

2014/2015 Academic Senate

MINUTES  
December 1, 2014

**I. The meeting was called to order at 2:05 p.m. and roll call was taken by the Senate Administrator. Forty-Four Senators were present.**

**Ex Officio:**

Present: Daniels, Van Selst, Sabalius, Heiden,  
Lessow-Hurley

**Administrative Representatives:**

Present: Bibb, Feinstein, Terry  
Absent: Qayoumi

**Deans:**

Present: Steele, Stacks, Green  
Absent: Kifer

**Students:**

Present: Blaylock, Jeffrey, Amante, Hernandez, Romero

**Alumni Representative:**

Present: Walters

**Emeritus Representative:**

Present: Buzanski

**General Unit Representatives:**

Present: Kohn, Fujimoto, Huang

**CASA Representatives:**

Present: Schultz-Krohn, Lee, Shifflett,  
Grosvenor  
Absent: Goyal

**COB Representatives:**

Present: Campsey  
Absent: Sibley

**EDUC Representatives:**

Present: Kimbarow, Mathur

**ENGR Representatives:**

Present: Backer, Fatoohi, Sullivan-Green

**H&A Representatives:**

Present: Frazier, Riley, Brown  
Brada-Williams, Grindstaff  
Absent: Bacich

**SCI Representatives:**

Present: Kress, White, Muller, Kaufman

**SOS Representatives:**

Present: Ng, Peter, Rudy, Feist

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

The minutes of November 3, 2014 were approved as written (44-0-0).

**III. Communications and Questions –**

**A. From the Chair of the Senate—**

Announcements from the Chair:

An urgent request has been received from the Northridge campus on behalf of one of their faculty members, Dr. Shane Frelich, who is in urgent need of a bone marrow transplant. Dr. Frelich has had a recurrence of leukemia. Dr. Frelich has twin sons that are only a few years old and a newborn son as well. In addition, Dr. Frelich is Chair of the Northridge Senate.

Associated Students and the Student Hunger Committee are sponsoring a food pantry for students on campus and will be collecting non-perishable food items on December 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>. On December 1<sup>st</sup> and 2<sup>nd</sup>, they will collect food at the 7<sup>th</sup> Street Plaza from 10 a.m. to 3 p.m.,

and on December 4<sup>th</sup> they will collect food on the AS Rec. lawn from 11 a.m. to 4 p.m. If it rains, the collection will be moved to the MLK Library where there is overhead coverage.

December 4<sup>th</sup> is the Seasonal Celebration for Faculty and Staff from 3 p.m. to 5 p.m. in the Student Union Ballroom. The University Police Department (UPD) will be collecting toys for “Toys for Tots.”

The Senate Holiday Party at the President’s home is from 2 p.m. to 4 p.m. on Sunday, December 7, 2014. Twenty-six RSVPs have been received. Please RSVP as soon as possible.

The CSU Statewide Senate Chair, Steve Filling, has given Senate Chairs information on the 120 unit Exemption. Applications were collected in the Spring, but they still want to be sure that all campuses/colleges that want to apply for an exemption get their paperwork in.

**B. From the Faculty Trustee –**

Dr. Stephen Stepanek, Faculty Trustee made the following announcements:

Dr. Stepanek announced he had been with the CSU for over 40 years. His main purpose when he comes to a campus as the Faculty Trustee is to listen. Dr. Stepanek normally meets with the administration, the faculty, and the students on a campus.

After 40 years, Dr. Stepanek continues to learn new things about each campus. Each campus has its own flavor and distinct personality.

One of the functions of the Board of Trustees is to put together a budget for the CSU. The Board of Trustees is in the process of working on the 2015-2016 budget now. The CSU is in the 2<sup>nd</sup> year of a four year budget agreement with Governor Brown. The CSU was promised certain annual increases in the operating budget in exchange for trying to hold back any tuition increases. For the last two years there have been no tuition increases. For the 2014-2015 budget year, we received \$142 million above what the budget was the previous year. This \$142 million allowed the CSU to do a number of things including increasing the number of students attending the CSU, as well as allowing all faculty in the CSU to receive funds from a 3% compensation pool. This is a permanent increase to the operating budget.

