

**1. CALL TO ORDER**

**1.1. Land Acknowledgement**

We stand upon a land that carries the footsteps of millennia of Kumeyaay people. They are a people whose traditional lifeways intertwine with a worldview of earth and sky in a community of living beings. This land is part of a relationship that has nourished, healed, protected and embraced the Kumeyaay people to the present day. It is part of a world view founded in the harmony of the cycles of the sky and balance in the forces of life. For the Kumeyaay, red and black represent the balance of those forces that provide for harmony within our bodies as well as the world around us.

As students, faculty, staff and alumni of San Diego State University we acknowledge this legacy from the Kumeyaay. We promote this balance in life as we pursue our goals of knowledge and understanding. We find inspiration in the Kumeyaay spirit to open our minds and hearts. It is the legacy of the red and black. It is the land of the Kumeyaay.

Eyay e'Hunn My heart is good.

—*Michael Miskwish, Kumeyaay Nation*

**1.2. [SDSU University Senate Resolution on Principles of Shared Governance, April 9, 2019](#)**

WHEREAS: Shared governance is a system of partnership, equity, accountability, and ownership that forms a culturally sensitive, inclusive, and empowering framework for developing and implementing sustainable and accountability-based decisions in service to all members of our campus and broader communities; and...

WHEREAS: Shared governance is an ongoing process in which faculty, staff, students, and administrators actively engage to share responsibility for 1) identifying and pursuing an aligned set of mission-driven sustainable outcomes and priorities and 2) active monitoring and evaluating of shared governance successes and pitfalls in service to continual improvement and the embodiment of a learning organization; and...

WHEREAS: A shared practice of, and shared commitment to, respect, communication, and responsibility will promote and support the growth and sustainment of trustworthiness within our University community...

**1.3. Welcome (Butler-Byrd)**

**2. APPROVAL OF AGENDA (Fuller)**

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**8.1. University Relations & Development  
(URAD)(Vargas/Lindmark/Bamberg/Blevins/Sara/Darling)**

**9. ADJOURN**

To: SEC / Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: April 25, 2024  
Subject: ACTION: Curriculum Changes, Undergraduate and Graduate - EO 1071

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The Academic Policy and Planning Committee (AP&P) moves that the Senate adopt the following change to University Policies: Academics, Curriculum Changes, Undergraduate and Graduate, Footnote 6:

### **Curriculum Changes, Undergraduate and Graduate<sup>6</sup>**

<sup>6</sup>The following was approved as a temporary policy / process that will expire after the AY~~23-24~~ 24-25 year: 1. After consultation with the Department/School Curriculum Committee and faculty, Chair/Director or chair/director's designee initiates the program elevation form in Curriculog. This shall include a plan for deactivation of the existing concentration or specialization and a teach-out plan for the remaining students. Curriculum services will submit a Subchange Screening Form for WSCUC on behalf of the department. 2. The Elevation proposal is evaluated by the College Curriculum Committee to ensure that the degree requirements and other Catalog items are exactly the same as the original concentration or specialization. 3. The Dean evaluates the proposal to ensure that adequate resources are available within the college to support the elevation. Since all these programs already exist and are being offered, the Dean should ensure that separation of the concentration or specialization into its own degree does not cause complications with advising. 4. Elevations approved by the College and Dean that do not include any other curriculum changes are forwarded to SEC and the Senate for approval. 5. Approved proposals for elevation are forwarded to the Chancellor's Office. 6. Once the Chancellor's Office approves of the elevation, the program will be forwarded to CAL State Apply for inclusion in the application process

#### Rationale:

In 2017, the Chancellor's Office of the CSU passed Executive Order 1071 "Delegation of Authority to Approve Options, Concentrations, Special Emphases (and Similar Subprograms) and Minors." EO 1071 mandates that, "To ensure valid reporting to the National Center for Education Statistics through the Integrated Postsecondary Education Data System, an option, concentration, or special emphasis (or similar subprogram) must constitute less than one half of the units required in the major program." As such, all of our programs that have concentrations or emphasis must share 50%+1 with the main degree. Further guidance from the Chancellor's Office noted that campus should have 1071 modifications completed by April 2024.

As of August 26, 2021, per information from the Chancellor's Office, San Diego State University had 186 programs out of compliance with EO 1071. The University adopted an

expedited review process for elevations without curriculum changes and this process, along with significant faculty efforts, helped reduce the number of non-compliant 1071 programs to 64. SDSU just received a one-year waiver from the Chancellor's Office to 1071 to address the remaining 64 programs. These 64 programs will need to undergo curriculum modifications to bring them into compliance with 1071, be deactivated, or be elevated to stand-alone degrees. Given the amount of curriculum work still to be done, the now very short time frame in which to comply with 1071, the division of Curriculum, Assessment, and Accreditation requests a one year extension to the expedited process until April 2025. The process allows programs where the *only change made is an elevation to a standalone degree* undergo an expedited review process as outlined below. This process will be in place from January 2022 through April 2025 only.

1. Departments must complete the program elevation form in Curriculog which includes a plan for deactivation of the existing concentration or specialization and a teach-out plan for the remaining students. Curriculum services will submit a Subchange Screening Form for WSCUC on behalf of the department.
2. The Elevation proposal is evaluated by the College Curriculum Committee to ensure that it is exactly the same as the original concentration or specialization.
3. The Dean evaluates the proposal to ensure that adequate resources are available within the college to support the elevation. Since all these programs already exist and are being offered, the Dean should ensure that separation of the concentration or specialization into its own degree does not cause complications with advising.
4. Elevations approved by the College and Dean that do not include any other curriculum changes are forwarded to SEC and the Senate for approval.
5. Approved proposals for elevation are forwarded to the Chancellor's Office. Please note that, per the Chancellor's Office, "Campuses may mention proposed new degree programs (including concentration or option elevations to full programs) in recruitment material if it is specified that enrollment in the proposed program is contingent on authorization from the CSU Chancellor's Office."
6. Once the Chancellor's Office approves of the elevation, the program will be forwarded to CAL State Apply for inclusion in the application process.

\*The Chancellor's Office considers elevations of existing options, specializations, and concentrations to be degree modifications and thus do not require Board of Trustees approval.

To: SEC / Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: April 25, 2024  
Subject: ACTION: Curriculum Changes, Undergraduate and Graduate - AB 928

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The Academic Policy and Planning Committee (AP&P) moves that the Senate add the following footnote (proposed footnote #8) to University Policies: Academics, Curriculum Changes, Undergraduate and Graduate for AY 24-25:

### **Curriculum Changes, Undergraduate and Graduate<sup>6</sup>**

#### **5.2. New Undergraduate Courses, Changes in Existing Programs and Courses, and Major Modifications to Existing<sup>7</sup> Courses**

- 5.2.1. Curriculum proposals for new classes, major changes in existing classes, or programs shall be sent concurrently to the General Education (GE) Committee if changes involve the University's GE program and the Graduate Curriculum Sub-Committee (GCC) for undergraduate proposals that involve classes open to graduate students, for approval.<sup>8</sup>
- 5.2.2. Proposals approved by GE and /or GCC shall be sent to the Undergraduate Curriculum Committee (UCC). Proposals that do not require review by GE or GCC shall skip step 5.2.1 and go directly to UCC. Proposals for minor modifications to existing undergraduate courses can skip 5.2.2 and go directly to the Senate as information items.
- 5.2.3. Proposals approved by the UCC shall be reported to the Senate, to the AA-AVPs, Academic Deans Council, Undergraduate Council, and Associated Students as information items.

<sup>8</sup> Current Area E courses undergoing reconsideration of GE status will be evaluated by the department and college curriculum committees and if approved, forwarded to the Dean. If the Dean approves the new GE designation, the proposal will be forwarded to the University GE committee for review. If approved by the GE committee, the proposal will be presented to the Senate as an information item. Expedited GE consideration is only available to current Area E classes and only for the 24/25 AY.

#### Rationale:

In 2021, the state legislature passed AB 928: The Student Transfer Reform Act. AB 928 requires

a single, unified, lower division GE pattern for CSU, UC, and CCC for transfer students that is available to students by Fall 2025 and is named CAL GETC. On March 27, 2024 the Board of Trustees voted to apply CAL GETC to First Year Students as well.

Cal-GETC requires five fewer units than CSU GE Breadth. It does this by including a one-unit laboratory for Biological or Physical Sciences and removing three units of Arts or Humanities courses (in Area C) and three units of Area E, Lifelong Learning and Self-Development. The pattern still includes six lower division units of Arts/Humanities and thus no curriculum changes will be needed for those classes. However, since Area E was only a three-unit requirement, this GE designation will cease to exist after Fall 2025. Curriculum changes to the current set of Area E classes will need to be made by October 2024 to be available to students in the Fall 2025 catalog.

Our current catalog notes the following:

Complete one course, Engineering majors automatically satisfy the Lifelong Learning and Self-Development foundations GE area by completion of preparation for the major.

ANTH 111 - Anthropology of the Night: Sleep, Dreams, and Demons Units: 3  
ANTH 112 - Conspiracy and Culture Units: 3  
ANTH 113 - Pseudoscience and Science in Archaeology Units: 3  
ASIAN 111 - The Mindful Brain Units: 3  
AFRAS 102 - An Afrocentric Response to Generational Trauma Units: 3  
CCS 275 - Sports and Race Units: 3  
CCS 280 - Youth Studies in Racialized Contexts Units: 3  
CFD 135 - Principles of Family Development Units: 3  
CFD 170 - Child and Adolescent Development from a Cultural Perspective Units: 3 (also listed as TE 170)  
CFD 270 - Human Development Across the Lifespan Units: 3  
CSP 150 - Adversity, Resilience, and the Science of Well-Being Units: 3  
CSP 240 - Career Development and Life Design Units: 3  
COMM 245 - Interpersonal Communication Units: 3  
DANCE 281 - Dance, Popular Culture, and Identity Units: 3  
ECL 245 - Literature, the Self, and Society Units: 3  
ENGR 100 - Perspectives in Human-Technology Frontier Units: 3  
GEN S 150 - Building Your Future Self for Success in College and Beyond Units: 3  
GEN S 260 - Introduction to Peace and Social Justice Units: 3  
HIST 114 - Sports in American History Units: 3  
HIST 125 - Sexuality, Past and Present Units: 3  
HIST 150 - Why History Matters Units: 3  
HUM 201 - The Body: Identity, Crisis, Resistance Units: 3  
ITAL 120 - Italian Food Culture Units: 3  
JMS 210 - Social Media in the Digital Age Units: 3  
LGBT 101 - Introduction to LGBTQ+ Studies Units: 3

LING 252 - Language Across the Lifespan Units: 3  
NURS 253 - Stress and Human Health Units: 3  
PHIL 140 - Technology and Human Behavior Units: 3  
PSY 117 - Health, Happiness, and Academic/Professional Success Units: 3  
RTM 100 - Sustainable Self-Development Units: 3  
RTM 102 - Wellness and Recreation for Life Through Surfing Units: 3  
RTM 200 - Recreation, Travel, and Self-Awareness Units: 3  
REL S 258 - Death, Dying, and Afterlife Units: 3  
SOC 115 - Body and Society Units: 3  
TE 170 - Child and Adolescent Development from a Cultural Perspective Units: 3 (also listed as CFD 170)  
WMNST 101 - Gender: Self, Identity, and Society Units: 3

There are approximately 36 courses currently designated Area E. While each of these classes will automatically remain in the catalog unless otherwise instructed by the offering department, they will no longer qualify as a GE and this may significantly hurt enrollment and thus faculty workload and lecturer contracts. As such, departments may choose to request consideration for these classes in a different GE category. Should a department request consideration of an existing Area E class for a different, lower division, GE foundations course, Curriculum Services suggests that those classes be reviewed only by the GE committee in an expedited manner to help facilitate implementation of AB 928. Because the courses themselves exist and because a similar process was used when Area E was created in 2017, Curriculum Services suggests courses be entered into Curriculog as course modifications, proceed through standard college review, and then be reviewed by the GE committee for the course's consistency with GE goals and objectives. If approved by the GE committee for the new GE category, the course would then move to the Senate as an information item. This process would be in place ONLY for existing Area E classes and ONLY for the AY 2024-2025.

Should this process be approved, we recommend that programs begin the process as soon as possible in order to submit their proposals by the beginning of AY 2024-2025 so that the GE Committee can review in time to meet the October deadline. Both the Undergraduate Curriculum Committee and GE Committee support this proposal.

To: SEC / Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Roberto D. Hernández, Chair, Diversity, Equity, and Inclusion Committee (DEI)  
Date: April 25, 2024  
Subject: ACTION: Institutional Learning Outcome #7

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The Academic Policy and Planning Committee (AP&P) and Diversity, Equity, and Inclusion Committee (DEI) move that the Senate adopt the following changes to Institutional Learning Outcome #7:

~~ILO 7. Demonstrate an understanding of diversity, equity, inclusion, and sustainability through local, global, and ethical perspectives.~~

**ILO 7. Demonstrate the ability to enact positive social change through the acquisition of knowledge, sensibilities, and skills associated with anti-racism, social justice, critical consciousness, leadership, ethnic identity, diversity, equity, inclusion, and sustainability using local, global, and/or ethical perspectives that provide direct service to society also known as liberatory outcomes.**

Rationale:

As an emerging Research I institution that is also a recognized Hispanic Serving Institution (HSI), it is imperative that SDSU's policies and practices that impact student learning be informed by scholarly literature in the field of higher education. Such literature is voluminous, and scholars have synthesized its research to establish clear directions toward the type of learning outcomes that are most relevant for university students in the 21st century (Hurtado and Alvarado, 2015; Pascarella and Terenzini, 2005). Garcia (2017) developed a Multidimensional Conceptual Framework for Understanding Servingness in HSI's. The model includes "indicators of serving," which she describes as measurable, operationalizable variables suitable for assessment. The liberatory outcomes in her model include: Anti-racist orientation; Academic self-concept; Social agency; Racial identity; Leadership identity; Critical consciousness; Social justice orientation; Civic engagement; and Graduate school aspirations. Garcia emphasizes that the institutional assessment of liberatory outcomes are essential indicators of the degree to which transformed institutions reach servingness for all students and these liberatory outcomes should be included in the strategic plan and connected to the infrastructure in order to conceptualize how the curriculum, co-curriculum, support services, and physical infrastructure elevate a humanizing and liberatory education (Garcia, 2023). SDSU's ILO 7 currently includes language that aligns with some of the content in Garcia's liberatory outcomes concept, however, as written it does not include social justice, and it focuses on knowledge acquisition, and not application through participation or engagement.

This proposal aligns with key aspects of SDSU's strategic plan, and supports ethnic studies GE

requirements as specified in AB 1460. Moreover, the proposed ILO language will support SDSU's 2025 accreditation process as the revised language aligns with the goals and the review criteria of the upcoming WASC accreditation visit; in particular, *CFR 1.2 Consistent with its purposes and character, the institution defines and acts with intention to advance diversity, equity, and inclusion in all its activities, including its goal setting, policies, practices, and use of resources, across academic, student support, and co-curricular programs and services.*

This proposal is supported by:

Associated Students

Undergraduate Council

HSI Campus Advisory Committee (Student Success, Academic and Liberatory outcomes subcommittee; Representation, Retention & Recruitment Subcommittee)



To: SEC / Senate  
From: Pamela Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: April 25, 2024  
Subject: ACTION: Cheating and Plagiarism

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The Academic Policy and Planning Committee (AP&P) moves that the Senate adopt the following changes to University Policies: Academics, Cheating and Plagiarism:

**UNIVERSITY POLICIES: Academics: Cheating and Plagiarism**

**1.0** Institutions of higher education are founded to impart knowledge, seek truth, and encourage one's development for the good of society. University students shall thus be intellectually and morally obliged to pursue their course of studies with honesty and integrity. Therefore, in preparing and submitting materials for academic courses and in taking examinations, a student shall not yield to cheating or plagiarism, which violate both academic and student disciplinary standards.

**2.0 Definitions**

2.1. Cheating shall be defined as the act of obtaining or attempting to obtain credit for academic work by the use of dishonest, deceptive, or fraudulent means. Examples of cheating include, but are not limited to (a) copying, in part or in whole, from another's test or other examination; (b) discussing answers or ideas relating to the answers on a test or other examination without the permission of the instructor; (c) obtaining copies of a test, an examination, or other course material without the permission of the instructor; (d) using notes, cheat sheets, or other devices considered inappropriate under the prescribed testing condition; (e) collaborating with another or others in work to be presented without the permission of the instructor; (f) falsifying records, laboratory work, or other course data; (g) submitting work previously presented in another course, if contrary to the rules of the course; (h) altering or interfering with the grading procedures; (i) plagiarizing, as defined; and (j) knowingly and intentionally assisting another student in any of the above

2.2. Plagiarism shall be defined as the act of incorporating ideas, words, or specific substance of another, whether purchased, borrowed, or otherwise obtained, and submitting same to the university as one's own work to fulfill academic requirements without giving credit to the appropriate source. Plagiarism shall include but not be limited to (a) submitting work, either in part or in whole, completed by another; (b) omitting footnotes for ideas, statements, facts, or conclusions that belong to another; (c) omitting

quotation marks when quoting directly from another, whether it be a paragraph, sentence, or part thereof; (d) close and lengthy paraphrasing of the writings of another; (e) submitting another person's artistic works, such as musical compositions, photographs, paintings, drawings, or sculptures; ~~and~~ (f) submitting as one's own work papers purchased from research companies; **and (g) representing work produced by generative AI as one's own.**

Rationale:

The rise of generative AI tools such as ChatGPT and Copilot are impacting teaching and learning as faculty grapple with what place, if any, generative AI might occupy in their classrooms and students struggle to understand permissible uses of genAI. AP&P applauds the work of the Senate IIT Committee in developing [general guidelines](#) that might help us navigate these questions. As an initial step towards addressing the implications of generative AI in policy, we recommend augmenting the current definition of plagiarism to cover the use of such tools without proper attribution. Since work produced by generative AI is not directly human-created—though the algorithms, data sets, and data cleaning certainly are—we maintain that it is necessary to add an additional clause to our current definition of plagiarism to include work produced with generative AI, which is distinct from other AI tools such as the spellcheck and grammar check functions built into word processing software. We recommend this change as a first step in the process of adapting our lives and the Policy File to the fast-evolving realities of our modern world. This change will offer clarity to students who are unsure of the role of generative AI with respect to academic integrity. It will also help to defuse potential conflict when disagreements about this topic arise.

To: SEC / Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: April 22, 2024  
Subject: ACTION: Search Committees for University Administrators (Referral 21/22\_28)

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The Academic Policy and Planning Committee (AP&P) moves that the Senate adopt the following changes to University Policies: Administration, Search Committees for University Administrators:

## UNIVERSITY POLICIES: Administration

### Search Committees for University Administrators

#### 1.0 Search for University-Wide Administrative Personnel

1.1. Faculty, staff, and students shall participate in searches for (a) Provost, (b) **Vice Provost**, (c**b**) Vice President for Student Affairs and Campus Diversity, (d**e**) Vice President for Business and Financial Affairs, (e**d**) Vice President for University Relations and Development, (f) **Vice President for IT and Chief Information Officer**, (g**e**) Vice President for Research and Innovation, (h**f**) Associate Vice President for Faculty Advancement and Student Success, (i) **Associate Vice President for Curriculum, Assessment and Accreditation**, (j) **Associate Vice President for Enrollment Management**, (k) **Associate Vice President for International Affairs**, (l) **Assistant Vice President for Labor Relations**, (m) **Associate Vice President for Financial Operations**, (n) **Assistant Vice President for Analytic Studies & Institutional Research**, (o**g**) Dean of Global Campus, (p) **Dean of Graduate Studies**, and (q**h**) Dean of the Library.

1.1.1. All vacancies shall be advertised and filled in compliance with the University's Nondiscrimination and Equal Opportunity Policy. The Director of the Office of Employee Relations and Compliance, the Chief Diversity Officer, and the Committee on Diversity, Equity, and Inclusion may assist in the search.

1.1.2. An ad hoc search committee shall be formed each time it is necessary to recommend a person to fill one of the positions in sec. 1.1. ~~Faculty members shall be tenured and shall be selected in accordance with sec. 4.0. The Associated Students and Staff Affairs Committee shall respectively formulate rules for selection of students and staff members. Additional members shall be selected by the President or designee. The composition of search committees shall be as follows:~~

a) ~~Provost: six faculty members, two students, one staff member, and five additional members (of whom at least three shall be faculty)~~

b) ~~Vice President for Student Affairs and Campus Diversity: two faculty members, two representatives elected by and from the personnel of the Division of Student Affairs and Campus Diversity (of whom at least one~~

~~shall be staff), two students, and one administrator designated by the President~~

- ~~e) Vice President for Business and Financial Affairs: two faculty members, two staff members, and three additional members~~
- ~~d) Vice President for University Relations and Development: five faculty members, three representatives from development offices across the campus, one representative from the San Diego State University Research Foundation, one staff member, one student, one representative from the Alumni Association, one member of the community at large, and one representative from the Department of Athletics~~
- ~~e) Vice President for Research and Innovation: five faculty members, two classified graduate students, one staff member, and five additional members (of whom at least three shall be faculty)~~
- ~~f) Associate Vice President for Faculty Advancement and Student Success: five faculty members, two undergraduate students, one staff member, and four additional members (of whom at least two shall be faculty)~~
- ~~g) Dean of Global Campus: five faculty members, two students, two Global Campus staff members (one represented, one non-represented), and four additional members (of whom at least two shall be faculty);~~
- ~~h) Dean of the Library: three tenured librarians elected under the rules governing elections to the Senate, three faculty members, one Library staff member elected by that group, one student, and one additional member.~~

- 1.1.3. All elections for faculty to serve on search committees shall be overseen by the Committee on Committees and Elections. Associated Students and the Staff Affairs Committee shall respectively formulate rules for the election or appointment of students and staff members. Appointed members shall be selected by the President or designee. The President is encouraged to consider the diversity of the committee when making appointments. No more than two members from the same academic college or equivalent unit may serve, unless specified in 1.1.5.
- 1.1.4. For search committee membership, faculty shall be defined as 1.1 in the Bylaws. Unless otherwise stated, at most one elected faculty member per committee may be probationary (tenure-track), full-time contingent, or faculty on FERP appointment during their active employment period. Imperial Valley faculty are eligible for election, unless otherwise specified.
- 1.1.5. The regular composition of search committees shall include four faculty, selected from the tenured, probationary, contingent, or FERP faculty; one staff member from the hiring unit; two students (ideally drawn from the relevant units if applicable); and one appointed member.
  - 1.1.5.1 The hiring unit may request additional elected seats on a committee; such

requests should be sent directly to Senate officers. The Senate Executive Committee, in consultation with the Committee on Academic Policy and Planning, shall review the request and, if deemed appropriate, recommend additional elected seats to search committees. Time permitting, the full Senate shall approve those additional seats before elections can be held. If action is required before the next regularly scheduled Senate meeting, the Senate Executive Committee shall act on behalf of the full Senate per Bylaw 3.2.2.4. Those additional seats will only apply to the current search.

~~1.1.6.1.1.3-~~ The procedures and duties of the search committee are as follows:

~~1.1.6.1.1.3.1-~~ The President or designee shall convene the organizational meeting of the committee and shall preside until a chair has been elected. The Chair of the Senate or designee shall attend the organizational meeting and participate without a vote. The search committee shall elect its chair from among its elected members and shall establish its own search and selection procedures, except that no member of the committee shall act unilaterally regarding committee business. The Director of the Office of Employee Relations and Compliance, the Chief Diversity Officer, or a representative from the Committee on Diversity, Equity, and Inclusion may attend committee meetings as a nonvoting member.

~~1.1.6.2.~~ Searches for positions that are eligible for tenure in an academic unit via faculty retreat rights (academic MPP positions) shall align with the Building on Inclusive Excellence (BIE) criteria and process, as described in University Policies: Faculty, Tenure Track Hiring: Building on Inclusive Excellence Criteria.

~~1.1.6.3.1.3.2-~~ All committee recommendations shall be by a majority vote of the voting members of the committee. Search committee procedures shall be in compliance with the University Nondiscrimination and Equal Opportunity Employment policy and with Title 5 of the California Code of Regulations, sec. 42701.

~~1.1.6.4.~~ In order to foster the honest, fair, and accurate assessment of candidates, confidentiality shall be honored throughout all aspects of the committee's work during and following the completion of the search process. Confidentiality shall extend to the identities of prospective candidates, committee communications, and deliberations about specific candidates. Per Title IX and EEOC laws and regulations, search committee members shall be protected from future retaliation by candidates. The Center for the Prevention of Harassment and Discrimination shall ensure compliance with anti-retaliation laws.

~~1.1.6.5.1.3.3-~~ The committee, before inviting any candidates to the campus, shall present to the President the list of those whom it intends to invite. If the President requests it, the committee shall add names to the list before any candidates are interviewed on campus. The President shall appoint,

however, only from the final list of those recommended by the committee.

~~1.1.6.6~~~~1.1.3.4~~ For each position to be filled, the committee shall recommend the appropriate number of candidates to the President for selection.

~~1.1.6.7~~~~1.1.3.5~~ In searches for vice presidents, the Director of the Office of Employee Relations and Compliance shall have certified that all Nondiscrimination and Equal Opportunity Employment obligations and commitments have been satisfied. For the other administrators, the appropriate vice president shall have certified.

## 1.2. Selection of Faculty for University-Wide Administrative Personnel Search Committees

1.2.1. For all university-wide administrator searches, the President shall announce vacancies and anticipated vacancies to the Chair of the Senate. The Chair of the Senate shall call for the nominations process to be completed at the next regular or special Senate meeting. The faculty and the senators shall be informed of the impending nominations by campus mail or email. No more than one faculty member shall be chosen from any college, unless otherwise specified in the Policy File. Search committee faculty shall be tenured unless otherwise specified in 1.1. Eligibility criteria to serve on a search committee shall be identical to eligibility for election to the Senate, unless otherwise specified.

1.2.2. Nominations shall be made by a faculty member eligible to vote in Senate elections. Nominations by petition shall be in the Senate office seven days before the regularly scheduled Senate meeting. Nominations may also be made from the floor of the Senate. Faculty shall be considered nominated upon formal recommendation by a Senator. There shall be at least one nominee for each seat to be filled by the Senate. All nominees shall have agreed to serve.

1.2.3. Elected members of the Senate shall elect faculty representatives to the search committee by secret ballot. If the first ballot does not yield a simple majority vote for the indicated number of candidates, additional ballots shall be conducted until that number has received a majority.

1.2.4. The Committee on Committees and Elections shall run all elections, including the nomination process.

## 1.23 Searches for Positions Not Requiring Faculty Participation (administrative positions not specifically designated in sec. 1.1 or covered by the procedures of the bylaws of auxiliary organizations)

1.23.1. The President or designee shall decide when a search committee is appropriate. When it is not, a person may be appointed to the position by the administrator to whom that person will report; this shall occur after a full search in compliance with University Nondiscrimination and Equal Opportunity Employment procedures.

1.23.2. When a search committee is appropriate, it shall be appointed by the President or

designee to review all applications and to conduct personal interviews with the most qualified candidates. The committee shall include one or more members of the faculty. The Director of the Office of Employee Relations and Compliance, the Chief Diversity Officer, or a member of the Committee on Diversity, Equity, and Outreach may attend committee meetings as a nonvoting member.

~~1.23.2.1.~~ The committees shall submit a list of the appropriate number of candidates to the President or designee for review and appointment.

~~1.23.2.2.~~ The appropriate vice president, dean, or director shall have certified that all Nondiscrimination and Equal Employment Opportunity obligations and commitments have been satisfied.

**2.0** Searches for Deans of Colleges and Related Positions (Including Deans of the Colleges of Arts and Letters, Fowler College of Business, Education, Engineering, Health and Human Services, Professional Studies and Fine Arts, Sciences, and of SDSU Imperial Valley).

2.1. All vacancies shall be advertised and filled in compliance with the University's Nondiscrimination and Equal Opportunity Employment policy.

2.2. An ad hoc 13-member search committee shall be formed each time to recommend a person to fill one of the above positions. The committee shall comprise (a) six ~~tenured~~ faculty members, **at least five of whom must be tenured**, from the college elected by the faculty of the college under the rules governing elections to the Senate, (b) one faculty member from outside the college elected by the Senate in conformance with sec. 4.0, (c) three members (of whom at least two shall be faculty) selected by the President or designee, (d) two upper division or graduate students whose majors are in that college, selected by Associated Students procedures, and (e) one member elected by and from the staff of that college. The Director of the Office of Employee Relations and Compliance or designee shall serve as a non-voting ex officio member of the committee.

**2.3 The Senate Committee on Committees and Elections shall run the college-wide election to form the search committee, in addition to the Senate election for the outside faculty member.**

**2.4 Faculty eligible for election to a search committee are defined in section 1.1 of the Bylaws. All faculty shall be eligible to serve unless otherwise specified, including probationary faculty, full-time contingent faculty and FERP faculty during their active employment period.**

~~2.5.2.3~~ The procedures and duties of the search committee shall be as follows:

~~2.5.1.2.3.1~~ The President or designee shall convene the organizational meeting of the committee and preside until a chair has been elected. The Chair of the Senate or designee shall attend the organizational meeting and participate without a vote. The search committee shall elect its chair from among its elected members.

~~2.5.2.2.3.2~~ The committee shall establish its own search and selection procedures in writing, before any formal deliberations, and shall forward these procedures to

the President. Any revision of the procedures requires reexamination of all submitted papers. Ongoing consultation with the President shall be established.

~~2.5.2.1. 2.3.2.1.~~ Minutes of all meetings shall be in writing. Copies of the minutes of each meeting shall be sent to the President and the Director of the Office of Employee Relations and Compliance.

~~2.5.2.2. 2.3.2.2.~~ The committee shall demonstrate its commitment to affirmative action by including the steps to be taken in the guidelines.

~~2.5.2.3~~ Since these positions are eligible for tenure in an academic unit via faculty retreat rights, these searches shall align with the Building on Inclusive Excellence (BIE) criteria and process, as described in University Policies: Faculty, Tenure Track Hiring: Building on Inclusive Excellence Criteria.

~~2.5.2.4. 2.3.2.3.~~ Operational procedures shall include timelines. Changes in these time lines shall require a reopening of the search.

~~2.5.2.5. 2.3.2.4.~~ The committee, before inviting the candidates to the campus, shall present to the President the list of those it intends to invite. If the President requests it, the committee shall add names to the list before any candidates are interviewed on the campus. The President shall appoint, however, only from the final list of those recommended by the committee.

~~2.5.2.6.~~ In order to foster the honest, fair, and accurate assessment of candidates, confidentiality shall be honored throughout all aspects of the committee's work during and following the completion of the search process. Confidentiality shall extend to the identities of prospective candidates, committee communications, and deliberations about specific candidates. Per Title IX and EEOC laws and regulations, search committee members shall be protected from future retaliation by candidates. The Center for the Prevention of Harassment and Discrimination shall ensure compliance with anti-retaliation laws.

~~2.6 2.4~~ Before committee recommendations, the Provost shall have certified that all Nondiscrimination and Equal Opportunity Employment obligations and commitments have been satisfied.

~~2.6.1. 2.4.1~~ All committee recommendations shall be by majority vote of the voting members of the committee.

~~2.6.2. 2.4.2~~ If the President disagrees with the committee's recommendations, the President shall communicate reasons to the committee. If an agreement cannot be reached between the committee and the President, the search shall be reopened.

**3.0** Appointment of Acting Vice Presidents and Deans (including administrators identified in secs. 1.1 and 2.0)



- 3.1. When, in accordance with Senate policies, a committee has been selected for the purpose of making recommendations concerning appointment to a position designated in secs. 1.1 and 2.0 and when the position becomes vacant before the committee has a candidate for permanent appointment, the President shall seek the advice of the committee before appointing an acting officer.
- 3.2. When a position designated in Sections 1.1 and 2.0 above becomes vacant before a committee has been elected in accordance with Senate procedures for the purpose of recommending an appointment to the President; the President shall consult with appropriate Senate officers and committees and may then appoint an acting vice president or dean.
- 3.3. No person appointed as an acting officer shall serve for longer than one year without the concurrence of the committee elected in accordance with Senate procedure to recommend to the President a permanent appointment to the position.

