have been distributed campus-wide. The fifth announcement is that it will soon be time to hold elections for Senate Policy Committee Chairs. Chair Brent encouraged interested Senators to apply, and said he would be approaching Senators himself. The last announcement is that the Senate's External Relations Taskforce will be holding a follow-up to its successful Legislative Staff Day held last spring. This year, the event will be held on Thursday, April 11, 2002, from 10 a.m. to Noon. Anyone interested in participating should contact Senator Nellen.

B. From the President of the University

President Caret said that he has been trying to establish a 2 1/2 day period for his Annual Staff Retreat. The only 2 1/2 day period that the President and all Vice Presidents can leave the campus together includes the next Senate meeting on March 18, 2002. The President expressed his regrets that he and his Vice Presidents will be unable to attend the Senate meeting scheduled for this date.

President Caret gave an update on the hiring freeze. He has asked the Vice Presidents to put together a list of all their staff vacancies, by priority, each month. The President then tries to approve about 50% of these vacancies. The President will continue this process until he has a better idea what the budget will look like, and where we have to freeze or unfreeze on a more permanent basis. The hiring freeze does not apply to faculty vacancies. President Caret was in Sacramento last week with the CSU delegation. He met with our local members of the Assembly and Senate. The President said it does not appear that the budget is getting much better. According to a report

The President has been working with the housing task force he put together to determine a method for allocating space in university-owned housing for faculty and staff. Carmen Sigler is the chair of the task force. The task force has come up with two recommendations. One they are working on very quickly, because we will have 13 housing units available by Fall 2002 for faculty and staff rental. These 13 housing units are a result of a deal between SJSU and the city of San Jose. The 13 units are part of old historical homes that had to be relocated as a result of the redevelopment activities downtown. SJSU is renovating them using money from Spartan Shops, and Spartan Shops will then lease them to faculty and staff. The President stated that the task force is just beginning to look at who should get priority for renting them, and what process will be used to select who will get to live in them. The task force is also looking at the 400 new beds that will available in the new housing village in 2005. The President said the renovated homes would have short-term leases, 2-4 years. The task force has suggested that the priority for renting the units should be given first to new probationary tenure-track faculty, second to new staff, third to other probationary faculty, fourth to other tenured faculty, and fifth to other staff. There will be prioritization within each of these categories. The President said determining who should get priority to rent these units is a difficult process. However, he hopes these units will help us get good people to come to the campus.

The President said he has "good" news and bad news. The bad news is that the vast majority of incoming students to SJSU for fall 2002 still need remedial education. The "good" news is (if you read the most recent grade reports) once here, 80% of these students get A's, B's, and C's (62% get A's or B's). The President said he isn't sure these two pieces of information come together as much as we would like.

Questions for the President:

Senator Norton said it was his understanding that there was a search going on for the Dean of the College of Social Sciences, and he asked if the search would be affected by the hiring freeze. The President said that he has given his go-ahead for hiring the Dean of Engineering and the Dean of Social Sciences. They are not affected, at the moment, by the hiring freeze. The Provost said that they are receiving applications daily.

Senator Singh asked if we would be charging a monthly rental fee for the 13 new housing units, and if so what would that fee be? Senator Kassing said the rent would be 80% of market value. President Caret said we are not trying to make money on these units. President Caret also noted that we will be losing 600 beds during the construction of the village, but we will have a net gain of 1400 once phase one of the village is completed in 2005. In the interim, the President has authorized SJSU housing to contract with local apartment complexes to provide housing.