The Governor has promised the CSU another \$119 million for the 2014-2015 year. The Board of Trustees approved the preliminary budget for 2014-2015 with two tiers of operation. The first tier assumes we only get the \$119 million over our current year budget. The second tier is a proposal where we ask for an additional \$97 above the \$119 million. This would allow us to have a 2% compensation pool, a 3% increase in enrollment, all mandatory costs would be totally covered, \$25 million would be used for deferred maintenance, \$14 million would be used for technology improvements, and \$38 million for student success projects.

If we only get the \$119 million, we would still have the 2% compensation pool, but the enrollment increase would drop to 1%. If it drops to 1%, then we have already calculated that we would not be able to take everyone that wants to attend the CSU. The mandatory costs would still be covered, but the infrastructure and information technology money would not be funded.

The Board of Trustees has approved a list of capital improvements for the CSU. The way capital improvements used to work is that every campus got their projects on a list and you waited three to five years as you moved up the list for repairs. The debt held by the CSU is no longer held by the Department of Finance, but has been transferred to the CSU. The CSU has a better credit rating than the rest of the state of California and can borrow money cheaper. This has given us more flexibility in how we approve projects. However, the Board of Trustees sent a list to the Department of Finance recently and asked for funding for projects on our list, but we have been told it will not be approved. At the top of this list is an item for \$230 million and this is considered to be the absolute critical need for the CSU. This item includes about 48 different projects. There are campuses where entire buildings have been declared unsafe because the repairs have not been funded. Of those 48 projects, every CSU campus has at least one or two projects. This is why the Board of Trustees is pushing for the additional funds from the state.

### **Questions:**

Q: If we only get the \$119 million, how far away would we be from not being able to admit any incoming freshmen?

A: For Fall 2014, our highest priority will be on admitting freshmen and then transfers with degrees. There are some interesting issues. If we are only get a 1% enrollment increase it is pretty much guaranteed that we will not be able to admit everyone that is eligible. The entire CSU system, with the exception of the Channel Islands, is at full capacity. Even the smaller campuses are at capacity. One thing that happened last year is that we asked for \$50 million extra and both legislative houses passed it, but the Governor refused it.

Q: Aren't we required by SB 1440 to admit transfer students and if so wouldn't they get priority over incoming freshmen?

A: Yes, we are obligated to the exclusion of everybody else. However, I don't see that happening.

Q: Has there been any discussion such as at the UC by the Board of Trustees about ignoring the Governor and increasing tuition?

A: At this point, the Board of Trustees is not considering an option like that. However, that is contingent on the Governor honoring his four year plan with the CSU. The wrinkle for all this is what political fallout the CSU will get due to the UC's action. Past experience has shown us that when the UC does something the legislators don't like, the CSU pays a price for it too.

Q: Could you walk us through what the Board of Trustees and the Chancellor's procedure is for the evaluation of a President?

A: In the past, university presidents were reviewed in their fifth or sixth year and the review consisted of various surveys, and there would also be meetings with the Chancellor. When Chancellor White came on board, he changed this procedure and every two years there is some level of review, then in the 6<sup>th</sup> year it is more in-depth. Every year the Presidents have to put together a two-year plan of goals for their campuses. This two-year plan is then used to see if the goals were accomplished. Finally in the sixth year there is a comprehensive review and the President goes in front of the Board of Trustees.

Q: How often are the faculty able to give input to the Board of Trustees with these two-year

review cycles?

A: About every four years.

Q: Is the intention to report back to the campuses on these two-year reviews?

A: The two-year review is an internal review.

**C. From the President of the University** – No Report. The President was overseas on university business and not in attendance.

**IV. Executive Committee Report –**

**A. Executive Committee Minutes –**

Executive Committee Minutes of October 27, 2014 – No Questions.

Executive Committee Minutes of November 17, 2014 – No Questions.

**B. Consent Calendar –**

AVC Backer presented the consent calendar. **The Senate voted and the consent calendar was approved as written (43-0-0).**

**C. Executive Committee Action Items:**

**V. Unfinished Business - None**

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

**A. Instruction and Student Affairs Committee (I&SA) –**

Senator Frazier presented *AS 1550, Policy Recommendation, Sound Level at Campus Events (Final Reading)*. The Senate discussed the fact that only page one of this resolution was on the Senate website. However, a complete copy of the resolution was sent to all Senators via email by the Senate Administrator. Some Senators indicated they did not print the copy of the resolution sent via email, so the final reading of the resolution was postponed until the February 9, 2015 Senate meeting.

