

2004/2005 Academic Senate

**MINUTES
September 27, 2004**

I. The meeting was called to order at 2:00 p.m. and attendance was taken. Forty-five Senators were present.

Ex Officio:

Present: Nellen, Van Selst, Kassing
Sabalius, Greathouse
Absent: McNeil

Administrative Representatives:

Present: Rascoe, Lee, Ashton
Absent: Goodman

Deans:

Present: Breivik, Sigler, Stacks
Absent: Meyers

Students:

Present: Gadamsetty, Lam, Stillman,
Nguyen, Kelly, Bjerkek

Alumni Representative:

Absent: Guerra

Emeritus Representative:

Present: Buzanski

Honorary Senators (Non-Voting):

Absent: Norton

General Unit Representatives:

Present: Thames, Yi, Matoush

CASA Representatives:

Present: David, Fee
Absent: Hooper, Gonzales

COB Representatives:

Present: Campsey, El-Shaieb, Donoho

ED Represent:

Present: Lessow-Hurley, Parsons, Maldonado-Colon

ENG Representatives:

Present: Singh
Absent: Pour, Choo

H&A Representatives:

Present: Van Hooff, Desalvo, Williams,
Vanniarajan, Heisch, Hilliard

SCI Representatives:

Present: Veregge, Bros, Kellum, Branz, McClory

SOS Representatives:

Present: Von Till, Propas, Hebert

SW Representative:

Present: Wilson

II. Approval of Academic Senate Minutes –

The Senate minutes of May 17, 2004 (first and last meetings), were approved as is with one abstention.

III. Communications and Questions –

A. From the Chair of the Senate:

Chair Nellen welcomed all the Senators back and said, “I look forward to another interesting and rewarding year as Senate Chair. We will need everyone’s continued contributions in order for the Senate to have a productive year that helps shape San José State University’s main role of providing the best learning and teaching environment for our

students and faculty. We have a fairly significant agenda this year. We will be busy. You will see attached to the agenda a list of what we expect the 2004/2005 Senate Agenda items to be. The policy committee chairs have commented on and verified the list. There are also things going on in the operating committees that may not have made it onto the list. It is a very extensive list, and there is a lot going on.”

Chair Nellen said, “I’d like to take this opportunity to remind you of the importance of your roles as Senators. The university needs many policies, everything from degree requirements, curriculum, to determining the make-up and operation of a search committee for a Dean or AVP. Such policies could be mandated by the administration, but they work better when there is collaboration, discussion, and generation of ideas among administrators, faculty, and students. The Academic Senate and its predecessor, the Faculty Council, have created a very strong environment of shared governance and it is up to us to ensure that it remains as strong as possible. It is also up to us to be sure we are being as effective as possible in the work that we do, that we are responding to issues, keeping abreast of activities in the Chancellor’s office, the Legislature, the Governor’s office, the Statewide Senate, and our local campus so we can respond accordingly. There are always things popping up. For example, I would expect the reintroduction of a bill in the California Legislature that would limit Academic Freedom. We need to be ready to respond to such things. We need to be ready to address issues before they become problems or missed opportunities.”

Chair Nellen said, “While elected Senators are here by their choice and that of the unit they represent, please keep in mind by-law 1.1.2, which states that “each member is responsible to assess the attitudes and viewpoints of the group that elected you. However, no Senator is to come instructed and in voting each member represents the entire university. Please be sure that you and others from the unit you are representing have some way to communicate with the people you are representing. This helps keep people aware of what is going on in the Senate. It is also an opportunity for them to get input to you, because everybody has different experiences in dealing with particular issues. A good example is the “Office Hours” policy we looked at last term. It may come back to the Senate this semester, since it was referred back to the committee.”

Chair Nellen said, “Thank you all for being here. Your ideas and your work really are vital to the university. There are still many open Senate seats. I want to thank Associated Students for working so diligently to fill the student seats. It is also great to see all seven student Senators here today. That is just wonderful and I hope that will continue, and that we will see all the faculty seats filled every Senate meeting. We do need some attention paid to empty Senate committee seats. The seats went at large last week, which was the fourth week of instruction. We need to get these seats filled. Elba Maldonado-Colon (Senate Secretary/Chair of Committee on Committees) will be passing out a list of where those vacancies are. Please go out and recruit people from your colleges to get these seats filled. Also, a special thanks to Senator Maldonado-Colon and Eva Joice for working so hard to get these seats filled and this list together. It is not always an easy task.”

