

2002/2003 Academic Senate

**MINUTES
February 17, 2003**

I. The meeting was called to order at 2:10 p.m. and attendance was taken. Thirty-nine Senators were present.

Ex Officio:

Present: Caret, Brent, Peter, Van Selst
Shifflett, Nellen
Absent: Martinez

Administrative Representatives:

Present: Kassing, Rascoe,
Lee, Goodman,

Deans:

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

Students:

Present: Tsai
Absent: Martinez, Greathouse, Lee,
Ortiz, Trujillo, Yuan

Alumni Representative:

Absent: Guerra

Emeritus Representative:

Present: Buzanski

Honorary Senators (Non-Voting):

Present: Norton

General Unit Representatives:

Present: Main, Liu

CASA Representatives:

Present: Gonzales, Yen, David
Absent: Palakurthi

COB Representatives:

Present: Donoho

ED Represent:

Present: Lessow-Hurley, Katz, Rickford

ENG Representatives:

Present: Hambaba, Pour, Singh

H&A Representatives:

Present: Williams, Sabalius, Desalvo,
Vanniarajan, Van Hooff

SCI Representatives:

Present: Boothby, Stacks, Matthes, Veregge

SOS Representatives:

Present: Ray, Ogaz

SW Representative:

Present: Hines

**II. Approval of Academic Senate Minutes –
Minutes of December 9, 2002 approved as is.**

III. Communications

A. From the Chair of the Senate –

Chair Brent welcomed all Senators back for the Spring 2003 semester. Chair Brent then welcomed our new Senators: Senator Boothby, Senator Ogaz, and Senator Tran. Chair Brent announced that the second of the two budget forums would be held Wednesday, February 19, 2003, from noon to 1:30 p.m., in Engineering 189. Chair Brent said he was pleased to announce that the Academic Senate now has a faculty listserv. He has already sent out two emails to faculty using the listserv this week. Chair Brent said he believes this will help us in staffing our committees by being able to get the word out to all faculty. Chair Brent announced that the Senate elections are coming up, and that nominating petitions are due in the Senate office on Wednesday, February 19, 2003. Chair Brent said that the Committee on Committees had gotten the latest FTEF data available, and there have been some changes in

apportionment between the colleges. The College of Applied Sciences and the Arts, the College of Education, and the College of Social Science each lost a seat. The College of Business and the General Unit each gained a seat. Chair Brent said that in May 2003, we will have elections for next year's Senate leadership. The four policy committee chair positions, the Secretary of the Senate/Chair of the Committee on Committees, and the Vice Chair positions will be available. Chair Brent explained that the Vice Chair will become the Chair of the Senate, so the election for Vice Chair is essentially an election for the future Chair of the Academic Senate.

dropping. This is going to be a problem, President Caret said. The Governor wants us to take the students, because they've given us a lot of money. This is understandable, however, they haven't given us enough money to accommodate all of them. We are having a hard time handling the increase in students. President Caret stated that achieving the balance of when to begin to shut down the doors on the campuses, versus keeping them open and not being able to offer the classes, is always a difficult challenge in a public system. However, President Caret said, if the budget continues to decline into the future, we are going to have to look at some

Students Board of Directors. The President suggested that each of the Vice Presidents have a town meeting to discuss the budget within their divisions with their employees. President Caret said the keystone decision will be if the 25% fee increase is not approved. This increase would mean about an additional \$142 million for the CSU system. This increase would provide a significant percent of money to mitigate the cuts the state has put on us. Without this money, President Caret stated, we will be in a very, very difficult situation. We are planning as if that money will be there, however, there are a lot of political hurdles out there. The California Faculty Association (CFA) has come out vehemently against a fee increase, and this is one of the hurdles. President Caret said whenever you've been through this kind of budget you just pray that you never do again. However, we will survive this. The university has been here for 147 years and it will continue to grow.

Questions:

Senator Peter asked if the \$20 million budget cut is based on the Governor's proposed budget? President Caret said yes. Senator Peter asked about faculty searches at SJSU. President Caret said several of the large campuses are considering canceling a lot of their searches. SJSU had over 100 searches last year, and hired a significant amount of faculty from those searches. Some of the other campuses may not have held as many searches last year. President Caret said we do plan on doing these searches, but we don't want to have faculty come out for an interview and then have to cancel the search due to the budget.

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youth groups on campus. There is a whole series of events like this going on, and you'll see much more of this throughout the year, President Caret stated.

Senator Singh asked whether we have specific rules and guidelines that the fraternities have to operate by. President Caret said yes, we do. Every fraternity and sorority has to live by a set of rules in order to be sanctioned by the university.

decided this is a permanent change. The previous year's nominees were included with this year's nominees, because the pool was so small.

January 27, 2003 –

Number 9 has already been changed, Chair Brent stated.

Senator Stacks said as a point of clarification on item number 12, are we talking about student fee increases. Chair Brent said yes. President Caret said "state university fee increase" would be the appropriate language.

