1. Agenda (Attiq)

2. Minutes (Attiq)

3. Announcements (Bober-Michel)
   3.1 Update: Council of Chairs (April 12)
   3.2 Update: Aztec Mascot/Identity Task Force
   3.3 Update: Academic Misconduct Policy / faculty
   3.4 Update: Senate’s Excellence in Teaching Award reception
   3.5 Update: Senate elections
   3.6 Update: Active Transportation Policy (editorial?)
   3.7 Update: Shared Governance and Class Size discussions
   3.8 Update: Dean Reviews/ role of surveys and their construction (w/ Welter)
   3.9 Senate meeting schedule / AY 2018-19
   3.10 Clarification / graduation services fees
   3.11 Enrollment Management Work Group

4. Academic Affairs (Enwemeka)

5. Officers Report
   5.1 Referral chart (Ornatowski) .................................................................3

6. Old Business

7. New Business: Action Items
   7.1 Senate/SEC calendar for AY 2018/19 .........................................................4
   7.2 Executive Session/Naming Opportunity (Herrick) – **2:45 pm time certain**
   7.3 Faculty Honors and Awards Committee (Ozturk) ........................................5

8. New Business: Consent Calendar (Committee Reports)
8.1 AR&P (Conaty) .............................................................................................................6
8.2 Committees and Elections (Vaughn) .............................................................................8
8.3 University Relations and Development (Carleton)......................................................13

9. Other Information Items
9.1 GE Reform
   Task Force report (Shultz) ...........................................................................................26

10. Other Business
10.1 University Relations and Development/donor survey and campaign distribution
    (Carleton, Herrick) – **3:30 pm time certain**
10.2 Enrollment Services Data Center (Chie, Stronach) – **3:50 pm time certain**
10.3 Student Ability Success Center (Starr) – **4:00 pm time certain**

11. Adjournment
<table>
<thead>
<tr>
<th>Committee</th>
<th>Date</th>
<th>Item</th>
<th>Referred by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constitution and Bylaws</td>
<td>May 2018*1</td>
<td>Review Senate committee structure, specifically: duties, roles, and responsibilities of committees, length of appointment of members and chairs, and related issues. Are all the standing &amp; other committees needed?</td>
<td>SEC</td>
</tr>
<tr>
<td>Academic Policy and Planning</td>
<td>May 2018*</td>
<td>Consider SDSU’s GE course identification process, both in general and with specific attention to a) course proposals that may be perceived to cross into another department or school’s disciplinary purview and b) double-counting of courses for major and GE.</td>
<td>SEC</td>
</tr>
</tbody>
</table>

1 * = extended timeframe for completion
2018-2019 Senate Executive Committee Meeting
and Senate Meeting Calendar

Senate Executive Committee Meetings
Time: 2:00pm – 4:30pm
Place: MH 3318

August 21, 2018
September 18, 2018
October 16, 2018
November 20, 2018
- Spring -
  January 22, 2019
  February 19, 2019
  March 19, 2019
  April 23, 2019

Senate Meetings
Time: 2:00pm – 4:30pm
Place: AL 101

September 4, 2018
October 2, 2018
November 6, 2018
December 4, 2018
- Spring –
  February 5, 2019
  March 5, 2019
  April 2, 2019
  May 7, 2019
Friday, April 13, 2018

TO: SEC/Senate

FROM: Yusuf Ozturk, Chair, Faculty Honors and Awards Committee

SUBJECT: Emeritus Status

The Faculty Honors and Awards committee recommends that the Senate approve emeritus status for the following professors:

- Alda Blanco, Professor of Spanish and Portuguese Languages and Literatures, May 17, 2018, 10 years
- John L. Carroll, Professor of Computer Science, August 13, 2018, 39 years
- Patricia J. Geist-Martin, Professor of Communication, August 20, 2018, 28 years
- Lauren Hunter, Professor of Nursing, August 21, 2018, 14 years
- Nancy Marlin, Professor of Psychology, August 21, 2018, 20 years
- William Payne, Associate Librarian, Imperial Valley Campus, June 30, 2018, 17 years