Chair Nellen said, “Something new we are trying that is attached to your agenda, is a chart

on policy development. We hope that this will help the policy committees in drafting policy. This chart was created by the Executive Committee during its summer meetings.”

Chair Nellen said, “I hope you have also noticed that there is a “What’s New” page on the Senate website. It is now linked on the SJSU this week email that goes out, and we have added questions where we do want input from the campus. The question there now is on “Office Hours” and we have gotten over 40 responses from faculty and students.”

Chair Nellen announced, “Our Senate Retreat is this Friday, October 1, 2004, from 9 a.m. to 2 p.m. in Engineering 285/287. We will be learning what strategic planning is and how it was carried out at two of our sister campuses. We will have guest speakers from CSU Long Beach and Cal Poly San Luis Obispo. If you haven’t RSVP’d to Eva yet, please do so before you leave today. Thanks to Vice Chair Donoho for planning such an interesting and timely agenda, and getting us these two AVP’s for planning.

There will also be a First Annual Academic Freedom Forum sponsored by the Senate in February. We will be getting information out to you on that. We will cover some very important developments from court decisions to the Patriot Act so that you can be better informed about this important topic.”

Chair Nellen said, “Thanks to all of you that got your students to attend the First Annual Academic Integrity Week which was held last week. The workshops were very informative and we will certainly be involved in shaping the Second Annual Academic Integrity Week next fall. If you have any ideas, please send them to our Judicial Affairs Officer, Debra Griffith. It was a great event that allowed us to have informed discussions about what more we can do to create a culture of integrity and trust on this campus. I want to see us bring this discussion of values and ethics to the review we are conducting of our General Education (GE) program this year, and I hope that we will all also continue to talk about this topic with colleagues and students. Faculty have a very positive impact when they talk to students about academic integrity. A strong culture of integrity on this campus would increase the value and meaning of a San José State University degree, and lead to an improved campus climate. We need to do more. Our Academic Integrity policy is a great first step, but there is more we can do to make sure students understand what all that means.”

Chair Nellen reminded everyone, “The Senate does have a foundation account for donations. Funds donated to the Senate allow us to do things we could not otherwise do. It is helping to bring speakers to our Retreat, it could also help bring speakers to our Academic Freedom Forum in February. We had cuts to our tiny budget of over \$10,000 this year, and donations can help.”

Chair Nellen said, “I want to extend my thanks to Eva Joice, our Administrative Analyst and Office Manager in the Senate Office, for all she does to keep this office running. As Chair of the Academic Senate, I’m a 10-month faculty member with .60 release time, so Eva really does make sure things continue to keep running. I know in talking to people they think it is just indispensable that Eva can get information to them so quickly about

everything that is going on with the policies, appointments, and all of that. Also, if you stop by the Senate office you are likely to see our new student assistant, Johnny Do. If you do stop by, please introduce yourself. Johnny is assisting Eva with the many tasks she has to handle.”

Chair Nellen stated, “We will have very full agendas at all of our meetings this year, please remember that there is no reason to restate a position that somebody else has already said. Also, help us use our time effectively by being on time, and writing down any amendments you may have.” Chair Nellen said, “I’m looking forward to a very exciting and productive year for the Senate.”

B. From the President of the University –

Interim President Kassing said, “A lot has happened this summer. The last time we met in late May, we were all anticipating Paul Yu being here. Paul made an extraordinarily difficult decision. His health wasn’t good, so he made the decision to resign on July 25th or July 26th, and then the Chancellor came up the following weekend and accepted his resignation.”

Interim President Kassing said, “The trustee plan is to start a search Fall 2005, interview candidates in March/April 2006, appoint a President and have him/her show up in June or July 2006.” Interim President Kassing said, “I have been asked by a number of people if I will be a candidate for President, and the answer is no. A condition of accepting the Interim Presidency was that I not be a candidate for the position. I’m a MBA and this place needs an academic leader. I’ve been here eleven years, and I feel like I can help over the next eighteen to twenty months or so, and I will do that. I think it is real important for all of us to get positioned to help with that search. That involves a whole set of things that I want to talk about in just a second. Two primary things that Charlie Reed told me about right off the bat was first, to do something about the President’s house. That is a major obstacle in the search process. There are a number of people in the community that want to help us with that. I met with one of them over the weekend. Rose Lee and I have talked numerous times about different ways to do it. I think there is a couple of ways we can put it together to give the Trustees something to work off of.”

