

**2003/2004 Academic Senate**

**MINUTES  
May 12, 2003**

**I. The meeting was called to order at 4:05 p.m. and attendance was taken. Thirty-three Senators were present.**

**Ex Officio:**

Present: Brent, Peter,  
Nellen, Sabalius, McNeil  
Absent: Shokouh, Caret

**CASA Representatives:**

Present: David  
Absent: Palakurthi, Gonzales

**Administrative Representatives:**

Present: Rascoe, Kassing, Goodman  
Absent: Lee

**COB Representatives:**

Present: Campsey, El-Shaieb, Donoho

**Deans:**

Present: Breivik, Gorney-Moreno,  
Meyers  
Absent: Andrew

**ED Represent:**

Present: Lessow-Hurley, Katz

**Students:**

Present: Tran  
Absent: Gadamsetty, Lam, Sherman,  
Torres

**ENG Representatives:**

Present: Singh, Pour, Choo

**H&A Representatives:**

Present: Van Hooff, Vanniarajan  
Absent: Desalvo

**Alumni Representative:**

Absent: Guerra

**SCI Representatives:**

Present: Stacks, Matthes, Veregge, Kellum  
Absent: Bros

**Emeritus Representative:**

Present: Buzanski

**SOS Representatives:**

Present: Ogaz, Van Selst  
Absent: Baba

**Honorary Senators (Non-Voting):**

Present: Norton

**SW Representative:**

None

**General Unit Representatives:**

Present: Liu, Thames

**II. Approval of Academic Senate Minutes –**

**Minutes - None**

**III. Communications**

**A. From the Chair of the Senate –**

Chair Nellen welcomed new and returning Senators. Chair Nellen then presented Senator Brent with a Certificate of Service for his two years as Senate Chair. Chair Nellen said she is looking forward to serving as Chair of the Academic Senate. Chair Nellen stated that she "sees many challenges ahead such as; budget problems, working with an Interim President, and helping to get the campus ready for WASC accreditation." However, Chair Nellen said,

she also "sees many opportunities in the future such as how we can be more efficient in our processes/reduce paperwork across campus, and how we can better use technology. We also have an opportunity to ask ourselves what we want for the next decade as we think about getting a new President. And, the WASC accreditation process will cause us to look at how we get things done and if we can make improvements. This will also be a year where we will continue to look at the Academic Senate structure, and whether all campus voices are here. We will also be getting ready for the 2005 review of the GE guidelines, and perhaps the updating of the RTP process, and the creation of a student code of conduct," Chair Nellen stated.

Three of Chair Nellen's top priorities for the upcoming year will be first, to continue to improve communications to and from the Senate. Chair Nellen said that Senator Brent had improved communications with the faculty both before and after meetings. Chair Nellen said she will expand on that to others on campus. "We need to have more of the campus know what we do and how they can get input into us," Chair Nellen stated. Second, Chair Nellen said, she would like to "improve communications between the operating committees and the policy committees." And, third she would like to "start a campus dialogue about what the Academic Senate does." Chair Nellen then said that she would be starting one of these dialogues today on "what does it mean to be an educated citizen, and how is this relevant to our curriculum and our programs." Chair Nellen said all Senators have a copy of a flyer on this topic in front of them. "There is a web page setup that you can access from the Senate web page, there is also a listserv Senators can join," Chair Nellen stated. "These dialogues will be relevant to what we will be working on this year such as; the placement of MUSE in curriculum; what does an honors college look like; the WASC accreditation process; the creation of an Academic Success Center to move into the Clark facility; a proposal from Improvement of Instruction Committee on the topic of "what does it mean to be an educated citizen and how will students know if they are reaching that goal"; and the 2005 GE guideline review," Chair Nellen said. "In addition to the listserv, the dialogue can continue at forums and brown bag discussions. Hopefully, we can get good dialogues going," Chair Nellen stated.

**B. From the President of the University – No Report.**

**IV. Executive Committee Report –**

**A. Executive Committee Minutes – None**  
**Budget Advisory Committee Minutes – None**

**B. Consent Calendar – None.**

**C. Executive Committee Action Items: None.**

**V. Unfinished Business - None**

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

**A. Instruction and Student Affairs Committee – None**

**B. University Library Board – None**

**C. Professional Standards Committee – None**

**D. Curriculum and Research Committee – None**

**E. Organization and Government Committee – None**

**F. Professional Standards Committee – None**

**G. Budget Advisory Committee – None**

**VII. Special Committee Reports –**

**A. Nominating Committee Report**

**VIII. New Business –**

**A. Approval of the 2003/2004 Senate Calendar.** The Academic Senate approved the calendar as is.

**B. Election of Senate Officers for 2003/2004 –** Each candidate read their statement and the election results were as follows:

**1. Election of Vice Chair –** Senator Miriam Donoho was the only candidate and was declared the new Vice Chair by acclamation.