Sincerely,

Yusuf Ozturk
Chair, Faculty Honors and Awards Committee
April 13, 2018

TO: Senate Executive Committee
FROM: Donna Conaty, AR&P chair
RE: Information Report

The 2018-19 PBAC process, which allocates new revenue from the University Operating Funds, is now underway. For the remainder of this semester, the AR&P committee members will review and provide feedback about proposals for new base and one-time funds that are presented by the university divisions.

On March 15, 2018 the chairs of PBAC (VP Tom McCarron), BRAT (AVP Agnes Wong Dickerson) and AR&P (Donna Conaty) hosted a combined meeting of the three groups. The agenda for that meeting is attached to this memo.

The attendees included Alda Blanco, Marcie Bober-Michel, Mary Ruth Carleton, Tony Chung, Travis Clancy, Donna Conaty, Andrea Dooley, Gina Jacobs, Rebecca Lewison, Crystal Little, Tom McCarron, Eugene Olevsky, Radmila Prislin, José Preciado, and Agnes Wong Nickerson.

After introductions, each committee chair outlined their respective committee’s role in the budgeting process and the advisory capacity to the president of the university the three committees provide.

McCarron provided an overview of the current budget by placing SDSU’s budget in context with the governor’s proposed budget for higher education, timeline for the CSU board of trustees’ consideration of any tuition hike and other factors. An opportunity for questions followed.

Each Division’s representative then provided an overview of their respective planning processes and how priorities for funding requests are determined.

The last portion of the meeting was given to a break-out session where four groups engaged in discussing “As a university community, what values should guide decisions on how we utilize/allocate new resources for their highest and best purpose?” Each group then reported out to the attendees their response to the prompt question.

The four groups, comprised of members from each committee, outlined a number of overlapping and common thematic areas. These ranged from needing to balance strategic initiatives and strategic budgeting, address facilities conditions, staffing needs, IT infrastructure and systems, investing in staff/faculty retention, to strengthening student support (graduate and undergraduate.)

Results of the meeting included a better understanding of the divisional processes used in identifying priorities for new funding requests and the sense among participants that the overarching values informing such decisions are focused upon serving the institutional mission.
Combined budget committees meeting
Presidential Budget Advisory Committee (PBAC)
SDSU Senate: Academic Resources and Planning Committee (AR&P)
Budget Resources Advisory Committee (BRAT)

March 15, 2018
2-3:30 PM
South campus plaza, north tower, 2nd floor conference room

AGENDA

1. Welcome and purpose of joint meeting
   Donna Conaty, chair, AR&P
   Tom McCarron, chair, PBAC
   Agnes Wong Nickerson, chair, BRAT

2. Introductions

3. Current budget overview, Q&A
   Tom McCarron

4. Outline of divisional budget planning processes
   URAD
   Student Affairs
   BFA
   Academic Affairs

5. Lightning Round Discussion

   A. Discussion prompt:
      As a university community, what values should guide decisions on how we utilize (allocate?) new resources for their highest and best purpose?
      Base funding
      One-time funding

   B. Brief report out by table

6. Next steps, take away
TO: SEC/Senate
FROM: Allison Vaughn, Chair, Committee on Committees and Elections
DATE: April 11, 2018
RE: Information Item

The Committee on Committees and Elections has no new appointments, reappointments, or replacements to committees (marked with an asterisk) along but instead reports on the open spots which need to be filled in each committee. Additionally, we provide a list of existing committee chairs and a list of committees for which no roster information could be found. Finally, we end this report with a list of Senators who are not currently serving on a committee.