Interim President Kassing said, “I’d like to thank everyone in this room for helping get this place up and running this fall. I told Charlie Reed that the Vice President’s could get this place up and running to give him a chance to do what he needed to do in terms of getting an Interim President. He came back then and asked me to serve as the Acting President. I went around then to all the Vice Presidents, the Associate Vice Presidents, the Deans, the Associate Deans, Associated Students, the Head Coaches, the Alumni Board, and shared with them what I’ve shared with you just now. I then asked them if they would make a commitment to me to get this place up and running. In every instance they did it. It was one of the most encouraging experiences that I’ve ever had in my entire career. I came away from it thinking, there are some very, very good people here. There wasn’t a moment of hesitation from anyone. People just looked right back at you and said, “we’ll get it up and running.” It reminded me of when Joe Crowley had been here around five or six weeks and we went to lunch together. Joe was starting to think about putting together a white

paper for the new President and Charlie Reed for the search. We were coming out of Tower Hall and walking down the steps, and I told him there were some very good people here and that this was a good place. And Joe said he already knew that. His comment was that he had been on a lot of WASC Self Study and NCAA Accreditation teams, and he could tell after the first day how healthy a campus was. Joe said he knew the first day or two he was here that this was a good place. I share that with you from a man that was a President for twenty-three years.”

Interim President Kassing said, “I have spent the last seven or eight weeks doing my current Vice President of Administration and Finance job, and the Interim President’s job. I felt it was important to get someone in my permanent spot. I don’t have the capacity, or time to do both of those jobs. I’d like to announce that I’ve asked Rose Lee to serve as the Interim Vice President for Administration and Finance. Rose has been here almost twenty-five years. She has served in a number of different roles in the university. She most recently served as Associate Vice President for Administrative Systems and Financial Administration. She has been a right hand to me. She led our Common Management System (CMS) implementation, which was an extraordinary challenge. Rose put our CMS up over a 4 ½ year period for about \$8 million. If you look at another campus like ours, say Long Beach, Northridge, or San Diego State, their costs ran \$22-24 million. Rose put our system up for 1/3 of that cost. She is an exceptional manager, she is very honest, and she cares a great deal about this place. The integrity is just bone-deep in this woman. I am real pleased she accepted the assignment.”

Interim President Kassing said, “Let me talk for a minute about an agenda for this year. As I mentioned earlier, I am going to take very seriously my task of preparing this place for a search for a new President. I want to ask you to join me in doing that. Joe Crowley worked with us a lot last year to identify things we need to do. I mentioned these all in the fall address. I’d like to take just a few minutes and highlight them again they include, budget transparency, continuing the Resource Planning Board, core services emphasis, working on the compact with the CSU, enrollment management, Information Technology consultant’s report, campus life, and the student village opening up. It is important we don’t stand still. We can’t go into some kind of paralysis just because we lost Paul and we are on our own. Annette mentioned the Retreat on October 1st, 2004, please come. Also, on October 11th, 2004, we are going to setup a brainstorming session on planning.”

Interim President Kassing said, “On Athletics, I had said at the fall address that I would not address that as the Acting President, that changed a couple of days ago. We have started thinking about a task force, but I haven’t spent all day on it. I’ve been spending most of my time making sure my division is running right. I would welcome a chance to sit down and talk with the “Spartans for Sanity” sometime in the near future. I will follow very closely what Joe Crowley said last year, which is that this will be a very careful, measured process.”

Interim President Kassing said, “I would like to express my appreciation to Professor Bethany Shifflett and the WASC team for the extraordinary job they have done. The WASC team will be visiting October 13th, 14th, and 15th. It is a very, very important visit

for us. I talked with the President of Delaware State, who is the head of that team, last week and they are excited about getting here. I think they are impressed with the work they've seen from the team already."

Questions:

Senator Sabalius asked, "I understand the Read-to-Lead Football Classic was a big failure in terms of attendance. I would like to know how much money the Athletics Division actually lost on the event? Also, you were quoted in the San José Mercury News as saying the Athletics Division would not have to pickup the loss, it would come out of university funds. I would like to know why that is so, and whether the money was given as a loan that has to be paid back over time by the Athletics Division? I would also like to know why the Athletics Division is planning another "Read-to-Lead" event for next year, when we lost so much money on the first one. I would also like to encourage you to form the Athletics Task Force as soon as possible. Lastly, the "Spartans for Sanity" did invite Joe Crowley to a meeting, and I am quite sure that they would also welcome a visit from you, so I will pass that information on."

