127 charge and membership.

1128 <http://www.sjsu.edu/senate/docs/S16-16.pdf>

1129 <http://www.sjsu.edu/senate/docs/S10-6.pdf>

1130

1131 Charge: Enforces and reviews academic regulations governing disqualification and
1132 reinstatement to the University. Serves as the review committee for students whose
1133 petitions have been denied for Change of Major/Adding a second major/or minor for
1134 students with more than 90 units, per PD 2009-05.

1135

1136 Membership:

1137 ~~AVP Graduate and Undergraduate Programs or designee~~

1138 Associate Dean of Undergraduate Studies [EXO]

1139 Associate Dean of Graduate Studies [EXO]

1140 ~~AVP Enrollment Services or designee~~

1141 ~~AVP Research or designee~~

1142 Director or designee Advising and Retention Services [EXO]

1143 ~~Director or designee EOP [EXO]~~ AVP, Student Affairs

1144 AVP Faculty & Student Success or Designee [EXO]

1145 Director or designee Counseling Services [EXO]

1146 Associate Dean Business [EXO]

1147 Associate Dean Education [EXO]

1148 Associate Dean Engineering [EXO]

1149 Associate Dean Health and Human Sciences [EXO]

1150 Associate Dean Humanities and the Arts [EXO]

1151 Associate Dean Science [EXO]

1152 Associate Dean Social Sciences [EXO]

1153 College of International and Extended Studies (CIES) Associate Dean [EXO]

1154

1155

1156 **Board of Academic Freedom and Professional Standards** - No update.

1157 <http://www.sjsu.edu/senate/docs/S99-9.pdf>

1158 <http://www.sjsu.edu/senate/docs/S99-8.pdf>

1159 <http://www.sjsu.edu/senate/docs/S94-5.pdf>

1160

1161 Charge: Implements University Policy on Academic Freedom and Professional
1162 Responsibility. Monitors the state of academic freedom and professional responsibility
1163 at the University, making reports and recommendations (including revisions of all
1164 documents relating to academic freedom and responsibility) to the Academic Senate
1165 and the University community as it deems necessary; works in concert with the Office of
1166 Faculty Affairs to advise and orient new faculty in the areas of academic freedom and
1167 professional responsibility; educates the academic community about academic freedom
1168 and professional responsibility by disseminating Academic Freedom and Professional

1169 Responsibility policy and holding workshops and forums as necessary; remains
1170 available to consult confidentially with members of the University on issues related to
1171 academic freedom and professional responsibility; addresses complaints of
1172 infringements of academic freedom brought by members of the University, issuing
1173 findings as appropriate; advises and assists the Office of Faculty Affairs on the handling
1174 of all complaints of breaches of faculty responsibility, including complaints of scientific
1175 misconduct.

1176
1177 Membership

- 1178
- 1179 1 Faculty, College of Business
- 1180 1 Faculty, College of Education
- 1181 1 Faculty, College of Engineering
- 1182 1 Member, General Unit
- 1183 1 Faculty, College of Health and Human Sciences
- 1184 1 Faculty, College of Humanities & Arts
- 1185 1 Faculty, College of Science
- 1186 1 Faculty, College of Social Science

1187
1188 **Board of General Studies:** - No update.
1189 <http://www.sjsu.edu/senate/docs/F15-13.pdf>

1190
1191 Charge: Receives and solicits courses and curricular proposals designed to satisfy
1192 General Education (GE), American Institutions (AI), and Graduation Writing Assessment
1193 Requirement (GWAR) requirements from all colleges and departments of the University;
1194 reviews, approves, and authorizes courses and curricular proposals for purposes of GE,
1195 AI, and GWAR; and evaluates the courses and curricula it has approved according to
1196 procedures described in the 2014 Guidelines. The Board evaluates modifications
1197 requested by degree programs in accordance with the 2014 Guidelines.