**B. University Library Board (ULB) -- No report.**

**C. Professional Standards Committee (PS) –**

Senator Peter presented *AS 1549, Policy Recommendation, Emeritus Faculty, Rescinds F92-6 and F96-7 (Final Reading)*. **Senator Peter submitted a list of friendly editorial amendments. The Senate voted and AS 1549 passed as amended by Senator Peter with 1 Nay and 1 Abstention.**

**D. Curriculum and Research Committee (C&R) – No report.**

### **E. Organization and Government Committee (O&G) –**

Senator Kaufman presented *AS 1551, Senate Management Resolution, Amends S95-5 as previously amended by S03-2 (First Reading)*. The Writing Requirements Committee (WRC) asked the O&G Committee to bring this amendment to the Writing Requirements Committee structure. The WRC recommended adding two writing-specific faculty members as members of the committee, the Writing Programs Administrator and the Writing Across the Curriculum Director, both of which are new positions. These faculty members are from the Department of English and Comparative Literature. There is a change in the title of a member. The AVP of Undergraduate Studies has become the Interim AVP of Undergraduate and Graduate Programs. The previous policy required the students to have a second language other than English, but this proved difficult in finding students to serve so this is now a recommendation and not a requirement. The old policy also required that every community college that had students that that are attending SJSU to have a member on the WRC, and that made it almost impossible for the committee to meet. The WRC is now meeting once a year with the community college representatives and they are no longer required to be on the committee. However, the liaisons with the community colleges have been added to the WRC. There was a faculty member that was from the Department of English and Comparative Literature, but the O&G Committee voted to remove this member since there are two other members from the Department of English. Then there are seats from each of the colleges and the library. However, the seat from the College of Humanities and the Arts cannot be filled by a faculty member from the Department of English, or the Department of Linguistics and Language Development, because those departments already have defined seats on the WRC.

Q: The title is very confusing, please consider changing it to, “Amendment to the Composition of the Writing Requirements Committee (WRC).” This would be better than referring to the policy it amends. Also, it seems odd to have the Chair of the WRC appoint all the members of the committee. Wouldn’t it be better to have them nominated by the Chair and appointed by someone else?

A: Positions 2, 3, 4, and 5 are on the committee either because of the position they hold, or they are nominated by the Linguistics and Languages Department (LLD). Positions 6 through 14 are filled on recommendation of the deans.

Q: Having served on a search committee with members from both the English Department and LLD, I can say these two departments do not always share the same views. I imagine there is a balance of power required on the WRC from various departments with different philosophies, but I see that you are assuming the Writing Programs Administrator and the WAC Director are both members of the English Department. When we conducted a search we had this discussion about which departments the occupants of these two positions come from. I’m concerned that both departments be represented.

A: The O&G Committee brought up these concerns with the WRC, and the WRC response was that the committee is so large that having one or two extra members from one department would not be that great of a concern.

Q: Right now the WPA and the WAC Director are both from the English Department, but this may not always be so, and if that were to change there is a restriction that the faculty member from Humanities and the Arts cannot be from the English Department. However, there is no

such restriction on LLD. I would ask that this restriction be removed in number ten.

A: The committee will take this under consideration.

Q: You have both the Writing Programs Administrator and the Assistant Writing Programs Administrator on the WRC, is there a need for both?

A: The Assistant Writing Programs Administrator is there for support for the committee and is a non-voting member.

Q: I have been in committees where non-voting members still carry a lot of weight, so two people from the same area doesn't seem necessary. This person could still provide support without being a member.

A: There was a debate on the WRC about whether the Assistant WPA should be on the committee and whether the person should be voting or non-voting. The compromise the WRC came to was having the Assistant WPA as a non-voting member. Anyone with expertise in the field should be a member of the WRC.

Q: Often non-voting members become less involved and less committed, so since the WRC already discussed having the Assistant WPA on the committee and thought it was a good idea is there a good reason for not having this person as a voting member? Also, this committee seems to be very large.