Interim President Kassing said, "I can't tell you the final numbers on the "Read-to-Lead" Classic, because all the costs are still coming in. I think it will be a little under \$500,000, that would be my estimate. That could change by \$50,000 one way or the other. I will look you right in the eye and tell you, we did the Grambling game last year and sold it out. It was primarily handled by a group of people in the community that took the chance on the game. The game generated just a little over a million dollars in gross receipts. I don't think it made much money, less than \$100,000 I believe. We felt we needed to bring that game inside the university, or at least Joe Crowley and I felt that way. It was my call, not the Athletics Department call. I felt we had something special there, with the historical Black colleges and their marching bands, the connection to Fitz Hill and his emphasis on literacy, so we gambled on the game. I don't know why the game didn't sell out like it did the year before. I can only guess at that. My guesses would revolve around the facts that Morgan State didn't have the same name recognition as Grambling State, our Athletics program received quite a bit of negative publicity in the papers throughout the semester, and Morgan State's California alumni base isn't nearly as big as Grambling's. What we thought would work for us was that COMCAST came in as a major corporate sponsor. I don't know if any of you saw the commercials they did, but they had a promotional package that probably ran \$300,000. KBLX, a radio station, came in as a major sponsor, and ran a promotional package at around \$100,000. City Lights, a local newspaper/magazine, and Hummer came in as sponsors. The year before, we didn't have any of these sponsors. We thought we had the right ingredients, but it didn't work. I took the chance. I don't feel that was an Athletic Department risk. That was an administrative risk. We thought we were making an investment not just in a football game, but in a concept on literacy and leadership, and on reaching out to a broader base in this community. Fitz Hill was able to bring Bill Cosby here, and we felt we were on the right track. Cosby said he will come next year, so we are looking at whether we should repeat the event next year. Our feeling is that if we repeated it, we would want to look at schools like Florida A&M, Grambling, and Southern. They have a stronger alumni base, and more name recognition."

Senator Sabalius asked, “Do you want to gamble another \$500,000?” Interim President Kassing said, “I’d consider it, depends on what the school is. You are asking would we consider it, and yes, we would consider it. That doesn’t mean we would do it. It worked one out of two times, would it work two out of three? That’s what Presidents, Vice Presidents, and Athletic Directors do I guess, make those calls.”

Senator Stacks asked, “What is the relationship between the Budget Advisory Committee (BAC) and the Resource Planning Board (RPB)?” Chair Nellen said, “The BAC is on hold with the establishment of the RPB. That means we aren’t meeting, but there are still some tasks that involve the BAC. For example, a subgroup of the BAC is meeting October 4th, 2004, to go over creating written procedures for awarding Professional Development funds. Questions come up all the time on this, and there are no written procedures for it. However, this is something we need to look at, whether we want to continue something like the BAC along with the RPB.”

Senator Buzanski asked, “I’ve been under the impression that the Trustees put up a sum of money for President Caret’s house.” Interim President Kassing said, “There was an effort put together when Handel Evans was President to create an equity purchase scenario for our President. When President Caret came to SJSU he exercised that condition. The foundation provided \$300,000 as an equity share in President Caret’s house. President Caret brought his own equity to it also, and bought a house in Monte Sereno. About four years after President Caret was here, he bought out the foundation’s share.”

IV. Executive Committee Report –

A. Executive Committee Minutes –

June 7, 2004

July 19, 2004

August 16, 2004

August 30, 2004

September 13, 2004

Senator Buzanski said, “In one of the sets of minutes there is some language about fingerprinting employees, and I’m just wondering whether anyone in the administration as well as the Senate remembers that there was a huge controversy regarding faculty fingerprinting requirements in the past. There was a Professor Mitford that refused to surrender her fingerprints, and eventually a compromise was reached between her and the President wherein she placed her fingerprints into a sealed plastic bag awaiting a court’s decision. Eventually, the California State Supreme Court declared the fingerprinting requirement to be unconstitutional. I thought that was the last we were going to hear of this, and now it pops up in the Executive Committee minutes. Of course, perhaps the Patriot Act changed this, but I would like to have some more information about that.”