EXISTING COMMITTEE CHAIRS

**Academic Policy and Planning**
Chair: DJ Hopkins

**Academic Resources and Planning**
Chair: Donna Conaty

**Bookstore Advisory**
Chair: Glen McClish

**Campus Development**
Chair: Laura Shinn

**Committee on Committees and Elections**
Chair: Allison Vaughn

**Constitution and Bylaws**
Chair: Reza Sabzehgar (Spring 2018 - Eniko Csomay on sabbatical)

**Copy Rights and Patents**
Chair: Douglas Grotjahn

**Disability Access and Compliance**
Co-Chairs: Jessica Rentto and Pamela Starr

**Diversity, Equity, and Outreach**
Chair: Beth Chung

**Environment and Safety**
Chair: Sridhar Seshagiri

**Faculty Affairs**
Chair: Jennifer Imazeki

Faculty Honors and Awards
Chair: Yusuf Ozturk

Fee Advisory Committee (Campus)
Chair: David Ely

Freedom of Expression
Chair: Mark Freeman

GE Curriculum and Assessment
Chair: Bey-Ling Sha (Spring 2018 - Eniko Csomay on sabbatical)

Graduate Council
Chair: Stephen Welter

Honorary Degrees
Chair: Provost Chukuka Enwemeka

Instructional and Information Technology
Chair: Mark Siprut

Intercollegiate Athletic Council
Chair: John Puttman

Liberal Studies
Chair: Virginia Loh-Hagan

Library and Information Access
Chair: Edward Beasley

SDSU Press Editorial Board
Chair: William Anthony Nericcio

Staff Affairs
Chair: Debra Bertram

Student Grievance
Chair: Estralita Martin

Student Learning Outcomes
Chair: Stephen Schellenberg

Student Media Advisory
Chair: Giselle Luevanos
Sustainability  
Chair: Keven Jeffrey 

Undergraduate Council  
Chair: Nora Shultz 

Undergraduate Curriculum  
Chair: Larry Verity 

COMMITTEES WITH NO ROSTER INFORMATION  
Extended Studies  
Student Affairs  
International Programs  
Student Health Advisory Board  
Scholarships Committee  
Teacher Education Advisory Council  

FACULTY/STAFF/STUDENT APPOINTMENTS AND REAPPOINTMENTS & NEED  
*reappointments or new appointments  
Academic Policy and Planning (roster complete)  

Academic Resources and Planning  
NEED IVC faculty  

Bookstore Advisory (roster complete)  

Campus Development (roster complete)  

Committee on Committees (roster complete)  

Constitution and Bylaws (roster complete)  

Copyrights and Patents (roster complete)  

Disability Access and Compliance (roster complete)  

Diversity, Equity, and Outreach (roster complete)  

Environment and Safety  
NEED 1 student  

Faculty Affairs (roster complete)
Faculty Honors and Awards
NEED 1 student
NEED 1 former recipient of alumni award
NEED 1 alumnus

Fee Advisory Committee (Campus) (roster complete)

Freedom of Expression
NEED Provost or designee

GE Curriculum and Assessment
NEED 1 IVC faculty

Graduate Council (roster complete)

Honorary Degrees (roster complete)

Instructional and Information Technology (roster complete)

Intercollegiate Athletic Council (roster complete)

Liberal Studies (roster complete)

Library and Information Access (roster complete)

SDSU Press Editorial Board (roster complete)

Staff Affairs (roster complete)

Student Grievance
NEED 1 full-time administrator
NEED 1 full-time staff member
NEED 1 student (alternate)

Student Learning Outcomes
NEED 2 students

Student Media Advisory
NEED 1 AS VP of Finance or designee
NEED 2 students (AS appointed)

Sustainability (roster complete)

Undergraduate Council
NEED 1 IVC faculty
Undergraduate Curriculum (roster complete)

University Research Council (roster complete)

*reappointments or new appointments

Senators not currently represented on a committee:
EDU
Nan Hampton

MPP I & II
Jennifer Acfalle

SCI
Tao Xie

Staff
Norma Aguilar

University Services
Manuel Rivera
Carrie Sakai
The Campaign for SDSU:

The following are gifts received since our last report:

Alumni Andrew Esparza and his wife, Karen, made a $60,000 gift to The Institute for Human Resources Management and Institute for Inclusiveness and Diversity in Organization in the Fowler College of Business.