IV.   **Executive Committee Report**

A. **Minutes of Executive Committee**

   Executive Committee Minutes of December 10, 2001 - No questions
   Executive Committee Minutes of January 28, 2002 - No questions
   Executive Committee Minutes of February 4, 2002

   Questions:
      Senator Shifflett asked why the University Information Technology Board could bring a policy directly to the Academic Senate without going through one of the policy committees. Chair Brent said this was due to the fact that when the policy was originally written, it said the University Information Technology Board would report directly to the Senate. It wasn't given to a particular policy committee. Chair Brent said perhaps the policy ought to be reviewed, because he did not believe the intent was to make the University Information Technology Board a policy committee. Senator Shifflett asked how nominees had been solicited to attend the Academic Information Technology Conference. Chair Brent said nominations were solicited by email from the Deans, and attendees have been selected. Senator Norton said that the University Information Technology Board was a Special Agency and that bylaw 9.3.d says that the Executive Committee should bring Special Agency policy recommendations to the Senate. Chair Brent thanked Senator Norton for this information. Senator Buzanski asked for elaboration on item #5. What is the issue here? Chair Brent said the issue was identity theft, and that there was concern about student Social Security numbers being used on student identification cards as well as on grade rosters. The Executive Committee discussion centered on whether the use of Social Security numbers was necessary. Chair Brent said he is on the CMS Steering Committee, and he has raised this issue with them. They have assured him that once CMS is fully implemented, students will no longer be identified by their Social Security numbers. However, this will not take place for 2 to 3 years.   Chair Brent said it is uncertain what can be done right now without issuing all students new identification cards, and making major changes to administrative systems. Senator Kassing and Senator Goodman are looking into this, and will report back to the Executive Committee within two months. Senator Buzanski said he raised this issue several years ago after corresponding with our California Senators. Senator Buzanski was assured that it was not legal to use Social Security numbers. It is not prohibited, Senator Buzanski said, but it is not legal. Senator Buzanski said he is glad we are moving forward on this issue. Senator Goodman said CMS will not use Social Security numbers as identifiers, but certain federal forms will still need student Social Security numbers, such as financial aid forms. Senator Singh asked what the controversy was in item #12. Chair Brent said he believed the controversy was that "Freshman" was not a gender-neutral term. Senator Dorosz said that no one had been able to come up with an appropriate word to use, and it was too late to change the catalog to say "first time student," as recommended by the Executive Committee. Senator Singh asked where he could find the document, "The California State University at the Beginning of the 21st Century." Chair Brent said the publication is not specific to SJSU, but is CSU-wide. Chair Brent said it is more than 50 pages long. Copies are available for review in the Senate office. It can also be viewed online. Chair Brent will email the URL to all Senators.

Executive Committee Minutes of February 11, 2002 - No questions

Budget Advisory Committee Minutes

Budget Advisory Committee Minutes of January 28, 2002 - No questions
Budget Advisory Committee Minutes of February 11, 2002

Questions:

Senator Shifflett asked if Chair Brent could recall what the Teacher Recruitment Project was. Chair Brent said it was a $75,000 project through the College of Education that encourages more diverse students to become teachers. Senator Stacks asked if there were specific guidelines to be used for the BAC meeting on March 11, 2002, that will be devoted to Lottery Proposal reviews. Chair Brent said the only guidelines we have are the CSU guidelines.

B. Consent Calendar

Chair Brent said there was one addition to the Consent Calendar. Scot Guenter should be added to the Board of General Studies for a term ending May 2002. The consent calendar was approved as amended.

C. Executive Committee Actions Items:

Senator Hamill presented a final reading of ***AS 1168, Sense of the Senate Resolution: Authorizing Senate Sponsorship of Two Forums featuring Provost Goodman.*** Senator Hamill said that the reason this Sense of the Senate Resolution is being brought to the Academic Senate is that the Academic Senate must approve of any event to be cosponsored by the Senate. Provost Goodman said one of the forums will be on higher education, and the other forum will be on his initiatives. **The Senate voted and passed AS 1168 unanimously**. Chair Brent then announced that the forums would be held on Thursday, March 21, 2002, from 10 a.m. to Noon, and on Tuesday, April 23, 2002, from Noon to 2 p.m. Senator Nellen recommended that the forums be videotaped. Senator Rascoe recommended that a strong effort be made to communicate information about the forums to students.

