2007/2008 Academic Senate

MINUTES
April 14, 2008

I.

The Senate welcomed new Student Senators Joel Bridgeman and Bryan Castillo.

Senator Henderson, the Associated Students (AS) President, received an award from the Disability Resource Center (DRC) for being the outstanding African-American Student with a disability. He received a $1,000 scholarship.

San José State University was acknowledged by the Office of the Chancellor for having Best Practices in Accessibility Procurement.

On April 21, 2008, Monday, there will be a debate and dialogue on the Food and Drug Administration (FDA) Blood Donor policy from 5 p.m. to 7 p.m. in the University Room. It is open to the entire campus.

The Presidential Search Committee has met and information on the finalists will be available at the end of next week. The candidates will be on-campus the week of May 5, 2008. There will be an open forum for each candidate, tentatively planned from 10:30-11:30 in Eng 189. The Senate Officer Nominating Committee has met and would like to encourage broad participation in the election for Senate Officers which will occur at the first meeting of the 2008-2009 Academic Senate on May 12, 2008, from 4 p.m. to 5 p.m. The Chair encouraged Senators to take a leadership role. Nominating petitions are due in the Senate Office no later than April 21, 2008.

Chair Lessow-Hurley, James Lee (Chair of the Student Evaluation Review Board (SERB)), and Andrea Whittaker (previous Chair of SERB), met with California Faculty Association (CFA) leadership and with CFA's approval, SERB is going to proceed with a pilot study in the Fall that will evaluate online Student Opinion of Teaching Effectiveness (SOTES) for face-to-face classes. Senator Bros will also be sharing information with you today about norming SOTES.

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

IV.   **Executive Committee Report –**

A. Executive Committee Minutes –

March 10, 2008 – No Questions.

B. Consent Calendar –
The consent calendar was approved as is. AVC McClory announced election results for the General Unit and the CSU Statewide Senator seats. Kell Fujimoto will be our new Senator from the General Unit, and Senator Lessow-Hurley will be our new CSU Statewide Senator.

C. Executive Committee Action Items:

The Senate Calendar for 2008-2009 was approved as is.

Senator Stacks noted that there was not a Senate meeting scheduled for the May 4, 2008, and asked if the Executive Committee had considered this. Vice Chair Meldal responded that we were trying to stagger the policy committee meetings differently to give the policy committee chairs more time to prepare for the Senate meetings.

The Senate voted and approved the Sustainability Task Force membership.

V. Unfinished Business - None

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

A. **University Library Board (ULB) –**
Senator Peter presented *AS 1382, Senate Management Resolution, Creating a Task Force to Investigate Open Access to Faculty and Student Publications and Make Appropriate Recommendations (Final Reading).* Senator Peter made a friendly amendment to add a new resolved clause to read, "Resolved, that the Chair shall be elected by the whole task force from among its faculty members." **The Senate voted and AS 1382 passed as amended with no Nays, and no Abstentions.**

B. Professional Standards Committee (PS) –
Senator Bros presented *AS 1387, Amendment to S06-6, Policy Recommendation, Administration of online Student Opinion of Teaching Effectiveness (SOTE) evaluations for online courses (Final Reading).* The CFA had an objection to section 5.7 of AS 1375. AS 1387 amends AS 1375 by eliminating section 5.7. Senator Van Selst presented an amendment to include an additional resolved clause to read, "Resolved, that AS 1375 be amended by deleting article 5.7." The Van Selst amendment was not seconded. Senator Bros made a friendly amendment to change the Resolved clause to read, "Resolved: that AS 1375 be amended by deleting section 5.7 as follows." **The Senate voted and AS 1387 passed as amended with no Nays, and 1 Abstention.**