1198
1199 Membership

- 1200 AVP, Graduate and Undergraduate Pgms or designee (EXO, Non Voting)
- 1201 Director of Assessment (EXO, Non Voting)
- 1202 1 Faculty, College of Business
- 1203 1 Faculty, College of Education
- 1204 1 Faculty, College of Engineering
- 1205 1 Faculty, College of Health and Human Sciences
- 1206 1 Faculty, College of Humanities & Arts
- 1207 1 Faculty, College of Science
- 1208 1 Faculty, College of Social Science
- 1209 1 student

1210
1211 **Traffic Transit and Parking Advisory Committee** - No update. NOTE: recommended
1212 update to charge has been proposed to the President.
1213 <http://www.sjsu.edu/president/directives/current/pd0705revised.html>
1214 <http://www.sjsu.edu/president/directives/current/pd0705.html>

1215 http://www.sjsu.edu/president/docs/directives/PD_99-02.pdf

1216

1217 Charge: To advise, directly, the University Police Department and, indirectly (through
1218 the Vice President for Administration and Finance) the President and the President's
1219 staff, about policies, processes, and practices regarding parking, traffic and transit at
1220 SJSU. The committee's purpose is to be an important conduit of information to and from
1221 UPD (including the Office of Traffic and Parking Operations) and the campus
1222 community. The committee is not authorized to formulate policy, or negotiate or receive
1223 input or make determinations concerning matters within the scope of bargaining, nor
1224 shall it be a review board for individual cases. However, it should devise methods for
1225 keeping the campus community informed of its activities and provide a venue for open
1226 dialogue regarding current and planned operations, possible solutions and suggestions,
1227 as well as discussion of problems and concerns, from all campus constituents.

1228

1229 Membership

1230 3 students

1231 3 faculty

1232 1 non-bargaining unit staff employee

1233 1 representative of the University Police Department who has line responsibility for
1234 traffic and parking operations (e.g., the Support Services Commander);

1235 The manager of Transportation Solutions (or the duly designated campus
1236 Transportation Demand Management (TDM) program).

1237 1 representative from the Disability Resource Center (DRC) selected by the Director of
1238 the DRC;

1239 1 representative from Housing selected by the Director of Housing;

1240 1 representative of the surrounding campus neighborhood associations, selected by the
1241 other voting committee members from a list of nominees and self-nominees.

1242 A minimum of one ex officio, non-voting member from the staff of UPD

1243 An ex officio, non-voting member of the University Public Affairs Office

1244 A staff member from the TDM program

1245

1246

1247 **Award Committees:**

1248 <http://www.sjsu.edu/senate/docs/S13-6.pdf>

1249 Note: Overall charge (new) based on contents of S13-6

1250

1251 Charge: In accordance with S13-6, the purpose of the Outstanding Professor,
1252 President's Scholar, Distinguished Service Award, and the Outstanding Lecturer
1253 Awards committees is to recommend for recognition ~~recognize~~ faculty members who
1254 have excelled in the areas of teaching and advising, scholarship or creative activity,
1255 service to the university or profession, and a lecturer's excellence in teaching
1256 effectiveness and service, respectively.