A: I agree the committee is large, but there is writing across the curriculum.

## **VII. Special Committee Reports –**

### **A. WASC Update –**

Dr. Camille Johnson gave an update on WASC. SJSU had an offsite review on November 12, 2014. A group of SJSU WASC team members had a teleconference with a group of WASC members in a question and answer session. SJSU should have received a response to this meeting within a week, but a response has not yet been received.

Our WASC report was turned in on August 20, 2014 and is online. Please read and review it. Our accreditation visit is scheduled for April 14-16, 2015. AS is working with the WASC team on a student showcase planned for April 15, 2015.

Each person on the SJSU WASC team was responsible for answering one section of the report. Some of the action items that WASC wants to see by the April visit include the completion of a Governance Report, a report on enrollment planning and priorities in strategic planning, and clarification of the status of learning goals in graduate programs.

WASC commended SJSU on the University Learning Goals (ULGs) we established, and the use of a student marketing group to develop ULG materials. We need to continue marketing the ULGs. Every program should have their program learning outcomes on their website. We also need to report on the status of capstone development. WASC commended us on hiring new writing faculty.

Some concerns and requests include that assessment reports should be more uniform. Also, we need to show how we are responding to information literacy results, how we increased NSSE

responses and how we are responding to the results. Finally, we need to show we have established a timeline for assessment of all five core competencies.

Some action items WASC have given us include revising the standard assessment report for the 100W, creating a task force for quantitative reasoning, reporting on degree audit workflow, reporting on assessment by Student Affairs, reporting on student success initiatives, articulating assessment and planning—how it goes together and is it sustainable, showing we are fiscally sound—budget report, and showing campus climate issues have been addressed.

**B. Cultural Showcase Report by Mary Okin, Graduate Student:**

This is an ongoing Salzburg project which has expanded and been opened up for collaboration with other student groups this year. The showcase highlights the importance of cultural diversity. There were between 400 and 500 people that attended last year. Some faculty gave their students extra credit.

There were 11 student group performers, 50 to 60 student volunteers, and 15 of the Salzburg Scholars participating. There was also an Art exhibit that asked what an exhibit meant to you and you could fill out a postcard about it.

The freshman class was interviewed as well as all the performers during dress rehearsals. The entire show was also filmed.

The Chair of the Geography Department has offered internship credit to their students that participate on a sliding scale, depending on how many hours they work, this coming year.

Please plan to attend the showcase this year and consider giving your students extra credit. The Cultural Showcase will be held on April 23, 2015 from 6 p.m. to 9 p.m. in the Student Union Ballroom.

**VIII. New Business –**

Senator Kaufman presented a resolution from the floor, *Sense of the Senate Resolution, Endorsing the AAUP Centennial Declaration (Final Reading)*.

Senator Peter made a motion to postpone consideration to the first spring meeting of the Senate on February 9, 2015. Senator Van Selst seconded the motion. The Senate voted and the Peter motion failed.

**Senator Shifflett presented an amendment that was friendly to the body to include the url in the first resolved clause.**

Senator Buzaski called the question. The Buzanski motion was seconded. The Senate voted and the Buzanski motion passed.

**The Senate voted and the Sense of the Senate Resolution Endorsing the AAUP Centennial Declaration passed as amended with no Nays and 5 Abstentions.**

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

**A. Statewide Academic Senators –**

The Chancellor put aside time to review the 120 unit requests.

There is concern about community colleges issuing BA degrees. Right now there is legislation that prevents them from offering degrees that are offered by the CSU, but a question has come up as to whether a community college could offer a BA degree that is only offered on one of the CSU campuses and not at a campus nearby. The answer is that they cannot, geography does not matter. The community colleges also cannot simply change the name of a degree and still offer the same content the CSU does under another name.

There was an academic conference the same week as the Board of Trustees. Chair Heiden, Senator Lessow-Hurley, Provost Feinstein, and members of Associated Students were there representing SJSU's faculty, administrators, and students. This conference has not been held in many years due to budgetary constraints.