C. Curriculum and Research Committee (C&R) –
Senator Kaufman presented *AS 1385, Policy Recommendation, Incorporating Accessibility into the Curriculum Review Process (First Reading).* Senator Kaufman said, "This is a first reading of a policy recommendation that is related to the instructional materials, Executive Orders, and Coded Memoranda that came forward from the Chancellor's Office during the last two years, and also responds to the plan developed by the Accessible Technology Initiative (ATI) Task Force here on campus. The main point of this policy resolution is to address the following referral. If you look on the bottom of the second page, next to the last paragraph, the coded memoranda instructed each campus to develop, "a method to incorporate accessibility as a required component in the curriculum review and approval process." After many meetings with the ATI Task Force and many deans and chairs, we came up the following plan which essentially asks for departments to schedule each of their classes for review over the next five years. The idea is that a particular course will be assigned a semester during which it will undergo conversion. We thought it was unwieldy to

ask someone teaching a class to present all of their materials in converted form for a curricular review process before a semester began, especially since that person may be amending those materials. The policy also asks that the chairs, deans, and Center for Faculty Development, Disability Resource Center (DRC), and administration support faculty that are in the process of converting materials either through student assistants, training classes, workshops, etc., to ensure they have the time and resources needed to convert the many, many classes offered on this campus."

Questions:

Senator Peter asked, "In the coded memo, 3rd paragraph, it discusses exceptions when it would constitute an undue burden, and I've heard that phrase several times in presentations. I wonder if our policy could use that phrase somewhere, so that when faculty read the policy they know when there are situations that are and are not appropriate?" Senator Kaufman said, "One thing I neglected to mention is that at the end of the semester in which the faculty are asked to convert a course they will be asked to complete a one-page checklist that says if they were able to convert their greensheet and powerpoint presentation, and lists areas that were troublesome and will require more resources. My understanding is that there is a separate implementation plan for the review of undue burden coming from the Center for Faculty Development and ATI Task Force. However, I'm not opposed to including language in this resolution recognizing that."

Senator Van Hooff said, "In Foreign Languages we are going to have problems with foreign documents and books. We can make our greensheets conform, but books, especially for advanced courses, will be difficult to find that can be made accessible." Senator Kaufman said, "First of all, I agree that it is going to take resources, but I did want to make it clear that the policy that was brought to the Senate by Instruction and Student Affairs (I&SA) was the policy that addressed textbooks. We deliberately are only going after print-based materials besides textbooks and course readers, etc., so it's greensheets and powerpoint presentations."

Senator Hebert said, "I was wondering why all new courses beginning Fall 2008 will require accessible versions, because by the time this policy is passed, the deadline for ordering text for those courses will already have passed?" Senator Kaufman said, "This does not address the textbook aspect at all. The textbook policy passed this body several months ago. With regard to why we picked Fall 2008, that is the timeline agreed upon in the plan presented by this university to the Chancellor's Office. Part of the reason we deliberately said faculty will work on this during the semester was to make sure they didn't have to have a policy passed say a month from now, go away for the summer, and return and find that they had to present all of their materials in accessible format on August 25, 2008."

Senator Hebert said, "I'm still confused though. It says print-based instructional material, which to a naïve person such as I might be perceived to be a textbook." Senator Kaufman said, "When the time comes for amendments, I would be happy to add a phrase saying this does not address textbooks."

Senator Van Selst said, "You mentioned a course coordinator appointed for multi-section

to give you one of the formal invitations. Also, I wanted to share with you that on May 13th, we are taking one of our largest donors at San José State, Phyllis Simpkins, and some of her family with us to the Board of Trustees meeting to honor her for a lifetime of giving to San José State University. She has been giving to SJSU since before they were recording donations.   There are two other events for Don, one is being held by Associated Students sometime in April. There is another lunch event for faculty and staff on June 5, 2008, in front of Tower Hall on the lawn."

B. Statewide Academic Senator(s) –
Senator Van Selst said, "Just last week we had our interim meeting, so we are in-process on a lot of things. I have been to Sacramento three times this month doing legislative lobbying. The legislators we have been meeting with have been impressed to see the consistency of the message around workforce improvement. In the coming month, we (CSU Statewide Senators) are going to be going out and meeting with 0.00 are andgntr I ha7