1257

1258 Distinguished service award selection committee Membership:

1259 Administrator (Committee Chair)

1260 3 Prior Faculty Award Recipients

- 1261 Community Member
 1262
 1263 Outstanding lecturer award selection committee Membership:
 1264 Administrator (Committee Chair)
 1265 3 Prior Faculty Award Recipients
 1266 1 Student
 1267
 1268 Outstanding professor award selection committee Membership:
 1269 Administrator (Committee Chair)
 1270 3 Prior Faculty Award Recipients
 1271 1 Student
 1272 President's scholar award selection committee Membership:
 1273 Administrator (Committee Chair)
 1274 4 Prior Faculty Award Recipients
 1275
 1276
 1277 **Writing Requirements Committee** - No update to charge; clarification in membership.
 1278 <http://www.sjsu.edu/senate/docs/F15-6.pdf>
 1279 <http://www.sjsu.edu/senate/docs/S95-5.pdf>
 1280
 1281 Charge: The University Writing Requirements Committee shall set standards to be met
 1282 by instructors of approved courses, may sponsor workshops and training programs for
 1283 instructors of approved courses and shall use these and other appropriate means to
 1284 maintain uniformity of composition standards throughout the University. In addition to
 1285 its other powers and responsibilities, the University Writing Requirements Committee
 1286 may make such recommendations as it deems desirable in regard to policies,
 1287 procedures and examinations for completion or satisfaction of all University written
 1288 communication requirements and for establishment and maintenance of satisfactory
 1289 standards of writing proficiency for all students. It shall make such recommendations,
 1290 through the Board of General Studies, to the appropriate policy committee of the
 1291 Academic Senate. It may also recommend to the Associate Academic Vice President
 1292 for Undergraduate Studies guidelines for decisions on student petitions and appeals in
 1293 regard to University writing requirements.
 1294
 1295 Membership:
 1296 College Dean/WRC Chair; Appointed by the Provost [EXO]
 1297 SJSU Writing Programs Administrator (WPA) [EXO]
 1298 SJSU Writing Across the Curriculum (WAC) [EXO]
 1299 AVP GUP or Designee [EXO]
 1300 Director Testing (EXO, non voting)
 1301 Writing Skills Coordinator (WSC) (EXO, non voting)
 1302 AVP Student Academic Success Services or Designee (EXO, non voting)
 1303 Faculty - University Library
 1304 1 Faculty, College of Business
 1305 1 Faculty, College of Education
 1306 1 Faculty, College of Engineering

- 1307 1 Member, General Unit
- 1308 1 Faculty, College of Health and Human Sciences
- 1309 1 Faculty, College of Humanities & Arts
- 1310 1 Faculty, College of Humanities & Arts; LLD
- 1311 1 Faculty, College of Science
- 1312 1 Faculty, College of Social Science
- 1313 1 Student - UG or Grad; (has satisfied WC II requirement)
- 1314 1 Student - UG or Grad (satisfied WC II requirement and preferably has experience with
- 1315 ESL Learning)

1316
1317

Forum of Senate Chairs and Officers - No update.

1318 <http://www.sjsu.edu/senate/docs/SM-F00-1.pdf>

1320

1321 Charge: (Per SM-F00-1) The Council of Senate Chairs and Officers will meet at least
 1322 once per semester to discuss issues pertaining to the operation of the Senate and its
 1323 committees, to allow for an exchange of ideas, to discuss any issues before the Senate
 1324 that affect a number of the committees, and to work on improvement of communications
 1325 among the committee chairs. The Forum will be chaired by the Senate Chair or his or
 1326 her designee. The Forum members will be invited to all Senate retreats; members will
 1327 be invited to other events as deemed appropriate by the Executive Committee.

1328

1329 Membership: The Forum will consist of the chairs of all Senate policy, operating and
 1330 special committees and boards, and the remaining Senate Officers.

1 **San José State University**
2 **Academic Senate**
3 **Resolution from the Floor**
4 **December 10, 2018**
5 **Final Reading**
6

AS 1723

7 **Sense of the Senate Resolution**

8 **Supporting the Adoption of the Tenets of Shared Governance**
9 **by the Academic Senate of the California State University**

10 Legislative History: None

11 Whereas: The issuing by the Chancellor's Office (CO) of Executive Orders 1100 and
12 1110 in the summer of 2017 was widely perceived across the CSU to
13 have been rushed through with insufficient consultation with the Academic
14 Senate of the CSU (ASCSU) or with the campuses, and

15 Whereas: this was seen on all CSU campuses as an abrogation of the principles of
16 shared governance on which the CSU has long relied, and

17 Whereas: there ensued a breakdown of trust and a deterioration of the working
18 relationship between the ASCSU and the CO, and

19 Whereas: during the course of the 2017/18 academic year the ASCUS Executive
20 Committee and senior management in the CO worked hard to reestablish
21 trust and repair working relationships through the development of a joint
22 agreement titles "The Tenets of Shared Governance" (the Tenets) that
23 represents a commitment by both sides to respect the principles shared
24 governance and set out a framework by which shared governance will be
25 conducted in the CO's dealings with the ASCSU, therefore be it

26 Resolved That the Academic Senate of San Jose State University expresses its
27 appreciation to the ASCSU Executive Committee and the CO for their
28 work on the Tenets, and be it further

29 Resolved That the Academic Senate of San Jose State University encourages the
30 ASCSU and the CO to continue working towards a more collegial and
31 constructive approach shared governance, and be it further

32 Resolved That the Academic Senate of San Jose State University expresses
33 support for adoption if the Tenets by the ASCSU.