~~3.0 — Procedures for the Selection of Faculty to Serve on Search Committees (other than those selected within colleges as specified in sec. 2.0)~~

- ~~4.1 — The President shall announce the vacancies or anticipated vacancies to the Chair of the Senate. The Chair of the Senate shall call for the nominations process to be completed at the next regular or special Senate meeting. The faculty and the senators shall be informed of the impending nominations by campus mail or email. The search committee shall comprise the number of faculty indicated for the position with no more than one from any college, and the faculty shall be tenured and themselves eligible for election to the Senate.~~
- ~~4.2 — Nominations shall be made by a faculty member eligible to vote in Senate elections. Nominations by petition shall be in the Senate office seven days before the regularly scheduled Senate meeting. Nominations may also be made from the floor of the Senate. Faculty shall be considered nominated upon formal recommendation by a Senator. There shall be at least one nominee for each seat to be filled by the Senate. All nominees shall have agreed to serve.~~
- ~~4.3 — Elected members of the Senate shall elect faculty representatives to the search committee by secret ballot. If the first ballot does not yield a simple majority vote for the indicated number of candidates, additional ballots shall be conducted until that number has received a majority.~~

**45.0** If an administrative search needs to take place for a position of the same category as the positions listed in 1.1, but the position is not explicitly described above, and the search needs to take place before this policy is amended, then the Senate Executive Committee (SEC) shall determine the composition of an ad-hoc search committee. All elections for faculty to serve on search committees shall be overseen by the Committee on Committees and Elections. Associated Students and the Staff Affairs Committee shall respectively formulate rules for the election or appointment of students and staff members. Appointed members shall be selected by the President or designee.

#### Rationale:

These proposed changes are in response to Referral 21/22\_28, which asked AP&P to add new administrative positions and clarify election processes for searches for university administrators. AP&P dedicated considerable attention to determining what positions needed to be added and what the composition of search committees should be. We determined that, in addition to new administrative positions previously not listed in the policy (including the Vice Provost and Vice President for IT and Chief Information Officer), all Associate/Assistant Vice Presidents in Academic Affairs should be included in section 1.0.

As we reviewed current policy, we could find no standard composition for search committees across administrative roles. We likewise lacked institutional memory as to why different search committees were differently composed. As such, we recommend standardizing search committee memberships for all positions listed in 1.0, while also allowing a degree of flexibility for hiring units to request one-time additions to committees to involve relevant stakeholders in the process. This will minimize confusion about future search committees and make it easier to add positions to 1.0 in response to future organizational changes.

We also expanded eligibility for search committee membership to include probationary and full-time contingent faculty (sections 1.0 and 2.0) to be more inclusive and provide a larger pool for faculty nominations in the search committee formation process (CCE's 2022-2023 Chair recommended a more inclusive balloting approach). We clarified that FERP faculty are eligible to serve during their active employment period. And we clarified the CCE's role in running elections to determine search committee membership.

In practice, these searches are handled with full confidentiality. Here we introduce language to align our policy with our practice, noting in particular the need to protect more vulnerable committee members (probationary faculty, contingent faculty, and staff members). Similarly in practice, many recent administrative searches have adopted Building on Inclusive Excellence criteria; our proposed language requires it for any search where faculty retreat rights are reasonably expected. Finally, we re-ordered the policy (moving former section 4.0 up to 1.2) to improve readability and clarify the policy.

All told, we believe that these changes fill gaps in the process, clarify roles and responsibilities, and will create a more inclusive hiring process for university administrators.

To: SEC / Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: April 25, 2024  
Subject: ACTION: Emeritus Employee Policy (Referral 20/21\_06)

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The Academic Policy and Planning Committee (AP&P) moves that the Senate adopt the following changes to University Policies: Emeritus Employees:

### **UNIVERSITY POLICIES: Emeritus Employees**

Emeritus status is a right extended to all eligible faculty, ~~and staff,~~ **and administrators.** Emeritus status brings with it continued affiliation with the institution and specific benefits (listed in 4.0). Emeritus status, and its accompanying benefits, have associated responsibilities. In order for emeritus status and/or benefits to continue, an emeritus employee must remain in good standing with the University.

- 1.0 Eligibility:** ~~Faculty and staff~~ Employees **who retire from SDSU after having served shall have served** 10 or more full-time years, or the part-time equivalent, either continuously or at different times at SDSU or elsewhere in the California State University (CSU) system, **are eligible for emeritus status.** In addition to the length of service, either at SDSU or elsewhere within the CSU, employees must be eligible to activate their annuities from the CSU system.
  - 1.1. Faculty: Emeritus status is granted at a campus, and may be conferred at more than one campus or university system. All faculty, as defined by 1.1 in the Bylaws, are eligible for emeritus status. Full-time appointments may be 10- or 12-month, as specified in Bylaw 1.1.1.
  - 1.2. Administrators: Emeritus administrator status shall be granted by and at the pleasure of the President of the university.
  
- 2.0 Nomination:** At least once a semester, a list of employees who have announced their intention to retire and meet the eligibility requirements shall be distributed by the appropriate office to the ~~Senate Office for inclusion on an upcoming SEC/Senate agenda;~~ **appropriate Senate committee (Faculty Honors and Awards Committee and Staff Affairs Committee).** The Center for Human Resources shall compile the list of retiring eligible staff, and the President's Office (or designee) shall compile the list of retiring faculty. **Committees will review the recommended names to ensure that nominated individuals meet the eligibility criteria. After finalizing the nominations, the names of nominated employees shall be sent to the Senate for consideration.**
  - 2.1. The Senate shall vote on these lists no later than the final meeting of that semester.

- 2.2. If eligible persons are omitted from emeritus status, they may request from the Chair of the Senate conferral of emeritus status.<sup>1</sup>~~This includes currently retired employees who become eligible for emeritus status under newly formed rules.~~

**3.0 Conferral:** Emeritus status shall be granted by formal vote of the Senate.

- 3.1. Upon approval, Senate officers shall include the full list of emeritus employees in their Action Memo to the President. A copy of that memo shall be sent by the Senate Office to the following individuals and offices to ensure the continuation of access and timely conferral of benefits: Senior HR Director, Director of IT User Services, University Library Circulation Department Head, Director of Parking and Transportation Services, Provost, Curriculum Services (in order to update the Catalog), and the employee's supervisor (department chair, school director, college dean, MPP, etc.).
- 3.2. The names of emeritus faculty and administrators shall be listed in the back of the ~~General~~ Catalog and with department and school faculty in the body of the Catalog for a period of 10 years, with extension granted upon request of the faculty member. Departments are responsible for communicating with Curriculum Services the names of emeritus faculty for their department page in the Catalog.
- 3.3. ~~The names of emeritus staff shall be listed on the Senate, Staff Affairs Committee, and departmental, school and/or college websites.~~ The names of emeritus staff and their division or college shall be listed in the Catalog for a period of 10 years, with extension granted upon request of the staff member.
- 3.4. Human Resources shall be responsible for maintaining historic and current lists of emeritus employees, and for sharing publishable-ready lists with Curriculum Services to add to the Catalog. Curriculum Services shall annually deposit the Catalog in the University Library's Department of Special Collections and University Archives in order to memorialize past emeritus employees.

**4.0 Benefits:** Emeritus employees in good standing shall receive the following benefits as available and following normal procedures for allocation: (a) library privileges accorded to all employees, (b) free annual parking permits, (c) email continuation, (d) access to site licensed software suites when licensing agreements allow, and (e) identification cards indicating emeritus status. Emeritus benefits are managed by the appropriate service unit.

- 4.1. When available, emeritus employees may be granted office space and/or computer access upon the recommendation of the appropriate departmental unit (school, department, college, center).

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<sup>1</sup> This includes currently retired employees who become eligible for emeritus status under newly formed rules.

4.2. Emeritus employees are eligible to serve on Senate appointed and campus ad hoc committees as appropriate.

**5.0 Revocation:** Once granted, the decision to revoke emeritus status and its associated benefits may be considered in cases of serious misconduct or just cause that contravenes basic university or public policy, per ASCSU Resolution AS-3456-20/FA.<sup>2</sup>

5.1. **Revocation Process:** Due to the potentially confidential nature of a revocation request, the revocation process shall be handled confidentially at all levels of review.

5.1.1. The Provost, or designee, may recommend the revocation of emeritus status and privileges. A written recommendation shall be sent to the Senate Officers to share with the Senate Executive Committee (SEC) in an executive (closed) session with only voting members. The recommendation shall specify the cause for revocation and provide supporting evidence. The Provost shall send the emeritus employee a copy of this recommendation.

5.1.2. The emeritus employee may submit a response/rebuttal to the Senate Executive Committee within 10 calendar days of receiving a copy of the notification.

5.1.3. The Senate Executive Committee shall, in executive (closed) session, determine whether the information presented in the initial recommendation merits review. Per Bylaw 3.2.2.4., an absolute two-thirds majority vote will be required to reject the revocation request without a full review process. If the SEC determines that no further action is required, Senate Officers will notify the emeritus employee within 10 days of its decision.

5.1.4. Should the SEC determine the request has merit, the SEC shall form a review committee within one month to evaluate the request for revocation. The review committee shall consist of five members, at least four of whom shall be tenured faculty. Full-time contingent faculty, FERP faculty during their active employment period, and staff are eligible to serve. One member of the review committee shall be from the same unit (or equivalent should the unit no longer exist) as the emeritus employee. One member shall be from a different unit. No member of the SEC shall serve on this committee. The names of the members shall be made public.

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<sup>2</sup> <https://www.calstate.edu/csuo-system/faculty-staff/academic-senate/resolutions/2020-2021/3456.pdf>

- 5.1.5 The review committee shall report its recommendation to the SEC as soon as is reasonable but no later than within six months. The SEC may adjust the timeline as needed when forming the review committee. Any changes to the timeline shall be shared with the emeritus employee. If the review committee requires an extension to complete its work, a revised timeline shall be shared with the emeritus employee.
- 5.1.6 The review committee shall elect among its members a chair. The committee shall meet with the Provost or designee, the emeritus employee in question, or other individuals as warranted by the specific case to gather additional information. The AAUP's Statement of Professional Ethics<sup>3</sup> shall guide the committee's deliberations. A three-fifths majority vote is required to recommend the revocation of emeritus status and its associated benefits. All committee discussions and deliberations will be held in closed session and shall be treated as fully confidential.
- 5.1.7 After receiving the review committee's recommendation, the SEC shall, within one month of receiving the recommendation, meet in executive (closed) session to deliberate and vote on the review committee's recommendation. The decision to revoke emeritus status shall require an absolute two-thirds majority vote. The emeritus employee may attend the confidential executive session, but cannot be present for the vote. The emeritus employee shall be sent a copy of the decision within 10 days.
- 5.1.8 The appropriate offices listed in 3.1 shall be notified of the revocation of emeritus status and associated benefits.
- 5.1.9 The SEC shall notify the full University Senate of the decision to revoke emeritus status, though the details of the case shall not be disclosed.
- 5.2. **Appeal process:** The emeritus employee may appeal a revocation decision within six months of revocation. Due to the potentially confidential nature of the revocation and appeal, the Senate Executive Committee shall act on behalf of the entire Senate.
  - 5.2.1. A written appeal shall be sent to Senate Officers to share with the Senate Executive Committee in executive (closed) session.
  - 5.2.2. The Senate Executive Committee shall make a final recommendation within three months of receiving the appeal. An absolute two-thirds majority vote of the entire membership of the Executive Committee shall be required to reverse the revocation.

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<sup>3</sup> <https://www.aaup.org/report/statement-professional-ethics>

- 5.2.3. The final recommendation shall be shared with the emeritus employee, the Provost, and the appropriate offices responsible for administering associated benefits.
- 5.2.4. If the SEC decides to reverse the revocation, the SEC shall notify the full University Senate of that decision, though the details of the case shall not be disclosed.
- 5.2.5. If the SEC recommends reversing the revocation, the appropriate offices listed in 3.1 shall be notified in order to immediately restore all associated benefits to the employee.

Rationale:

There are two parts to this action item. The first part updates the Emeritus Employees policy the Senate adopted in May, 2024. Based on feedback from the first year of implementation, AP&P suggests changes to sections 1.0 - 4.0 to clarify the roles of the Faculty Honors and Awards Committee and Staff Affairs Committee in reviewing recommendations for emeritus status; the role of HR in compiling, distributing, and maintaining lists of emeritus employees; and the general mechanisms by which those names will be shared publicly via the Catalog and then archived in Special Collections and University Archives.

The second part of this action item responds to Referral 20/21\_06: ASCSU Resolution: Faculty Emeritus/Emerita Status: Revocation and Appeal. [Resolution AS-3456-20/FA](#) calls upon campuses to establish a revocation process “in cases of serious misconduct or just cause that contravenes basic university or public policy.” The resolution requires that such policies identify who may revoke the faculty emeritus/emmerita status once granted and specify the appeal process, including “the timeline and to whom or what University division the appeal shall be submitted.”

AP&P recommends the following revocation process in cases of serious misconduct or just cause that contravenes basic university or public policy: A request for consideration of revocation will begin with the Provost (or designee) and be shared with the Senate Executive Committee in executive (closed/confidential) session. Given the potential confidential nature of the recommendation, the SEC will act on behalf of the full Senate, who holds ultimate responsibility in conferring emeritus status. If the SEC agrees that the revocation request has merit, they will form a review committee who will report back within six months. The SEC will then consider and vote on the committee’s recommendation. If revocation is approved, the offices responsible for administering benefits will be notified in order to end those benefits. The employee then has up to six months to submit an appeal to the SEC, who in turn will have three months to deliberate and vote to restore emeritus status/benefits. Should the SEC decide to reverse the revocation,

benefits will be restored to the employee. All SEC votes will be held in executive session, be treated as confidential, and require an absolute two-thirds majority, as specified in Bylaw 3.2.2.4 when the SEC acts on behalf of the full Senate.

AP&P felt strongly that there should be multiple layers of review and a sufficient timeline for handling revocation, as revocation is not a decision to be made lightly or quickly. Our proposed policy ensures that decision-making is not left to a single individual and that the process is robust and credible, balancing shared governance with the need for confidentiality.



TO: Senate Executive Committee / Senate  
FROM: Keven Jeffery, Chair, Faculty Affairs Committee  
DATE: April 24, 2024  
RE: Action Item: Update to Policy Language Regarding Grades

## Grades

~~1.0 In order that the assignment of grades truly reflects the student's achievement in courses, the integrity of the academic program, and the integrity of departments or schools and instructors, grades~~ The assignment of grades should reflect the student's accomplishment in courses and shall genuinely distinguish between high and low levels of achievement. The student's achievement shall be assessed with respect to the course learning outcomes specified for each course. These course learning outcomes and assessment metrics should be consistent with the expectations and norms of the field and/or national standards. Although no formula for a curve shall be appropriate to all courses offered at the university, instructors shall use all grades from A through F to distinguish among levels of academic accomplishment. The grade for ~~satisfactory performance in a course by an undergraduate average undergraduate achievement~~ shall be C; the grade for ~~satisfactory performance in a course by a graduate student average graduate achievement~~ shall be B.

1.1. Undergraduate grades shall be: A, outstanding achievement; B, praiseworthy performance; C, satisfactory performance, ~~the most common undergraduate grade~~; D, minimally passing; and F, failing. Graduate grades shall be: A, superior performance; B, satisfactory performance; C, minimally passing; D, unacceptable for graduate degree credit; and F, failing.

In relation to course learning outcomes (CLOs) and assessments this can be understood as follows.

- A - The student demonstrated outstanding achievement by exceeding all of the CLOs, as demonstrated through course assessments.
- B - The student demonstrated praiseworthy performance by meeting all or almost all of the CLOs with only minor shortcomings.
- C - The student demonstrated satisfactory performance. They met some of the CLOs but missed others, or approached all of the CLOs but did not meet them in full.
- D - The student demonstrated minimally passing performance. They did not meet many of the CLOs, and those they met had shortcomings.
- F - The student demonstrated failing performance. They failed to meet all or most of the CLOs.

1.2. Faculty may assign plus and minus grades ~~with the exception of A+, F+, and F-~~.

**2.0 Variations:** Some courses ~~naturally~~ call for varied application of the policy above. Courses graded credit/no credit do not produce the distribution of grades indicated in the grade descriptions above. Courses in which the differential quality of performance is difficult or

impossible to assess may be graded other than A through F when authorized by the same officers, agencies, and procedures required for changes in the curriculum. When requested by a department, school, or program, experimental departures from regular grading practices may be authorized in undergraduate courses by the Undergraduate Council.

Competency-based courses shall normally be graded credit/no credit. Upper division work, including specialized work, shall not be a normal exception to the general grading policy. Although students are prepared to do higher level work than in lower division courses, higher levels of achievement shall be demanded therein for higher grades.

### **3.0 Administration of Policy**

3.1. To facilitate common understanding of grading policy, each department, school, and program shall have a grading policy based on University policy and elaborating all general and special applications of the policy acceptable to the relevant college academic policy and planning committee and on file in the college dean's office.

3.2. Every member of the faculty shall assign grades in ~~their his or her~~ classes in conformity with the policies set forth above. To facilitate common understanding between the instructor and students, the specific coordination of course requirements and University grading policy shall be presented to the students at the beginning of a course.

3.3. Responsibility for maintaining department, school, or program integrity in grading practices shall rest with the department or program chair or school director. Every semester or session the chair or director shall ~~review-reeive~~ data on grades awarded in courses offered in the department, school, or program. The chair or director shall compute and distribute the department, school, or program grading data according to internal procedures. The department, school, or program shall maintain grading ~~standards integrity~~ chiefly through discussions of grading practices ~~and peer pressure~~. An instructor who provides a professionally defensible explanation for marked or persistent departure from predictable grading patterns shall be in conformity with policy.

3.4. Late Grade Submission: Every instructor shall report grades to the Office of the Registrar by the published due date. Not turning in grades on time shall constitute failure to perform the responsibilities of the position (cf. California Education Code, sec. 89535(f)). Violations of this policy shall result in progressive discipline, including written warnings, reprimands, and, in the case of repeated incidents, disciplinary action as stated in the Collective Bargaining Agreement. A list of all violators shall be a matter of public record. If grades have not been submitted fifteen days past the published due date, the department chair or school director may submit grades in the instructor's stead.

### **4.0 Options, Computation, and Registration of Grades**

4.1. **Registration of Grades:** At the end of each semester or session in which a student is enrolled, a report of courses taken, showing units used in reporting shall be as follows: Grade of A ~~(outstanding achievement, available only for the highest accomplishment)~~, 4 points; B ~~(praiseworthy performance)~~, 3 points; C ~~(average, awarded for satisfactory performance, the most common undergraduate grade)~~, 2 points; D ~~(minimally passing, less than the typical undergraduate achievement)~~, 1 point; F ~~(failing)~~, 0 points; I (incomplete), counted as units attempted after one year, 0 points; SP (satisfactory progress), not counted in the grade point average; W (withdrawal), not counted in the grade point average; Audit, no credit earned and not counted in the grade point average; No Audit, no credit earned and the course title shall not appear on the transcript; Cr (credit), signifying units earned 59 but not counted in the grade point average; NC (no credit), no credit earned and not counted in the grade point average; U (unofficial withdrawal), counted as F for grade point average and progress point computation.

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### **Rationale**

This policy change adds Course Learning Outcomes to referenced assessment criteria as a reflection of current practice. It also seeks to clear up a common misreading of Senate Policy that has led to a belief that the University requires the average letter grade for an undergraduate class be C, and that the average letter grade for a graduate class be B. This policy language removes reference to any grade being “average” to clarify that Senate policy mandates these grades not as the average grade of a class as a whole, but rather as the grades given for satisfactory, but unremarkable, performance by individual students.

TO: Senate Executive Committee / Senate  
FROM: Keven Jeffery, Chair, Faculty Affairs Committee  
DATE: April 24, 2024  
RE: Action Item: Update to Policy Language Regarding SDSU Syllabi

## Action Item

### Academic Responsibilities

#### 1.0 Instructional Materials

1.1. Instructors shall ensure that instructional materials used in or for a course are significantly related to the announced structure and purpose of the course. Giving the audience forewarning of materials that may be deemed offensive shall be optional.

1.2. Instructional materials, whatever their source (rental, purchase, private collection, guest lecture), shall be legally acquired and shall include captioning whenever possible.

2.0 **Course Syllabi:** The syllabus for each course shall describe the course's purpose, scope, and student learning outcomes. In addition, each syllabus shall include office hours and contact information for the instructor, refer to the current procedure for accommodating students with disabilities (refer to Student Ability Success Center), and describe the course design, required materials, schedule, and grading policies, which may vary by section. A syllabus shall not bind the instructor to specific details, and the instructor shall retain the right to adjust the course design. Major departures from the syllabus, however, especially with regard to student learning outcomes, major assignment due dates and exam dates, and grading policies, shall be made only for compelling reasons.

2.1. As a university located on the historic lands of the Kumeyaay Nations, faculty retain the option to include the SDSU Land Acknowledgement statement (the abbreviated or full version) in their syllabus as recognition that SDSU resides on the land of the Kumeyaay, and as an expression of the university's commitment to advancing access, justice, equity, diversity, and inclusion. 146

2.2. Instructors shall provide students with access to their course syllabus at or before the first class meeting, ~~and -In addition, instructors shall~~ post their syllabus on the official ~~and available course site of the SDSU Canvas~~ learning management system as well as any other course web site routinely accessed by the course students. Any major changes to the course syllabus shall be announced in class, communicated to all students electronically, and incorporated into an updated and posted version of the syllabus.

2.3 Recognizing that access to syllabi is important for alumni and prospective students, instructors shall submit their syllabi to the appropriate department coordinator at a time specified by College policy or by the end of the semester.

2.4 Departments shall, by the end of each semester, submit their syllabi for deposit into the SDSU Syllabus Collection according to procedures defined in the Chairs and Directors Handbook.

### **Rationale**

Currently policy requires that syllabi are to be deposited into the SDSU Syllabus Collection by departments. This new policy language clarifies how syllabi are obtained by departments.

**MEMORANDUM**

**Date:** April 15, 2024

**To:** University Senate  
San Diego State University

**From:** Michele Goetz  
Chief Executive Officer and Associate Vice President  
SDSU Research Foundation

**RE:** Senate nominations for the SDSU Research Foundation Board of Directors

The SDSU Research Foundation (SDSURF) board has two upcoming Senate-recommended vacancies that need to be filled. I am requesting that the two nominations referenced in the body of this memo be brought to the University Senate floor at the May 7, 2024, meeting for Senate recommendation to the SDSU President for nomination approval.

**Background**

The composition of the SDSU Research Foundation Board of Directors as specified in Article III Directors states:

The Board of Directors shall consist of two categories of voting Directors as follows:

Ex officio Directors: The President, the Provost, the Vice President for Research and Innovation, the Vice President for Business and Financial Affairs, and the President of Associated Students of San Diego State University.

Directors elected by the Board of Directors: Four faculty members of the University recommended by The Senate, nominated by the President, and elected for four-year terms, and up to eight individuals, at least five of whom are “public” members from the community, nominated by the President and elected for three-year terms.

**Responsibilities**

Board members must meet certain standards of conduct and attention in carrying out their responsibilities to SDSU Research Foundation. Duties and obligations expected during the duration of Board service include: regular attendance at meetings and functions; active participation; advocacy and understanding of SDSU Research Foundation’s purpose, mission, services, policies, and programs; assure financial responsibility by approving the annual budget and overseeing adherence to it; provide planning oversight and support; governance of SDSU Research Foundation policies and legal accountability for its operation; responsibility of creating, reviewing, and updating the mission statement; and provide self-assessments to evaluate how well the Board is performing.

**Nomination #1**

Jennifer Thomas, Ph.D. is a professor and the master’s program advisor in the Department of Psychology. She joined SDSU as an assistant professor in 2000. Dr. Thomas has served on the SDSU Research

Foundation Board of Directors for two terms and has a strong interest in serving a third term. We support Dr. Thomas nomination for renewal as she is an experienced researcher who brings thoughtful questions and perspectives to issues presented to the board. Her prior experience on the board brings valuable knowledge and historical continuity to furthering the mission of SDSU Research Foundation in supporting the research, scholarship, and creative activities of SDSU faculty, staff, and students.

### **Biography**

Dr. Jennifer Thomas' research focuses on the effects of prenatal exposure to drugs of abuse on brain and behavioral development. She is particularly interested in reducing the severity of fetal alcohol effects, using choline supplementation as a potential treatment. She is also interested in identifying risks associated with prenatal cannabis exposure and on the effects of prenatal drugs on sleep behavior. Dr. Thomas's lab integrates students into all levels of research, enabling them to gain experience with behavioral testing and neuropathological evaluation.

Dr. Thomas is the recipient of over \$9 million in grants—primarily from the National Institute on Alcohol Abuse and Alcoholism. This includes a prestigious National Institutes of Health MERIT Award. She has also been instrumental in the administration and/or preparation of conference, consortium, and training grants.

Dr. Thomas received her B.S. from Iowa State University and her M.A. and Ph.D. from the University of Iowa.

### **Nomination #2**

Uduak Z. George, Ph.D. is a tenured associate professor in the Department of Mathematics and Statistics. She joined SDSU as an assistant professor in 2018. Dr. George has expressed enthusiastic interest in being nominated for and serving on the SDSU Research Foundation Board of Directors, as she feels her experience and expertise would be a beneficial addition to the board. She is also excited to support and help further the mission of SDSURF. We support Dr. George's nomination as she will bring a new voice and a fresh perspective to the board that will be valuable in ensuring we are meeting the needs of SDSU faculty, staff, and students.

### **Biography**

Dr. Uduak Z. George is a mathematical biologist with expertise in multiscale computational modeling and artificial intelligence (AI)/machine learning. She is the principal investigator of George Lab at SDSU. Her lab focuses on two broad areas of research: one area of research is the utilization of multiscale computational modeling to understand how the tissue environment regulates the normal development/formation and long-term functioning of branched organs such as the human lungs, pancreas, and mammary gland. Another area of research involves utilizing AI/machine learning to address health disparities in underserved populations. Dr. George earned her B.S. in Electrical Electronic Engineering from University of Uyo, Nigeria, her M.S. in Computational Mathematics with Modeling from Brunel University, West London, and her Ph.D. in Mathematics from the University of Sussex, England. Dr. George had her postdoctoral research training at the University of Wisconsin-Milwaukee and at North Carolina State University, and prior to joining SDSU she worked at the University of Georgia's College of Engineering in Athens as a limited-term assistant professor. Dr. George is a recipient of the National Institutes of Health's Artificial Intelligence/Machine Learning Consortium to Advance Health Equity and Researcher Diversity (AIM-AHEAD) fellowship. Dr. George's research is supported by funds from the National Science Foundation (NSF) and the National Institutes of Health (NIH). Dr. George is a recipient of the 2023 NSF CAREER Award. She is a recipient of the NIH Future Research Leaders Award.



## Graduate Council

To: Senate Executive Committee / Academic Senate

From: Graduate Council

Date: April 18, 2024

Subject: ACTION: Update Policy File Language for Faculty-Student Relations

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The Graduate Council moves to update the [Senate Policy File](#) with the following changes to

### **UNIVERSITY POLICIES: Codes**

#### **Faculty-Student Relations**

#### **Faculty-Student Relations**

- 1.0 Governing Principles: In all matters related to classes and grades, relations between faculty and students at San Diego State University shall be governed by the following principles:
  - 1.1. The instructor (i.e., professor, lecturer, or graduate teaching associate) shall be in charge of the class and shall be responsible for its discipline and grading. The instructor shall provide and follow a syllabus, shall maintain an atmosphere conducive to learning, and shall administer examinations and other exercises to determine the level of student attainment in a manner reasonably calculated to minimize the possibility of dishonest work. Grading practices shall meet the highest professional standards of objectivity, fairness, and accuracy, and testing procedures shall be designed to reasonably determine student attainments in the course's subject matter.
  - 1.2. The student shall cooperate with the instructor and fellow students in maintaining an atmosphere conducive to learning. The student shall be courteous to faculty and fellow students and shall be scrupulously careful to adhere to the highest standards of academic honesty.
- 2.0 Disciplinary Responsibilities: In fulfilling responsibilities, the instructor may impose reasonable penalties for infractions of university and class rules and for instances of student dishonesty. In addition, the instructor shall report all incidents of academic dishonesty to the Vice President for Student Affairs and Campus Diversity or to the appropriate judicial body.
- 3.0 Grade Changes: The grade given to a student by an instructor shall not be changed by anyone other than the instructor except 1) as described in 9.0 Official Withdrawal, and 2) under the provisions in the Student Grievance Code. In controversies about grades, assigned grades shall be presumed to be correct.



4.0 For additional discussion of academic misconduct, see University Policies: Academics, Cheating and Plagiarism.

**Rationale:**

The Policy File authorizes retroactive withdrawal in UNIVERSITY POLICIES: Academics, Grades, 9.0 Official Withdrawal (W). Retroactive withdrawal is a form of grade change, and the workflow involves individuals other than the instructor. Cross-referencing the Senate's retroactive withdrawal policy in this section eliminates an existing ambiguity.



## Graduate Council

To: Senate Executive Committee / Academic Senate

From: Graduate Council

Date: April 18, 2024

Subject: ACTION: Update Policy File Language for Retroactive Withdrawal

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The Graduate Council moves to update the [Senate Policy File](#) with the following changes to **UNIVERSITY POLICIES: Academics**  
**Grades**

### Grades

#### 9.0 Official Withdrawal (W)

After the Schedule Adjustment Deadline, a student may withdraw from a course(s) under conditions outlined below. For late withdrawals processed from the Schedule Adjustment Deadline through Census, all notation of the course shall be deleted from the student's record; for late withdrawals processed after Census, the symbol W shall replace an assigned grade. Summer Session deadlines may vary.

##### 9.1. Late Schedule Adjustment

9.1.1. Withdrawing from a course(s) after the Schedule Adjustment Deadline and before the last 20% of instruction shall be permitted only for unforeseen serious and compelling reasons. All such requests shall be accompanied by appropriate verification. Undergraduate students may withdraw from no more than 18 semester-units attempted at SDSU. Permission to withdraw from a course(s) during this period shall be granted only with the approval of the instructor, the approval of the College dean or designee (Graduate Dean or designee in the case of graduate students). Permission to withdraw from all courses in the current term shall be granted with approval of the College dean or designee (Graduate Dean or designee in the case of graduate students). Catastrophic Withdrawals (see 9.1.2.) during Late Schedule Adjustment do not count toward the unit maximum.

9.1.2. Catastrophic Withdrawal: Students shall not be permitted to withdraw from a course(s) during the final 20% of instruction except in cases, such as accident or serious illness where the cause of the withdrawal is due to circumstances clearly beyond the student's control and the assignment of an incomplete is not practical. All such requests shall be accompanied by appropriate verification. Such withdrawals will not count against unit maximums in 9.1.1. Permission to withdraw from a course during this period shall be granted only with the approval of the instructor, the College dean or designee (**Graduate Dean or designee in the case of graduate students**), and an Academic Affairs administrator appointed by the president. Permission to withdraw from all courses in the current term shall be granted with approval of the College dean or designee (**Graduate Dean or designee in the case of graduate students**) and the Academic Affairs Administrator or designee. For graduate students, withdrawal from

one or more courses during the final 20% of instruction shall require the ~~signature~~ **written acknowledgment** of each instructor, who shall indicate the student's grade in the class, and approval of the **Graduate** ~~Dean of the College of Graduate Studies~~ or designee.