**2. Election of Chair, Curriculum and Research Committee –** Senator Lessow-Hurley was the only candidate and was declared the new Chair of the Curriculum and Research Committee by acclamation.

**3. Election of Chair, Instruction and Student Affairs Committee --** Senator Gilda Pour was the only candidate and was declared the new Chair of the Instruction and Student Affairs Committee by acclamation.

**4. Election of Chair, Organization and Government Committee --** Senator Pam Stacks was the only candidate and was declared the new Chair of the Organization and Government Committee by acclamation.

**5. Election of Chair, Professional Standards Committee –** Senator Michael Katz was the only candidate and was declared the new Chair of the Professional Standards Committee by acclamation.

**6. Election of Senate Secretary/Chair, Committee on Committees –** Senator Terri Thames was the only candidate and was declared the new Secretary of the Senate/Chair of the Committee on Committees by acclamation.

**7. Election of Statewide Senate Representative to the Executive Committee --** Senator David McNeil was the only candidate and was declared the new Statewide Representative to the Executive Committee by acclamation.

### **C. Resolutions introduced from the Floor –**

Senator Gorney-Moreno made a motion to suspend the rules so that the Academic Senate could consider the email policy resolution she was about to present without the required 24-hour advance notice. The motion was seconded. The Senate then voted and the motion passed. Senator Gorney-Moreno then presented *AS 1214, Policy Recommendation: Student E-Mail Accounts Required for Receiving University Administrative Information (Final Reading)*, for the Executive Committee. The reason this is an emergency motion, Senator Gorney-Moreno commented, is that the University Information Technology Board has been working on this all year, but just received notice from Bruce Judd that he has acquired hardware and software that would allow him to implement this policy in the Fall 2003 for \$150,000 to \$200,000. Previously, the University Information Technology Board had been told it would cost approximately \$300,000 to \$400,000 to implement. Senator Gorney-Moreno said the "second reason this was such an emergency is that there is great cost savings involved. The cost savings are estimated to be between \$300,000 to \$500,000 annually based on the cost of hard copy mail outs. Particularly now in this budget crisis, the University Information Technology Board felt it could save the university a substantial amount of money." Senator Gorney-Moreno said, "the departments that would be most affected by this policy are: Student Enrollment, Student Affairs, and Associated Students. These departments have all agreed to substitute the money that they save on mailings to fund the ongoing maintenance costs of \$30,000 to \$40,000 for this program. This policy will require that every SJSU student have an email account that we provide. The email account will be a one-way account," Senator Gorney-Moreno said. The departments listed above will be able to send email to the students as well as other university departments. And, "students will be able to find out information in a much more convenient and timely fashion," Senator Gorney-Moreno stated. "Peoplesoft is the reason we are able to make this happen. We will not be sending out any sensitive data," Senator Gorney-Moreno stated. The University Information Technology Board voted and passed this policy today, Senator Gorney-Moreno said.

#### **Questions:**

Senator Kassing asked if he had correctly heard Senator Gorney-Moreno say that the \$30,000 to \$40,000 in maintenance costs would be paid for by the savings from the mailing and paper costs? Senator Gorney-Moreno said yes. Senator Kassing asked where the \$200,000 start-up money was coming from. Senator Gorney-Moreno said that they were asking for that money as a budget priorities request. Senator Kassing then asked what the \$300,000 to \$500,000 in cost savings annually was based on? Senator Gorney-Moreno said that she didn't really know. Marty Schuler was the one that put together those costs. Chair Nellen said that what Senators would be voting on today is just the approval of the email policy. Whether the President approves the funding in time for a Fall 2003 implementation is up to him. Senator Peter asked, "to what extent students had been surveyed or consulted with regard to mandatory use of email." Senator Gorney-Moreno said there was a representative from Associated Students on the University Information Technology Board. Senator Peter asked if there had ever been any qualms expressed by students about using this email system, and whether there was any downside for students. Senator Gorney-Moreno said the only downside would be if students