34
35 Rationale: In the summer of 2017, the Chancellor's Office (CO) issued two executive
36 orders, EO 1100 and EO 1110. Not only did both require a significant
37 overhaul of a number of courses, they were both issued over the summer

38 which and without adequate faculty consultation. Faculty on all 23
39 campuses were upset by the way these orders had been issued.

40 In response the Chancellor's Office agreed to work with the Academic
41 Senate of the CSU (ASCSU) to reach a common understanding of how
42 shared governance at the system level would be implemented moving
43 forward. The ASCSU delegated the task of developing this joint
44 understanding with the CO to its Executive Committee (Exec). The CO
45 and the Exec spent negotiated on a monthly basis over the Fall and
46 Spring semesters and agreed to the Tenets document (see the link in
47 Appendix A).

48 At the Exec's final meeting with the CO, the Chancellor asked all the
49 members of the Executive Committee if they were in agreement with what
50 had been developed; none demurred. However, when the Tenets
51 document was brought to the ASCSU for ratification, the incoming Senate
52 chair, who was herself on the Exec Committee, unexpectedly admitted
53 that she had "reservations". That blindsided the Chancellor and the
54 Senate Chair and allowed a small but vocal minority to derail the Tenets'
55 adoption.

56 This matters because in the absence of trust, disagreements have to be
57 metaphorically litigated and that raises the cost and reduces the
58 productiveness of collaboration.

59 To be clear, the Tenets document on it own is no guarantee of successful
60 shared governance and it's by no means perfect; but it's a reasonable first
61 step and, perhaps more importantly, it demonstrates a joint commitment to
62 a collaborative process.

63 While it is early days, I suggest that the work done with the CO last year is
64 beginning to bear fruit. This fall the CO shared the drafts of three EO
65 revisions, 1080, 1081 and 1082 with the ASCSU (and we have shared
66 with you) so that you have an opportunity to provide input before they are
67 finalized. That suggests a change in the way the CO is working with the
68 faculty.

69 A rejection of the Tenets document, on the other hand, signals a
70 repudiation of the process by which they were developed and indicates a
71 preference for adversarial bargaining over collaboration.

72 If the CO concludes that attempts at dialog and consultation with the
73 ASCSU are unproductive, any consultation is likely to be perfunctory at
74 best. That, I'm sure you would agree, would be less than ideal.

75

76 Appendix A "The Tenets of Shared Governance"

77

[LINK TO THE TENETS OF SHARED GOVERNANCE](#)

78

https://drive.google.com/file/d/12VsfVZ9-I9UZji_4swY8c9fHVCtOnIJE/view

On the Resolution Supporting the ASCSU's adoption of the Tenets of Shared Governance

The resolution before us is intended so show our support for a resolution that will be presented to the Statewide Senate in January; that resolution calls for the adoption of a document, "[The Tenets](#)", negotiated between the Statewide Senate's Executive Committee and the Chancellor's Office last year.

- 1) The Tenets per-se is not system-wide policy; it deals only with the relationship between the Statewide Academic Senate (ASCSU) and the Chancellor's Office. It is not about the relationship between this body and our administration (which I think is in much better shape).
- 2) The Tenets document might itself be seen as an example of the result of the kind of meaningful dialog that is exactly what the ASCSU is asking for; and by the same token, if it is perceived that dialog leads nowhere, that would discourage the Chancellor's Office from engaging as robustly in the future.
- 3) There will be no "second bite" at this cherry - if the resolution fails at ASCSU, The Tenets will not be amended. The Chancellor's Office and the ASCSU Executive Committee will almost certainly not go back to the negotiating table, partly because so much time was spend hammering out The Tenets last year, and because neither the ASCSU Executive Committee nor the Chancellor's Office believes that a document with more acceptable language can be developed.
- 4) The resolution we are debating here on our campus serves simply to signal to the ASCSU that there is support for a collegial, less adversarial, approach to shared governance, in the hope that this will encourage "swing voters" at the ASCSU to vote to adopt the Tenets.
- 5) On the question of "Expedited process", The Tenets says (with emphasis added): "Any plan or policy that could affect faculty primacy areas and that may actually or potentially result in an executive order, order, shall be provided in draft form to the ASCSU body (or Executive Committee if during the summer), allowing for reasonable review period (normally expected to approximate 75 days). **If requested by the Executive Committee, additional extensions to obtain feedback may be authorized by mutual agreement.** Each party recognizes that there will be occasional circumstances in which time constraints do not allow for normal systems of consultation to work effectively. The formal consultation process will therefore make provision to allow for an **explicit agreement between the ASCSU and the chancellor to engage in a mutually agreed-upon process of expedited consultation** in such cases, while still recognizing the formal role of the academic senates as the faculty voice on the matters under consideration."