A $20,000 gift from the California Healthcare Foundation and Dan Gross will provide support for students to study abroad through the College of Health and Human Services International Experience Program.

Gifts totaling $13,700 from Pete Garcia-Ovies and his wife, Beth Callender, an alumna, will support scholarships in the College of Engineering and the College of Professional Studies and Fine Arts.

Athletics received gifts totaling $50,000 from longtime supporters John Moores and his wife Diane and a $7,070 gift from Robert Schroeder.

The International Association of Amusement made a $10,000 gift to the College of Professional Studies and Fine Arts.

Associate Vice President Norah Shultz, AVP of Division of Academic Engagement and Student Achievement, has named SDSU in her estate for $50,000 to establish the Jeff Shultz Endowed Scholarship.

Mathew Hervey made a $25,000 gift to support the Consensus Organizing Center Fund in the College of Health and Human Services.

Alumnus and TCF Board Member, Frank Goldberg and his wife, Lee, made a $127,234 gift to the Lee and Frank Goldberg Endowed Scholarship fund supporting San Diego County freshman students.

Joseph Fisch and Joyce Axelrod made a $10,000 gift to the Music Department.

TCF Board Member Patti Roscoe made a gift of $25,000 to the College of Professional Studies and Fine Arts in support of the student concert “SDSU Downtown.”
SDSU received $685,171 from the Estate of Alumnus Robert Lando. SDSU is named as the sole beneficiary to benefit the Baylor Brooks Endowed Scholarship, College of Sciences.

A $50,000 pledge from alumni Charles and Kathleen Mendenhall will support the Chuck and Kathy Mendenhall Faculty Excellence Endowment in the College of Engineering.

Alumnus Woody Woodaman made a $21,050 pledge to the Betty Jean Woodaman Memorial Scholarship. The Woodaman Scholarships will support students in the School of Nursing in the College of Health and Human Services.

The Confucius Institute Fund in the College of Arts and Letters received a $446,607 gift from the Confucius Institute – Hanban China.

A $13,199 gift from the Matthew and Marion Dietschman Fund will support scholarships for students in the School of Nursing in the College of Health and Human Services.

The Lavin Family Foundation made a $250,000 pledge to support the Lavin Entrepreneurship Center Startup Fund in the Fowler College of Business.

**Regional Initiatives**

The Alumni Association, Athletics, and the Parents Program all collaborated to host events in Las Vegas to support the Basketball team's appearance in the NCAA tournament. The events attracted alumni, friends and parents from Las Vegas, Southern California, and as far away as Hawaii and Florida. The Regional Initiatives team also organized basketball watch parties in Los Angeles, Denver, Chicago, and Phoenix.

**Campaign, Presidential & Special Events:**

On Wednesday, March 21, SDSU hosted the annual Kyoto Prize Symposium at the Parma Payne Goodall Alumni Center. This year’s Laureate in advanced technology was Dr. Takashi Mimura, a semiconductor engineer and Honorary Fellow at Fujitsu Laboratories Ltd. Dr. Mimura invented the High Electron Mobility Transistor (HEMT) which led to significant advancements both in information and communications technology. His lecture was presented to over 250 community members, SDSU faculty, staff and students as well as high school students from throughout San Diego and Baja California. The Kyoto Prize Symposium is a collaborative effort between the San Diego State, UC San Diego, The University of San Diego and Pt. Loma Nazarene University.
MONTHLY METRICS
Department of Marketing and Communications
MARCH 2018