Chair Nellen responded, “It actually came up in the Senate Chair’s listserv. I think it was

CSU Los Angeles that brought it up. They were asking this question because of an incident that occurred there, and I talked to AVP Dona Bertain and she came to speak to the Executive Committee about it. Unbeknownst to us at that time, there were already conversations going on in the Chancellor's office about whether fingerprinting should be something required with the CSU system. Senator Kassing had said that those discussions are continuing about whether there should be background checks. We had a very good discussion with Dona Bertain, and I think it was helpful for her to get input from us. We learned from AVP Bertain that more and more employers are doing this, and those that don't do it can become an employer of choice for those people trying to avoid it. We do some fingerprinting today for jobs such as those involving working with children, or working with money."

Interim President Kassing said, "This is a topic at the Executive Council. Right now they are gathering information on what each campus is doing. I suspect that in the future, we will have some kind of system-wide approach to it. The Chancellor's office gets all the problems surrounding this issue. The Chancellor offered, as an example, an incident where a faculty member employed at one of the campuses had a history of sexual harassment. That faculty member applied for a job at another campus, and the same problem occurred at the new campus. The result is that the Chancellor's office ends up in a lawsuit. There aren't a lot of cases like this out there, but enough that they are worried about it."

Senator Sabalius said, "At the Faculty Affairs Office of the CSU Senate, we discussed this. The answer there was that the CSU system did away with fingerprinting years ago, because it was too expensive. Then I believe the cost was \$73 per faculty member, and it must have gone up significantly since then."

Senator Stacks said, "Can you give us an update on the Information Technology (IT) Task Force?" Chair Nellen said, "On the IT Task Force, Interim President Kassing had mentioned this, but when Joe Crowley was here he had a consultant come out and review the campus. A summary of the recommendations from the consultant was given to the Executive Committee. Before Joe Crowley left, he put together a task force to look at the report. Regarding the Task Force on Campus Expansion, the Executive Committee thought we should hold off on that until we have our strategic planning discussions."

Senator Singh asked, "Has the cost of doing the SOTEs went up from last year?" Chair Nellen said, "Faculty Affairs made an interpretation of the policy that the qualitative portion of the SOTE had to be photocopied. This is where the time and the cost really adds up. The Professional Standards Committee and Faculty Affairs are looking at other alternatives that might bring down the costs."

B. Budget Advisory Committee Minutes – None

C. Consent Calendar – Approved as is with two additions from Senator Maldonado-Colon.

D. Executive Committee Action Items:

Senator Rachel Greathouse presented *AS 1259, Sense of the Senate Resolution: Supporting Associated Students, San José State University's 2004 Campus-Wide Voter Registration Drive (Final Reading)*. Senator Greathouse made a friendly amendment to remove the “, San José State University” in the last whereas clause, and the two resolved clauses. **The Senate voted and AS 1259 passed as amended with 2 abstentions.**

V. **Unfinished Business - None**

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

A. **Professional Standards Committee –**

Senator Bros asked Senators to go back to their colleges and ask the faculty to participate in the RTP surveys.

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

C. **Organization and Government Committee –**

Senator Veregge presented *AS 1255, Senate Management Resolution: Change in the Membership of the All University Teacher Education (AUTECH) Committee (Final Reading)*. **The Senate voted and AS 1255 passed.**

Senator Veregge presented *AS 1256, Senate Management Resolution: Change in the Membership of the Instruction and Student Affairs Committee (Final Reading)*. **The Senate voted and AS 1256 passed with no abstentions.**

Senator Veregge presented *AS 1257, Senate Management Resolution: Changes in the Membership of the Student Success Committee (Final Reading)*. **The Senate voted and AS 1257 passed with no abstentions.**

Senator Veregge presented *AS 1258, Senate Management Resolution: Changes in the Membership of the International Programs and Students Committee (Final Reading)*.

Senator Veregge made a **friendly amendment** to change the resolved clause to read “**Associate** Vice President for Enrollment and Academic Services.” Senator Veregge made a **friendly amendment** to add “**as an ex-officio member**” to the titles of the Study Abroad Director and the Director of Global Studies in the resolved clause. Senator Stacks presented a friendly amendment to change the 2nd sentence of the 2nd whereas clause to read, “establishment of **Global Studies, IES**, and the restructuring.” Senator Stacks made a motion to return the resolution to the Organization and Government Committee. Senator Stacks amended her motion to return the resolution to the Organization and Government Committee to return the resolution to the Organization and Government Committee for them to bring a clean copy bring back to the next Senate meeting. The Senate voted and the Stacks motion failed. **The Senate voted and AS 1258 passed as amended with 3 abstentions.**

D. **Budget Advisory Committee – None**

E. **Instruction and Student Affairs Committee –**

Senator Thames said that one of the issues the committee “is working on is textbook

affordability.” Senators Nguyen and Greathouse pointed out to me that there were two bills on the Governor’s desk related to this. One of the bills was vetoed, and the other passed. Senator Nguyen said, “The two bills were AB 2477 and AB 2678. AB 2477 encourages textbook publishers to unbundle unneeded and unwanted material from their textbooks, and to make the faculty aware of the price of the textbooks as well as the shelf life of those textbooks. AB 2477 passed. AB 2678 is a bill that encourages colleges and universities across California to put together a textbook rental program or service on their campus. AB 2678 was vetoed.”