## 9.2. Retroactive Withdrawal

- 9.2.1. After the last day of the semester or session, ~~a~~ **an undergraduate** student who wishes to change assigned grades to W grades may request to withdraw from either individual courses, or the full semester's or session's work. **Graduate students must petition for retroactive withdrawal from all courses in a prior semester; exceptions for partial retroactive withdrawal based on unusual circumstances may be approved by the Graduate Dean or designee.** ~~Such requests~~ **Retroactive withdrawal** may be granted only in cases such as accident or serious illness where the cause for substandard performance was beyond the student's control. All requests shall be accompanied by appropriate verification. Only those retroactive changes from an assigned grade to a W shall be made that are approved by the dean or designee (including assistant deans) of the college of the student's major (**Graduate Dean or designee in the case of graduate students**) and the Academic Affairs Administrator or designee.
- 9.2.2. For graduate students, each retroactive change from an assigned grade to a W shall ~~be approved by~~ **require written acknowledgment from** the instructor who assigned the original grade except that (a) the **Graduate** ~~Dean of the College of Graduate Studies~~ or designee may authorize the change of U or WU to W and (b) department chairs or school directors shall act on behalf of instructors no longer affiliated with the university or absent from the university for a length of time that would unduly delay processing the withdrawal request.
- 9.2.3. **For graduate students, retroactive withdrawal must be filed within two years after grades are posted. Approval beyond that time may be granted by the Graduate Dean or designee in highly unusual circumstances, unless a degree has been awarded and the transcripts are sealed.**

## Rationale:

The proposed changes from the Graduate Council fall into five categories.

1. Inconsistent language and unintended omissions regarding the role of “Graduate Dean or designee” are resolved.
2. In section 9.1.2, “written acknowledgement” is more appropriate than “signature”. Because paper forms are no longer used, written acknowledgment of a student’s withdrawal petition often occurs via email rather than a signature.
3. The opening sentence of 9.2.1 better clarifies that undergraduate and graduate student policy differ in this section.
4. In section 9.2., Graduate Council approves changes to which courses may be approved for retroactive withdrawal. The history of this section is:

- a. Prior to April 2020, retroactive withdrawal was an “all or none” policy:

*After the last day of the semester or session, a student who wishes to change assigned grades to W grades shall request to withdraw from the full semester’s or session’s work; no requests for individual classes shall be accepted.*

...

- b. In an emergency April 2020 meeting, Senate approved a temporary policy change, associated with the global pandemic and sudden switch to remote instruction:

*After the last day of instruction for a term, if a student wishes to change assigned grades to W grades, the student shall request to withdraw from individual classes or the full semester’s work. Total withdrawal requests shall be granted where the cause for substandard performance was due to circumstances clearly beyond your control. The COVID-19 pandemic constitutes such a circumstance.*

- c. In May 2021, Senate made a permanent policy change in this area:

*After the last day of the semester or session, a student who wishes to change assigned grades to W grades ~~may shall~~ request to withdraw from either individual courses, or the full semester’s or session’s work; ~~no requests for individual classes shall be accepted~~. Such requests may be granted only in verified cases such as accident or serious illness where the cause for substandard performance was beyond the student’s control. **All requests shall be accompanied by appropriate verification.** Only those retroactive changes from an assigned grade to a W which ~~are approved by the instructor who assigned the original grade~~ shall be made ~~except that (a)~~ **that are approved by the dean or designee (including assistant deans)** of the college of the student’s major ~~shall authorize the change of U to W, and (b) department chairs or school directors shall act on behalf of instructors no longer affiliated with the university~~ **and the Academic Affairs Administrator or designee.***

The newly proposed changes for graduate students in section 9.2.1 are intermediate between historical restrictions (requests for individual class retroactive withdrawal will not be considered) and current policy (requests for individual class retroactive withdrawal will not be restricted). Graduate Council faculty believe that newly proposed changes better balance appropriate grade change exceptions for a range of serious student circumstances against the integrity of the transcripts. For graduate students, retroactive withdrawal from only the lowest grade courses in a prior term would become the exception, rather than the norm.

5. In section 9.2.2, instructor “approval” is replaced with “written acknowledgement”. “Approval” in 9.2.2 seems to be a previously unnoticed conflict with other language throughout section 9.0. “Written acknowledgement” has long been in use for both undergraduate and graduate student withdrawal requests. To justify a withdrawal request, students are only required to provide personal information to the small number of staff and academic administrators who are making the decision. Without access to this (usually confidential) information, instructors cannot be expected to make a reasonable decision regarding approval or denial.
6. Many requests are filed for retroactive withdrawal from courses that were completed many years ago. As the length of time increases, it becomes more difficult for the student to obtain third party documentation, more difficult to obtain acknowledgment from the instructor of record, and more difficult for staff and academic administrators to make a well-informed decision. For example, Graduate Studies receives many requests each year to withdraw from courses completed five or more years ago. The most extreme recent example is a request to retroactively withdraw from a single course taken in 1987.

There are currently no guidelines or restrictions on when retroactive withdrawal petitions may be filed. In contrast, students who cannot reach agreement with an instructor regarding a typical grade appeal have only one semester to file an appeal with the Student Grievance Committee (per procedures posted on the Student Grievance Committee website). In a somewhat related policy, instructors are only required to retain student course materials for one year (CSU Records/Information Retention and Disposition Schedule). Graduate Council believes that the policy proposed in 9.2.3 represents a reasonable restriction on retroactive withdrawal for graduate students: two years after course completion, with allowance for exceptions.

2024-2025 University Catalog -Action - Graduate Programs TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: April 30, 2024 / May 7, 2024									
	Title	Action (New)	Action (Deleted)	Program Type	Major Code	SIMS Code	Status	Proposal Link	Notes
	Financial and Tax Planning, M.S.	x		Degree Program				<a href="https://sdsu.curriculog.com/proposal:3057/form">https://sdsu.curriculog.com/proposal:3057/form</a>	Elevation No curricular changes
	Music Education, M.M.	x		Degree program				<a href="https://sdsu.curriculog.com/proposal:2367/form">https://sdsu.curriculog.com/proposal:2367/form</a>	Pending Graduate Curriculum Committee/Graduate Council approval



SAN DIEGO STATE  
UNIVERSITY

TO: SEC/Senate  
FROM: William Welsh, Chair, Faculty Honors and Awards Committee  
DATE: April 30, 2024  
SUBJECT: ACTION: Emeritus Request

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

- **Kate Hatstrup**, Professor of Psychology, August 16, 2024, 29 years
- **Yeongling Helio Yang**, Professor of Management Information Systems, August 19, 2024, 26 years

2024-2025 University Catalog - Action - Undergraduate Programs TO: SEC / Senate FROM: Steve Barbone, Chair, Undergraduate Curriculum Committee DATE: April 30, 2024 / May 7, 2024							
Title	Action (New)	Action (Deleted)	Program Type	Major Code	SIMS Code	Proposal Link	Notes
Language Acquisition and Bilingualism Minor	x			Minor		<a href="https://sdsu.curriculog.com/proposal:2533/form">https://sdsu.curriculog.com/proposal:2533/form</a>	



TO: Senate Executive Committee / Senate  
FROM: Hala Madanat, Chair, University Research Council  
DATE: 4/25/24  
RE: Revision to Research, Classified or otherwise Privileged (Policy File)

**Research, Classified or Otherwise Privileged Research, Classified, Controlled  
Unclassified, Proprietary or Confidential**

**1.0** ~~San Diego State University shall not engage in classified or otherwise privileged research.~~ Classified Research is defined as research, methods and/or results that are restricted to individuals who have U.S. government security clearances.

**1.1** ~~“Classified research” shall refer to projects restricted in whole or in part for purposes of national security.~~ San Diego State University (SDSU) and/or San Diego State Research Foundation (SDSURF) shall not engage in Classified Research unless all the criteria outlined below are met:

~~1.1. “Otherwise privileged research” shall refer to projects that involve requests from sponsors or others for the maintenance of confidentiality and that are subject to one or more of the following restrictions:~~

**1.1.1** The proposed research has been reviewed and approved by the Vice President of Research and Innovation, Vice President for Information Technology/Chief Information Officer, the appropriate Dean, and Facility Security Officer (FSO).

**1.1.2** SDSU and/or SDSURF has met all necessary requirements to obtain clearance to perform research and hold classified information/data as required by the contract and applicable regulations;

**1.1.3** All required personnel have obtained necessary security clearances to perform the research as required by the contract and applicable regulations;

**1.1.4** The project requires the use of unique specialized facilities or the participation of personnel unique to SDSU and/or SDSURF;

**1.1.5** Research does not involve participation by students for work related to fulfillment of degree requirements. Sponsoring faculty are obligated to explain and document this requirement to any students working on a classified project and discuss the fact that Classified Research may not be publishable without third party permission; and

**1.1.6** Adequate access to research facilities or instrumentation on-campus used by faculty or students for nonclassified research must be maintained. The sponsoring agency must finance any instrumentation, equipment, or space renovations on-campus designated solely for Classified Research.

~~a) The research or its results shall be neither in whole nor in part freely publishable.~~

~~b) Manuscripts and other documents generated from the research shall be subject to outside sponsor restrictions on publications of more than 90 days or to editorial changes by the sponsor without consent of the author.~~

~~e) Proprietary information shall be restricted by confidentiality agreement(s) as to be so pervasive or so central to the research that~~

~~even the general nature of the research and its methodology cannot be disclosed, and the university can no longer ensure or accept legal responsibility for adequate oversight of the research by appropriate faculty or administrators not party to the confidentiality agreement(s).~~

~~1.2. Maintenance of confidentiality in research for protection of individual rights to privacy pursuant to the university's Guidelines on the Protection of Human Subjects, the Family Education Rights and Privacy Act, the San Diego State University Student Records Policy, and other applicable state and federal regulations shall not be construed as privileged research.~~

**1.2 No thesis or dissertation shall be accepted as the basis for a degree if it is subject to restraints imposed by Classified Research.**

~~2.0 Requests by faculty members or students for exceptions to this policy shall be forwarded through the Dean of the College to the University Research Council for recommendation to and approval by the Vice President for Research and Innovation, and the President of the university. Controlled Unclassified Information (CUI) is defined as information that requires safeguarding or dissemination controls pursuant to and consistent with applicable law, regulations, and government-wide policies but is not classified.~~

~~2.1. Privileged research may be acceptable under the following conditions:~~

- ~~a) Brief delays in the publication of research for patenting or other proprietary purposes (one year maximum on approval of the Vice President for Research and Innovation) or for sponsor review and comment on manuscripts (not to exceed 90 days) provided that no sponsor agree that no changes in the manuscript be made without the consent of the author;~~
- ~~b) Protection of specifically identified proprietary information essential for the conduct of the research that is disclosed to the San Diego State University investigator by an outside sponsor, person, or entity under the terms of a confidentiality agreement between the investigator, the San Diego State University Research Foundation, and the owner of the intellectual property;~~
- ~~e) Maintenance of confidentiality in certain research-related activities primarily undertaken as a service (e.g., certain subcontracted clinical trial studies) wherein the project director certifies in advance that the activity is not primarily "research" and the results are not independently publishable (on approval of the President of the university or designee).~~

**2.1 SDSU and/or SDSURF may engage in research involving CUI provided all the following conditions are met:**

- 2.1.1 The research has been reviewed and approved by the Vice President of Research and Innovation, the Vice President for Information Technology, and appropriate Dean;**

- 2.1.2 All required personnel must complete CUI training;
- 2.1.3 All required personnel must complete export control training and Technology Control Plan (TCP), if applicable;
- 2.1.4 All required personnel must abide by SDSU CUI Policy;
- 2.1.5 Protection of specifically identified CUI is essential for the conduct of the research that is disclosed to the SDSU investigator by an external sponsor under the terms of a confidentiality agreement or other applicable agreement between the investigator, SDSURF and the owner of the CUI; and
- 2.1.6 CUI is appropriately identified by the providing agency.

~~2.2. No thesis or dissertation shall be accepted as the basis for a degree if it is subject to restraints imposed by privileged research. The Dean of the College of Graduate Studies may, however, approve requests from students to withhold library shelving of a thesis or dissertation approved by the faculty for up to one year to protect the patent or other proprietary rights of students and faculty.~~

- 2.3. Principal Investigators are obligated to document that any students who will work on any research involving CUI have received training on the proper treatment of CUI in advance and understand that certain aspects of research involving CUI may not be publishable.
- 2.4. A thesis or dissertation may be accepted as the basis for a degree on a case by case basis if it is subject to restraints imposed on research involving CUI. The Dean of the College of Graduate Studies may approve requests from students to withhold library shelving of a thesis or dissertation approved by the faculty for up to one year to protect the patent or other proprietary rights of students and faculty.

~~3.0 In national emergencies, the President of the university may elect to accept classified research upon the recommendations by the Dean of the College, the University Research Council~~

3.0 Proprietary or business confidential research refers to projects that involve requests from sponsors or others for the nondisclosure of the project.

3.1 San Diego State University may engage in proprietary or business confidential research provided the following conditions are met:

- 3.1.1 Brief delays in the publication of research for patenting or other proprietary purposes (one year maximum on approval of the Vice President for Research and Innovation) or for sponsor review and comment on manuscripts (not to exceed 120 days) provided that sponsor agrees that no changes in the manuscript be made without the consent of the author;
- 3.1.2 Protection of specifically identified proprietary information essential for the conduct of the research that is disclosed to the SDSU investigator by an outside sponsor, person, or entity under the terms of a non-disclosure agreement between the investigator, SDSURF and the owner of the intellectual property;
- 3.1.3 Maintenance of confidentiality in certain research-related activities primarily undertaken as a service wherein the project director certifies in

advance that the activity is not primarily "research" and the results are not independently publishable (on approval of the Vice President of Research and Innovation or designee); or

- 3.1.4 The research has been reviewed and approved by the Vice President of Research and Innovation, and appropriate Dean.
- 3.2 A thesis or dissertation may be accepted as the basis for a degree on a case by case basis if it is subject to restraints imposed by proprietary or business confidential research. The Dean of the College of Graduate Studies may approve requests from students to withhold library shelving of a thesis or dissertation approved by the faculty for up to one year to protect the patent or other proprietary rights of students and faculty.
- 3.3 Permissible delays
  - 3.3.1 The university may enter into nondisclosure agreements to allow for the exchange of proprietary information between partnering institutions during proposal development and submission.
  - 3.3.2 The university may agree to delay the submission of materials intended for publication for a maximum of 60 days to provide time for a sponsor to review such materials for confidential proprietary information that is protected under a sponsored agreement. In addition, because public disclosure of a patentable invention prior to filing a patent application precludes the availability of patent protection in most countries, the university may agree to delay the submission of materials intended for publication for a maximum of 90 days, not including the 60-day review period stated above, in order to seek patent protection.
  - 3.3.3 If an agreement proposes a restriction on publication, a Publication Waiver must be reviewed and approved by the Vice President of Research and Innovation, and appropriate Dean.
- 3.4 Maintenance of confidentiality in research for protection of individual rights to privacy pursuant to the university's Guidelines on the Protection of Human Subjects, the Family Education Rights and Privacy Act, the San Diego State University Student Records Policy, and other applicable state and federal regulations shall not be construed as proprietary or business confidential research.

**To: SEC/Senate**  
**From: Amanda Spirz, Associate Registrar**  
**Date: April 30, 2024**  
**Subject: Graduation Report, Spring/Summer 2024**

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The Spring/Summer 2024 graduation application filing period was from October 2, 2023 to January 30, 2024. In accordance with the Senate policy, lists of baccalaureate degree candidates for Spring/Summer 2024 graduation have been distributed. Lists of advanced degree candidates for Spring/Summer 2024 graduation, as approved by the Graduate Council, have also been distributed. Each faculty member has been given the opportunity to approve or disapprove the candidates by ballot.

**Undergraduate Graduation Candidates** - The Office of the Registrar sent three email notifications (10/2/2023, 11/30/2023 and 1/19/2024) to students with 86+ units earned or in the second bachelor's degree nursing program about the method and deadline to apply for Spring/Summer 2024 graduation. Once the student submits a completed graduation application, they'll receive a notification to their SDSUid email address confirming the receipt of their application and the graduation term they've applied for. The student's graduation application is then queued for their assigned Graduation Advisor in the Office of the Registrar who'll review their academic record, assess their remaining degree requirements, and note any missing requirements at the bottom of the degree evaluation. Once the student's academic record has been evaluated the student will receive an email notifying them their graduation evaluation has been completed and to review their degree evaluation. The student may then work with their major/minor advisor(s) or graduation advisor if they have any inquiries about their graduation evaluation or progress toward their bachelor's degree completion.

After January 30, 2024 and by April 12, 2024, a student who has a serious and compelling reason may request to submit a late Spring/Summer 2024 undergraduate graduation application by contacting the Office of the Registrar. Between April 13, 2024 and May 16, 2024 (official last day of Spring 2024) and August 9, 2024 (official last day of Summer 2024), late applications may be accepted due to serious and compelling reasons. The graduation advisor will assess if the student's request is appropriate (e.g., degree evaluation shows they're in their final semester/term's classes required to complete the bachelor's degree) and inform the student of the next steps regarding the graduation application process.

For the Spring/Summer 2024 undergraduate graduation process, the auto-graduation job will be run after the Spring/Summer 2024 semester ends and the Office of the Registrar has completed the certification of Spring/Summer 2024 grades. Provided the student has met all graduation requirements between my.SDSU student information system and uAchieve degree evaluation, their Spring/Summer 2024 bachelor's degree will be posted to their SDSU transcript. All students will receive a notification to their SDSUid email address regarding their graduation status (i.e., graduated, pending, or canceled) with the university. For the students with the pending or canceled graduation status, the graduation advisors will connect with them regarding

the next steps in order for them to successfully complete their bachelor's degree requirements. If the degree requirements will not be met by the end of the 6 week deadline to confer degrees in accordance with the deadline of ERS reporting, the student's graduation application will be transferred to the next graduation term.

### **Graduate Graduation Candidates**

Graduate Studies makes several attempts to notify graduate students of upcoming applications for the spring/summer graduation deadline of January 30, 2024. Graduate Studies sent four email notifications to students on November 16, 2023, December 15, 2023, January 19, 2024, and January 26, 2024. The email notification provides students with the deadline to apply for Spring/Summer 2024 graduation, associated fee, commencement information, and mailing address information. Application for graduation deadlines are included on the announcement section and the deadline flier located on the Graduate Studies website. This information was available on our website as of August 1, 2023 as well as the SDSU Graduate Students Canvas homeroom. Lastly, an announcement is sent to graduate advisors/directors as part of the graduate advisor email notice that is sent by the Associate/Assistant Dean of Graduate Studies.

Graduation Evaluations were generated and emailed to advisors and students that applied to graduate by the original application deadline of January 30, 2024 (ultimately extended to February 2, 2024), as well as included students that paid by the late application deadline of February 22, 2024. The "Graduation Evaluation" job is a bulk process that generates degree audits for applicants. The assigned Graduate Evaluator will review the student's record and verify remaining degree requirements. The Graduate Evaluators will make necessary comments on the student's graduation evaluation or make necessary adjustments to the student's individualized record. Once the student's graduation evaluation was completed, Graduate Studies emailed students their Graduation Evaluation. The Graduation Evaluation outlined a student's outstanding degree requirements and deadlines by when those requirements needed to be completed. Students are advised to contact our office or work with their Graduation Advisor if they have any inquiries about their graduation evaluation or progress towards the completion of their degree. Graduate Studies continued to receive applications for graduation several months after the original application deadline. Graduate Studies set a February 22, 2024 deadline for late applications for students that had missed the original January 30, 2024 and subsequently February 2, 2024 deadline. This allowed students to apply late with an additional late fee. There was a second late application that required students to petition for graduation. The petition process began after the late application which ended on February 22 deadline and ran through April 19, 2024. Students petitioning to apply for late graduation were required to include a letter of support from the graduate advisor outlining the students remaining requirements, if any, and the timeframe of the outstanding degree requirements that will be completed. This informs Graduate Studies of any outstanding department deadlines/requirements in order for the student to be recommended for graduation.

Receiving a recommendation from the program advisor will assist with determining if it is appropriate that the student apply to graduate or defer graduation for an additional semester

due to outstanding degree requirements. If a student is on track to complete their degree requirement by the end of the term, their petition for late graduation is approved. Students that were approved to apply late were required to submit an application for graduation by April 19, 2024 and pay the application fee, along with the late fee, no later than April 26, 2024. Students were notified if they do not pay the late application fee by April 26, 2024, their Spring/Summer 2024 graduation application will be rolled over to the Fall 2024 semester for evaluation. All students that had applied to graduate by April 4, 2024 were included in the senate ballot that was also sent out to Department Chairs, Commencement Coordinators, Graduate Advisors, and Assistant Deans of each college on April 8, 2024. Students who did not pay the graduation fee by April 4th but paid before April 26, 2024 were not included in the ballot that was sent out on April 4, 2024, but have been included in the number count of Spring/Summer 2024 applicants. It is worth noting that at this time our office has not had any inquiries from students trying to graduate after having missed the April 19, 2024 deadline. After the Spring/Summer 2024 semester ends on May 16, 2024 and the Office of the Registrar has completed end of term verification, Graduate Studies will run their graduation job. Provided the student has met all graduation requirements, their Spring/Summer 2024 degree will be posted to their SDSU transcript. The exceptions to this are Joint Doctoral Students as our office is required to consult with our joint partners at the end of the joint campus' term that a student is eligible for graduation. All students will receive a notification to their SDSUid email address notifying them when their diploma has been mailed out and to what address it was sent to. For students that are not eligible for graduation, Graduate Studies will email the student a cancellation notification. The Graduation Cancellation Notice provides the student with the specific reason as to why their graduation was canceled. Students are encouraged to contact our office or their Graduate Advisor to discuss necessary steps to remediate outstanding degree requirements. Graduation Cancellation Notices are sent out within two to three weeks after the end of the semester. Students that have their graduation canceled will automatically be re-evaluated for graduation for the subsequent term.

### **Overall Graduation Candidates**

A summary of the students who applied for Spring/Summer 2024 graduation is available [here](#).

To: SEC/Senate

From: André Skupin, Chair, Freedom of Expression Committee

Date: October 26, 2023

Subject: ACTION: Modification of automatic signature content attached to Senator Discussions listserv posts

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**ACTION:** The Freedom of Expression Committee moves that language automatically added to the signature section of messages sent to the Senator Discussions listserv since approximately September 25, 2023 be removed, such that this language is no longer is appended to future messages. Respective language added on September 25 is the following:

“The Senate Discussions listserv is unmoderated and NOT the official channel for University Senate Business. Participation in this listserv is entirely voluntary. The Senate Discussions listserv is meant to promote dialogue and deliberative decision-making for the benefit of the SDSU Community. In alignment with the SDSU Principles of Community, “We respect the right of every individual to think, speak, and discuss any idea in the spirit of advancing knowledge when expressed in a manner that promotes dignity and understanding” Please note that the Senate Policy on Electronic Communication applies to all listserv communication, and provides examples of misuse (e.g. using electronic communication via email, listserv, chat, web conference or otherwise to harass or intimidate others). Violations of this policy may lead to disciplinary actions, up to and including termination or expulsion, as well as revocation of access to university information technology resources.”

Removal of such language shall include any modifications made after September 25, including the current version of this appendage:

“The Senate Discussions listserv is unmoderated and NOT the official channel for University Senate Business. Participation in this listserv is voluntary. This listserv promotes dialogue and deliberative decision-making for the benefit of the SDSU Community. In alignment with the SDSU Principles of Community, “We respect the right of every individual to think, speak, and discuss any idea in the spirit of advancing knowledge when expressed in a manner that promotes dignity and understanding”. The Senate Policy on Electronic Communication applies to all listserv communication, and provides examples of misuse (e.g. using electronic communication via email, listserv, chat, web conference or otherwise to harass or intimidate others). Violations of this policy may lead to disciplinary actions, up to and including termination or expulsion, as well as revocation of access to university information technology resources. [https://senate.sdsu.edu/06\\_policy-file/2023-08-25\\_policy-file.pdf](https://senate.sdsu.edu/06_policy-file/2023-08-25_policy-file.pdf)”

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### **Rationale:**

Starting September 25, 2023, every message sent to the Senator Discussions listserv automatically includes language shown above. No justification was provided for this added language as of October 26, nor were any questions raised by senators in regards to this answered. Specifically, questions regarding this were raised by Senator and FEC member Peter Herman on Sep 26 (cc: Senate Chair) and again on Oct 2 (to: Senate Officers and Senate) and Oct 3 (to: Senate Officers and Senate). No responses were received as of Oct 26, a full month after the changes were made.

The added language is objectionable on several grounds:

#### **1) Selective Policy Content**

The added language is highly selective when it comes to referencing specific elements of existing policy. For example, it fails to reference the Freedom of Expression Policy, which explicitly recognizes that:

“the principles established in the First Amendment of the United States Constitution, Article 1, Section 2 of the Constitution of the State of California, and the California



Education Code (sec. 66301) apply to all faculty, staff, and/or students, San Diego State University (SDSU) affirms the following principles of the free expression of ideas: Freedom of expression is a tenet of higher education; is integral to the mission of the University and to its students, staff, and faculty; is a central and inviolate freedom to learn and teach; necessary for an educated populace; is a requisite to a free society; is incompatible with the suppression of opinions; is incompatible with prior restraint; encompasses forms of expression other than speech; and defends the expression we abhor as well as the expression we support.”

Instead, when it comes to actually existing policy, the added language chooses to highlight punitive measures in regards to the use of electronic communications, concluding with a reference to “disciplinary actions, up to and including termination or expulsion, as well as revocation of access to university information technology resources”.

Such selective focus on punitive measures, including threats to the livelihood of employees of San Diego State University and affiliated entities, could have the effect of stifling voices critical of the University, its administration and mechanisms. That is especially problematic when involving the SDSU Senate, which is not an academic or administrative unit, but instead constitutes the deliberative assembly of the University. Senators are accorded certain rights and privileges, including the right to submit action items, information items, and report items for consideration by the Senate and to participate in university governance in ways not accorded to non-senators. It is thus in the interest of the whole university community to be able to trust that the provisions of the Freedom of Expression Policy are fully respected in all deliberations and discourse that senators are engaged in. That includes in particular the Policy’s asserted incompatibility with prior restraint.

## **2) Non-Policy Content**

The added language makes reference to and quotes from the “SDSU Principles of Community”. These do not constitute approved university policy, a fact made clear at <https://www.sdsu.edu/community-principles>:

“The principles of community are not official SDSU policy; nor do they replace existing policies, procedures or codes of conduct.”

Its inclusion in the language added on September 25 and its mingling with selective elements of actual policy may lead recipients to wrongly conclude that the Principles of Community constitute approved policy.

## **3) Inefficiency**

Aside from the issues raised in regards to policy content and non-policy content of the language added on Sep 25, it is highly inefficient – technologically and cognitively – to add such lengthy language to every listserv message. It is the nature of listserv discourse that messages are sent in response to each other. As a result, a lengthy thread replicates the same signature language, significantly adding to message length.

To: SEC / Senate  
From: Gustaaf Jacobs and Brian Hentschel, co-Chairs URP  
Date: 14 March 2024  
Subj: ACTION: Bylaws 3.4

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ACTION: URP moves that the Senate adopt the following changes to the URP membership in the Senate Policy File (Bylaws) *for a 2nd reading*.

### 3.4 Committee on University Resources and Planning

#### 3.4.1. Membership (2017)

3.4.1.1. Ex officio (85) : Vice President for Academic Affairs (or designee), Vice President for Business and Financial Affairs or designee, Vice President for Student Affairs and Campus Diversity or designee, the Vice President for Research and Innovation or designee, ~~Vice President for Information Technology or Designee, Vice President for University Relations and Development or designee; Business and Financial Affairs and Business Services Manager at SDSU Imperial Valley (or designee);~~ and the University Senate Treasurer.

3.4.1.2. Appointed (12): nine faculty members, one from each college, the Library, and SDSU Imperial Valley, nominated by the Committee on Committees and Elections and appointed by the Senate, at least two of whom shall be elected senators; one staff member selected by the Staff Affairs Committee in consultation with the staff senators and confirmed by the Senate, and two students appointed in accordance with procedures established by the Associated Students.

RATIONALE: This change brings the URP membership into alignment with the current mandate of Bylaw 3.1: the membership of the eight Standing Committees *"shall be composed of a majority of faculty."* Note that the proposed change in URP membership also aligns with the new rule CBL proposes to secure shared governance: that MPPs make up no more than 25% of the membership of a Standing Committee. The specific MPP positions deleted from the URP roster were chosen by the Council of Vice Presidents and communicated to URP by the VP of Business & Financial Affairs (Agnes Wong-Nickerson). Members of URP fully supported these suggestions from the Council of Vice Presidents because URP does not usually handle many issues directly related to Information Technology, University Relations and Development, and Imperial Valley, especially relative to more common issues directly related to Academic Affairs, Business and Financial Affairs, Student Affairs and Campus Diversity, and Research and Innovation. Furthermore, resource items for Imperial Valley typically flow through Academic Affairs, Business & Financial Affairs, or Student Affairs and Campus Diversity based on the nature of the request. In addition, URP agreed that the divisions not represented as members could be invited as guests when items concerning their area were on the agenda.

TO: Senate Executive Committee / Senate

FROM: Linda Abarbanell, Co-Chair, SDSU Imperial Valley Faculty Council, David Kanaan, Co-Chair, SDSU Imperial Valley Faculty Council, Keven Jeffery, Chair, Faculty Affairs Committee

DATE: April 24, 2024

RE: Action Item: Resolution on Priorities for Collegiality, Inclusivity, and Equity for IV Faculty in Home Departments on the San Diego Mesa Campus

**San Diego State University Resolution on Priorities for Collegiality, Inclusivity, and Equity for IV Faculty in Home Departments on the San Diego Mesa Campus**

**WHEREAS**, all tenure-track faculty whose primary teaching assignment is on the Imperial Valley campus have dual appointments with a home department on the SDSU Mesa campus in San Diego; and

**WHEREAS**, all tenure-track faculty whose primary teaching assignment is on the Imperial Valley campus undergo tenure review by a peer committee and their department chair on the Mesa campus; and

**WHEREAS**, the degree of inclusivity extended to said faculty by their home departments on the Mesa campus, including mentorship, resources, and invitations to participate in meetings and committees where decisions have import for them, has historically and continues to depend on the practices of individual department chairs; and

**WHEREAS**, said faculty have historically and continue to experience large inequalities with respect to resources when compared with faculty in their home departments on the Mesa campus, including large gaps in salary;

**WHEREAS**, the above-mentioned factors have historically had and continue to have an effect on faculty recruitment and retention, and, by extension, the education that is offered to students enrolled on the Imperial Valley campus; and

**WHEREAS**, the above-mentioned factors contradict SDSU's stated mission of excellence and its goal of being One SDSU Community;

**Be it resolved**, that the SDSU University Senate supports the following list of Priorities for Collegiality, Inclusivity, and Equity for Imperial Valley faculty in their Home Department on the Mesa Campus to be considered for adoption into the SDSU Senate Policy File and the Department Chairs Handbook.

1. Recruitment and retention of SDSU Imperial Valley faculty should require offering and adjusting salaries equivalent to their San Diego-unit colleagues based upon experience and achievements, and not be reduced due to the location of the campus.
2. SDSU Imperial Valley tenured/tenure track faculty should be included in all faculty directories and have equivalent website profile pages as other tenured/tenure-track faculty within their San Diego-based unit (Department, Division, School, or College).
3. SDSU Imperial Valley tenure-track faculty at the Assistant level should be offered the opportunity of having a tenured faculty mentor and tangible systems of support (e.g., administrative support) from their San Diego-based unit or equivalent.