Several resolutions were approved at the last CSU Statewide Senate meeting including a resolution calling for improved response to sexual assault and violence on campuses, a resolution protecting academic freedom in the CSU from outside political organizations and lobbying groups, and a resolution regarding an Academic Sustainability Plan.

The CSU Statewide Academic Senate also passed a resolution calling on the Board of Trustees to ask for a sufficient enough budget to include a compensation pool beyond the 2% faculty salary increase. However, as you heard from Trustee Stepanek, we will only get a 2% compensation pool for the next two years regardless of whether the CSU gets any additional funding or not.

The CSU Academic Senate had a first reading of a resolution creating a status for lecturers that would allow them to take part in shared governance the way tenure/tenure-track faculty can. There was discussion about the pros and cons

**B. Provost –**

Morris Dailey will be closed for roof repairs the rest of this semester and possibly all Spring semester as well. This is of concern because at least six classes were taught in Morris Dailey this semester alone, as well as quite a few commencement ceremonies.

The Provost recently sent out an email asking all faculty to fill out a survey identifying space needs. There have only been 275 survey responses to date. Provost Feinstein thanked those that had completed the survey already and asked other Senators to please ask the faculty in their colleges to complete it.

There is still a document on the Provost website that lists the three draft Academic Plans. The Provost urged faculty to view these and provide feedback to him. Chair Heiden and Provost Feinstein discussed the importance of including faculty and students in this academic planning process. Provost Feinstein recently received a letter from the Administration and Finance Division authorizing about \$6 million to fund these strategic priorities. The money will be spent over the next couple of years on projects such as improving the quality of our classrooms, improving progress to degree for our students, and improving the balance of research and teaching on this campus. The Provost will be asking for input on how those funds should be spent in the next few months.

**C. Vice President for Administration and Finance –**

VP Shawn Bibb gave the following report from the Administration and Finance Division.

We have started our planning process for 1% enrollment growth.

The SSETF allocation for continuing projects went out last week.

Q: How much was left over?

A: VP Bibb will get that information to the Senate Administrator to send to the Senate.

Q: Currently we have around 30,000 bodies on campus, and the FTES is 24,272? Recently I came across the Trustees' approved capacity for campuses. Where are we in this regard?

A: We are well below our capacity of 30,000 FTES.

**D. Vice President for Student Affairs –**

Provost Feinstein and Interim Vice President Renee Terry gave the following report on Diversity.

The taskforce on racial discrimination last year recommended that an office be established on the campus. The President's Commission on Diversity was tasked with coming up with a proposal to submit to the President and his cabinet for review. After reviewing about 90 campuses, the taskforce is recommending that an Office of Diversity and Inclusive Excellence be established with a direct report to the President by a Chief Diversity Officer. This office will also include our Title IX Coordinator, which is currently being staffed by our AVP of Human Resources, an Administrative Support Coordinator, and an Administrative Analyst that would do most of the data collection for that office.

Q: Is the Title IX Officer a faculty or administrator position?

A: Interim VP Terry responded that the position is currently being filled by our AVP of Human Resources.

Q: We had a Special Assistant to the President that acted as a Diversity Officer and that position was abolished. Why are we coming back to this now?

A: Interim VP Terry responded that the Title IX Officer is a different position than Dr. Rona Halualani had.

Q: What role will students play in this new office?

A: Interim VP Terry responded that there are students on the President's Commission on Diversity right now, but we are focusing on getting an administrative allocation for this new office first.

Q: If the campus climate surveys are going to be conducted by this office in the future, then some people may not feel comfortable speaking openly.

A: Provost Feinstein responded that there has been a lot of discussion recently about whether campus climate surveys should be administered by the campus or at the CSU level, so this is under consideration.

Q: The SJSU Emeritus Faculty Association has available two \$2,500 grants and the deadline for applications is this Friday. Why are no RSCA funds available this year?

A: Provost Feinstein responded that there are RSCA funds available, but it is an annual proposal process. There was about \$350,000 available this year. We will be using part of the \$6 million the Academic Affairs Division received to bump up the RSCA funds this coming year. We used to use CERF funds for this and we can no longer do that.

Q: How is it built into the Academic Plan to get up to the 75/25 proportion of tenure/tenure-track faculty to lecturers?