SDSU.EDU HOME PAGE

Total Visitors
151,790

Total Page Views
309,631
SDSU.EDU/MISSIONVALLEY

Live date November 28, 2017

Total Visitors
2,584


Total Page Views
6,696


SDSU.EDU/NEWSCENTER

Total Visitors
42,193


Total Page Views
69,446

Top #1 News Story

SDSU Rises in Recent National Ranking
Published: Mar. 28, 2018 | Views: 3,471

Top #2 News Story

Statement on Passing of College of Engineering Dean Monte Mehrabadi
Published: Mar. 15, 2018 | Views: 3,221

Top #3 News Story

More than 93,000 Apply to SDSU
Published: Dec. 18, 2017 | Views: 2,565

Top #4 News Story

Adela de la Torre Appointed President of San Diego State University
Published: Jan. 31, 2018 | Views: 2,371

Total Hits

2,900


Total National Hits

207


Total Major Hits

27

Examples of Secured Media in Major Markets

Center for the Study of Women in Television and Film’s annual "It’s a Man’s (Celluloid) World".

Recent research by SDSU professors on the connection between screen time and overall mental health in teens.

NEWSCENTER NEWSLETTER

Average Open Rate

2,827 (25%)

Average Click-through Rate

675 (6%)
Week 1: Highest Click-through

Faculty Staff and Student Deadline to Participate in Aztec Identity Survey is March 19
Published: Mar. 5, 2018 | Views: 292

Week 2: Highest Click-through

Getting to Know President-Designate Adela de la Torre
Published: Mar. 13, 2018 | Views: 460

Week 3: Highest Click-through

SDSU Graduate Programs Shine in U.S. News and World Report 2019 Rankings
Published: Mar. 20, 2018 | Views: 468

Week 4: Highest Click-through

César E. Chávez Commemorative Luncheon Honors Alumni, Supports Students
Published: Mar. 26, 2018 | Views: 94

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Total Engagement
15,148

Total Fans
122,209

Month Diff. Feb. 2018 - Mar. 2018: 0.5%
Most Engaged Post

A new national ranking places SDSU among the 100 best public universities in the nation.
Published: Mar. 28, 2018
Engagements: 621

Total Reach
996,026

Total Engagement
8,266

Most Clicked Link

Statement on Passing of College of Engineering Dean Monte Mehrabadi
Published: Mar. 15, 2018 | Link Clicks: 959

Total Followers
95,774

Total Link Clicks
121,534
Total Engagement 23,666

Total Followers 29,083

Most Liked Post
Mountain West Champions!
Published: Mar. 10, 2018 | Likes: 2,018

Total Story Impressions 143,946
Top YouTube Video

Getting to Know President-Designate Adela de la Torre
Published: Mar. 1, 2018 | Views: 1,083

Top Facebook Video

#WhySDSU
Published: Mar. 14, 2018 | Views: 2,225

Total YouTube Views 10,996
Total Facebook Video Views 15,650

Metrics Defined
© 2018 San Diego State University
Department of Marketing and Communications
Metric Terms Glossary

WEB TRAFFIC

Total Visitors
A visitor is someone who did not have Google Analytics cookies when they hit the first page in this visit. If a visitor deletes their cookies and comes back to our site, the visitor will be counted as a new visitor.

Total Page Views
An instance of a page being loaded or reloaded in a browser. Page views is a metric defined as the total number of pages viewed.

Top News Stories
The stories on Newscenter with the most page views within the report month. Publish date may be outside of the month.

MEDIA RELATIONS

Total Hits
Total number of times SDSU is mentioned throughout news sources.

Total National Hits
Total number of times SDSU is mentioned throughout national news sources defined as an appearance in the top 10 national media markets with more than 1M visitors per day.

Total Major Hits
Total number of times SDSU is mentioned throughout news sources that are identified as major defined as an appearance in a top-25 metro daily or online site with more than 200,000 visitors per day.

Pitches
The number of story pitches made by the Media Relations team to media outlets.