4. SDSU Imperial Valley tenured/tenure track faculty should be invited to attend faculty meetings within their San Diego-based unit with a virtual option being provided.
5. SDSU Imperial Valley tenured/tenure track faculty should be included in the conversation of their respective San Diego-based unit committees where decisions have implications for the SDSU Imperial Valley campus, e.g., curriculum committees.
6. SDSU Imperial Valley tenured/tenure track faculty is to be provided with access to individual or shared office space on the San Diego Mesa campus.
7. SDSU Imperial Valley faculty should receive appropriate reimbursement and/or accommodations for travel expenses (e.g., mileage) when required to attend activities or teach at the Mesa Campus.
8. To avoid confusion with the local community college (Imperial Valley College or IVC), and because virtually all of the students in the Valley who transfer to SDSU-IV come from that college, references to SDSU Imperial Valley should consist exclusively of SDSU Imperial Valley, SDSU-IV or, in the simplest case, IV. All relevant systems should be updated to reflect this nomenclature.
9. Information about the rights and responsibilities of IV faculty, including the points outlined above, should be added to the Senate Policy File and the Department Chair Handbook.
10. Department chairs on the Mesa campus should receive training about the existence and integration of Imperial Valley campus faculty into their home departments in San Diego.

**SDSU University Senate Resolution in Support of Students' Right to Protest Acts of  
Terrorism, War Crimes, Crimes Against Humanity, and Genocide Against  
People—Specifically Palestinians in Gaza and the West Bank**

WHEREAS, Over 35,000 people have been killed in the ongoing crisis in Palestine (34,000+) and Israel (1,200+), with no end in sight;<sup>1</sup>

WHEREAS, Homes and lands have been decimated in Gaza and stolen in the West Bank, and because Palestinians have been denied adequate access to food, water, power, and life-saving medical care, Palestinians are suffering from mass starvation and preventable death;

WHEREAS, The San Diego State University Senate (Senate), condemns the mass violence and subsequent suffering endured by innocent people through terrorism, war crimes, crimes against humanity and genocide against all people and the destruction and theft of their homes and lands—specifically Palestinians in the ongoing crisis in Gaza and the West Bank;

WHEREAS, The Senate reaffirms its support of the San Diego State Senate Resolutions *Condemning Anti-Palestinian, anti-Arab, and Anti-Muslim Racism*<sup>2</sup> and *Reaffirming the Condemnation of Antisemitism on Campus*<sup>3</sup>;

WHEREAS, The Senate expresses serious concern about the vicarious trauma, survivor guilt, and grief that SDSU students and community members are experiencing as a result of these atrocities and their impact on family, friends, and homelands; be it further

RESOLVED, That the Senate supports students' First Amendment rights to protest and engage in direct actions condemning acts of terrorism, war crimes, crimes against humanity, and genocide against all people, as well as the United States' role in supporting such actions through financial, technological, and military support;

RESOLVED, The Senate urges SDSU, CSU and San Diego-area administrations to engage in the difficult conversations and mediations necessary to end and avoid additional violence and suffering of all people impacted in the Middle East and the U.S.;

RESOLVED, The Senate calls for the SDSU Administration to employ peaceful responses rather than deploy police on campus to address student actions given that police presences on campuses across the nation have led to an escalation in violence and inhibited open and peaceful dialogue;

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<sup>1</sup> <https://www.ochaopt.org/content/hostilities-gaza-strip-and-israel-reported-impact-day-206>. See also <https://www.ochaopt.org/data/casualties> and <https://www.ochaopt.org/content/flash-appeal-occupied-palestinian-territory-2024>.  
<sup>2</sup> [https://senate.sdsu.edu/06\\_policy-file/2024-03-05\\_resolution\\_condemning\\_anti\\_palestinian\\_anti\\_arab\\_anti\\_muslim\\_racism.pdf](https://senate.sdsu.edu/06_policy-file/2024-03-05_resolution_condemning_anti_palestinian_anti_arab_anti_muslim_racism.pdf)  
<sup>3</sup> [https://senate.sdsu.edu/06\\_policy-file/2023-12-12\\_resolution\\_reaffirmation-of-condemnation-of-antisemitism.pdf](https://senate.sdsu.edu/06_policy-file/2023-12-12_resolution_reaffirmation-of-condemnation-of-antisemitism.pdf)

RESOLVED, The Senate calls for faculty and staff to extend care and flexibility to students at the end of this semester and during the final examination period, especially as students engage in direct action in support of divestment and a ceasefire.

**Authored by:**

AP&P Committee Chair  
SDSU University Senate Officers

**Submitted By:**

Nola Butler Byrd, Chair

**Endorsed By:**

Nola Butler Byrd, Senate Chair  
Pamella Lach, Academic Policy & Planning, Chair  
Esme Murdock, Senate Vice Chair  
Amanda Fuller, Senate Secretary  
Satish Sharma, Senate Treasurer

To: Senate Officers, SEC, Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: April 25, 2024  
Subject: AY 2023-2024 End of Year Report

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During the 2023-2024 academic year, the Academic Policy & Planning Committee (AP&P) undertook the work of our established annual agenda, including receiving and addressing referrals from the Senate; reviewing proposals for new programs, program elevations, and program deactivations; and engaging in work related to enrollment, retention, and graduation. The following provides a brief summary of our work, including the status of our current referrals and an overview of all of the action and information items we sent to the Senate.

### **Roster**

AP&P's anticipated roster for AY 24-25 is:

1. **Arts and Letters:** Paula De Vos (2023-2026)
2. **Business:** Yan Luo\* (2021-2024; renewing for 2024-2027)
3. **Education:** TBD (Nicholas Johnson's term ends 2024; not renewing)
4. **Engineering:** Khaled Morsi (2021-2024; renewing for 2024-2027)
5. **Health and Human Services:** Changqi Liu\* (2022-2025)
6. **Imperial Valley:** David Kanaan\* (2023-2026)
7. **Library:** Pamella Lach, chair\* (term renewed through 2027); **AY 24-25 chair**
8. **Professional Studies and Fine Arts:** Dani Bedau\* (2022-2025)
9. **Sciences:** Vadim Ponomarenko\* (2021-2024; renewing for 2024-2027)
10. **Staff:** Leviticus Johnson (2023-2026)
11. **Associated Students:** one-year appointment to be made Fall 2024
12. **Associated Students:** one-year appointment to be made Fall 2024
13. **Provost (ex officio):** Bill Tong\* (no term limit)
14. **AVP FASS (ex officio):** Joanna Brooks\* (no term limit)
15. **Dean of Graduate Studies (ex officio):** Tracy Love or designee Andy Bohonak (no term limit)
16. **Senate Chair (ex officio):** TBD\* (no term limit)

\*denotes Senator

### **Status of Referrals**

**20/21\_06: ASCSU Resolution: Faculty Emeritus/Emerita Status: Revocation and Appeal**  
Emeritus revocation policy created and forwarded to SEC for consideration at the final Senate meeting of AY 23-24.

*Status: Action item pending*

### **20/21\_09: Policy Reviews for Programs Offered through Global and Main Campuses**

No progress made.

*Status: on hold*

### **21/22\_04: Five-Year Review of Academic Administrator**

Clarification received about the positions that should undergo five-year review. Preliminary committee discussions began after receiving feedback from last year's review committees. AY24-25 revisions anticipated to focus on the composition of review panels (including how elections and appointments are managed), procedures and responsibilities, and clarifying the early review request process.

*Status: In process*

### **21/22\_28: Review & Update Search Committees for University Admin Bylaws**

Policy updated and forwarded to SEC for consideration at the final Senate meeting of AY 23-24.

*Status: Action item pending*

### **23/24\_01: Assess the Feasibility of an Online Campus-wide Policy File Catalog**

Preliminary discussion held at our November meeting to explore this referral. Next steps uncertain.

*Status: In process*

### **23/24\_08\_Updating Definition of Faculty in Constitution**

Preliminary discussion held with representatives from the Lecturer Affairs Committee at our March meeting. We anticipate collaborating with LAC in AY 24-25 to explore expanded voting rights for contingent faculty.

*Status: In process*

### **Action Items**

In addition to our ongoing referral work, we sent the following action items to Senate this year:

**Minor modifications to graduate courses:** Applies the same process of abbreviated review for minor modifications of undergraduate courses to graduate courses. *Approved at the November Senate meeting.*

**AP&P Charter Membership Update, Second Reading:** Adds the University Senate chair as a voting ex-officio member to AP&P. *Approved at the December Senate meeting.*

**Tenure Track Planning Policies:** Chair Lach co-authored this policy with the Chair of the Tenure Track Planning Committee, the Chair of Diversity, Equity, and Inclusion Committee, and the Chair of the Faculty Affairs Committee. Revisions to policies related to tenure track planning



and the TTPC. Revisions included clarifying and strengthen the TTPC's role in determining hiring priorities in each planning cycle, creating greater transparency in the decision-making process for allocating new faculty lines, connecting hiring priorities to enrollment management, clarifying processes and procedures for recommending and pursuing interdisciplinary cluster hires, and aligning our policy with new provisions in the Collective Bargaining Agreement related to hiring contingent faculty into tenure-track lines when appropriate. AP&P discussed some of these changes, but did not review or vote on the action item. *Approved at the December Senate meeting.*

**Emergency measures for add/drop, late schedule adjustment period, and Cr/NC:** Senate Officers asked AP&P to develop an emergency policy to extend the add/drop period in anticipation of a weeklong CFA strike. AP&P reviewed the proposed policy but did not take a formal vote on it. The Senate Executive Committee met in an emergency session in January to consider the item. The proposed policy did not receive the required two-thirds vote to be approved. *President de la Torre implemented the proposal as permitted by Title 5.*

**Curriculum review process for special topics classes:** Applies the same process of abbreviated review of minor modifications of undergraduate courses to experimental and interdisciplinary limited-duration courses (aka Special Topics). *Approved at the February Senate meeting.*

**Loss of Registration Opportunity:** Editorial change to the policy file to reflect the migration away from WebPortal. *Approved at the February SEC meeting; SEC deemed it unnecessary to send to the full Senate.*

**Establish Independent School of Physical Therapy in HHS:** Sent jointly with the University Resource and Planning (URP) Committee, recommends the establishment of an independent school in HHS for the Doctor of Physical Therapy (DPT). *Approved at the March Senate meeting.*

**Academic Notice:** Changes the language of “academic probation” to “academic notice” for undergraduate students. *Approved at the April Senate meeting.*

**Curriculum Changes, Undergraduate and Graduate - EO 1071:** Requests a one-year extension of the temporary expedited review process for program elevations that do not require curricular changes or new resources. *Submitted to the April SEC meeting for consideration at the May Senate meeting.*

**Curriculum Changes, Undergraduate and Graduate - AB 928:** Proposes an expedited review process for converting Area E GE courses to a different GE area. *Submitted to the April SEC meeting for consideration at the May Senate meeting.*

**Institutional Learning Outcome #7:** Recommends revisions to current ILO 7. *Submitted to the April SEC meeting for consideration at the May Senate meeting.*

**Cheating and Plagiarism:** Updates the definition of plagiarism to include representing work produced by generative AI as one's own. *Submitted to the April SEC meeting for consideration at the May Senate meeting.*

Finally, two of our current referrals were submitted as action items to the April SEC meeting for consideration at the May Senate meeting:

- 20/21\_06: ASCSU Resolution: Faculty Emeritus/Emerita Status: Revocation and Appeal
- 21/22\_28: Review & Update Search Committees for University Admin Bylaws

### **Information Items**

AP&P submitted the following information items in AY 23-24:

**Change to Catalog for 900-level classes:** Informs the Senate of a change to the Catalog related to 900-level courses now that blended and integrated programs are being phased out as a result of financial aid constraints. This change allows undergraduates to enroll in 900-level credentialing courses with program permission, thereby allowing us to remain compliant with Title 5. *Accepted at the March Senate meeting.*

**Undergraduate Readmissions:** Describes a new process to readmit students who have exhausted their leaves of absence and thereby lost their catalog rights. *Accepted at the March Senate meeting.*

**Impaction Changes for 2025-26:** AP&P shared this memo outlining impaction changes for AY 2025-2026 in accordance with CSU policy. These changes would affect transfer students and first-time first-year students (when they are ready to move into the major). *Accepted at the April Senate meeting.*

**Enrollment, Retention, and Graduation (ERG) Report:** Submitted in fulfillment of our charge to annually review, discuss, and report on enrollment, retention, and graduation (ERG) data and enrollment management policies and outcomes. This information item is the product of data AVP Stephan Hyman shared with AP&P at our March and April meetings. Of particular note, it raises questions about SDSU's capacity to support continued enrollment growth with respect to classroom space and utilization and faculty hiring. *Submitted to the April SEC meeting for consideration for the May Senate meeting.*

### **Progress made toward AY 23-24 Annual Agenda**

AP&P set and approved an annual agenda at its August meeting. In addition to our work receiving and responding to referrals, reviewing new program/degree proposals and proposals for program/degree deactivation, and our ERG work, members of AP&P expressed interest in exploring the following:

1. Investigate summer course offerings, faculty compensation, etc. (continued from AY 22-23). *Status: Did not address this year.*
2. Confer on matters related to the development of AI-related policy. *Status: Began conversations with the Senate Instructional and IT (IIT) Committee, the Senate Faculty Affairs Committee, and the Center for Teaching and Learning about potential policy updates related to generative AI. Proposed update to the plagiarism policy developed. We anticipate this work to continue well into AY 24-25.*
3. Engage in efforts to recruit new members to fill gaps in the roster and encourage future committee leadership. *Status: Did not address this year beyond requesting CCE's help filling sabbatical vacancies (unable to fill). We will work with CCE to fill gaps in the roster for AY 24-25.*
4. Investigate policy related to faculty governance of classes (such as course caps) and staff capacity in relationship to ongoing my.SDSU implementation; propose Senate referral(s) as necessary. *Status: Did not address this year.*
5. Explore developing policy related to future platform migrations and implementations to ensure shared governance processes are fully honored and followed. *Status: Did not address this year. Chair Lach submitted a formal referral request at the end of AY 23-24 to support AP&P's work on this in AY 24-25.*

To: SEC / Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: April 25, 2024  
Subject: INFORMATION: Enrollment, Retention, and Graduation (ERG) Report

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The Academic Policy and Planning Committee (AP&P) annually reviews, discusses, and reports on enrollment, retention, and graduation data and enrollment management policies and outcomes. In fulfillment of this responsibility, we welcomed Stefan Hyman, Associate Vice President for Enrollment Services, to our March 26 and April 16 meetings to discuss general enrollment, retention, and graduation (ERG) trends. In particular, we asked AVP Hyman to share information about faculty hiring and resource management in light of our record-breaking enrollments. Brief highlights are included in this memo and a copy of the slidedeck is attached.

### **Enrollment Trends**

As we've heard several times in Senate meetings, our enrollment is strong, with 2023-2024 FTES at 102.6% of the CO target. AVP Hyman worked closely with college deans to set admissions targets based on capacity. Transfer admissions for Fall 2024 were adjusted down slightly to account for the record-high rising junior class. Graduate admissions have improved after working out many of last year's my.SDSU implementation glitches. Summer enrollment is likewise strong. The biggest admissions challenge this year stems from the downstream impacts from changes to FAFSA. Delays in releasing the new FAFSA by the Department of Education combined with errors in their aid calculations and (for some students) an inability to submit the form at all has resulted in challenges across the country. As of April 12, 2024, 41% fewer Californians had submitted the FAFSA this year compared to the same time a year ago. As a result of these delays, SDSU has extended its intent to enroll deadline for undergraduates from May 1 to May 15.

### **Retention, Graduation, and Equity Gaps**

Having already met our GI 2025 goals, SDSU continues to improve its retention and graduation rates. We are experiencing record retention for first-time first-year students, and record four-year graduation rates both for first-time first-years and transfer students. Equity gaps continue to close for underrepresented minorities (URM) and Pell recipients, though the four-year graduate gap for first-generation students has proven to be more stubborn, hovering at around 12.3%. SDSU has the highest four-year graduation rate for black students in the CSU, and is essentially tied with Cal Poly SLO for the highest at the six-year rate. Major migration does not typically adversely impact graduation rates. Approximately 40% of first-year students change their academic program at least once, while just 8% of transfer students do. National research shows that the so-called stubbornness factor, whereby students resist changing majors that are not a good fit, typically slows them down.

### **Resource Management**

AP&P asked AVP Hyman to contextualize our steady enrollment growth within our capacity to

serve these students given space and staffing limits. We are particularly concerned about SDSU's capacity to support sustained growth. AVP Hyman presented information about classroom utilization, noting that his data reflect registrar controlled classrooms and excludes department controlled spaces. The Fall 2023 classroom utilization data (slide 22) shows that we are near full capacity during peak times (9-5) and 25-30% classroom capacity utilization in the evenings. It should be noted that classroom utilization data at Imperial Valley is flipped, with greater usage during evening hours (not included in the slide). AVP Hyman discussed the need to explore strategic scheduling of classes, adjusting class times as appropriate, and considering hybrid and online classes. It should be noted, however, that online instruction is not an across-the-board solution; rather it represents a solution for some programs and student cohorts, and one that should not be forced onto programs or students.

AVP Hyman and Registrar Stephanie Anderson will likely form a class scheduling committee in AY 24-25 to help think through the best way to use infrastructure and pedagogical approaches to solve our space utilization challenges. AP&P looks forward to supporting those efforts and thinking about unintended consequences, such as competing pulls on students who are caregivers and/or working full-time, as well as implications for graduate education.

### **Faculty Hiring**

Finally, we asked AVP Hyman to dig into longitudinal data about whether faculty hiring is keeping pace with student enrollment. These data are incredibly complex and difficult to gather, as numbers shift depending on when the data are collected, whether faculty on leave are counted (which may vary depending on the type of leave), and whether FERP and/or Grant-Related/Specially-Funded Instructional Faculty (GRIF) are included. Notwithstanding these challenges, as well as discrepancies between Chancellor's Office data and SDSU data (which only goes back to 2016), ***there are continued questions about whether tenure-track hiring, which has been ticking upward, has kept pace with our rapid enrollment growth.*** Following the start of the Great Recession, both enrollments and TT faculty began to decline due to loss of state funding. Student enrollments began to rebound in 2011-12, while TT faculty only began to rebound in 2016-17, creating more sporadic ratios between the two groups.

AP&P recognizes that more work needs to be done to understand the relationships between student enrollment and TT faculty hiring. Additionally, more data are needed to better understand the relationship between TT and contingent faculty teaching loads. The committee looks forward to working with AVP Hyman and others in AY 24-25 to improve the dataset in order to explore these complex questions.

# SDSU

San Diego State  
University

## ENROLLMENT MANAGEMENT REPORT

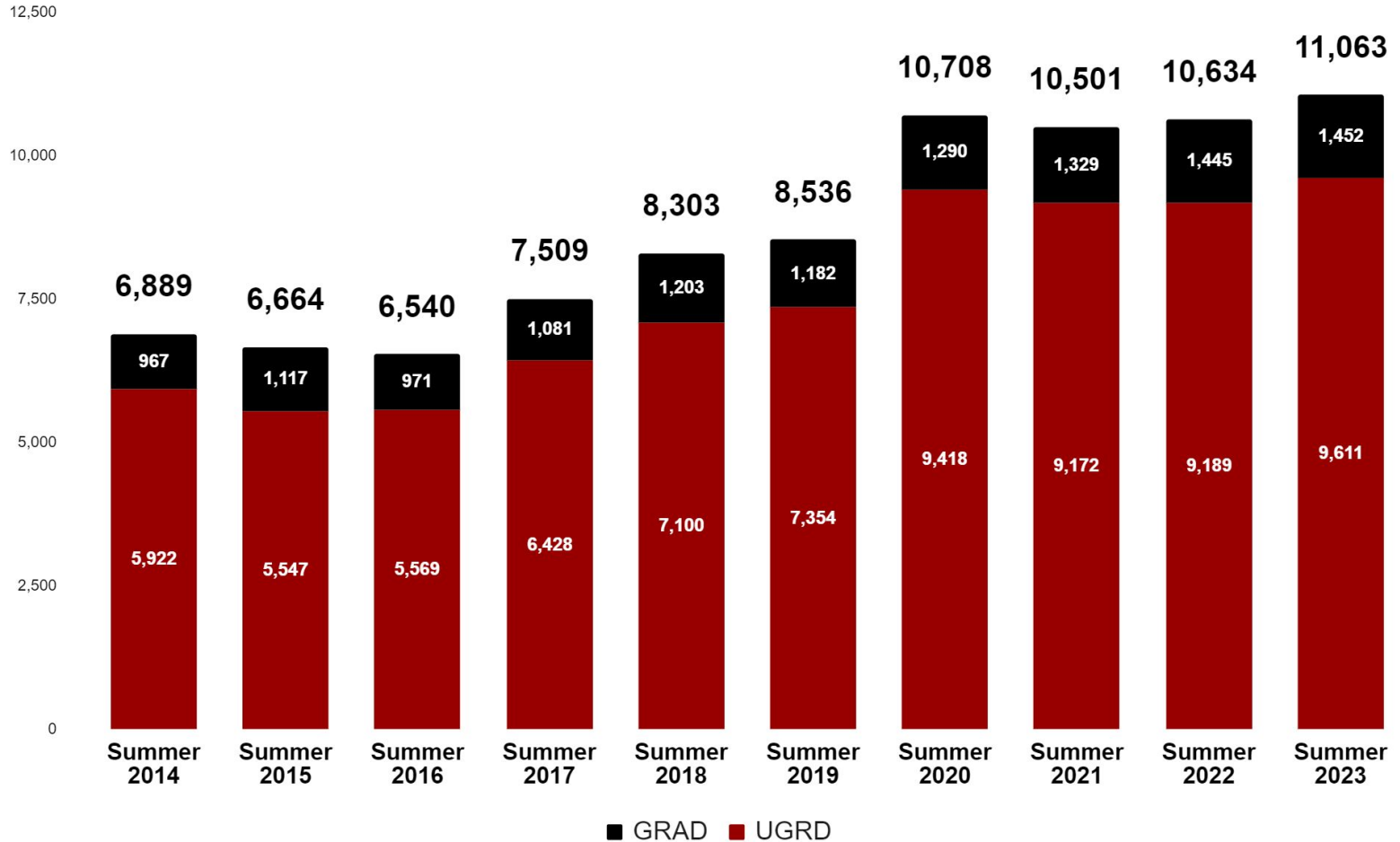
2023-24



# 2023-24 ENROLLMENT

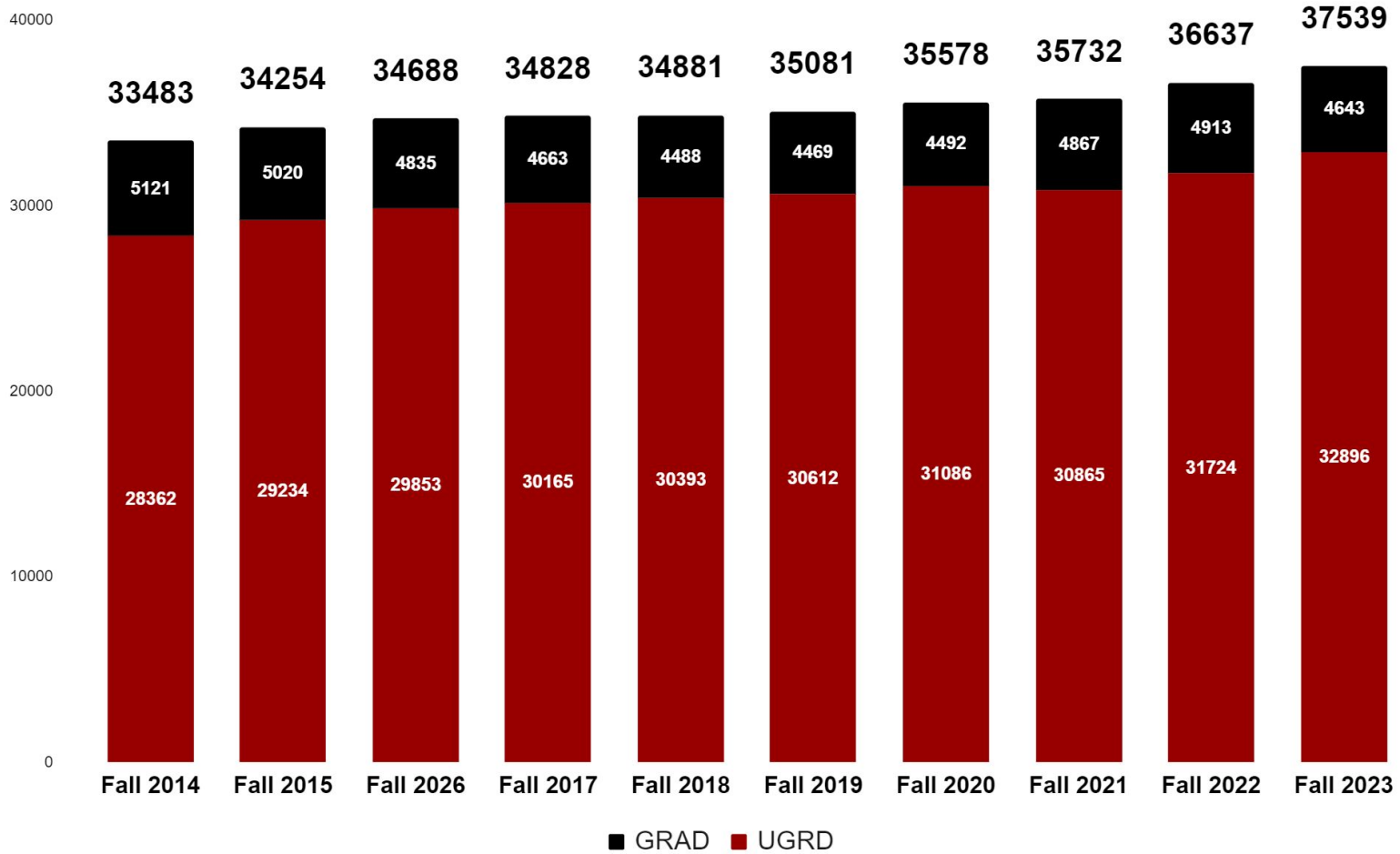


## RECORD ENROLLMENT IN SUMMER 2023

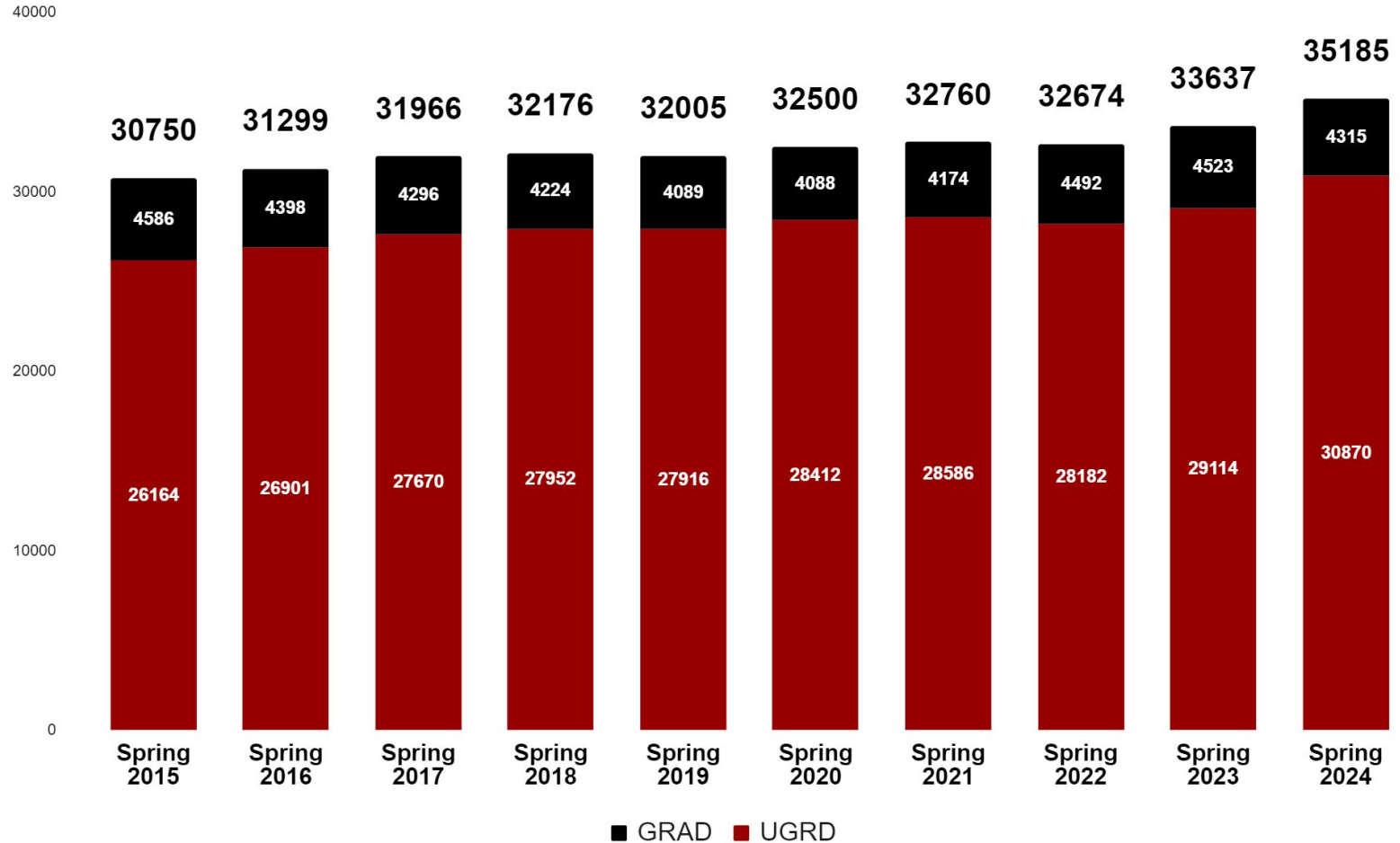




## RECORD ENROLLMENT IN FALL 2023



## RECORD ENROLLMENT IN SPRING 2024



**2023-24 Full Time Equivalents (FTES)**

	<b>Summer</b>	<b>Fall</b>	<b>Spring</b>	<b>Annualized*</b>	<b>CSU Target**</b>	<b>% Target</b>
CA Resident	4,167	29,104	27,055	30,163	29,407	102.6%
Non-Resident	557	5,251	4,772	5,290		
<b>Total</b>	<b>4,724</b>	<b>34,355</b>	<b>31,827</b>	<b>35,453</b>		