V. **Unfinished Business -**
   A. Senator Manning presented ***AS 1167, Sense of the Senate Resolution: Endorsing Budget Priorities 2002-2003***. Senator Manning summarized the changes that were made to the resolution. **The Senate voted and AS 1167 passed unanimously.**

   B. Senator Nellen presented ***AS 1166, Policy Resolution: Revisions to the Budget Process at SJSU.*** Senator Nellen summarized the changes. **Senator Nellen presented a friendly amendment to change "unless" in the 3rd whereas clause to "if."** The Senate approved the amendment. Senator Singh presented an amendment to change all instances of "colleges" to read "budgetary units" in sections 5.0, 5.1, 5.11, and 5.12. Senator Peter presented an amendment to the Singh Amendment to change section 5.1 to

Senator Hamill said that he believes it is too late to get these classes designated as CSL classes in the Fall 2002 Schedule of Classes.

Senator Peter said he was confused by the first part of section 3, because it implies that a new class could be created as a CSL course. He suggested that the policy be modified to emphasize that it applies to established courses.

Senator Donoho said that the Curriculum and Research Committee debated who should review the courses. The courses will go through Undergraduate Studies, which is the usual practice. It would not be practical for the Curriculum and Research Committee to review them, because they would be swamped. Senator Donoho said that she would check on how the members were to be selected for the Faculty Advisory Board. Senator Donoho said that the difference between community service-learning (CSL) and internships is that an individual who looks for an internship is looking for a job, not community service. Senator Donoho said that there might be a tendency for students to want to get a CSL minor.

Senator Peter asked what the incentive would be for faculty members to declare their courses as CSL. Senator Donoho said that if the faculty believe in CSL, they will do it.

Senator Buzanski said there are already individuals in CSL that own private businesses. We should not exclude private businesses from being a part of CSL simply because they are for profit.

Senator Shifflett said section 3.8 does not say who will approve the courses. Section 3.8 only states who will review the courses. Senator Shifflett would also like to know how members will be appointed to the Faculty Advisory Board, and what criteria will be used to select them.

Research Committee will revisit this section.

Senator Katz said that having the expertise to review the courses is important. People on the Faculty Advisory Board should have training on how to evaluate these courses.

Senator Peter said that he believes there has to be a reward to faculty to get them to do the extra work necessary to get their classes designated as CSL.

Senator Singh said that we should encourage faculty to have their courses designated as CSL. To do this, the process needs to be simplified to encourage people to get involved.

Senator Glogoski said that the "Statement of Need," to be submitted by members of the community, could be abused. Senator Glogoski expressed concern that a "member of the community" could mean one person only.

B. Organization and Government Committee - No report

C. Instruction and Student Affairs Committee –
Senator Nuger announced that the Instruction and Student Affairs Committee would like to hear from anyone with experience with "turnitin.com."

D. University Library Board – None

E. Professional Standards Committee –
Senator Thames presented ***AS 1169, Sense of the Senate Resolution: Recognition of Lecturers by Colleges.*** There was debate on whether this resolution should be returned to the Professional Standards Committee for modification. The Senate voted on the issue, and it was decided not to send the resolution back. **The Senate then voted and passed AS 1169.**

VIII.   Special Committee Reports - None

IX.   A motion was made and passed to extend the meeting for 5 additional minutes.

X.   New Business -
A. University Library Board-
Chair Heisch presented ***AS 1171, Policy Recommendation: Modification to SJSU Library Policy F98-5, Sec. 3.3.2 and 3.3.7 for Pilot Project Regarding Food and Drink in the Library***. **Senator Sabalius presented a friendly amendment to modify number 1) to say that the Security Specialist will "inform the library user of the Academic Senate Policy" instead of "give the library user a copy of the Academic Senate Policy."**
The Senate voted and passed AS 1171.

XI.   The meeting was adjourned at 5:02 p.m.