February 10, 2003

Chair Brent said item 9 has been changed. Senator Peter asked that the word "re-establishment" be changed to "re-convene" in item 8. Chair Brent said we would
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their assigned duties. This is why the committee felt it would be best to have a separate paragraph.

Senator Shifflett suggested that paragraph "d", second line, be changed to read, "the committee chair may ask, through the Senate chair, that the Committee on Committees name a replacement." Senator Shifflett said she felt it was the committee chair's responsibility to request the replacement. Senator Stacks said that the reason for the committee vote was to ensure that a committee member wouldn't be replaced based on only one person's opinion of their performance.

Senator Ogaz asked whether this change was to remove a person from the committee, or to reassign their duties. Senator Stacks said this was to remove a committee member.

Senator Donoho said that the committee needed to remove the second "member" in the first sentence. Senator Stacks said it was a typographical error and would be corrected.

Senator Sabalius asked if the committee had considered distributing the power from the committee chair to the entire committee, and was this the intention of the proposal. Senator Stacks said that this is what the committee intended to ensure the removal wasn't based on a personality difference.

Senator Peter said that according to Robert's the removal of a committee member requires a 2/3rds vote. Senator Peter suggested the committee consider adding this language.

Senator Norton said that the committee needed to add "(or Executive Committee)" after "Committee on Committees" for policy committee appointments.

Senator Stacks made a motion to move the proposal to a final reading. The motion was seconded. The Academic Senate then voted on the motion. The motion did not get the required 2/3rds vote and failed.

Senator Stacks presented *AS 1195, Senate Management Resolution: Revise Standing Rule 7 to include the Budget Advisory Committee (BAC) on the Senate Agenda (Final Reading)*. **The Senate voted and AS 1195 passed unanimously.**

Senator Stacks presented *AS 1197, Policy Recommendation: Writing Requirements Committee Composition (Final Reading)*. Senator Stacks said the purpose of this resolution is to increase the representation to include a mer

carefully. Senator Shifflett said she believes it is hard enough to get students to participate on committees without specifying that "the student shall be a student for whom English is not the first language learned." Senator Stacks said that the committee felt this was important, because so many SJSU students don't have English as a first language.

B. Instruction and Student Affairs Committee – None

C. University Library Board –

Chair Branz gave a brief update on their fundraising activities. They just received \$2 million from the Koret Foundation. In addition, the San Jose City Staff and Librarians as well as the SJSU faculty, staff and Librarians have raised \$100,000. In total they have raised \$8 million, or about 50% of what they need. Chair Branz said he will have a budget report for the next Academic Senate meeting. Chair Branz stated that he officially supports AS 1196. Chair Branz announced that tours of the new Library will start in April 2003. The City of San Jose and SJSU librarians have prepared a joint "Fast Facts" sheet about the new library.

D. Professional Standards Committee –

Chair Katz said that the Academic Senate will be receiving a cost analysis on implementing the SOTE procedures policy that the Senate passed. That policy will be

some key points from the report. The survey was sent to 850 department chairs. The task force received responses from about 50% of these chairs. SJSU had a 50% response rate from department chairs also. Senator Veregge said that there are both full-time department chairs, and those that work 9-10 months out of the year. The 9-10 month department chairs that responded to the survey reported working an average of 46 or more unpaid days a year. At SJSU, 96% of our department chairs are full-time. The task force is recommending that the CSU find a way to compensate chairs for extra days worked or make all department chairs full-time appointments. When asked how much time they spent on administrative duties, the department chairs reported an average of 61-80%. At SJSU, department chairs reported spending 81-100% of their time on administrative duties. The task force found that chairs with similar FTEF had different appointment times. The task force is recommending that campuses take a look at the formula used. When asked whether their workload had increased or decreased while department chair, 78% of SJSU department chairs said their workload had increased. When asked what surprises they had encountered, department chairs said they were surprised at the amount of paperwork, the amount of time the job took, and the number of meetings they had to attend. At SJSU, 93% of department chairs felt that being chair hurt their scholarly activity. The task force is recommending that department chairs be evaluated based on the job description. At SJSU, 22% of department chairs weren't certain who determined the percentage of their appointment or the length of the appointment. In addition, 82% of SJSU department chairs said they had 0 hours of orientation prior to their appointment. The task force is recommending that chairs be told how they will be evaluated, how the percentage of appointment is determined, and given a job

A. Vice President for Administration –

VP Kassing made several announcements. First, the library construction is on time and on budget. VP Kassing said he has had several tours through the building, and it is amazing. VP Kassing also said that the housing village site has been cleared and is being prepared for construction. You may notice piles of rubble at South Campus. This is because they have been moved to make a parking lot for the construction workers. VP Kassing said that the campus details of the Governor's budget will be provided to the Budget Advisory Committee (BAC) at their next meeting, and will also be provided to interested individuals at the next Budget Forum on Wednesday. Senator Singh asked how much of the 10% CSU fee increase will we get. VP Kassing said about \$4 million. In addition, if the CSU gets the additional 25% CSU fee increase, SJSU should get somewhere in the neighborhood of \$13-16 million.

B. Vice President for Student Affairs –

VP Rascoe said that the CSU will be holding a conference on stude