\*Sum of Summer, Fall and Spring, Divided by Two

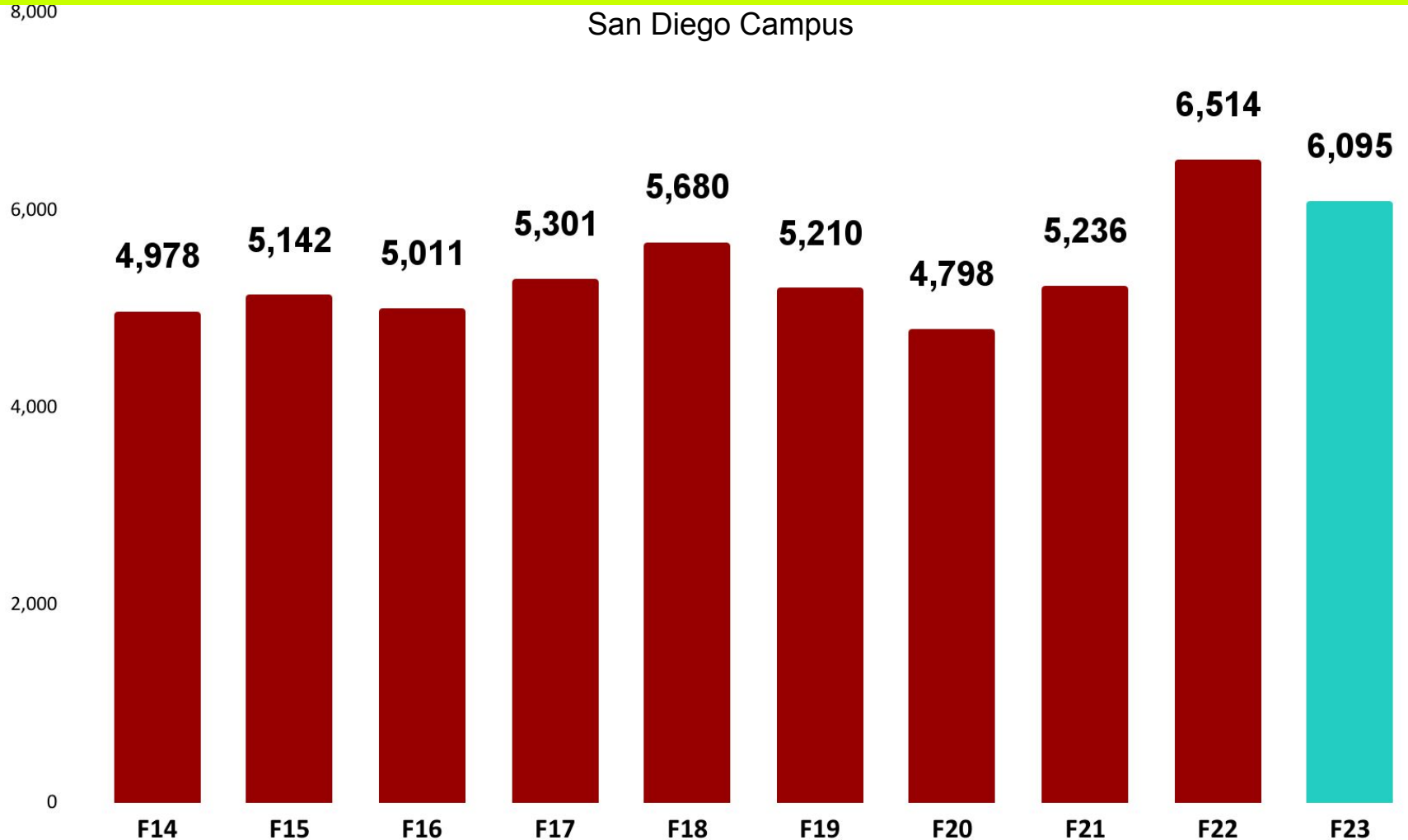
\*\*CSU Target Only for California Residents

## Changes in the Ethnic Profile of SDSU Students, Fall 2014, Fall 2019, Fall 2023

<b>URM</b>	<b>Fall 2014</b>	<b>Fall 2019</b>	<b>Fall 2023</b>	<b>5 yr Chg.</b>	<b>10 yr Chg.</b>
Native American	88	117	84	-28.2%	-4.5%
African American	1,181	1,374	1,359	-1.1%	15.1%
Hispanic	9,913	11,020	13,223	20.0%	33.4%
<b>Total</b>	<b>11,182</b>	<b>12,511</b>	<b>14,666</b>	<b>17.2%</b>	<b>31.2%</b>
<b>Not-URM</b>	<b>Fall 2014</b>	<b>Fall 2019</b>	<b>Fall 2022</b>	<b>5 yr Chg.</b>	<b>10 yr Chg.</b>
Asian	2,326	2,499	2,855	14.2%	22.7%
Pacific Islander	85	98	85	-13.3%	0.0%
Filipino	1,956	1,921	1,963	2.2%	0.4%
Multiple Ethnicities	1,976	2,160	2,540	17.6%	28.5%
White	11,826	11,974	12,531	4.7%	6.0%
Other/Not Stated	1,748	1,369	1,393	1.8%	-20.3%
International	2,384	2,549	1,506	-40.9%	-36.8%
<b>Total</b>	<b>22,301</b>	<b>22,570</b>	<b>22,873</b>	<b>1.3%</b>	<b>2.6%</b>
<b>Grand Total</b>	<b>33,483</b>	<b>35,081</b>	<b>37,539</b>	<b>7.0%</b>	<b>12.1%</b>

# FALL 2023 ADMISSIONS

## SECOND LARGEST FIRST-YEAR CLASS IN FALL 2023



**3.9**

Mean Cumulative Weighted GPA  
Record High

**59:41**

Females:Males  
10 Nonbinary

**2248**

Service Area Students  
+330 YOY

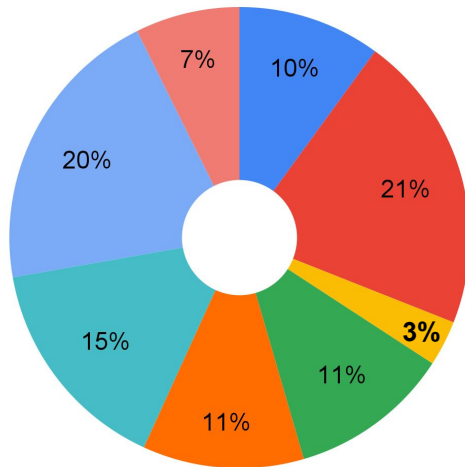
**47**

U.S. States + D.C.

**36**

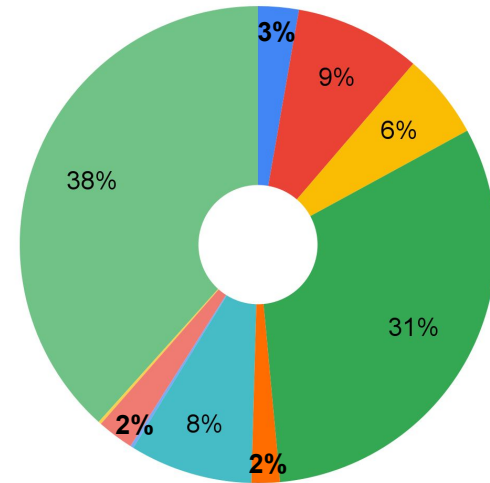
Other Nations

**Academic Unit**



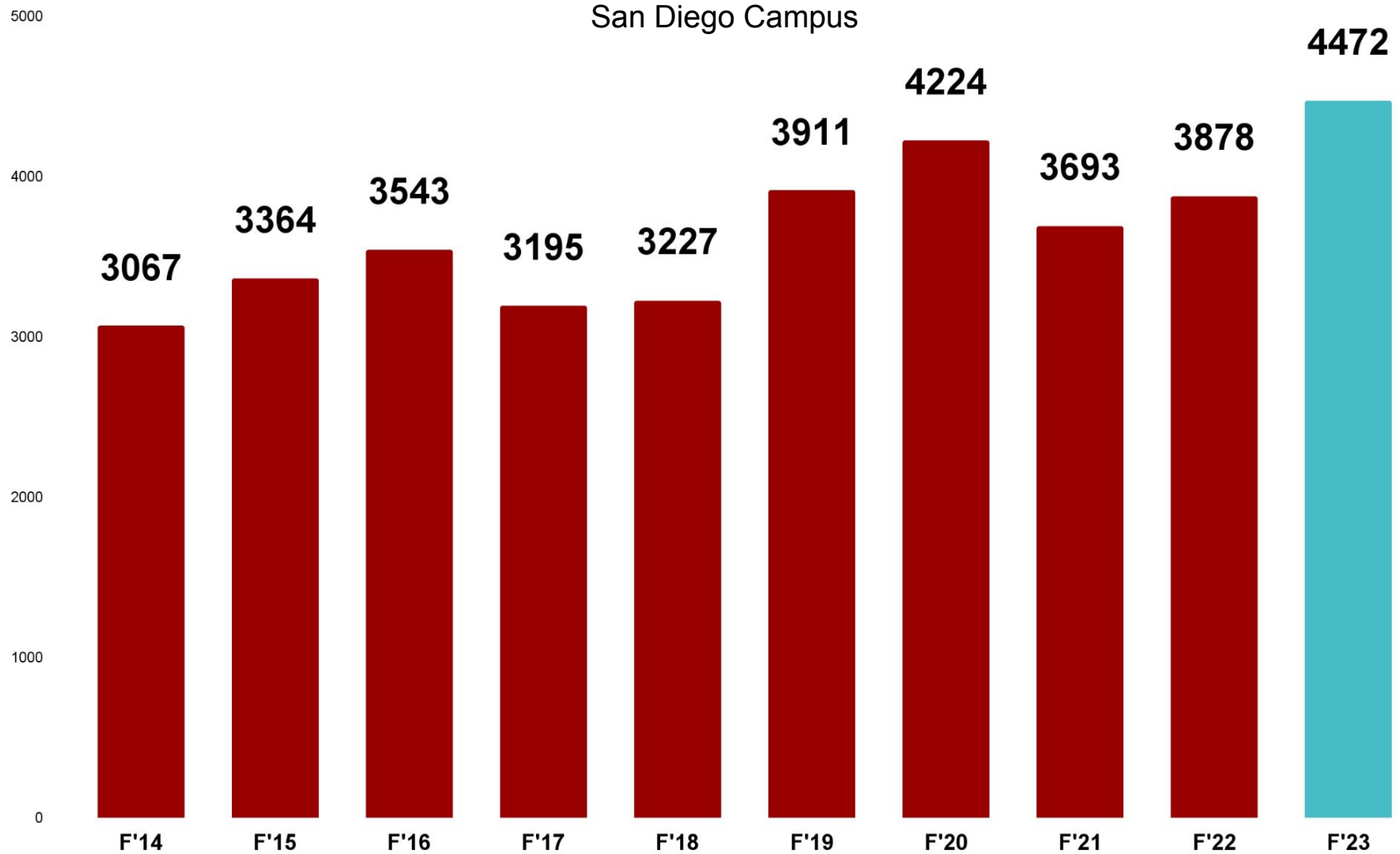
- Arts and Letters
- Business
- Education
- Engineering
- Health/Human Services
- Professional Students/Fine Arts
- Sciences
- Undecided

**Ethnicity**



- African American
- Asian
- Filipino
- Hispanic, Latino
- International
- Multiple Ethnicities
- Native American
- Other, Not Stated
- Pacific Islander, Native Hawaiian
- White

## RECORD TRANSFER & READMIT CLASS IN FALL 2023





**4472**

Students Enrolled  
Record High

**3.4**

Mean Cumulative Weighted GPA

**89.2**

Average Units (Includes Summer Courses)

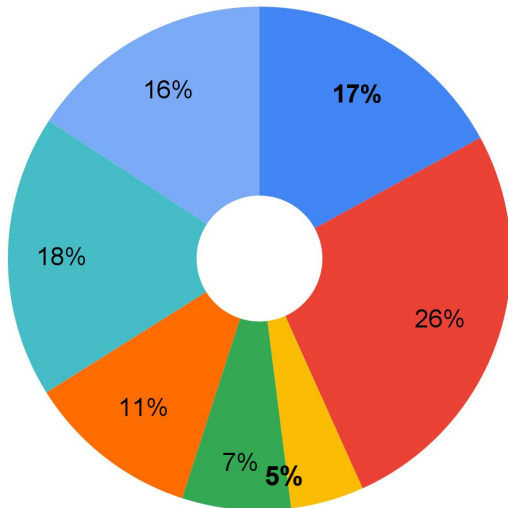
**51:49**

Females:Males  
12 Nonbinary

**2793**

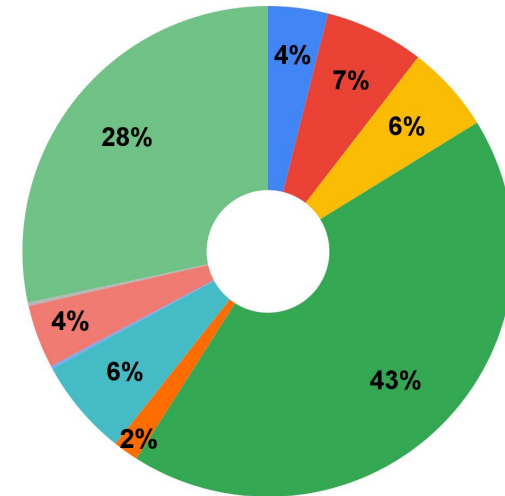
Region X Students  
+312 YOY

**Academic Unit**



- Arts and Letters
- Business
- Education
- Engineering
- Health/Human Services
- Professional Students/Fine Arts
- Science

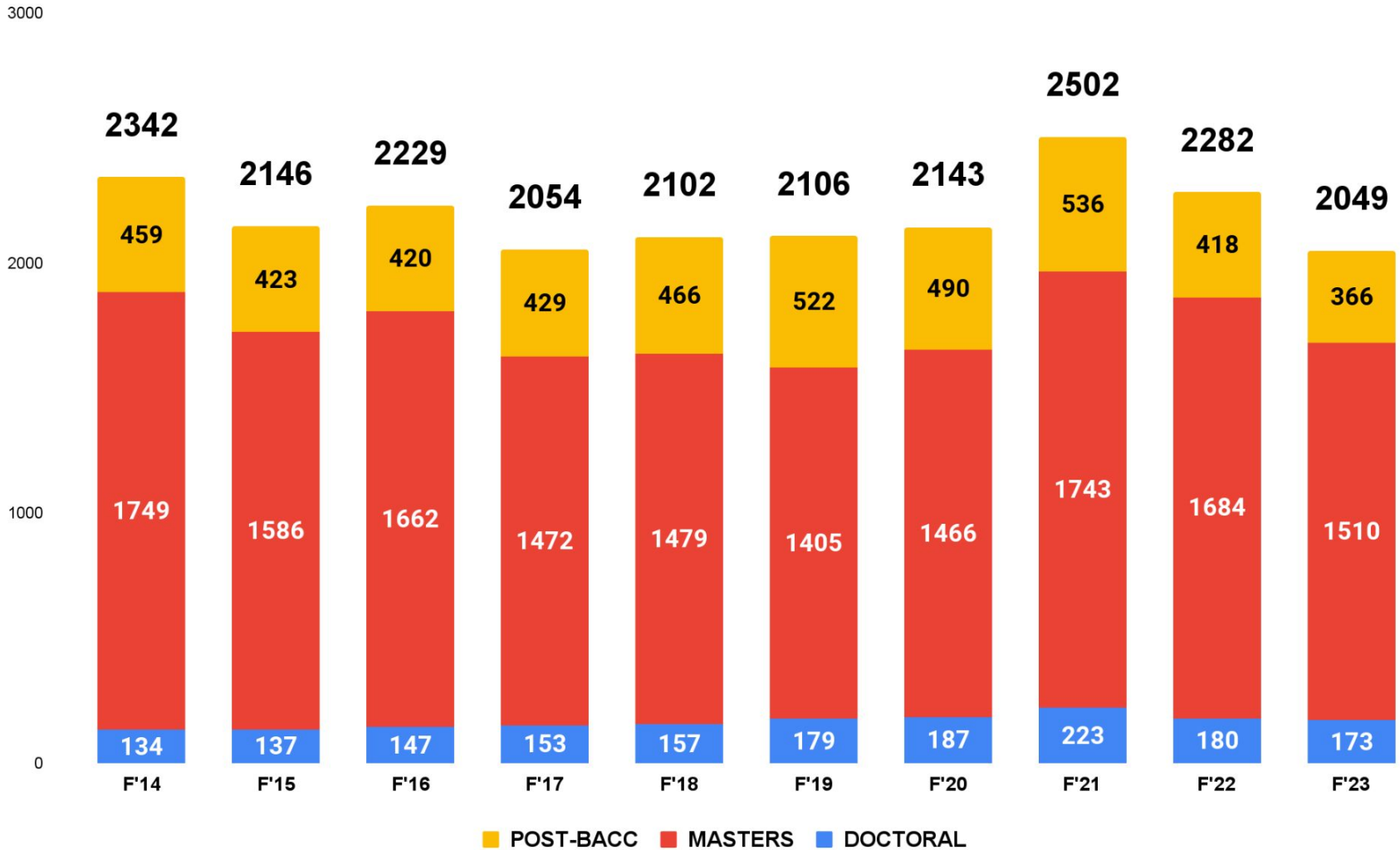
**Ethnicity**



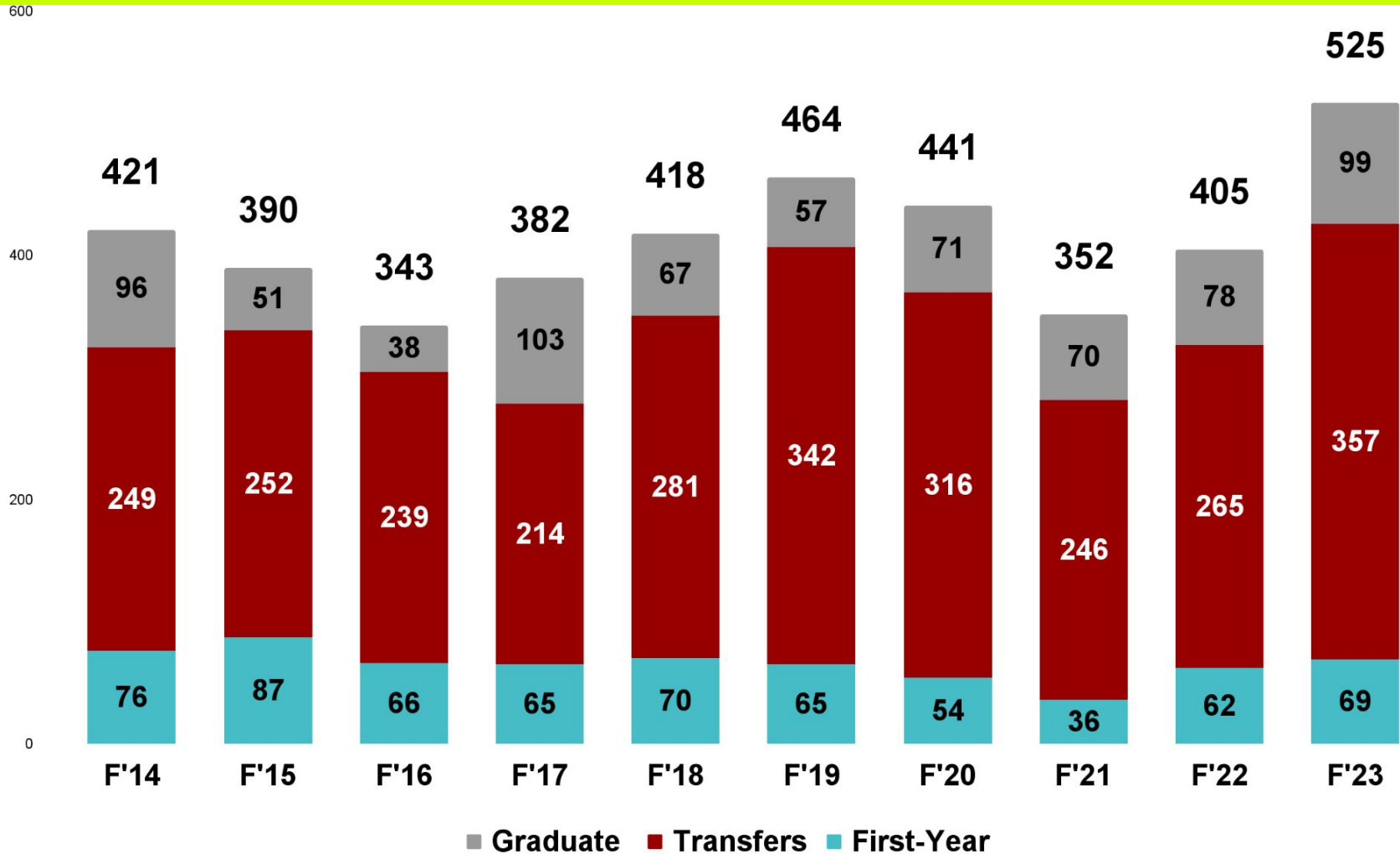
- African American
- Asian
- Filipino
- Hispanic, Latino
- International
- Multiple Ethnicities
- Native American
- Other, Not Stated
- Pacific Islander, Native Hawaiian
- White

# NEW GRADUATE ENROLLED

**New Graduate Students by Type, F'14-F'23**



## LARGEST CLASS OF NEW STUDENTS IN MORE THAN A DECADE

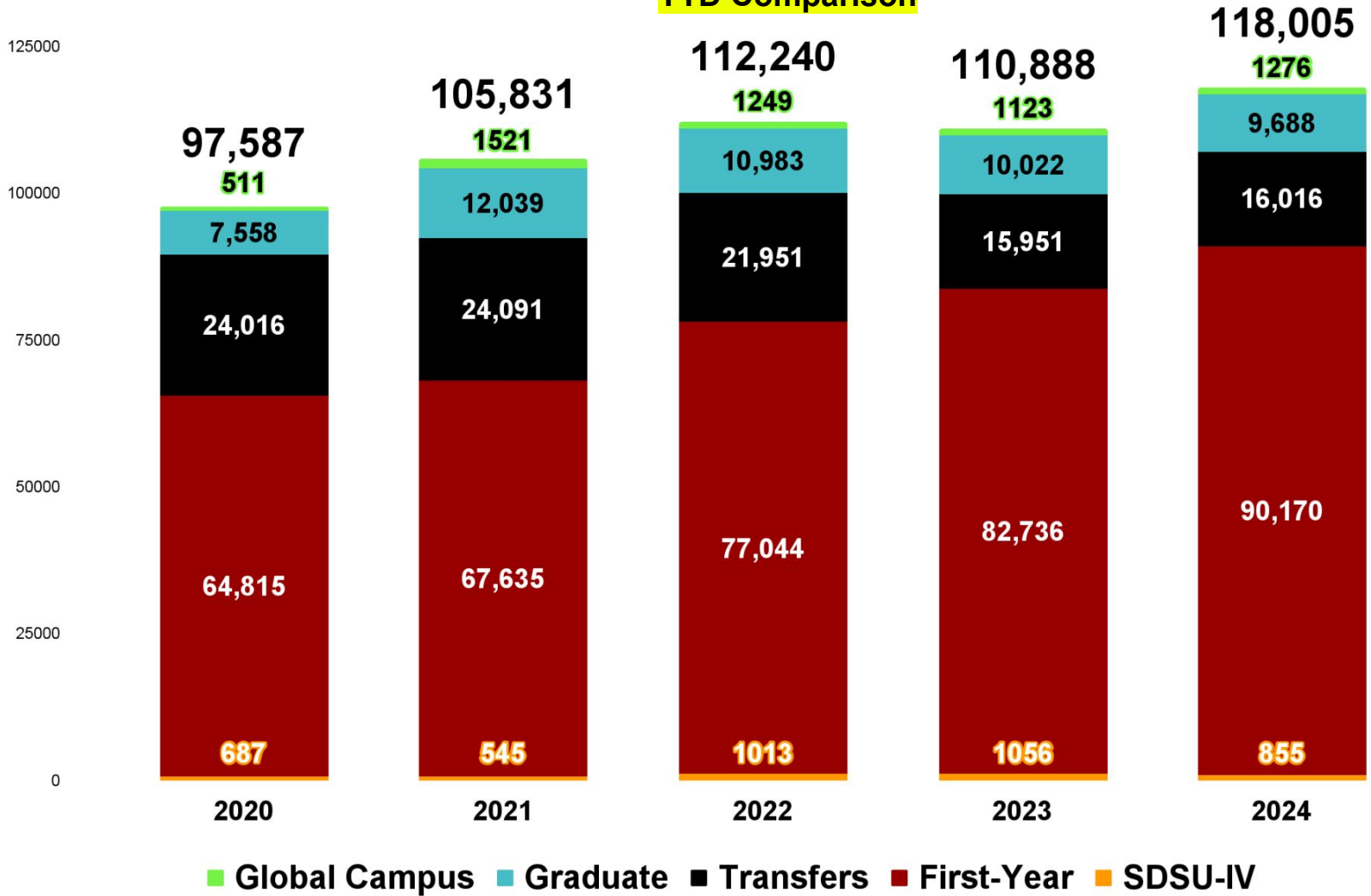


# FALL 2024 ADMISSIONS

# FALL 2024 APPLICATION TRENDS

Fall Applications Received as of April 8

**YTD Comparison**



# ENROLLMENT TARGETS

	Actual		Targets
	2022-23	2023-24	2024-25
First-time Freshmen	6,514	6,095	6,500
New Transfers & Readmits	3,878	4,472	4,015
Continuing & Transitory UG	20,568	21,532	22,675
<b>Subtotal</b>	<b>30,960</b>	<b>32,099</b>	<b>33,190</b>
New Post-Bacc	360	304	361
Continuing & Transitory PB	116	149	73
New Graduate	1,851	1,653	1,850
Continuing & Transitory GRAD	2,436	2,406	2,297
<b>Subtotal</b>	<b>4,763</b>	<b>4,512</b>	<b>4,581</b>
SDSU-IV	1,021	1,156	1,250
Fall Total Headcount	<b>36,637</b>	<b>37,539</b>	<b>38,771</b>
Spring Total Headcount	33,637	35,185	35,878
Summer Total Headcount	10,544	11,063	11,472

## Offers of Admission by College

Fall 2022 and 2023 YE; Fall 2024 as of 4/8/2024

<b>College</b>	<b>Fall 2022</b>	<b>Fall 2023</b>	<b>Fall 2024</b>
BUS	5,505	5,002	4,780
CAL	3,761	3,477	4,355
EDU	876	728	974
ENG	3,521	3,802	4,037
FASS	2,089	1,630	1,760
HHS	2,814	2,487	2,524
PSFA	3,507	3,515	3,439
SCI	8,158	7,703	8,328
<b>Total</b>	<b>30,231</b>	<b>28,344</b>	<b>30,197</b>

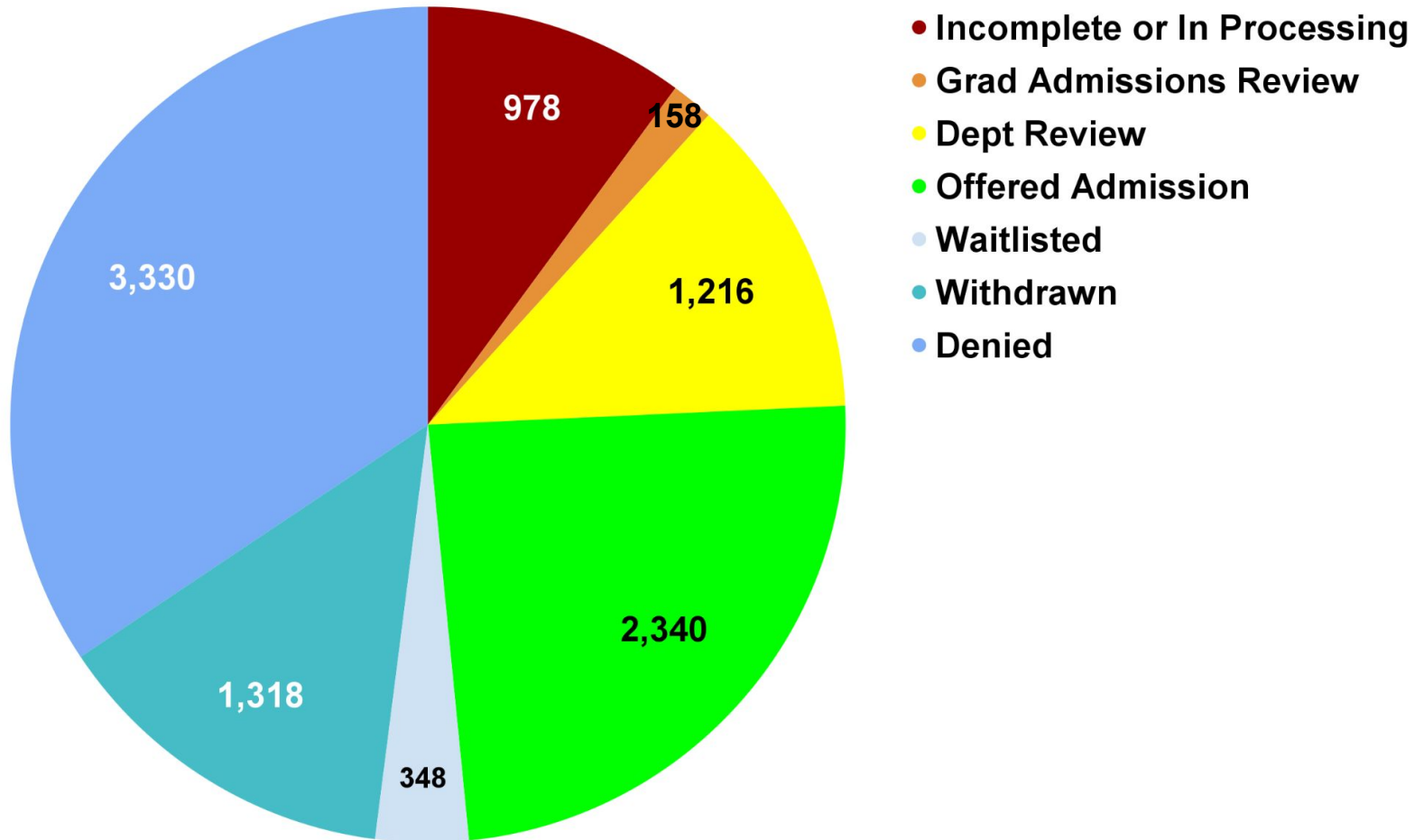
## Offers of Admission by College

Fall 2022 and 2023 YE; Fall 2024 as of 4/8/2024

<b>College</b>	<b>Fall 2022</b>	<b>Fall 2023</b>	<b>Fall 2024</b>
BUS	1,785	2,306	1,961
CAL	1,808	1,954	1,905
EDU	308	345	231
ENG	571	713	438
HHS	750	923	667
PSFA	1,621	1,660	1,821
SCI	930	1,454	1,042
<b>Total</b>	<b>7,773</b>	<b>9,355</b>	<b>8,065</b>



**More Than 8500 Graduate Files (88%) Have Already Been Evaluated, Sent to Department Review, and/or Decided**



As of 4/8/2024.

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# RESOURCE MANAGEMENT

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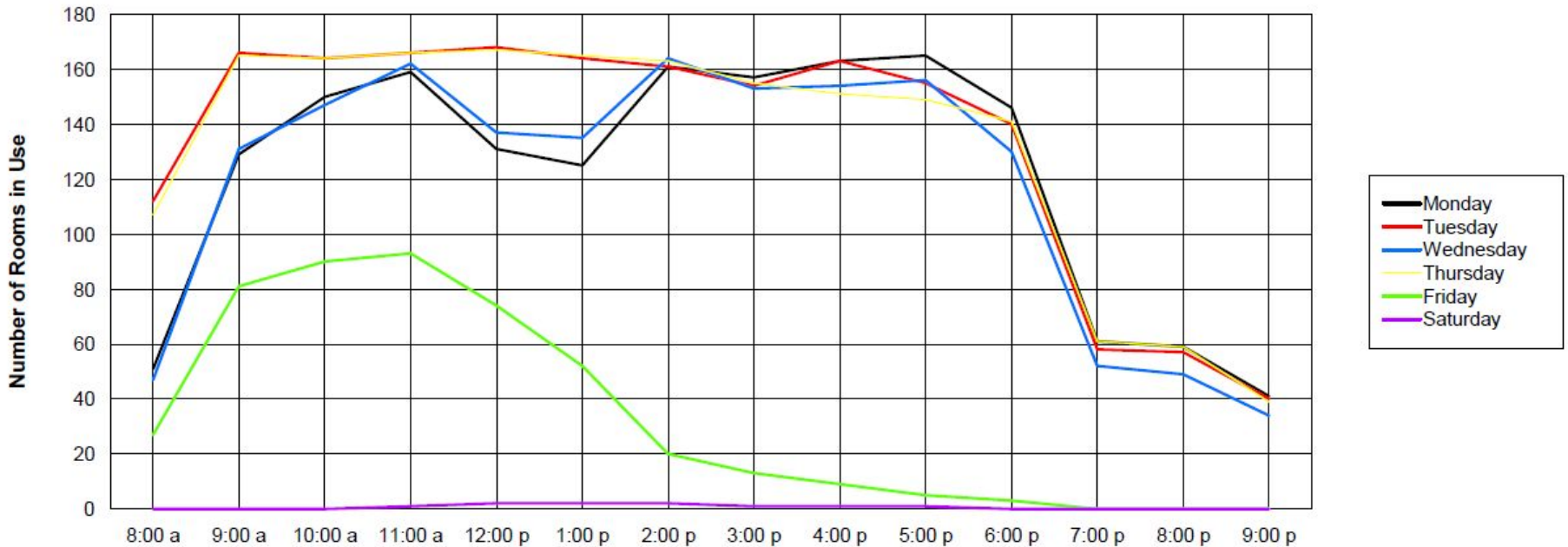
- Enrollment growth is expected in 2024-25, as the university has been issued a preliminary FTES target from the Chancellor's Office that is +1075 FTES above our 2023-24 target (+3.7%); additional growth in non-residents is expected to complement growth in California residents.
- Incoming student targets at the college- and program-levels, as well as FTES target for each semester, were established in collaboration with each respective Dean's Office.
- Discussions with partners on how to best leverage campus-wide resources and capacity constraints (instructional, facilities, housing, student support, programmatic, etc.) have been ongoing throughout the planning process.
- Continued growth will require strategic scheduling of classes, which may include leveraging time slots with more capacity, reducing the number of low-enrolled classes so resources can be reallocated to support courses with unmet demand, and consideration of online education.