Placements
The number of pitches made to a media outlet that resulted in a story or media inquiry and were leveraged for a positive story.

EMAIL
Our Newscenter email newsletter is sent to the campus community of faculty and staff, as well as some alumni, students and friends of SDSU. This email is sent weekly.

**Average Open Rate**
The open rate is a measure of the average number of people on the email list that open or view a particular email campaign. As a mathematical equation, it’s the total number of email opens divided by the number of emails delivered.

**Average Click-through Rate**
The percentage of our audience that advances (“clicks through”) from our email to our website or the next step of our marketing campaign. As a mathematical equation, it’s the total number of clicks that our email receives divided by the number of opportunities that people had to click (e.g., emails sent, emails opened etc.).

**Week Highest Click-through Newsletter stories**
The stories within the approximately four newsletters sent with the most clicks within the report month.

**SOCIAL CHANNELS**

**FACEBOOK**

**Total Engagement**
The total number actions performed on our Facebook content, including reacting to, liking or commenting on a post.

**Total Fans**
A fan is a Facebook user who has followed our page.

**Most Engaged Post**
The Facebook post with the most actions performed, including reactions, likes and comments.

**Total Reach**
The number of people who saw a post from our Facebook page.

**TWITTER**

**Total Engagement**
The number of times a user interacted with our tweets (a post in Twitter). This includes likes, retweets and clicks.

**Total Followers**
A follower is another Twitter user who has followed us to receive our tweets in their feed.

**Most Clicked Link**
The tweet with the most clicks.

**Total Link Clicks**
The total number of link clicks from our tweets.

INSTAGRAM

**Total Engagement**
The total number of times followers or non-followers engaged with our Instagram account (e.g. likes, comments).

**Total Followers**
Total number of followers of SDSU's Instagram account.

**Most Liked Post**
The post with the most likes.

**Total Story Impressions**
The number of times an Instagram Story was displayed to an Instagram user during the month.

VIDEO

**Top YouTube Video**
Our YouTube video with the most views.

**Top Facebook Video**
Our Facebook video with the most views.

**Total YouTube Views**
The number of times our YouTube videos were viewed.

**Total Facebook Video Views**
The number of times Facebook videos posted this month were viewed.

**SOURCES**
https://megalytic.com/blog/understanding-google-analytics-channels
https://support.google.com/analytics/answer/2731565?hl=en
https://support.google.com/analytics/answer/2992042?hl=en
https://support.google.com/analytics/answer/6086080?hl=en&ref_topic=6083659
http://www.analyticsmarket.com/blog/google-analytics-definitions
http://blog.hubspot.com/marketing/inbound-marketing-glossary-list
https://www.facebook.com/business/help/447834205249495/
https://support.twitter.com/articles/166337
I. Introduction

As a result of its accreditation review of SDSU, the WASC Commission offered four recommendations. Among those four was the following:

1. Review the general education program to (a) strengthen its alignment with institutional goals, (b) enhance its integration into the overall curriculum, (c) improve understanding among students as to its purposes, and (d) create an effective infrastructure to support coordination across academic programs (CFR 2.2a). The Commission is pleased to learn that SDSU will be re-examining the general education curriculum, course options, and the experience for students.

A related recommendation was:

4. Sustain and enhance progress in the assessment of educational effectiveness through the development of a manageable process of assessment:

a. Prioritize outcomes of greatest concern to the campus, for example, underrepresented student success, student success in courses with high rates of D’s, F’s, or Withdrawals, and the quality of high-impact practices.

b. Facilitate the full participation of all units and programs in the assessment process, including general education, graduate programs, and the Imperial Valley Campus.

c. Establish a platform (WEAVE or an alternative) that documents outcomes, results, and actions taken, that makes expectations and outcomes explicit and public, and that facilitates sharing (CFRs 2.2a, 2.2b, 2.3, 2.4, 4.2).