So there is a clear statement of what constitutes a process of consultation.

When it comes to the issue of what constitutes a circumstance that necessitates “expedited” process, the question is: should the ASCSU as a body trust its Executive Committee and the Chancellor’s Office to abide by this commitment and invoke this provision judiciously?

But even if one is not predisposed to place that degree of trust in our representatives on the Executive Committee and the Chancellor’s Office, the question remains: is the Chancellor’s Office more likely to consult with the ASCSU if the The Tenets is rejected?

- 6) My esteemed senior colleagues, Senator Lee, has expressed concern over language included in The Tenets, “a respect for evidence-based deliberation” and “data-driven practices”; which he has seen elsewhere, specifically in the writings of organizations, such as foundations with agendas that seek to influence the evolution of higher education. That would indeed be concerning were it clear evidence of an improper relationship between those foundations and the CSU; yet this language is not unique to these organizations. It seem to me an equally plausible explanation of the appearance of the term “evidence-based” is that both the university and the foundations Senator Lee is justifiably concerned about took that language from the latest jargon in the popular writing on management. For example, three years ago my department was considering adding “evidence-based management” to the language of the learning goals of the BSBA management concentration. And that was before I’d ever come across the foundations with an interest in higher education. In my reading, this language is actually more about asking the Chancellor’s Office to provide evidence to support its decisions than an indication any nefarious influences from outside. It’s about asking the Chancellor’s Office not to make choices on a whim or following a the latest fad. And would anyone really want decision to be made without evidence, or not supported with data? I think we’ve seen what that looks like from looking at what’s happening in Washington...
- 7) There are also several positive aspects of The Tenet’s language that are worth highlighting. First, The Tenets lays out the areas of faculty ‘primacy’: “In the case of the faculty, primacy includes academic programs, curricula, methods of instruction, and areas of student life that directly relate to the educational process. It goes beyond the provision of [HEERA](#) which simply carve out academic faculty as a different kind of animal for collective bargaining: “Nothing contained in this chapter shall be construed to restrict, limit, or prohibit the full exercise of the functions of the faculty in any shared governance mechanisms or practices... with respect to policies on academic and professional matters...”. HEERA doesn’t address any specifics of what shared governance looks like in practice and the Tenets goes some way to do for the relationship between the ASCSU and the Chancellor’s Office.
- 8) “In areas of faculty primacy, **recommendations of the faculty are normally accepted**, except in rare instances and for compelling reasons”. Remember this language has been agreed by the Chancellor’s Office. Now we could be cynical and argue that “there will always be compelling reasons”, but eventually those won’t look “rare”.

And in my view it's noteworthy that the Chancellor's Office has agreed to accept faculty recommendations, except in rare instances.

So in summary, the Tenets may not be perfect from the faculty's perspective, but in any negotiation, compromise means that neither side gets everything it wants. And while its not binding and one can point to language that might be exploited as a loophole, it ultimately boils down to trust; do with think the Statewide Academic Senate should trust its own Executive Committee and the Chancellor's office to consult appropriately with the faculty on issues of faculty primacy?

And if not, then what? I suggest that in this case an imperfect deal is better than no deal at all. And while our vote here today does not determine the outcome of the vote the ASCSU will take in January, I hope that if we indicate our support for The Tenets, it will help the ASCSU to make the right choice and adopt them.