F. University Library Board -

Senator Breivik said, “We have a very aggressive and difficult computer virus. This is the reason the Library went down. It was not a server problem. We are hopeful that we can get the staff computers up by tomorrow. If you have anything time sensitive to get to Library personnel please call them, don’t rely on sending them email. Something that might interest all of you is that in the first ten months of operation of the King Library, checkout of materials increased over 100%. Also, we won quite a few awards over the summer and they are displayed on the 2nd floor of the Library. Additionally, in case any of you don’t know, thanks to an extension on the IRA fee, we borrowed on that money in order to offer extended hours. We started right after Labor Day, and we are now open Monday through Thursday until midnight. Also, during exams there will be three days when we are open almost 24 hours a day.”

VII. Special Committee Reports – None

VIII. New Business –

A. CSU International Opportunities for Faculty-

Senator Sabalius said, “I passed around a brochure for you to read. The Office of International Programs at the CSU offers opportunities for faculty members. Please pass this information on to the faculty in your colleges. This year there are two aspects to it. There are openings for Resident Directors for our partner campuses abroad. We have openings this year in China, France, Japan, Mexico and Spain. The appointments are all for 12 months, except in Japan, where the appointment is for the academic year. The deadline is December 1st, 2004. You can find information and forms at the website that you see listed at the bottom of the brochure. The second item is the WIN faculty stipends. They are very generous stipends, \$10,000, but they are very targeted. They are only for research at four universities in the Peoples Republic of China, or Taiwan. If you know colleagues with a particular interest in China, let them know. This summer we do not have the summer faculty exchange program like we had last year in Tokyo, and the year before in Paris. These fell victim to budget cuts. I am your representative to the Academic Council of International Programs (ACIP). If any of you need application forms, please give me a call.”

B. UPD Update –

Chair Nellen introduced Chief Andre Barnes. Chief Barnes said, “I really appreciate your having me here. I asked Chair Nellen to let me come to this meeting, because I wanted to meet you folks and get an understanding of what goes on here. I will try to be brief. First I’d like to introduce myself. I’m Andre Barnes and I came here from Oakland, California. I was a Police Officer in Oakland for twenty-four years, and rose to the rank of Lieutenant. This opportunity

came up, and I was happy I was selected to be SJSU's Police Chief. I'm glad to be a part of the challenges the President has spoken about. When I walked in the door, one of the first things they handed me was the budget shortfall. They put me to work right away, and I see that as a challenge."

Chief Barnes said, "I'd like to tell you a little about our police department at SJSU. We are pretty much broken down into five divisions which include, the Office of the Chief, Field Operations, Administration Operations, Support Operations, and Emergency Preparedness Operations. We are made up of approximately 112 people. That doesn't mean we have 112 Police Officers. We have about 32 sworn Police Officers including myself and a few Captains, Lieutenants, Sergeants, Officers, and Dispatchers. Together we number about 50 of the 112 people we have. We cover the university area twenty-four hours a day, and seven days a week. The other folks that make up the rest of the Police Department are our fine students. Our students do a fantastic job for us."

Chief Barnes said, "I've been asked to speak about my observations since I've arrived here. There have been some challenging times. I've been trying to get to know some of the major players here. Certainly, I've learned we have a very diverse campus. However, until I get a full year here, I probably won't have a good sense of what occurs every semester. My goal over the next few months is to get a good sense of what occurs over an entire year here, and then do some strategic planning."

Chief Barnes said, "In terms of direction for the Police Department, I want to work with the various groups on campus. I've had a chance to work with Associated Students, MOSAIC, and Housing Services. I'm looking forward to working with Student Affairs and Judicial Affairs. I'd like to create a much more cohesive relationship between the Police Department and the rest of the campus. Faculty, Staff, and Students have told me they have issues, and they really aren't sure where to go with those issues. Hopefully, we can fix this. I've actually ran into faculty and asked them if they know where the Police Department is and they don't. I'd like people to know who and what we are. Hopefully we can do that here using some community policing philosophies. Something I'm trying to do is assign certain officers to go out and be liaisons with different groups on campus. We hope to hire a few more officers, and to do more information sharing with the campus through our publications, the website, and the Spartan Daily as well as personal contacts. We'd love to be invited to speak to any group on campus."