Eager to respond, the Provost charged a Task Force with determining the best way to move forward to address these suggestions. Specifically, he asked the group to:

• Set the stage for a larger General Education Steering Committee to undertake the task of reviewing our GE courses in response to the findings of the WASC reaffirmation of accreditation report, and also to ensure that our GE courses are contemporary in meeting the GE requirements of the CSU.
• Help determine the size, composition and structure of the Steering Committee.
• Help determine the general timeline for the activities of the Steering Committee.
• Provide a framework for the Steering Committee to deliberate on the reform, for example:
  – The overall number of credit hours devoted to GE.
  – Integration of GE into the overall curriculum.
– Alignment of GE with the mission and goals of SDSU.
– Streamlining of GE requirements.
– Consideration of new paradigms of GE (interdisciplinary work, problem based learning, design thinking, study abroad, service learning, etc.).

• Provide a framework for the Steering Committee to discuss and recommend regular institutional assessment and reassessment of GE.
• Provide a framework for the Steering Committee to discuss and recommend methods of institutional assessment of the effectiveness of its curricula.
• Suggest ways to make GE relevant and clear to students—i.e., ways of ensuring that GE is indeed general education not isolated individual courses.
• Suggest guidelines for the outcomes of the reform efforts.

The Task Force was asked to complete its work by April 1, 2017.
II. Task Force Membership

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Department or Address</th>
<th>E-Mail</th>
<th>Mail Code</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peter</td>
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<td><a href="mailto:cbaber@mail.sdsu.edu">cbaber@mail.sdsu.edu</a></td>
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<td>1623</td>
<td>X42132</td>
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<td>Norah</td>
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<td>Division of Undergraduate Studies</td>
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<tr>
<td>George</td>
<td>Youssef</td>
<td>Mechanical Engineering</td>
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<td>1323</td>
<td>X46649</td>
</tr>
<tr>
<td>Chimezie</td>
<td>Ebiriekwe</td>
<td>Student Representative</td>
<td></td>
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</table>
Meetings were held on the following dates:
November 18, 2016
January 20, 2017
February 3, 2017
February 17, 2017
March 3, 2017
March 17, 2017

In addition, several team members attended the AAC&U General Education and Assessment meeting in Phoenix, held February 23-25, 2017.

Carolyn Baber
Chimezie Ebiriekwe
Bill Eadie
Stephen Schellenberg
Norah Shultz
George Youssef
III. Recommendations

A. Timeline

The Task Force recommends that the reform be undertaken in three phases:
• Phase 1 is a review of General Education as recommended by WASC.
• Phase 2 focuses on the design of the reform based, of course, on the outcomes of Phase 1.
• Phase 3 attends to implementation of the revisions.

This report provides insights to Phase 1 only. To make too many recommendations concerning Phases 2 and 3 would presuppose the outcome of the review. That said, the Task Force believes each Phase might take roughly one year to complete.

The theme of the 2017 AAC&U meeting on General Education and Assessment was *Design Thinking for Student Learning*. At a number of the sessions, the basic steps in applying design thinking (also employed by our own Idea Lab, under the direction of Kevin Popovic) were presented not only as applied to pedagogical models but also to the very process of General Education reform. Thus, one could view the process we are recommending as taking the following form:

Phase 1: EMPATHIZE, DEFINE

Phase 2: IDEATE, PROTOTYPE

Phase 3: TEST

B. Committee Structure

The Committee structure presented here is for Phase 1. Toward its conclusion, the Steering Committee members will decide how the Committee structure should be reconfigured for Phase 2 of the process. It also seems wise that some portion of the Task Force membership should change at each transition point (meaning: from Phase 1 to Phase 2 and from Phase 2 to Phase 3).

The Steering Committee will be charged with making recommendations about any potential modifications (or not) to the current structure of the General Education structure. If modifications are recommended these modifications would be vetted by the appropriate committees, vetted by the Senate Executive Committee and ultimately come to the Senate for consideration.