# FALL 2023 CLASSROOM UTILIZATION

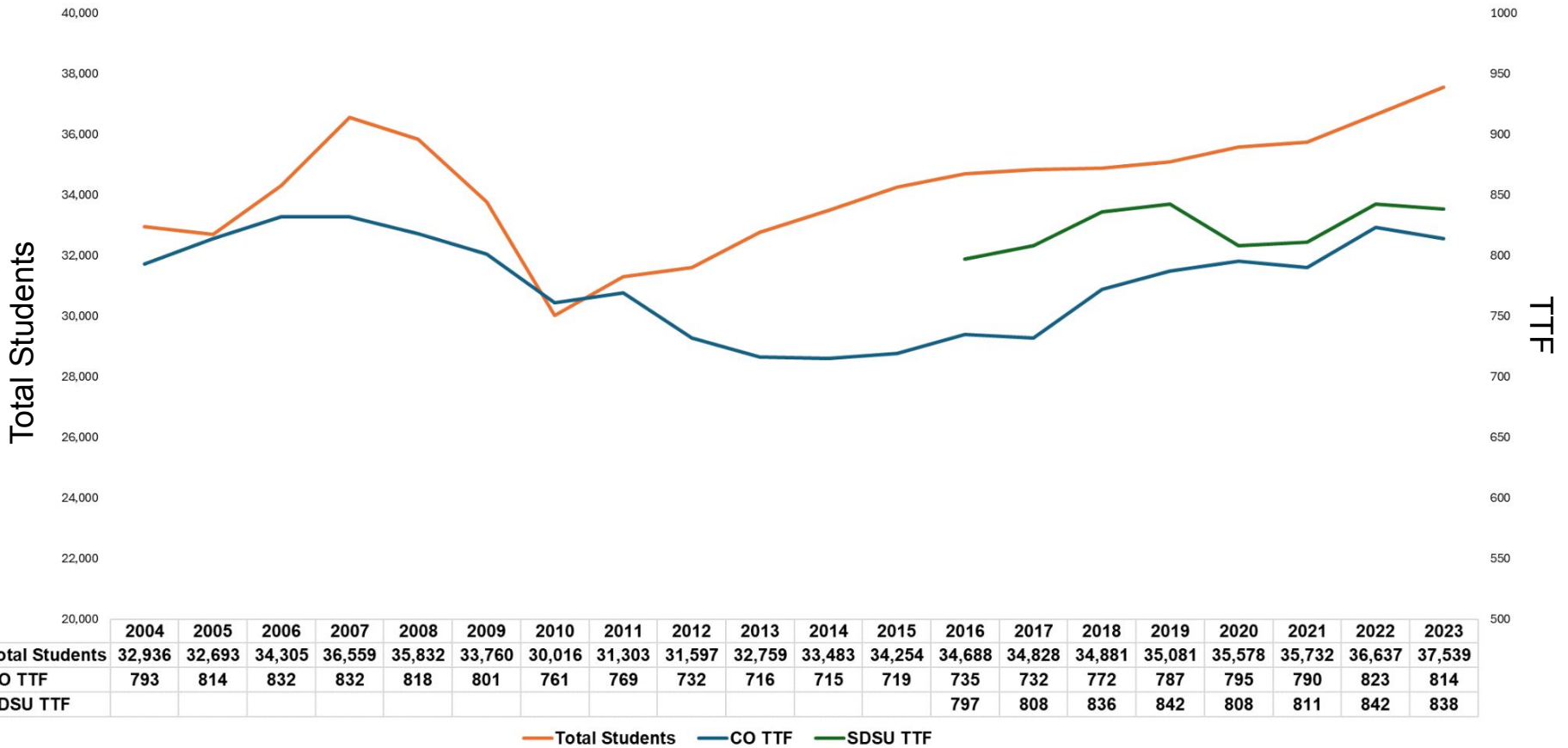
	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
Monday	30%	76%	89%	94%	78%	74%	95%	93%	96%	98%	86%	36%	35%	24%
Tuesday	66%	98%	97%	98%	99%	97%	95%	91%	96%	92%	83%	34%	34%	24%
Wednesday	28%	78%	87%	96%	81%	80%	97%	91%	91%	92%	77%	31%	29%	20%
Thursday	63%	98%	97%	98%	99%	98%	96%	92%	89%	88%	83%	36%	35%	23%
Friday	16%	48%	53%	55%	44%	31%	12%	8%	5%	3%	2%	0%	0%	0%
Saturday	0%	0%	0%	1%	1%	1%	1%	1%	1%	1%	0%	0%	0%	0%

**SDSU Classroom Rooms in Use**

by Day and Time



Source: Astra Schedule, 12/7/2023. Includes SD campus spaces scheduled centrally by the Office of the Registrar.



Note: Chancellor’s Office data (CO TTF) excludes non-active faculty on leave, explaining discrepancies with ASIR faculty dashboards (source of SDSU TTF). SDSU TTF data only available since 2016.

CO TTF source: CSYou Faculty Density Dashboard (1 April 2024): <https://csyou.calstate.edu/>

SDSU TTF source: ASIR (8 April 2024): <https://asir.sdsu.edu/faculty-data/faculty-by-department-2020/>

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# MAJOR MIGRATION PATTERNS

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Approximately **40%** of first-year students change their academic plan at least once, while just **8%** of transfer students change majors.

## FALL 2018 FIRST-TIME FULL-TIME COHORT

**66.4%**

Graduated in the College in which They Entered SDSU

**59.7%**

Graduated in the Department in which They Entered SDSU

## FALL 2018 TRANSFER FULL-TIME COHORT

**94.4%**

Graduated in the College in which They Entered SDSU

**91.8%**

Graduated in the Department in which They Entered SDSU

## First-time Freshmen College Migration (Graduation to Date)

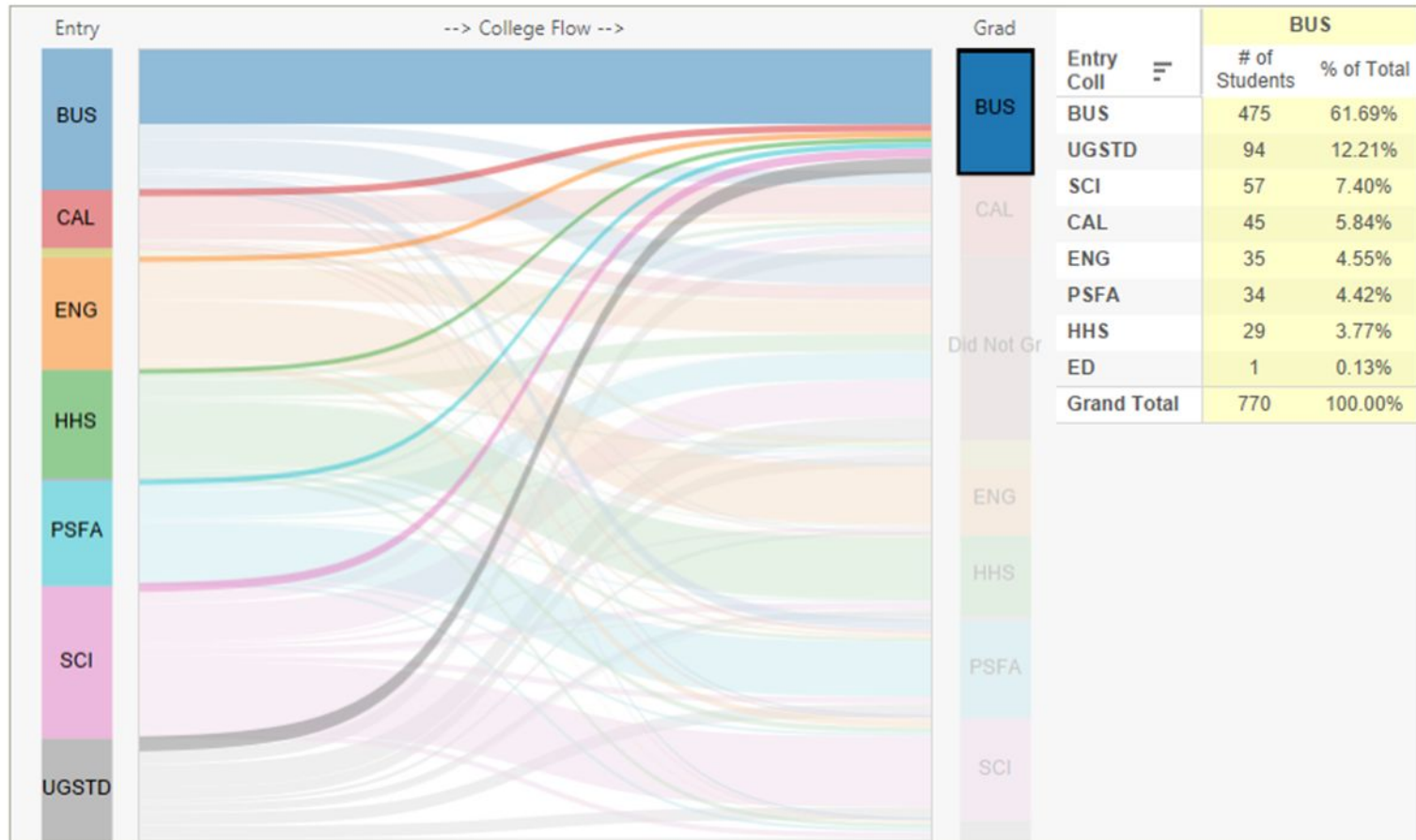
Select Entry Term(s):

Fall 2014

Select Time Status:

(All)

Click on an individual section under the Entry and Graduation columns to see breakout

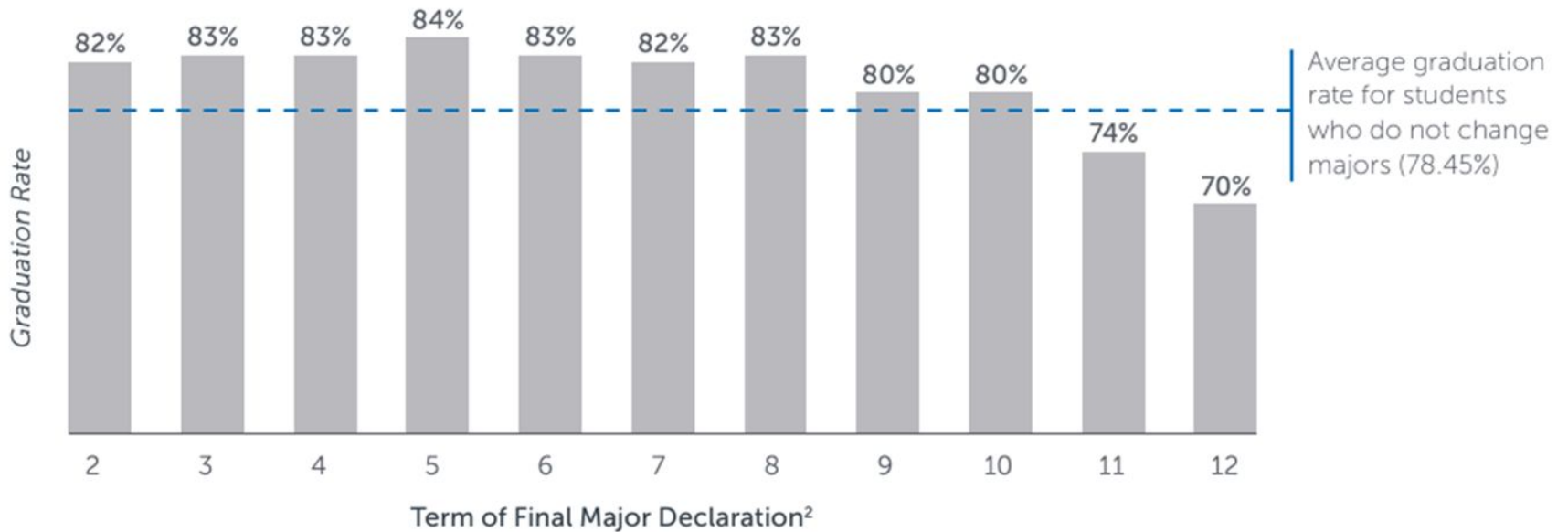


Public dashboard available at: <https://asir.sdsu.edu/data-profiles/migration-by-college/>



## Graduation Rate for Students Who Switch Majors<sup>1</sup>

Study of 10 public and private institutions including 78,000 students.



1) Timing of major change calculated based on the student's last major declaration. Analysis based on students who had completed 60 or more college credits.

2) Our data set shows only the major a student has declared at the end of a term; therefore, we cannot see switches that happen within the first term. The second term is the earliest time when we can see a switch.

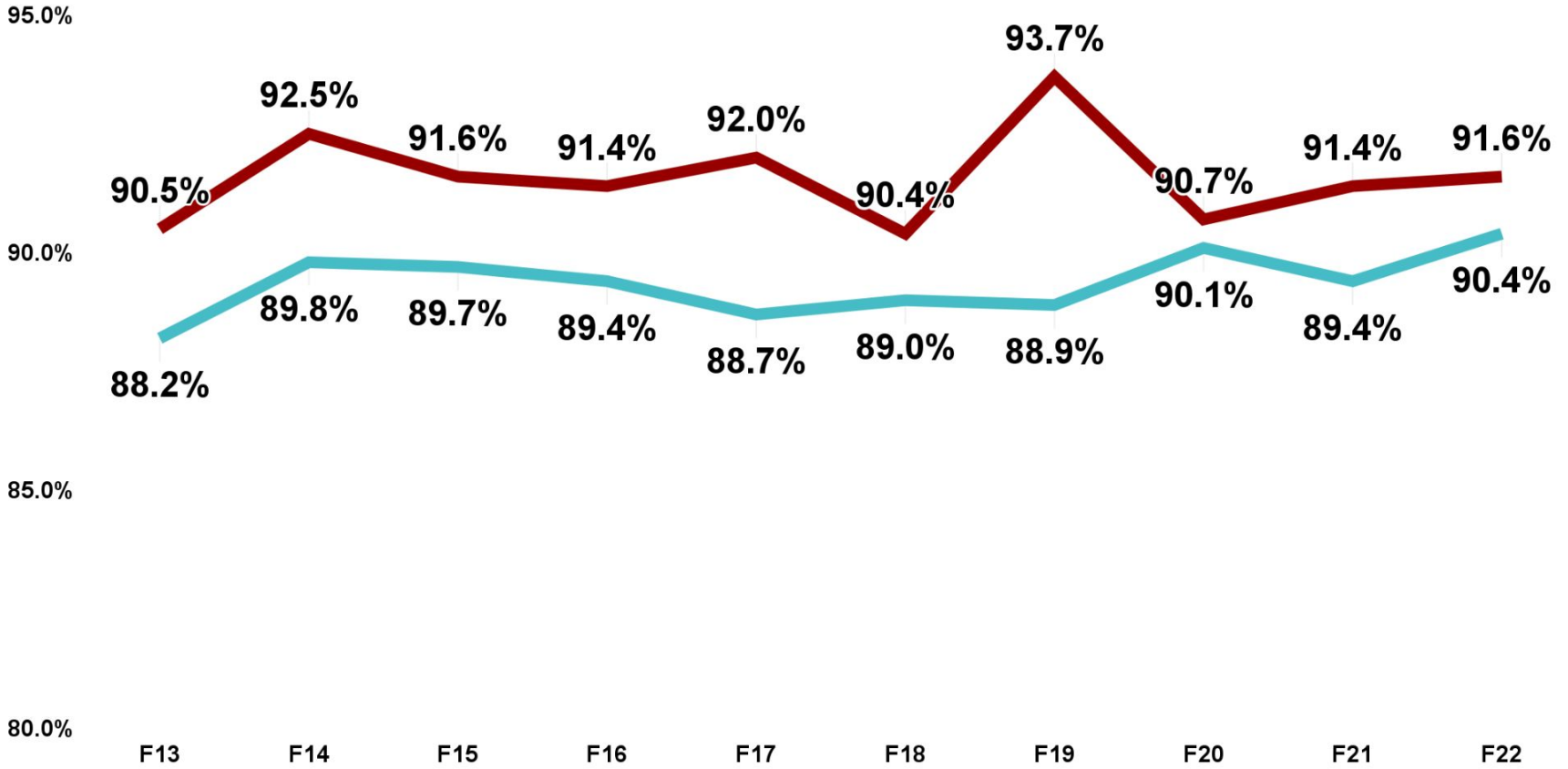
EAB, "How Late Is Too Late? Myths and Facts About the Consequences of Switching College Majors" (2016).

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# ACADEMIC SUCCESS

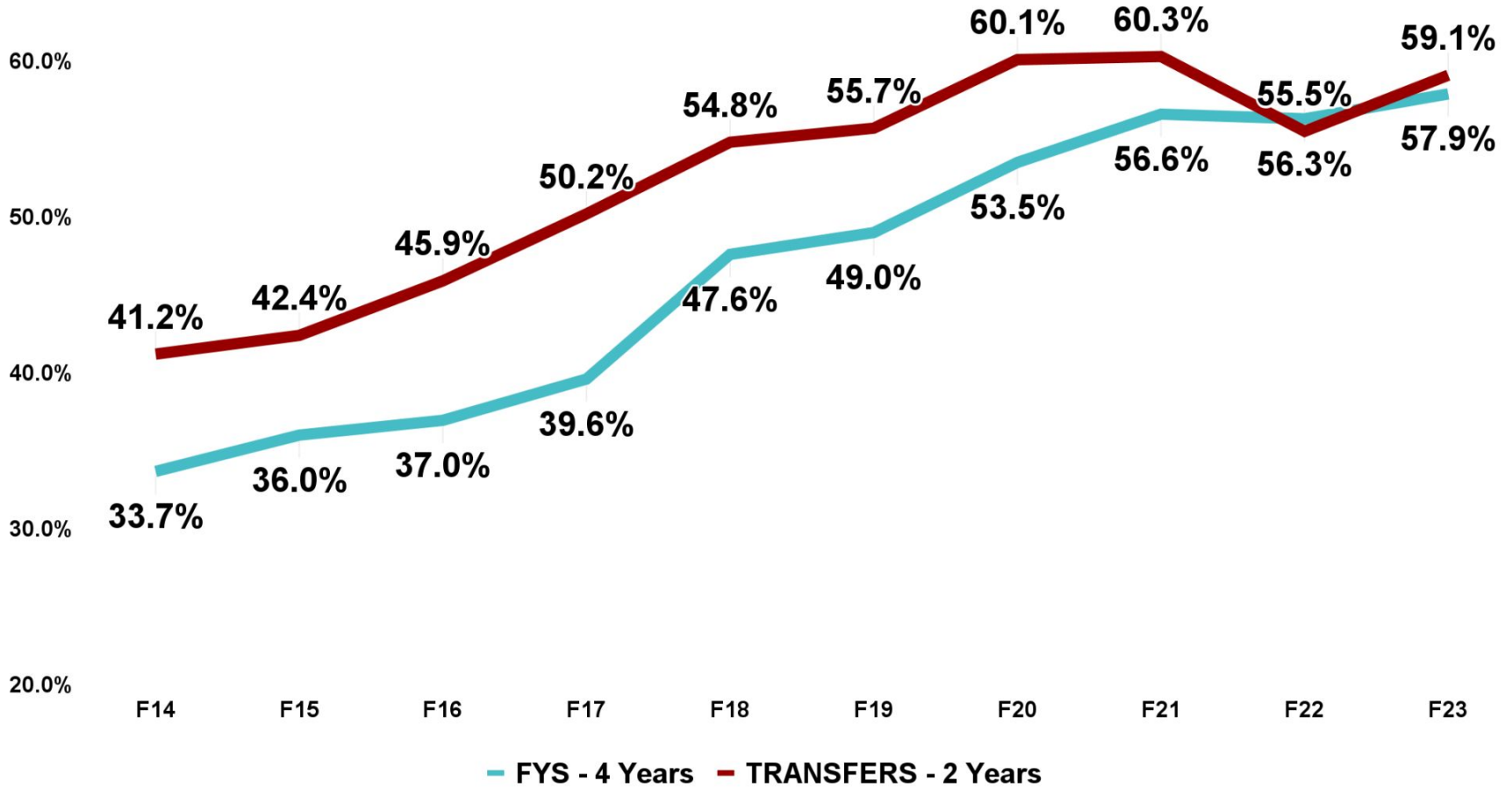
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## RECORD FIRST-YEAR STUDENT RETENTION RATE



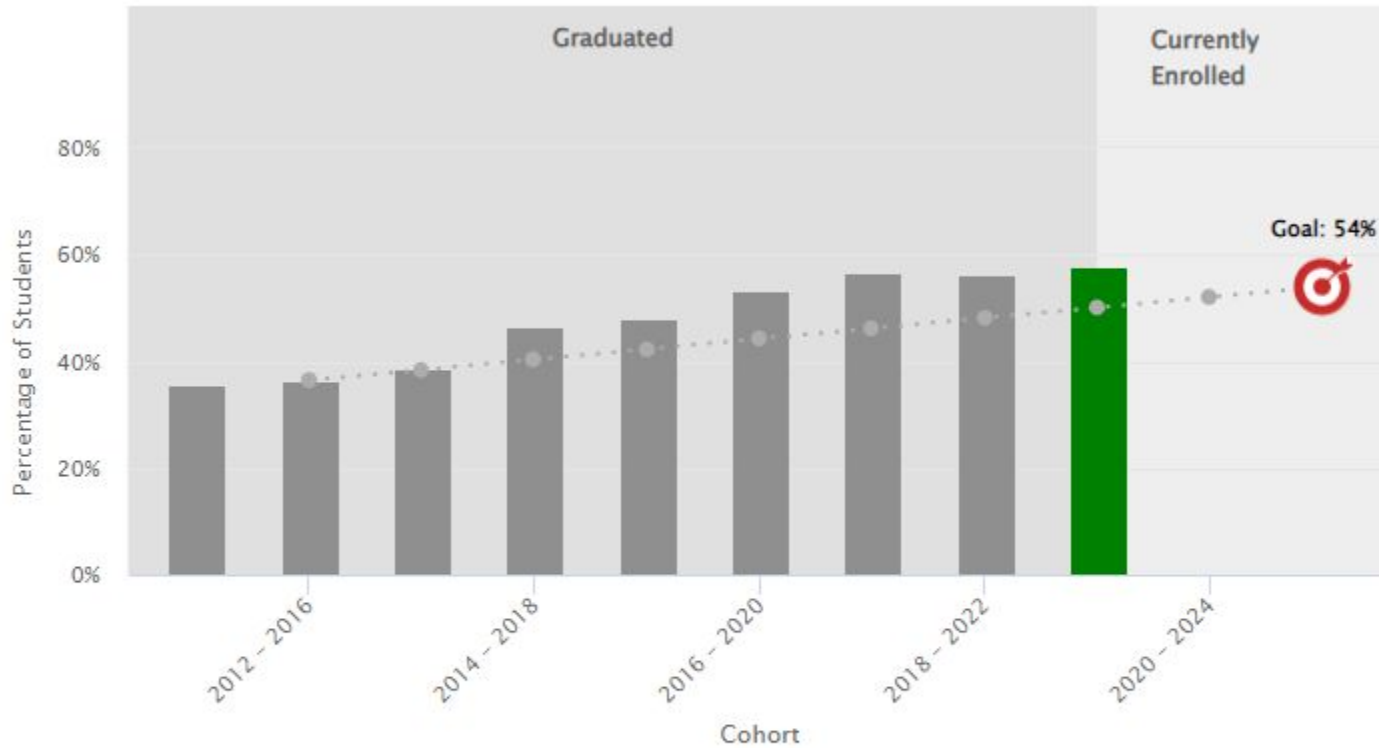
— FYs — TRANSFERS  
Includes FT and PT Students