Chief Barnes said, "Some additional things we are working on include Emergency Preparedness and Homeland Security efforts. We are constantly looking at these particular issues. We are working with Santa Clara County as well on these issues. We get funding through them for training. We have a good working relationship with these folks. I'm off-campus about 20-30% of my time working with these groups to make sure that SJSU is represented, and we are taken care of in the event of some type of issue here. The Division also just gave us some funding so that we can send some of our officers to Hazardous Material training to be able to deal with these issues if they were to arise on campus."

Chief Barnes said, "Just to talk about some of the off-campus folks I deal with, I'm a member of the Santa Clara County Police Chief's Association. There are thirteen law enforcement agencies

in the county that SJSU is a part of, and that is pretty unusual. We do a lot of collaborative training together, so that in the event something happens here we can count on not only the San José Police Department to help, but also the other Police Departments in the county. We also assist them when needed. I meet twice a year with the other CSU Police Departments. There are about twenty-three police departments in the CSU system. I also belong to the International Association of Police Chiefs. And, just as a note, there are about 250 police agencies in California, and the average size is about 16 officers, so we are right about the median here at SJSU. I also work with an International Campus Law Enforcement group as well. In closing, I want to say that I would like to have a partnership with the Academic Senate, and I've designated myself as the Senate's liaison."

C. WASC Update-

Professor Bethany Shifflett gave an update on WASC. Professor Shifflett said, "What I want to do is take you through, very quickly, where we've been and where we're going. The report did get turned in on time on July 1st, 2004. We very successfully engaged the campus last year in the process, and we feel real good about that. Final preparations are underway today for the WASC visit. AVP Robert Cooper, who is our Accreditation Liaison Officer, finalized a call between us and the WASC Team Chair on the schedule. We have been working on the Educational Effectiveness Review at the same time we prepared for the Capacity Review. Everything has been moving forward at the same time."

Professor Shifflett said, "Last, I want to mention that one of the forums scheduled this fall will be with external groups. Let me give you a brief rundown. Last year in April 2003, we had our initial forum followed-up in September with the Academic Senate Forum. A lot of the information you gave us in that forum would drive what we eventually did with the whole campus. In October and November 2003, we had campus forums. In December 2003, we had a forum with Student Affairs Division. In February and March 2004, we came back and did campus forums again. Then in April 2004, we did a student forum. All were well attended. All were fully engaged and helped craft what we eventually wrote for the WASC visiting team."

Professor Shifflett said, "Something we got high marks for at the WASC Conference in April 2004, was our mapping. WASC has, for every one of its four standards, what are called QIEs and CFRs. These are Questions for Institutional Engagement and Criteria for Review. We are supposed to address the standards and are evaluated based on the standards but we are also expected to address the CFRs. What we did was map the QIEs and CFRs to the university structure. We asked that every university committee take time out of their year and talk about the QIE and/or CFR that was mapped to them. That information came back to us and formed a significant part of what is now Appendix H. At the WASC Conference, I had a chance to talk about that process and they were very much impressed with it. Other campuses now are considering taking that on as a mechanism to get their campuses engaged. In addition, Faculty, Staff and Administrators helped us respond to the WASC report from 1995. Again, we mapped those issues with people on campus, and asked them to craft a response. Then we asked each of the Vice Presidents to write a division statement and that became part of the report. The directors of campus programs and services were asked to give us historical highlights since 1995. They were also asked to give us a reflective statement on their programs, and to give us evidence to support their reflective statement. All the Directors did an incredible job. This is

Appendix F. The colleges and departments were asked to give us their statements on mission/vision and goals. We did this very cool matrix where we broke down the University mission/vision statements and goals into individual components and put it across the top, then put all the departments/colleges down the side, and checked off where there were match-ups. It is very informative.

Professor Shifflett said, “WASC is coming for a site visit on October 13th, 14th, and 15th, 2004. There are issues they have decided need to be discussed in greater depth when they arrive. These issues came from the report we submitted and the portfolio we prepared for them. They have decided to focus on student learning, the planning process, retention and graduation rates, enrollment management, facilities and planning, faculty and staff workload, and on the presidential search and leadership. One of the questions we got early on was, “Can we have a discussion about leadership, and where are you with this at this moment in time?” These are the issues we have been focusing on. We are pulling together small groups to discuss these issues with the WASC team. There is a team of six coming.”