A: Provost Feinstein responded that he had a limited amount of time, but we have about a 50/50 proportion right now. However, the 64 faculty we plan on hiring in the fall should help with this. This will have an impact on that. We won't get to 75/25 next year, but progress will be made.

Q: Are the faculty positions on the Diversity Commission filled?

A: There is one faculty position not filled. Chief of Staff Stacy Gleixner commented that she will work with the Chair of the Senate to fill the seat.

Q: When will this be effective?

A: Provost Feinstein responded that it will probably not happen in the spring, it will take time to put out a call.

Q: The Diversity Committee needs to be consulted on this. Also, Rona Halualani was not the first person in that position, Gabe Reyes was in the position prior to Rona and you might want to look at how it was structured then.

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VP Terry gave the following report from the Student Affairs Division:

As of November 27, 2014, we received 4,222 applications for Spring 2015 as compared to 5,730 for Spring of 2014. We received 153 first-time freshmen, primarily international, as well as 2,161 upper division transfer, and 1,908 graduate applications for spring. We have admitted 750 undergraduates and 991 graduate students. We have approximately 18 freshmen that have accepted, all international. We have 512 transfers, and 433 are California residents, 27 out-of-state, 52 international, and 536 graduate students. The graduate numbers will continue to fluctuate.

For Spring 2015, we have 853 graduate student applications for graduation, and 2,347 undergraduate applications for graduation. The number of undergraduate applications for graduation has decreased to 2,198. We have had a number of students move their graduation dates from fall to spring. The total number of applications for graduation for spring is now at 3,366.

Fall 2015 admissions have closed. We had a 5% increase in the number of freshmen applications, and a 1.5% increase in upper division transfer student applications. We have received a total of 29,528 applications with 15,500 being from transfer students. We are still open for international applications until April 1, 2015, and have already received 1,180 undergraduate international applications. We have received 1,375 graduate applications, which is an increase of 8.4% over last year. Of these 1,375 applications, 560 are non-resident applications.

To date we have had 26,040 students register for spring 2015. This includes 22,252 undergraduate students, and 3,788 graduate students. This translates to 20,206 FTES for spring enrollment and registration.

Our Career Center has had an increase in students visiting the center, about 2,271 students have visited and/or used the Career Center since July 2014.

There has been a 16% increase in student registration compared to the same time last year. There has also been an 11% increase in job and internships openings available to our students this semester.

Tomorrow the Division of Student Affairs will receive a commendation from the City of San José for their contributions to the workforce in the city of San José. The Student Union will also be recognized. They will receive the Golden Nail Award on December 12, 2014 presented by the Downtown Association.

The Student Union is on track to be completed by August 2015.

There will be a town hall meeting from 4 p.m. to 6 p.m., tomorrow, December 2, 2014, in the Student Union Theatre regarding a survey on the Spartan Recreation Center. It is scheduled to be renovated. A survey was sent to 32,000 students and have received about 2,000 responses on what students want to see in the new recreation center.

At the last Senate meeting I presented information on the Red Folder. There has been a delay with the printer, but the Student Affairs Division will have them by the end of the semester.

Our Student Involvement Center will be coming to the Senate to do a presentation on the new policies around banking. There is now a mandatory on-campus banking policy through the Associated Students for all their organizations including academic clubs. All clubs and organizations must have a faculty or staff adviser according to the Executive Order.

Q: Former SJSU students trying to return to closed majors during the spring cannot register or figure out the procedure. Is there some mechanism in place so we don't have this problem next spring?

A: That is an excellent question. I don't have the answer, but will follow-up.

Q: There is nothing online for a former student returning that tells them they can apply to closed majors and this is the problem.

A: We will look into this.

**E. Associated Students President –**

AS intended to have their Director of Student Resource Affairs position filled by now, but have run into problems getting qualified applicants. AS will be interviewing students this week.

AS recently voted on changing the structure of their Board of Directors and that change will go into effect for Fall 2015. AS will also have a student Senate for the first time.

AS is supporting the campus canned food drive to provide food for needy students on campus this coming Wednesday in front of the MLK library.

AS is very happy about the new Office of Diversity and Inclusive Excellence.

**F. Vice President for University Advancement – No report.**

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