## RECORD FOUR-YEAR GRADUATION RATE

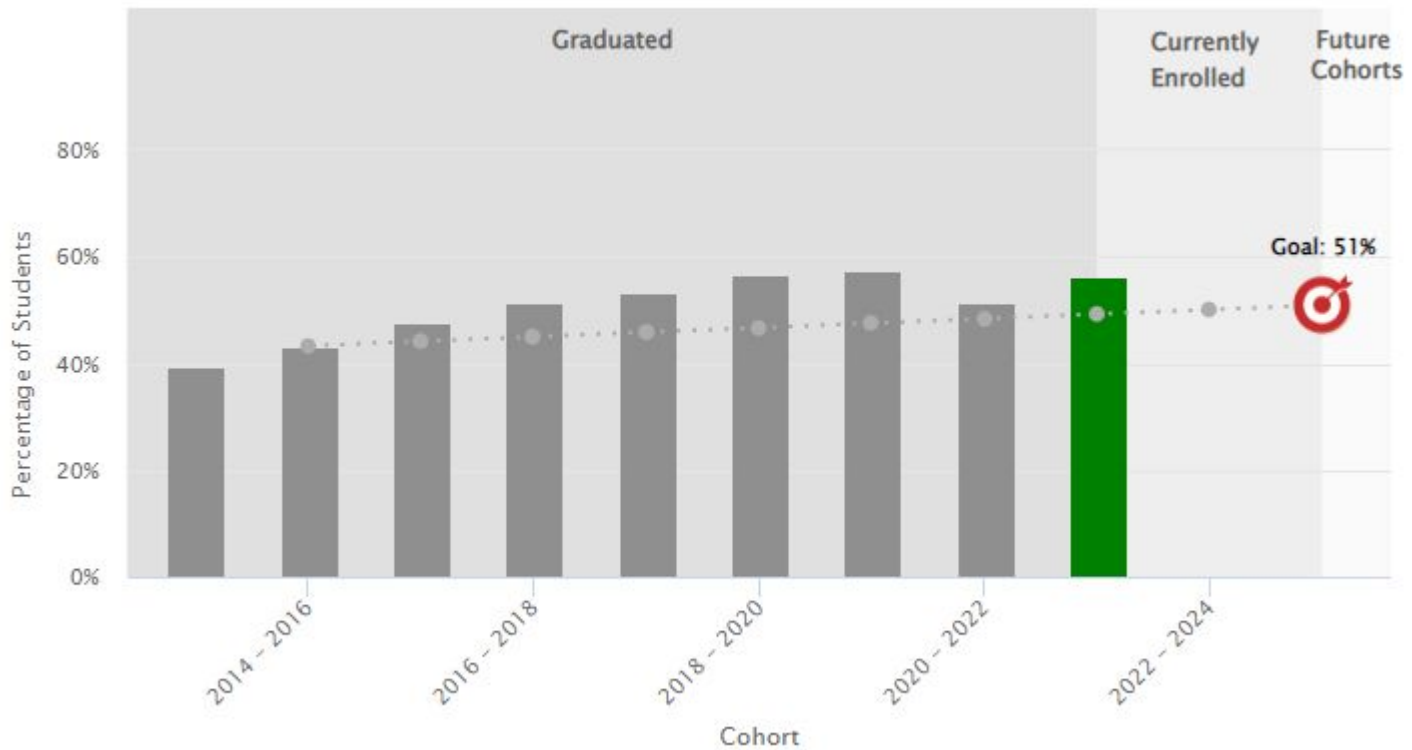


FT Students by Term Graduation Rates Are Reported

**SDSU Has Already Surpassed its GI 2025 Goal for 4-Year Graduation Rates First-Time, Full-Time Students**

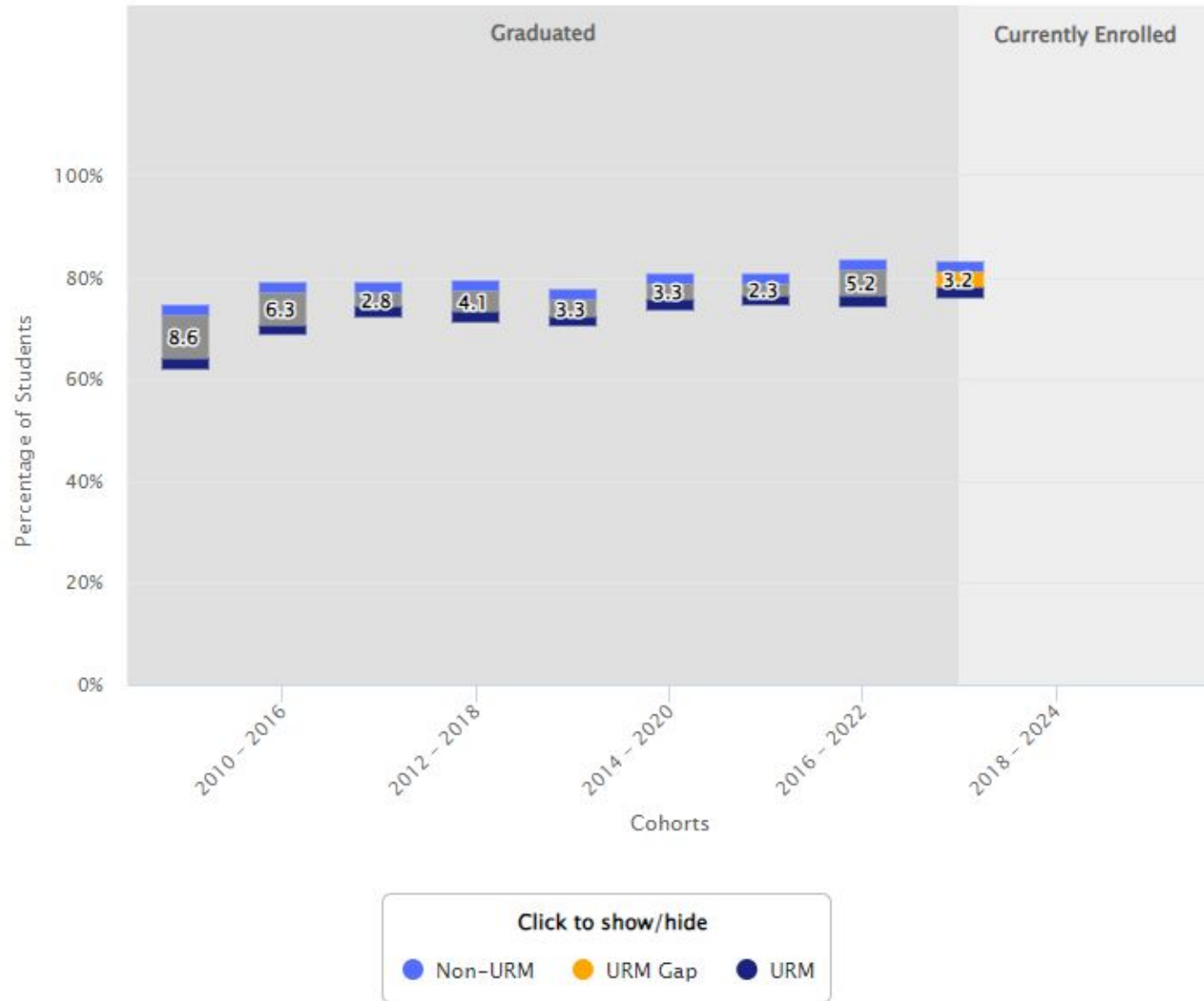


**SDSU Has Already Surpassed its GI 2025 Goal for 2-Year Graduation Rates Transfer, Full-Time Students**



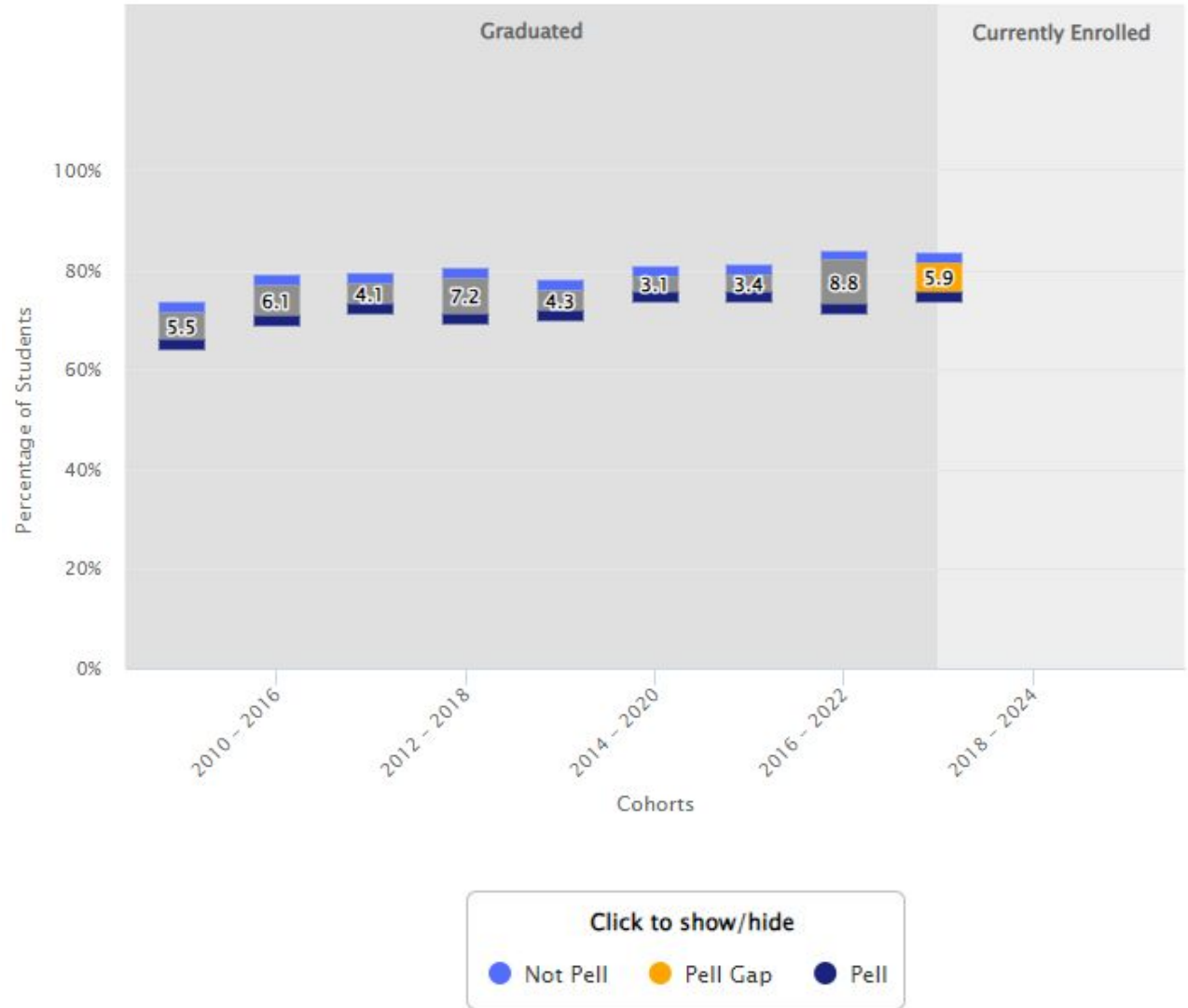
- SDSU has made significant progress closing equity gaps of first-year students:
  - Gaps for Pell students decreased to 5.9% pts (6-year graduation)
  - Gaps for URM students decreased to 3.2% pts. (6-year graduation)
  - Gaps for First-Generation students decreased to 9.7% pts (6-year graduation)
  - Gaps at the 4-year rate have improved for the three cohort above, but to lesser degrees; these are currently at 12-13% pts, respectively
  
- SDSU has made substantial progress closing equity gaps of transfer students:
  - Gaps for Pell students decreased to 5.1% pts (2-year graduation)
  - Gaps for URM students decreased to 1.4% pts. (2-year graduation)
  - Gaps for First-Generation students decreased to 1.9% pts. (2-year graduation)
  
- SDSU has the highest 4-year graduation rate for African-American first-year students in the CSU System

Graduation Rates for both URM and non-URM first-year students have increased, while equity gaps have decreased.





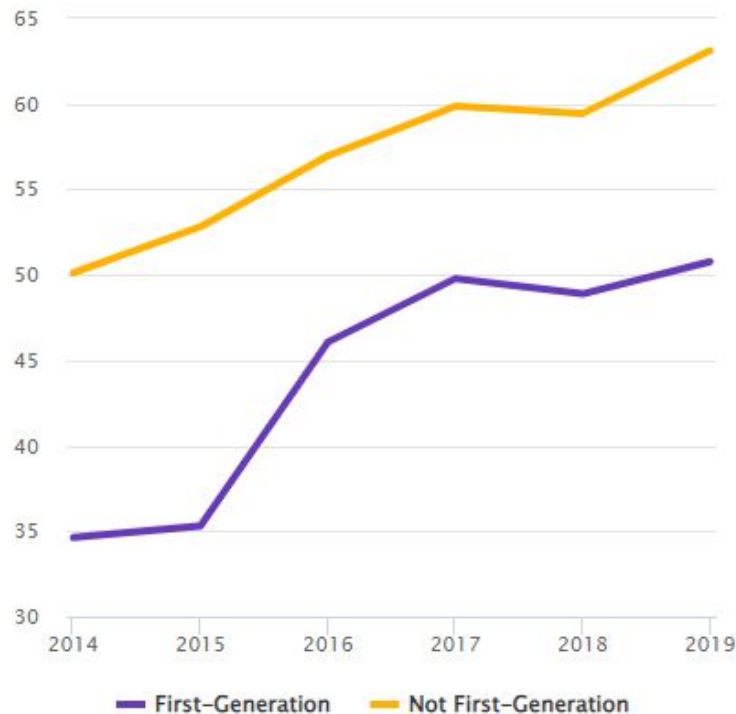
Graduation Rates for both Pell and non-Pell first-year students have increased, while equity gaps remain.





## 4th-Year Graduation Gap

Most Recent First-Generation Gap  
**12.3 percentage points**

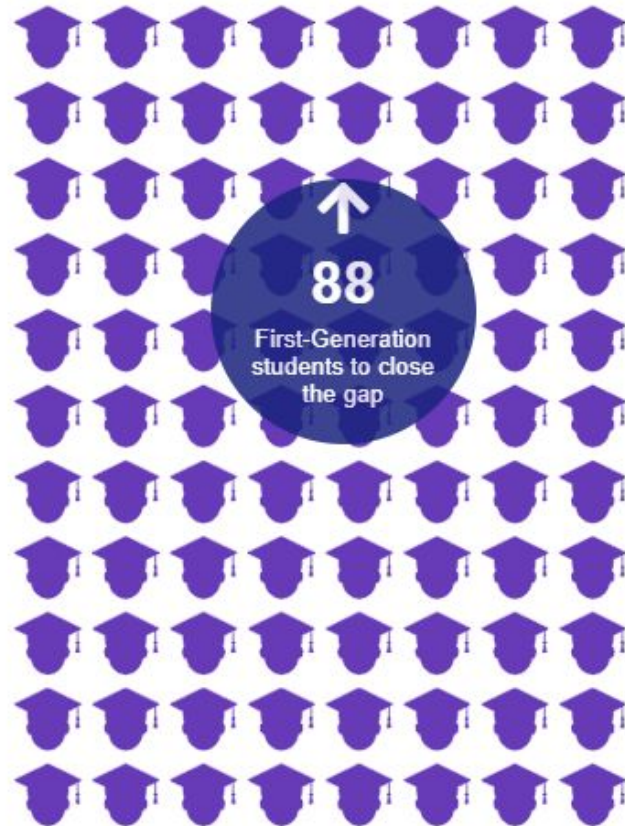


[Show Full Y-Axis Range](#)



## Close the Gap

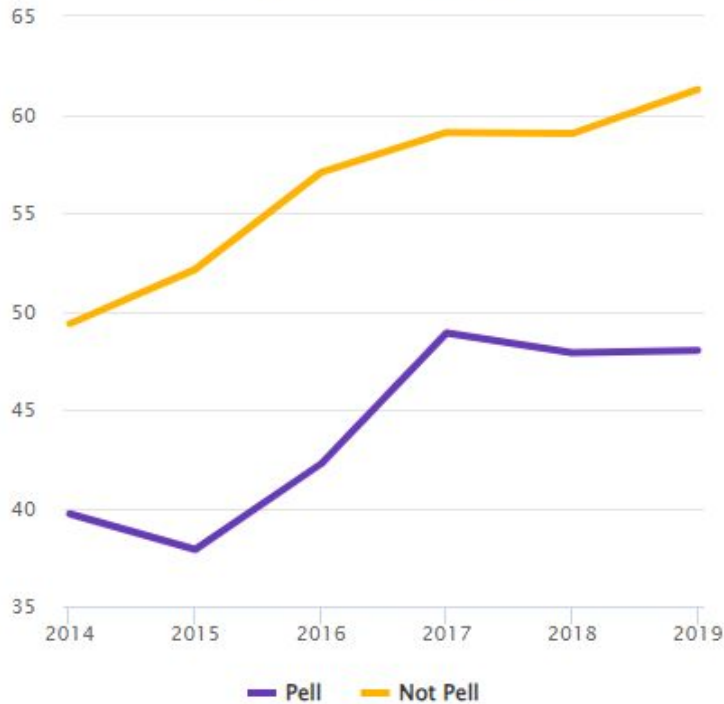
If San Diego had graduated **88 more First-Generation Freshmen** from the Fall 2019 cohort within 4 years, it would have closed the First-Generation equity gap.





## 4th-Year Graduation Gap

Most Recent Pell Gap  
**13.3 percentage points**

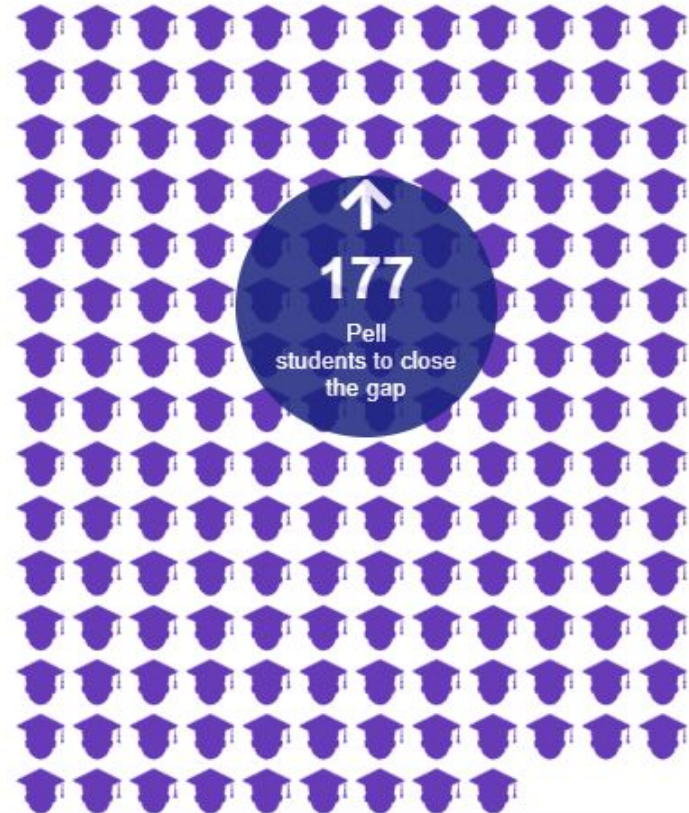


[Show Full Y-Axis Range](#)



## Close the Gap

If San Diego had graduated **177 more Pell Freshmen** from the Fall 2019 cohort within 4 years, it would have closed the Pell equity gap.

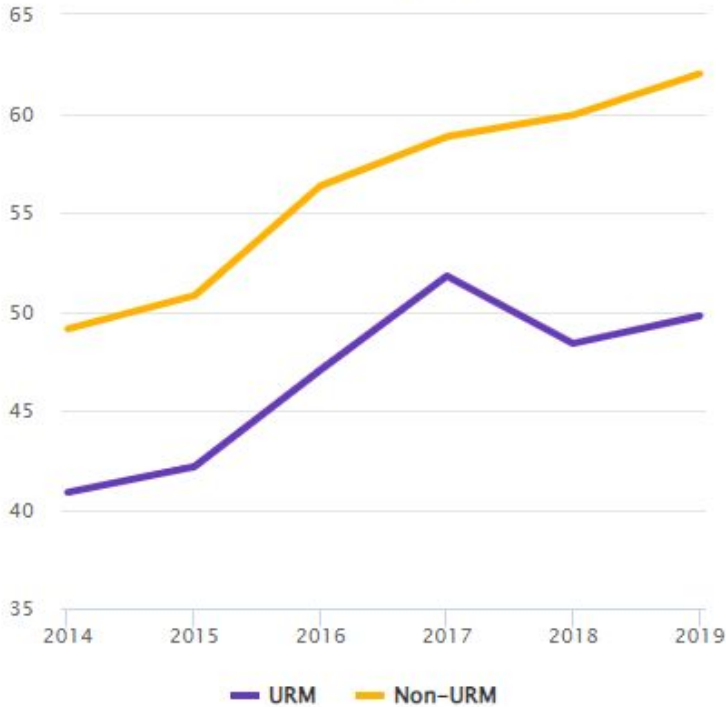






## 4th-Year Graduation Gap

Most Recent URM Gap  
**12.2 percentage points**



[Show Full Y-Axis Range](#)



## Close the Gap

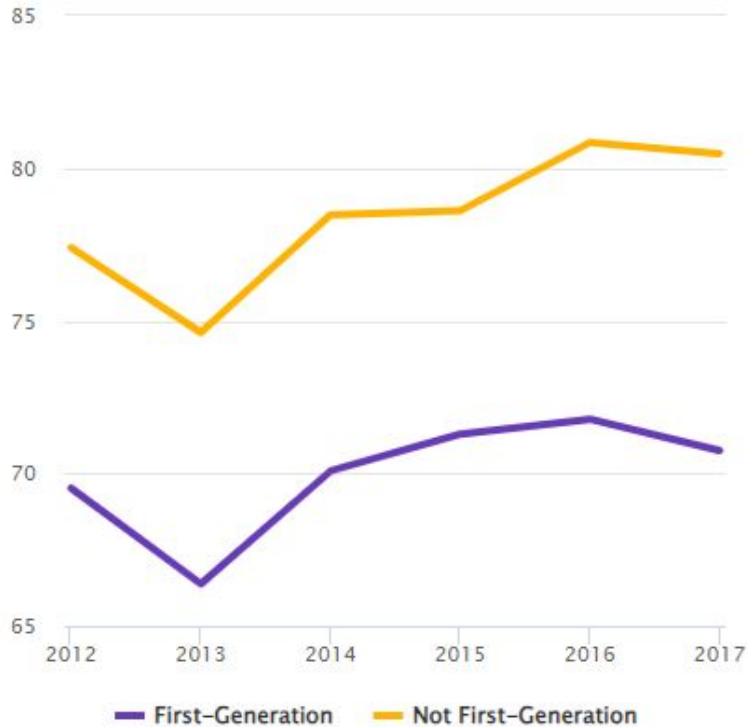
If San Diego had graduated **214 more URM Freshmen** from the Fall 2019 cohort within 4 years, it would have closed the URM equity gap.





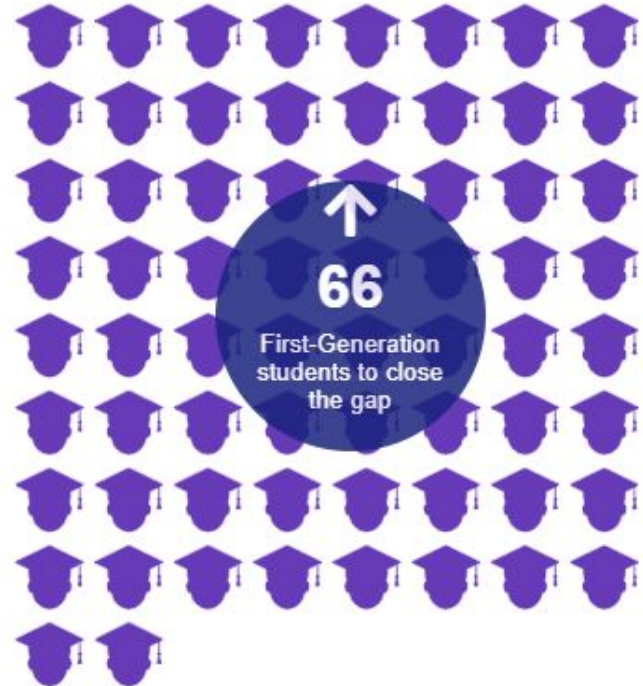
## 6th-Year Graduation Gap

Most Recent First-Generation Gap  
**9.7 percentage points**



## Close the Gap

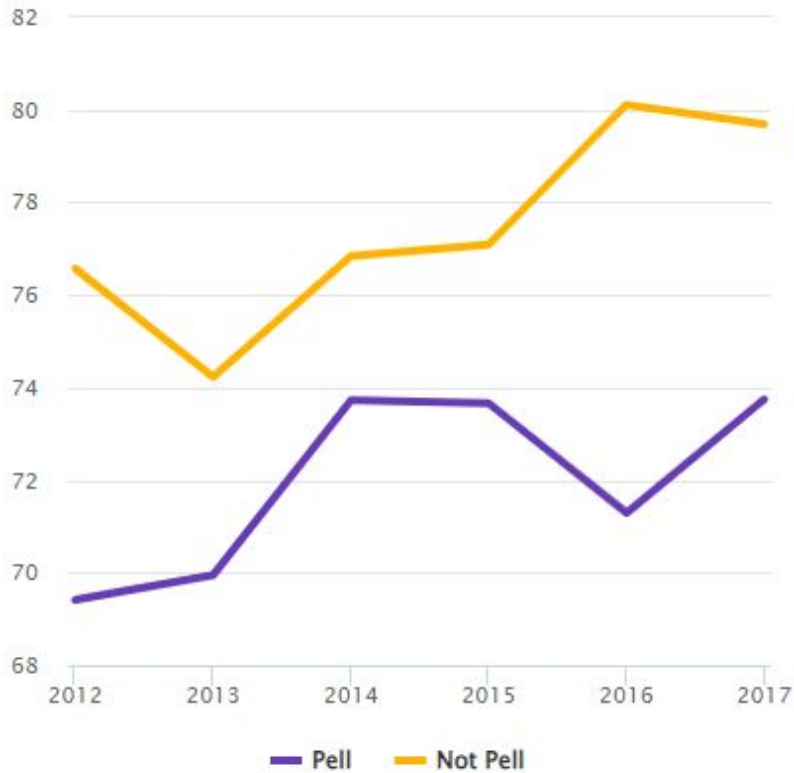
If San Diego had graduated **66 more First-Generation Freshmen** from the Fall 2017 cohort within 6 years, it would have closed the First-Generation equity gap.





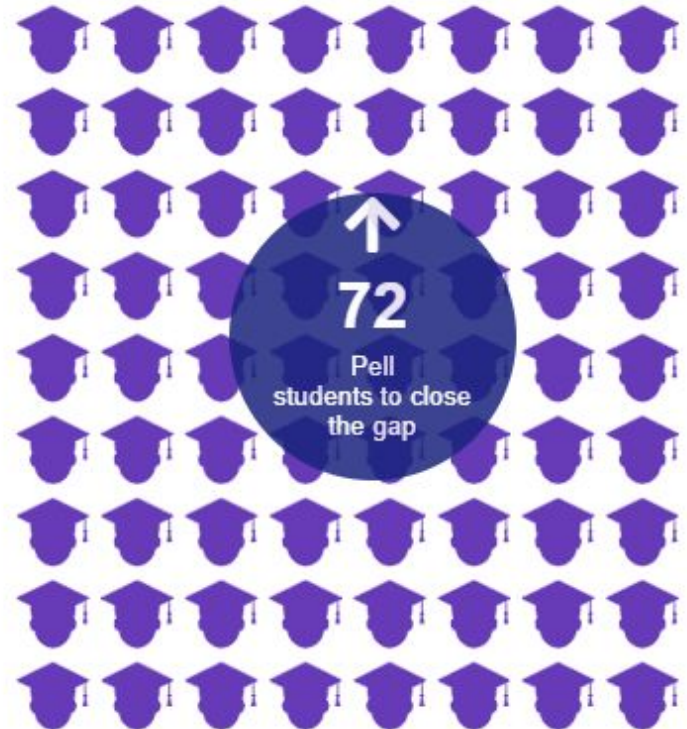
## 6th-Year Graduation Gap

Most Recent Pell Gap  
**5.9 percentage points**



## Close the Gap

If San Diego had graduated **72 more Pell Freshmen** from the Fall 2017 cohort within 6 years, it would have closed the Pell equity gap.

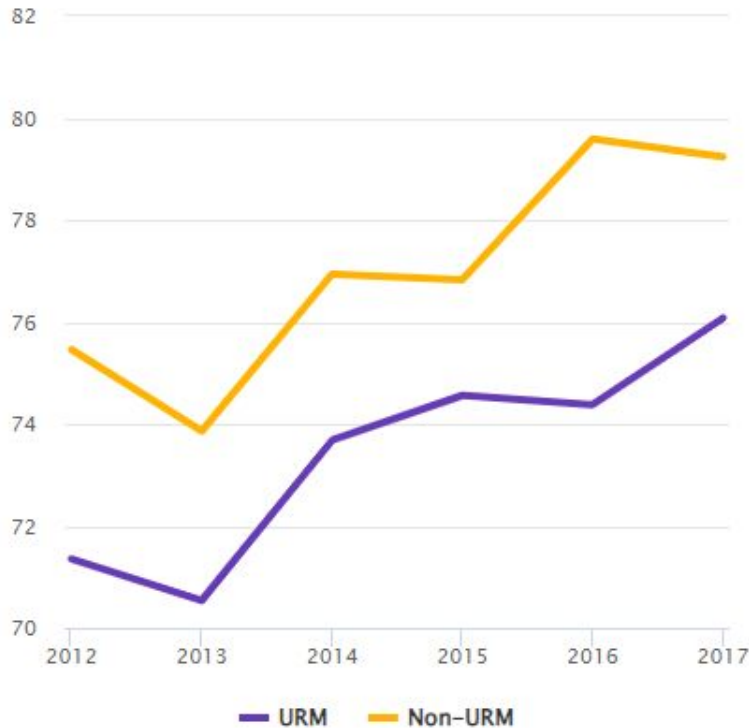






## 6th-Year Graduation Gap

Most Recent URM Gap  
**3.2 percentage points**



## Close the Gap

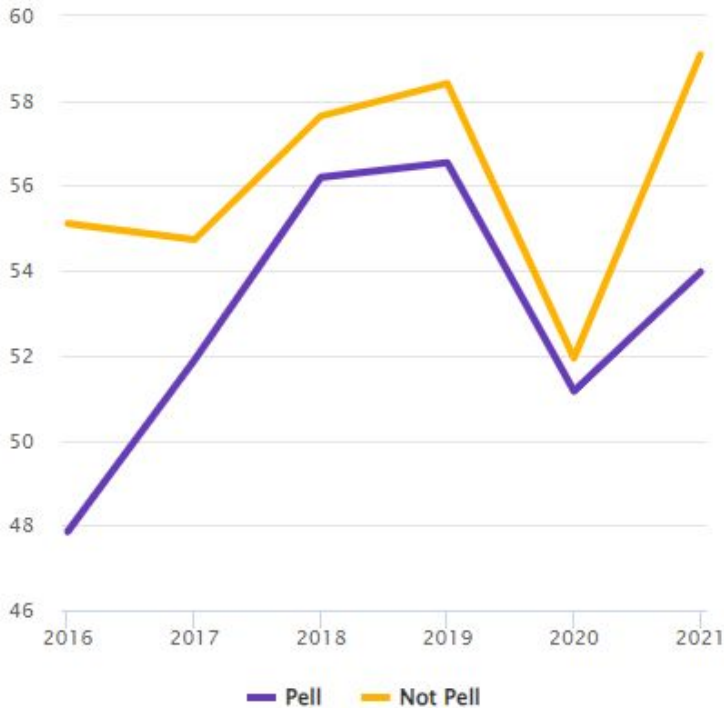
If San Diego had graduated **50 more URM Freshmen** from the Fall 2017 cohort within 6 years, it would have closed the URM equity gap.





## 2nd-Year Graduation Gap

Most Recent Pell Gap  
**5.1 percentage points**

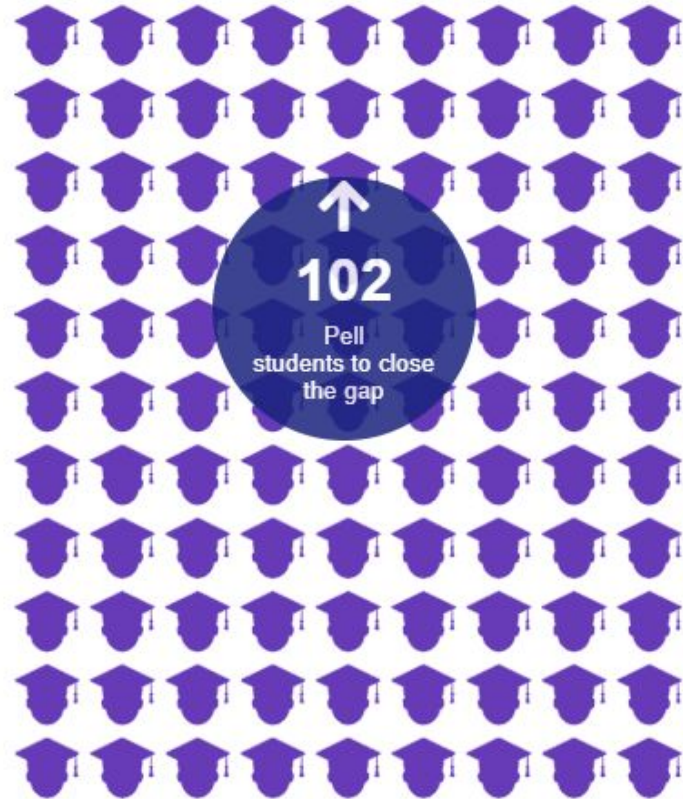


[Show Full Y-Axis Range](#)



## Close the Gap

If San Diego had graduated **102 more Pell Transfers** from the Fall 2021 cohort within 2 years, it would have closed the Pell equity gap.

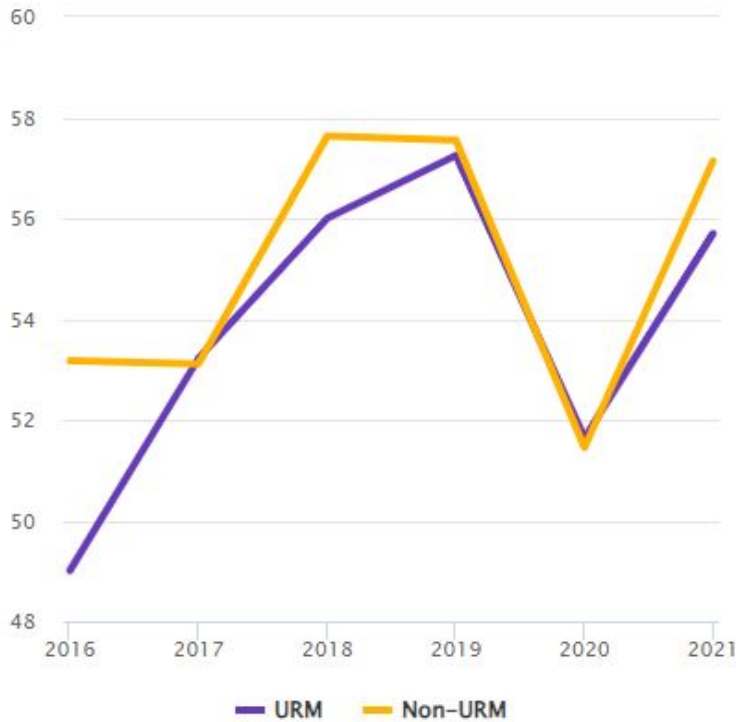






## 2nd-Year Graduation Gap

Most Recent URM Gap  
**1.4 percentage points**

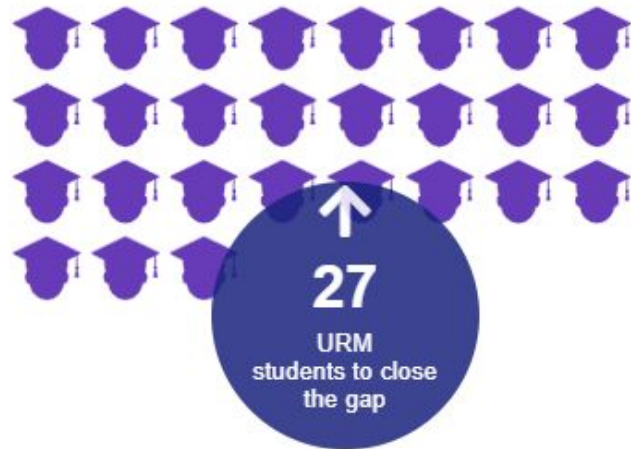


[Show Full Y-Axis Range](#)



## Close the Gap

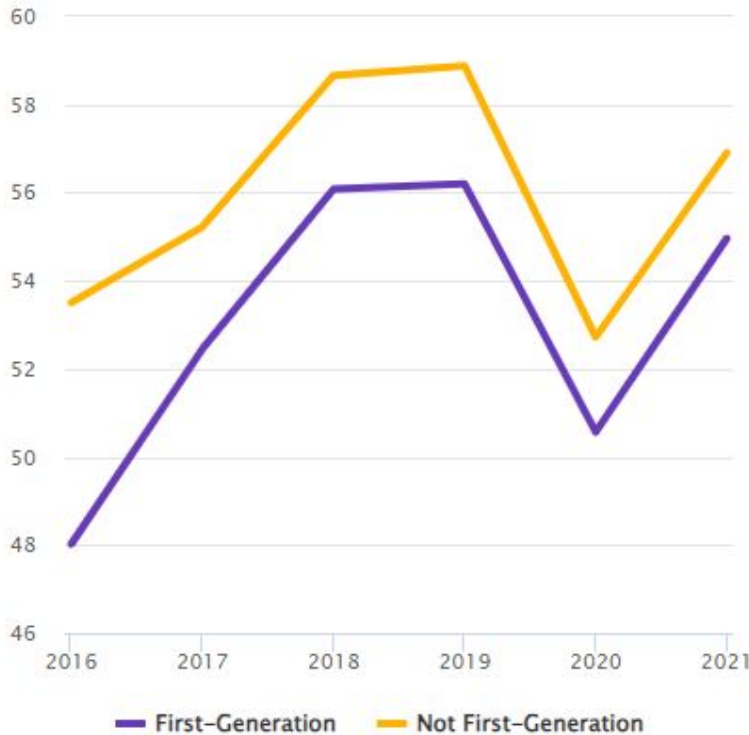
If San Diego had graduated **27 more URM Transfers** from the Fall 2021 cohort within 2 years, it would have closed the URM equity gap.