Professor Shifflett said, “As I mentioned, the Educational Effectiveness Review is well underway. What’s new from last year is how we have organized educational effectiveness. There are three essays that are going to be written. One is called “Beyond Capacity.” This does a point-to-point extension of the Prep Review Report built entirely around those CFRs and standards that the WASC team expects us to address. The Second essay is “Student Development and Success.” The team working on this essay is gathering information from a program perspective about how effective we are at San José State University. The last essay is called “The Student Experience.” This team is doing classroom interviews with students. They are putting the student’s voices on paper.”

Professor Shifflett said, “The last thing I have for you is what is ahead of us. We do have the forum with external groups coming up in November, 2004, and the first draft of the Educational Effectiveness Report is due in late January 2005. Each of the essays teams needs to have a draft outline of their essay ready by October 10th, 2004. What we hope to do is give the visiting team a draft outline of next year’s report. We also hope to have a draft of the Educational Effectiveness Report out to you to review in Spring 2005. We already know the WASC review team will be back for their Educational Effectiveness Review next year on October 19th, 20th, and 21st, 2005.”

Questions:

Senator Sabalius asked, “Who are some of the external groups you will be holding forums with?” Professor Shifflett replied, “Advisory Boards, Alumni Boards, major Donors, Counselors at Community Colleges and High Schools, Community Chief of Commerce, City and County Government Legislators, the Mayor, City Employees, etc.”

D. Enrollment & Academic Services Update-

AVP Marshall Rose said, “I just want to give you a quick update on Enrollment and Academic Services. First, Enrollment and Academic Services merged on April 1, 2004. The reason behind this was that we went through the year investigating enrollment management on the campus, and

we saw a lot of gaps in recruitment, admissions, and retention. As we looked at that, we asked ourselves what does enrollment management really mean for a campus. We looked at how you decide who is going to be admitted, who is going to be retained, and how to retain them. When we started looking at this, it made a lot of sense to have one unit that dealt with students from first contact through post-graduate. When you talk about strategic planning, this is a piece of it. It is really vital for us to be the kind of campus where we can allocate resources effectively, and be fiscally responsible.”

AVP Rose said, “One of the areas that disturbed me was not having data that made sense. Different people had different pieces of data, but it never fit together with where we are, where we’re going, and how we put it all together.”

AVP Rose said, “You can ask members of the Enrollment Management Task Force about anything that you have questions or concerns about. The Enrollment Management Plan is really put together to give us an outline of how to do our business on the campus until we get a strategic plan together. What it gives us in our area is direction. Before I came, there really wasn’t a clear direction about who we should be recruiting, and how we should make those decisions.”

AVP Rose said, “I met with all the Deans and Chairs and talked about the students coming in. We are spending a lot of money on remediation, and the students are not being successful. They are not passing the placement tests. We also talked about how we keep the diversity of our campus, and keep the community interest in the resources that need to be applied to the job force. We discussed what the regional needs are, since we are a regional university. We also have global responsibilities. There isn’t a plan on how to do all that, so we have to take all this information and put together a plan on how we get there. What is our optimal shape and size, nobody really knows. If you ask the eight colleges this question, they are all going to say something a little bit different. There is also the question of how do you deal with impacted programs like Nursing. We have a national demand for Nursing, are we going to address it or not? If we do address it, how does that affect the other units on campus? If you are going to provide more courses in a major area, then you have to provide more support courses. These are the kinds of things we need to discuss as we move through enrollment management.”

AVP Rose said, “If we put our efforts into retention of our students, then it makes recruitment a piece of cake, but we don’t have those pieces together yet. In the meantime, we have to figure out how do we recruit the right students, meet CSU’s changing guidelines and procedures, and help our students to graduate and pursue post-graduate education, or get into the workforce. It is really important for us to embrace enrollment management at every level.”

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

- A. Associated Students President – moved to the next meeting due to lack of time.**
- B. Statewide Academic Senators – moved to the next meeting due to lack of time.**
- C. Provost – moved to the next meeting due to lack of time.**
- D. Vice President for Administration – moved to the next meeting due to lack of time.**
- E. Vice President for Student Affairs – moved to the next meeting due to lack of time.**

X. Adjournment – The meeting adjourned at 5:00 p.m.