didn't check their email accounts. However, students will be able to forward the SJSU email account to their personal email account if they want to. But, "students will be required to check their email," Senator Gorney-Moreno stated. Senator Norton asked if it was conceivable that there might be students that didn't have email, and/or access to email. Senator Gorney-Moreno said that the new Library will have computers students can use. Senator Norton then asked what was considered "sensitive information." Senator Gorney-Moreno said sensitive information included grades, health information, etc. "The emails sent to students will direct them to the web site where they can check their grades, etc. This information won't be emailed directly to them," Senator Gorney-Moreno stated. Senator Breivik said she was concerned about students being able to get access to their email accounts. The Library hasn't received the funding to setup the computer labs yet, and Senator Breivik said she isn't sure the labs will be ready by Fall 2003. Senator Breivik said she is also concerned that she hasn't "heard anything that leads her to believe that a major campaign to inform students about the mandatory email system has been launched." Senator Brent said under B2 it says we are requiring students to "obtain and activate an email account." What is the difference? Senator Gorney-Moreno said that many students apply for an email account, but then don't use it. Senator Brent said the policy shows one-time start-up costs and annual savings. "Who would pay the costs, and who would enjoy the savings?" Senator Gorney-Moreno said the Computer Center would pay the costs, and the savings would go primarily to Student Enrollment and Student Affairs. Senator Brent asked whose area the Computer Center fell under. Senator Kassing said it was his area. Senator Brent then said that, "the university would then be subsidizing the costs, but the benefits would be flowing to individual departments." Senator Rascoe said they have not worked out the specifics of how the savings would be distributed. "We first need to get a policy in place to implement the system," Senator Rascoe commented. Senator Kellum said most of his students have their own email addresses, why do students have to have another email address? Senator Gorney-Moreno said that students change their email addresses frequently, and we need a permanent address to send the emails to. Senator Katz asked if the University Information Technology Board had thought about what the start-up communications costs would be to inform students? Senator Gorney-Moreno said they have not developed a plan yet. Senator Tsai asked if the University Information Technology Board had considered what the blind students would do? Senator Gorney-Moreno said Marty Schulter had developed the policy resolution, so she was sure he had considered the issue of blind students. There will also be about fifty new computer workstations in the new Library, Senator Gorney-Moreno said. Senator Tsai asked what would happen if a student didn't apply for an email account? Senator Gorney-Moreno said that they could still be assigned an email account. Senator Matthes asked for specific examples of the types of emails that would be sent to students. Senator Gorney-Moreno said examples include; your pin number is available, your registration date is available, your grades are available, etc. Senator Choo asked why there is a need to have only a one-way email account. Senator Gorney-Moreno said the purpose of the email account is just to let students know that there is information available for them through Peoplesoft on the web.

### **Debate:**

Senator Stacks made a motion to return the resolution to the Executive Committee to iron out some of the issues and bring it back to the Senate in the Fall. The motion was seconded. Senator Brent said he would have to oppose a motion that wouldn't allow the Executive Committee to act

on behalf of the Senate, due to the urgency of the resolution. Senator Sabalius said he supports what Senator Brent said. Senator Peter said he supports Senator Stacks motion as stated. Senator Peter said it is a great idea, but there are a lot of issues that need to be investigated further, and students need to be consulted about in the Fall. Senator Van Selst made a motion to extend the meeting to 5:05 p.m. The motion was seconded. The Senate voted and approved the extension. Senator Katz said he supported Senator Stacks motion. Senator Buzanski said that he supports Senator Stacks motion and that "this issue is very important to students, and we really need to find out how students feel about this issue before we act on it." Senator Van Selst presented an amendment to Senator Stacks motion to return the resolution to the Executive Committee and allow the Executive Committee to act on the issue on behalf of the Senate over the summer. The amendment was seconded. The Senate then voted on the Van Selst amendment and it failed. **The Senate then voted on the Stacks motion to return the policy resolution to the Executive Committee, to be brought back to the Senate in the Fall, and the Stacks motion passed.**

**IX. State of the University Announcements. Questions. In rotation.**

- A. Associated Student President – Meeting adjourned, no report given.**
- B. Statewide Academic Senate – Meeting adjourned, no report given.**
- C. Provost – Meeting adjourned, no report given.**
- D. Vice President for Admin. and Finance – Meeting adjourned, no report given.**
- E. Vice President for Student Affairs – Meeting adjourned, no report given.**

**X. Adjournment – The meeting adjourned at 5:10 p.m.**