We recommend that there be an overall Steering Committee and three Working Committees. The work of the Committees is focused in the following way:
• **Local Working Committee:** This Committee reviews General Education at SDSU. Topics under consideration include the seven capacities, any assessment completed to date, data collected from key stakeholders, budgetary considerations and logistical considerations.

• **Regional Working Committee:** This Committee reviews the General Education requirements as set forth in EO 1100, monitors the discussions and Committee work being done in relation to EO 1100 at the system level, and reviews how General Education has been interpreted at the other CSU campuses.

• **National Working Committee:** This Committee reviews national trends and details at comparable and aspirational institutions as well as national employer trends and desires in regard to competencies for college graduates.

To allow for constant crosstalk amongst the three Working Committees, two Co-Chairs who also sit on the Steering Committee will head them.

Steering Committee membership (29 total) *(Revised from original submission after review by various campus groups)*:

Appointed Members (15):
1 Chair (Faculty)
2 Co-Chairs (Faculty) of Local Working Committee
2 Co-Chairs (Faculty) of Regional Working Committee
2 Co-Chairs (Faculty) of National Working Committee
3 representatives from Associated Students
3 Academic Advisors (one or two of whom might be Faculty)
2 members of the Senate Executive Committee (one or both of whom might be Faculty)

Elected Members (9):
**9 additional faculty** across Colleges, IVC and the Library

Members who Serve as a Function of Role (5):
Director of the Center for Teaching & Learning (Faculty)
Associate Vice President for Academic Affairs – Student Achievement
Chair of General Education Committee of the University Senate (Faculty)
1 representative from Student Affairs
1 representative from the Office of International Programs

Thus, 15 members are appointed; 9 are elected and 5 sit as a function of their role on campus.

Potentially, 20 – 22 of the 29 members of the Steering Committee would come from the faculty.

Additional staff and faculty will be recruited to participate in the working groups as necessary.
C. Activities of Phase 1

The activities of the first phase will consist of essentially a full-scale review of General Education, both as it exists on our campus and as it is envisioned elsewhere. More importantly Phase 1 will also be a time for the community to share knowledge about the current state of General Education. The requested budget allows for events to be held on campus where invited speakers discuss topics with faculty and staff directed involved or interested in General Education; key is engaging the larger SDSU community from the very start of the process. A kick-off event with a speaker of national prominence can be held in the late Fall, followed by a series of smaller events. A website will be established where the activities and reports of the working groups will be available to all members of the SDSU community. Several town hall type events will be held toward the end of Phase 1 where results may be shared and input solicited to help structure Phase 2.

D. Budget

<table>
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<tr>
<th>Graduate Student</th>
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<tr>
<td>Fall semester = $15 per hour/20 per week/17 weeks per semester</td>
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<tr>
<td>Spring semester</td>
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<td>Winter, Spring, and Summer break at $15 per hour, 20 hours per week, at 18 weeks</td>
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<td><strong>Subtotal</strong></td>
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<td>Materials</td>
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<td>Honoraria/Guest Speakers</td>
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<td><strong>Total</strong></td>
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Budget Narrative

**Graduate Student**
Responsibilities include management of a) the website, b) Steering Committee and subcommittee meetings (approximately 25-30 faculty and 100 faculty and staff, respectively), and managing basic budgetary needs.

**Travel**
General Education & Assessment meeting in San Francisco for 6 members of the Steering Committee and local travel to other CSUs.
Honoraria/Guest Speakers
This includes fees and travel. The Committee reviewed various options. There are very good workshops provided by organizations such as AAC&U, held often in the summer months. For us to send a team to one of these meetings would be very expensive and only 6 – 8 members of the large Steering Committee could participate. Following design thinking we wish to educate the wider community about General Education during Phase 1 and invite speakers to our institution for smaller and larger gatherings.

In addition, we will need space for the graduate student.