## 2nd-Year Graduation Gap

Most Recent First-Generation Gap  
**1.9 percentage points**



[Show Full Y-Axis Range](#)



## Close the Gap

If San Diego had graduated **23 more First-Generation Transfers** from the Fall 2021 cohort within 2 years, it would have closed the First-Generation equity gap.



**23**  
First-Generation students to close the gap

## CSU System, First-Time, Full-Time Students

Campus	4-Yr Grd Rates	6-Yr Grd Rates
San Diego	50.9	79.5
San Luis Obispo	44.7	80.5
Fullerton	30	56.5
Monterey Bay	28.6	64.7
Channel Islands	28	38.9
Long Beach	27.8	59.3
Pomona	26.9	52.7
San Marcos	24.7	43.9
Sonoma	23.5	47.5
Systemwide	23.4	47.2
San Jose	23.2	43.8
San Bernardino	22.7	34.3
San Francisco	22.5	41.8
Los Angeles	22	40
Northridge	20.7	46.6
Sacramento	17.4	44.6
Fresno State	17.3	39.6
Chico	13.1	45.7
Dominguez Hills	12.8	34.6
Bakersfield	11.7	40
East Bay	10.7	34.6
Humboldt	10.3	33.3
Stanislaus	7.1	43.2
Maritime	N/A	N/A

Source: [CSU Graduation and Continuation Rate Dashboard](#) (26 March 2024).

To: SEC/Senate  
From: Arlette Baljon, Chair, Constitution and Bylaws Committee  
Date: 4/30/2024  
Subject: **CBL annual report 23\_24**

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During the 23-24 academic year CBL brought 10 action items for a 1<sup>st</sup> or 2<sup>nd</sup> reading and 4 information items to the Senate.

**CBL has finished the following referrals**

21/22\_23 Update Committee Chair Policies  
22/23\_13 Revision to Bylaws 5 and 6++  
23/24\_4 Review Automatic Signature Content on Senator Listserv  
23/24\_5 Procedures and Policies for Recording Meetings  
23/24\_12 Review draft of senate recording policies.

**CBL is working on Referral 22/23\_10 Updated Policy Language related to Committees**

Changes to Bylaw 2 and 3 will be presented in six 1<sup>st</sup> and 2<sup>nd</sup> readings. Part1\_3: Bylaws2.1/3 past Senate in April 2024.

**CBL finished the following from its own annual agenda.**

- Addition of definitions of staff and manager to Bylaws 1
- Update staff senator section in Const 4 so as to make sure managers of auxiliaries can not serve.
- Update Bylaws 2.1 so as to reflect that there four types of Committees. Clarify that all chairs of Standing Committees serve on SEC
- Update SEC membership/Standing committees

**Support other Committees:**

- Discussed URP membership and provided feedback

**2024-25 Members:**

Arlette Baljon (chair/faculty)  
Peter Atterton (faculty)  
Reza Sabzhegar (faculty)  
Open/Taharka Ade (faculty)  
Brenda Wills (staff)  
Secretary of Senate (TBD)  
Student (TBD)  
Parliamentarian (TBD)

To: SEC/Senate  
From: Arlette Baljon, Chair, Constitution and Bylaws Committee  
Date: 4/30/2024  
Subject: **CBL annual agenda 24\_25**

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During the 24-25 academic year CBL will discuss policy changes/updates/clarifications related to:

CBL plans to finish referrals given before April 15, 2024:

- Bylaws 2 (referral 22/23\_10) 2.2 and up
- Bylaws 11 and 13 (referral 22/23\_18)
- Review draft of Senate recording policy (referral 23/24\_12)

CBL will propose updated language for Constitution 5 (Officers) and related language in Bylaws 7.

CBL will discuss the relationship between senate-affiliated Campus Committees and Campus Committees that are created outside the Senate structure (Tiger teams, Strategic plan implementation committees, Sustainability Tracking-Assessment-and-Rating Committee) and initiate discussion on how to streamline the interaction between different shared-governance structures. (One of CBL's functions is to evaluate committee structures)

CBL will work with Staff Affairs on updating its charter and discuss adding an additional staff seat to SEC

CBL will work with CCE on updating its charter and discuss if some language under "functions" should be moved to Bylaws 2

CBL will collaborate with committees where this is specified in the referral chart when requested. (23/24\_1, 23/24\_2)

CBL will handle promptly request for the interpretation of the policy file

CBL will handle referrals given after April 15, 2024 if time permits.

**2024-25 Members:**

Arlette Baljon (chair/faculty)

Taharka Ade (faculty)

Peter Atterton (faculty)

Reza Sabzhegar (faculty)

Brenda Wills (staff)

Secretary of Senate (TBD)

Student (TBD)

To: SEC/Senate  
From: Pat Walls, Chair, Committee on Committees and Elections  
Date: April 26, 2024  
Subject: INFORMATION: Committee on Committees and Elections Annual Report AY 2023-2024

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In late summer 2023 the Committee on Committees and Elections (CCE) lost its experienced chair due to them moving into an MPP role on campus. We voted to have David Kamper (College of Arts & Letters Senator) and Pat Walls (Staff Affair Committee chair and Staff Senator) serve as co-chairs, splitting responsibilities given that neither have held this role before and co-chair Kamper would be on sabbatical in spring 2024.

The CCE committee roster was updated to add the Senate Secretary to the committee in an *ex officio* capacity to better communication between CCE and Senate officers.

During the academic year CCE strove to get all Senators on Senate, Senate Core, and Senate-affiliated committees and to get all committee seats filled. CCE submitted multiple committee roster updates to the SEC and Senate using a variety of action and information items.

Additionally, CCE created a new Google Group [Senate.CCE@sdsu.edu](mailto:Senate.CCE@sdsu.edu) to better communicate with all community members. We will continue to communicate with committee chairs and Senators to fill roles with proscribed communication campaigns.

CCE conducted or will conduct the following elections throughout AY 2023-2024:

- College of Engineering Dean Five Year Review Committee
  - Engineering T/TT Faculty
  - Engineering Staff
- College of Sciences Dean Five Year Review Committee
  - Sciences T/TT Faculty
  - Engineering Staff
- Spring 2024 Senate Officers
  - Senate Vice Chair
  - Senators-at-Large (2)
- College of Health & Human Services Dean Search Committee
  - Health & Human Services Staff (1)
  - T/TT Faculty (6)
  - Outside T/TT Faculty (1)
- One ASCSU Representative
  - ASCSU Alternate Representative (1)
- One PBAC Faculty Representative
- VP IT Search Committee (ad hoc committee formalized by CCE and President's office)

- IT Division Staff/MPPs (2)
- Non-IT Staff (1)
- Tenured Faculty (2)
- Senate Elections
  - College of Arts & Letters (2)
  - College of Education (4)
  - College of Engineering (1)
  - Fowler College of Business (3)
  - College of Health & Human Services (2)
  - Imperial Valley Campus (1)
  - College of Sciences (3)
  - Lecturer (2)
  - Non-MPP Staff (2)
- Senate Officers AY 2024-2025
  - Chair
  - Vice Chair
  - Secretary
  - Treasurer
  - Senators-at-Large (3)

The Senate officer nominations will be collected at the Senate Caucus on May 2, 2024, and the election will be held live during the May 7, 2024 Senate meeting. Per the University Policy File **Elections Within the Senate 4.4.1.5** (p15) numerical results will be provided during the meeting after each successive vote until each position receives the majority vote.

Here is the list of elected or re-elected Senators whose terms are May 2024 to May 2027.

<b>Ballot</b>	<b>Elected or Re-elected Senators</b>
A&L	Amanda Kearney (Anthropology)
A&L	Mathias Schulze ( European Studies)
A&L	Sureshi Jayawardene (Africana Studies)
EDU	Bonnie Kraemer (Special Education)
EDU	Marissa Vasquez (Administration, Rehabilitation and Postsecondary Education)
EDU	Melissa Navarro (Dual Language and English Learner Education)
EDU	Meredith Vaughn (Teacher Education)
ENG	Karen May-Newman (Mechanical Engineering)
BUS	Lin Wang (Accountancy)
BUS	Shira Cohen (Accountancy)
HHS	Jennifer Felner (Public Health)
HHS	Lori Tuttle (Exercise & Nutritional Sciences)
IVC	Magdalena Altamirano (Spanish)

SCI	Vadim Ponomarenko (Mathematics & Statistics)
SCI	Xiaobai Liu (Computer Science)
Lecturer	Jocelyn Killmer (CAL, Anthropology, Asian Studies)
Lecturer	Patricia Lozada-Santone (COE, Child & Family Development)
Lecturer	Savanna Schuermann (CAL, Anthropology)
Staff	Brenda Wills (Academic Affairs, Curriculum, Assessment & Accreditation)
Staff	Todd Rehfuss (BFA, Accounting Services)

CCE is currently finalizing our own roster for AY 2024-2025.

In AY 2024-2025 CCE's goal is to get 100% participation in all Senate, Senate Core, and Senate-affiliated committees. CCE will also conduct a Provost search committee and any other elections that arise. CCE will also work with the Constitution & Bylaws (CBL) committee to clarify existing policy file language and to revamp the CCE charter. Finally, CCE aims to work closer with committee chairs to streamline communication across all constituencies and committees.

If you have any questions please contact us at [Senate.CCE@sdsu.edu](mailto:Senate.CCE@sdsu.edu).



To: SEC / Senate  
 From: Amanda Alpiner, Interim Chair, Campus Development Committee  
 Date: April 25, 2024  
 Subject: INFORMATION: Annual Report

The Campus Development Committee’s annual report is included on the following pages.

The committee chair for the next academic year will be Kara Peterson, Director of Facilities Planning. The committee’s membership roster is included below, with (3) faculty vacancies and (1) student vacancy for the next academic year. Changes to the roster are highlighted with red text.

Code	Major Academic Unit	Name	Email	Term Ends	Appt. Date	DEPT	Senator?
Fac	Faculty – Open	Vacant					
Fac	Faculty – Open	Preminger, Jill	jpreminger@sdsu.edu	2025	2021	SLHS	YES
Fac	Faculty – Open	Vacant					
Fac	Faculty – Open	McMills, Anne	amcmills@sdsu.edu	2026	2017	TTF	
Fac	Faculty – Open	Ponomarenko, Vadim	vponomarenko@sdsu.edu	2026	2017	MATH	YES
Fac	Faculty – Open	O'Neill, Christopher*	cdoneill@sdsu.edu	2026	2022	MATH	YES
Fac	Faculty – Open	Coker, 'Niyi	ncoker@sdsu.edu	2026	2015	TTF	
Staff	Staff	Smith, Stephanie	stephanie.smith@sdsu.edu	2026	2023	CGS	
ExOff	Director: Planning, Design, and Construction	Peterson, Kara (Chair)	TBD	—	—	PLNG, DSN, CONST	
ExOff	VP: Business and Financial Affairs (or designee)	Schulz, Bob	rschulz@sdsu.edu	—	—	BFA	
ExOff	SDSURF Director of Facilities	Elson, Eric	eelson@sdsu.edu	—	—	SDSURF	
ExOff	President: Associated Students (or designee)	Victor Plunkett	vplunkett7112@sdsu.edu	2025	2024	AS	
Stud	Student	TBD		2025	2024	AS	

\*Member on sabbatical next year and will require replacement during this timeframe.



# Campus Development Committee

University Senate Annual Report, May 2024





# 2023/2024 CDC Meetings

The Campus Development Committee (CDC) met virtually (4) times in the 2023-2024 Academic Year. The committee approved (4) action items and reviewed (3) information items.

- **September 19, 2023**

- SDSU Mission Valley Public-Private Partnership Ground Lease Projects: Residential & Retail Project #1 and Affordable Housing Project #1 (Information Item)
- Brawley Sciences Building Schematic Design (**Action Item**)
- SDSU Kumeyaay Living Land Acknowledgement Proposal, Design & Location (**Action Item**)

- **October 17, 2023**

- SDSU Kumeyaay Living Land Acknowledgement Proposal, Design & Location Updates (**Action Item**)
- Parking 12 Solar Photovoltaic Installation (Information Item)

- **March 19, 2024**

- Active Projects Status Updates (Information Item)

- **April 16, 2024**

- Imperial Valley Affordable Student Housing Schematic Design (**Action Item**)

# Campus Development Committee Action Item Brawley Sciences Building Schematic Design

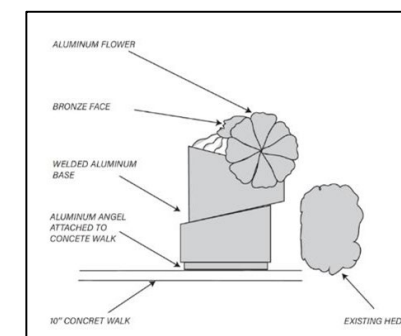
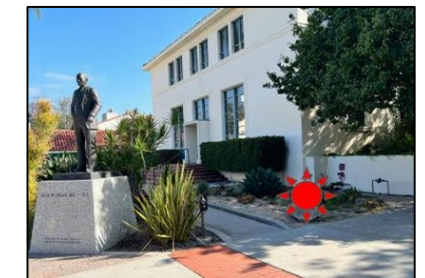
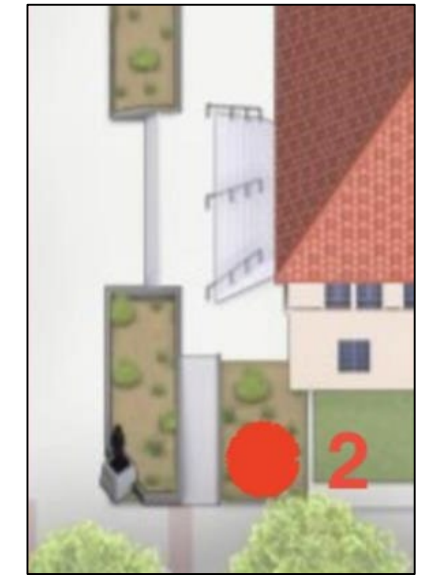
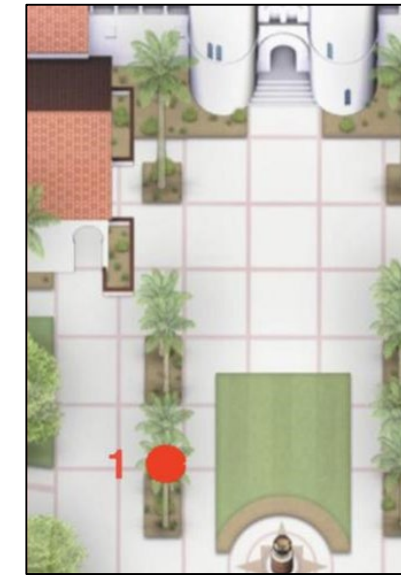
- Schematic design approved by CDC on September 19, 2023.
- Project consists of a two-story standalone 36,900 gross square foot (GSF) new building.
- Program includes:
  - Lower and upper division wet and dry teaching labs
  - Flexible use wet and dry research labs
  - Teaching and research lab support spaces
  - Work space for collaboration with industry partners



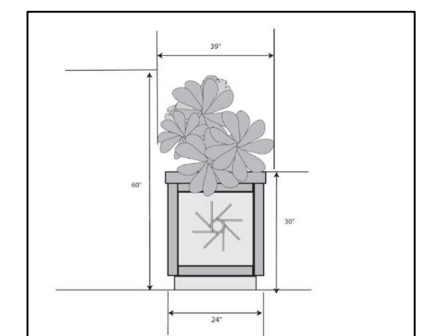
# Campus Development Committee Action Item

## Kumeyaay Living Land Acknowledgement Proposal

- On March 21, 2023, CDC approved further study of this project.
- On September 19, 2023, CDC approved the following:
  - Location and design of the first of six sculptures.
  - Further study of the location for the second sculpture.
- On October 17, 2023, CDC approved the following:
  - Location and design of the second installation.
  - General locations for the installation of the remaining four sculptures.
    1. Mediterranean Garden
    2. Centennial Walkway/Manchester Hall/Student Services West
    3. Campanile Mall near the south entrance to the campus
    4. Entrance plaza near Viejas Arena



First Installation



Second Installation



## Campus Development Committee Action Item

# Imperial Valley Affordable Student Housing Schematic Design

- Schematic design approved by CDC on April 16, 2024.
- Project consists of a new single-story, four building complex totaling 12,000 gross square feet (GSF) located at SDSU Imperial Valley, Calexico.
- Program includes:
  - Courtyard-style housing development surrounding a central exterior communal space
  - Ten 4-bedroom / 2-bath student housing units with full kitchens
  - One 2-bedroom / 1-bath live-in unit
  - Communal mail area
  - Communal laundry room



## Campus Development Committee Information Items

- **SDSU Mission Valley Public-Private Partnership Ground Lease Projects:**
  - **Residential & Retail Project #1**
    - A mixed-use residential and retail project to be developed by AvalonBay Communities.
  - **Affordable Housing Project #1**
    - An affordable housing project to be developed by Chelsea Investment Corporation. Includes a childcare center.
- **Parking 12 Solar Photovoltaic Installation**
  - Installation of two photovoltaic (PV) panel arrays on the top level of Parking Structure 12. The project was administered by Associated Students.

## Campus Development Committee Information Items

### **Active Project Status Updates:**

- SDSU San Diego Campus
  - Reviewed project status of the KPBS Renovation & Expansion; Dramatic Arts Building Renovation: Main Stage Theatre, Prebys Stage, and Amenities Building; Brawley Sciences Building; Electrical Infrastructure Upgrades; College of Sciences HVAC Upgrades; and Traffic Mitigation projects
- SDSU Mission Valley
  - Reviewed progress of Site Development and River Park

### **Upcoming/Pending Project Updates:**

- Briefed on the upcoming Life Sciences Building and the Imperial Valley Affordable Student Housing projects



To: SEC/Senate  
From: Senate Diversity, Equity and Inclusion Committee  
Date: March 3, 2024  
Subject: INFORMATION: On-going engagement and review of unit diversity plans

---

At their March 1 meeting, Senate DEI reviewed and approved the following process for on-going engagement with, and revision of, unit-level diversity plans. Given the different focus of college/division plans versus departments (i.e., employees versus students), and given the different governance structures, there are separate processes for colleges/divisions and for departments.

#### Departments/schools

- All departments/schools are already required to conduct an academic program review (APR) at regular intervals. Current APR guidelines ask departments to explore disaggregated data, and discuss curricular changes, both of which are required as part of the department diversity plans.
- Beginning Fall 2024, departments shall formally update their diversity plans as an integrated part of the APR process.
- Updated plans will still be shared with Senate DEI and the Chief Diversity Officer (CDO) for approval, using established criteria [see [template](#)]
- Because academic program reviews are moving to a seven-year cycle, and to help transition to the alignment with APRs, departments shall also submit a mid-cycle progress update [see [template](#)], no more than 4 years after their previous approval, to Senate DEI and the CDO in order to maintain their approved status.

#### Colleges/divisions

- At least once every five years, colleges / divisions / auxiliaries will update and revise their existing diversity plans [see [template](#)]. These updates will include:
  - Updated analysis of data on representation, climate, and equitable success outcomes

- Report of progress on implementation of interventions in previous plan
- Report of progress on goals set in previous plan
- Revision of goals and strategies, with corresponding plans for assessment and accountability
- Updated plans shall be shared with Senate DEI and the CDO for approval

## Background

The University Policy File charges the Chief Diversity Officer, in consultation with Senate DEI, to implement a process for units to create and revise diversity plans at least every five years:

6.2 The Chief Diversity Officer, in consultation with Senate DEI, will implement a process for every division, auxiliary, college, department/school and unit to create and/or revise plans for faculty and staff equity, diversity and inclusion. This will occur at least every five years. Plans should focus on diversity of representation, climate, and equitable success outcomes.

6.2.a The Chief Diversity Officer, in consultation with Senate DEI and in accordance with state, and federal laws and CSU policy, will develop criteria for evaluation, strategies for implementation, a review and approval process, and deadlines for submissions of Equity, Diversity and Inclusion plans.

6.2.b In accordance with previous Senate resolutions, each Equity, Diversity and Inclusion plan shall provide specific recommendations on how to serve historically marginalized and disproportionately represented communities on campus.

6.2.c Units without an approved Equity, Diversity, and Inclusion plan shall not conduct faculty and staff searches until the criteria are satisfied, absent Presidential exception.

All colleges, divisions and auxiliaries spent the 2019-20 year developing their original plans with all units having plans approved by the end of 2020. Based on guidance from Senate DEI and Campus Diversity, plans are required to include analysis of employee representation, climate and success, with corresponding goals and strategies. Individual schools and departments

spent the 2020-21 year developing their original plans with most units having plans approved by the end of 2021 (seven were approved later in 2022). Based on guidance from Senate DEI and Campus Diversity, plans are required to include analysis of equity gaps in student outcomes; review of curriculum and/or development of new curriculum to advance racial and social justice, anti-racism, and cultural diversity across the curriculum; strategies to support goals outlined in college plans; and strategies to improve faculty and staff competencies with equity-minded teaching and student support practices. All plans include expected timelines for implementation, although those timelines vary across goals, strategies and units. All plans also include expectations for assessment and accountability. The process outlined here provides guidance for the on-going revision of these plans.

TO: Senate Executive Committee / Senate  
FROM: Keven Jeffery, Chair, Faculty Affairs Committee  
DATE: April 24, 2024  
RE: Information Item: Faculty Affairs Committee Annual Report

# Faculty Affairs Committee Annual Report

## Guests

October: Elisa Sobo, CAL Director of Undergraduate Research & María Luisa Zúñiga, SDSU Faculty Unified towards Excellence in Research and Transformational Engagement (FUERTE)

- Presented on the white paper: *Recognizing and Valuing the Mentoring of Undergraduate Research, Scholarship, and Creative Activity by Faculty Members: Workload, Tenure, Promotion, and Award Systems*

March/April: Linda Abarbanell & David Kanaan, representing The Faculty Council of SDSU Imperial Valley

- Asked for advice in presenting their document, *Priorities for Collegiality, Inclusivity, and Equity for IV Faculty in Home Departments on the Mesa Campus* to the University Senate

## Senate Referrals

1. Referral 20/21\_02: Professors of Practice
  - o Followed up on discussions from the previous year. Identified the information we would need to make a recommendation, including a draft proposal on the structure. Lacking the required information the committee cannot act further on the referral.
  - o Submitted as an information item at April SEC meeting
2. Referral 20/21\_07: Faculty Responsibilities to Create a Diverse, Equitable Inclusive Classroom Environment
  - o Reviewed the referral response from the Freedom of Expression Committee. Discussed the issue and developed a recommendation.
  - o Responded as an Information Item accepted at February, 2024 Senate Meeting
3. Referral 21/22\_20: Course syllabi policy file revisions
  - o Reviewed the request from the SEC and decided not to act to change Senate policy.
  - o Responded as an Information Item accepted at February, 2024 Senate Meeting.

## Committee Discussion & Action

1. Resolution on Priorities for Collegiality, Inclusivity, and Equity for IV Faculty in Home Departments on the San Diego Mesa Campus
  - Discussion based on an item brought to the committee by the SDSU IV Faculty Council
  - Submitted as an action item to the April SEC meeting
2. Update to Policy Language Regarding Grades
  - Discussion based on a committee member's concern regarding a misreading of Senate Policy. Language around grades was edited and reference to learning objectives were added.
  - Submitted as an action item to the April SEC meeting
3. Update to Policy Language Regarding SDSU Syllabus Collection
  - Acted on a request from the library to update Senate Policy to accommodate new procedures.
  - First policy adjustment submitted as an Action Item accepted at January, 2024 Senate Meeting
  - Second policy adjustment submitted as an Action Item at April, 2024 Senate Meeting
4. Contingent faculty review criteria/materials - what are the standards across colleges?
  - Discussion based on a committee member's concern that was referred to Faculty Advancement & Student Success for further advice.
5. RTP PDS - Reconsider Removing Average Grade
  - Discussion based on a committee member's concern regarding the removal of Grade Average from the PDS form by the FA committee in 2022/2023. The committee decided not to recommend the return grade average to the document.
6. ASL Interpreter Services
  - Discussion based on a committee member's concern regarding the difficulty arranging interpreter services. A committee member followed up with Student Affairs leadership to discuss the issue in depth.
7. Strike Impact: Requested information from the Office of Academic Labor Relations
  - The committee requested specific information regarding the strike impact from campus, but the request was denied. The reason given by campus administration was due to it being part of the collective bargaining. The information requested was,
    - i. The number of faculty by College (or equivalent) who received an email asking if they withheld their labor.

- ii. The number of faculty by College (or equivalent) who will be asked to reimburse the university for withholding their labor.

## Continuing to the Fall 2024 Agenda

1. Senate Policy on Grades, section 2 and 3
  - Committee sees concerns around these policies and will discuss further in coordination with AP&P.
2. Referral 23/24\_11: State of Student Course Evaluations
  - Received April, 2024
3. Senate Referral 22/23\_05: Develop guidelines for the management of the sabbatical application & review process
  - This referral has been satisfied, however, the committee sees an additional need for a standardized review criteria and will develop a recommendation for the 2024/2025 Academic Year
4. Question from AP&P Regarding AI
  - AP&P is looking to address student AI usage in Senate policy. We began a discussion which will continue in Fall 2024.
5. Periodic Evaluations
  - Discussion based on a committee member's concern regarding student teaching evaluations, the content of the review packages, consequences of non-compliance, and the review format.
  - IT will be invited to discuss the student evaluation software and review FASS guidelines in Fall 2024.
6. Policies for course release for large classes
  - Discussion based on a committee member's concern regarding the lack of equity across colleges regarding course release based on class size. The committee notes this is also an issue for contingent faculty compensation. Information will be obtained from colleges over the summer for discussion in Fall 2024.

## Committee Structure for AY 2024/2025

- Arts & Letters: Edgerton-Tarpley, Kathryn
- Fowler College of Business: Xi, Yaoyi, F24 Substitute for Ning Tang (Sabbatical)
- Education: Brown, Jeff
- Health & Human Services: Vacant
- Professional Studies & Fine Art: Vacant
- Science: Vacant
- Library: Jeffery, Keven (Chair)
- SDSU Imperial Valley: Vacant
- SSP-AR: Carson, Todd
- Contingent Faculty (Lecturer): Greicar, Margo

- Contingent Faculty (Open): Rodenberg, Kris

TO: Senate Executive Committee / Senate  
FROM: Keven Jeffery, Chair, Faculty Affairs Committee  
DATE: April 24, 2024  
RE: Information Item Referral 20/21\_02: Professors of Practice

### **Information Item**

The Faculty Affairs Committee has discussed in depth the referral to "... not institutionalize Professors of Practice as a non-tenured, under-class status where many faculty of color and women will be tracked." The committee has explored aspects of Professors of Practice, especially those of inequity that might result from a tenured faculty line that has no requirement for Professional Growth as defined in by Senate Retention, Tenure, and Promotion policy. In doing so we have received reports and have offered feedback to the Provost's Professors of Practice Task Force, but have been unable to obtain a draft of a campus proposal for this new faculty classification.

Our latest information suggests that a Professors of Practice faculty classification is currently waiting to be negotiated between the Chancellor's Office (CO) and the California Faculty Association (CFA) and that there is no timeline for a finalized agreement.

As there is no clear idea what a final structure for a Professors of Practice faculty classification will look like, the Faculty Affairs Committee cannot proceed in exploring the issue further, nor can we make a recommendation to the Senate. We look forward to discussing this issue more fully when a proposal has been agreed to by the CFA and the CO.



TO: Senate Executive Committee / Senate

FROM: Keven Jeffery, Chair, Faculty Affairs Committee

DATE: April 24, 2024

RE: Information Item: Request to Campus for Strike Impact Transparency

#### Information Item

The Senate Faculty Affairs Committee, fulfilling its charge to "consider matters that involve ... the individual or collective relationship of faculty to the university," sent two requests to campus administration for the following information.

1. The number of unit 3 faculty by College (or equivalent) who received an email asking if they withheld their labor.
2. The number of unit 3 faculty by College (or equivalent) who will be asked to reimburse the university for withholding their labor.

The two requests were denied as “[t]he request falls within the scope of [California Faculty Association] representation ... the sole representative of faculty employees. Therefore, the University is unable to respond to the request.”

It is the belief of the Faculty Affairs Committee that it would be appropriate, in the spirit of shared governance, equity, and transparency, for the University to provide an informational report on the impact of the strike on the faculty. We do not believe that the University providing transparency around the strike and its impact on faculty has any relationship to bargaining with the CFA.

Memorandum

March 24, 2024

To: Senate Executive Committee/University Senate

From: Joanna Brooks, Chair, Undergraduate Council

RE: Undergraduate Council—Annual Report

Undergraduate Council reports the following initiatives, actions, and events significant to undergraduate student success during AY 23 - 24, all of which were reviewed and addressed by the Council:

- [GI 2025 “Final Push”](#) initiative to support maximum 6-year graduation rates among Fall 2019 FYS cohort.
- Initiation of monthly Advising Council convening to provide ongoing information and professional development to advisors and facilitate problem-solving.
- SACD’s “Successful Students . . . .” NSPP campaign promoting class attendance, timely help-seeking and 30 units / year progress. The Council affirmed the importance both of providing students who work and cannot take a full course load with accurate information about the costs of a fifth year (estimated at \$70,000+ cost of attendance plus opportunity cost) as well as supportive and nuanced conversations to guide students bearing multiple responsibilities to the right unit load for them.
- AI in the Classroom: CIO James Frazee’s report on the ITS Survey of undergrads; CTL’s Fall semester work on AI / ChatGPT and undergraduate education, via this deck: [AI in the Classroom FOR FAC Aug 2023.pptx](#). The Council identified additional opportunities for CTL to work with the library to address AI impacts.
- [Campuswide YMOC Retention Study Group](#) (January and March convenings)
- Professor Ning Tang’s (Finance) new student success intervention being tested in BA 100 to offer financial planning tools to first year students via the Finsiteful application / platform. More information is here: [BA 100 financial planning intervention](#)
- Updates to [impaction criteria in critical majors](#).
- Updates on various [Spring registration obstacles and fixes](#), with a goal of alleviating student success obstacles.
- [Excellence in Academic Advising](#) (EAA) self-study, funded by the Chancellor’s Office and administered by NACADA, launched Spring 2024.
- Organization of a Foundational Math Council to focus on first-year calculus courses, including efforts to secure two new faculty personnel to work in this area. The Council underscored the importance of Math 110, 120, and 140 as well.
- Update on post-COVID utilization of Student Disability Services.
- Adoption of [HSI specific Institutional Learning Outcomes](#).

The Council also received regular reports from Assistant Deans Michelle Lopez on SDSU’s [reenrollment initiative and advising council](#), Christine Molina on Coordinated Care advising, and Jose Preciado on General Studies 100.



## Chancellor's Office Equity Priority 1: Reengagement & Reenrollment

Reenrollment Initiative reengages and reenrolls students impacted by the pandemic and/or historically underserved students

Since the launch of the program,

- 230 eligible undergraduates were met with
- **184 are now current students through RI funding (a 80% reenrollment rate).**
- From the 184 undergraduate students who reenrolled,
  - 14% (25) are EOP,
  - 34% (62) are first-generation college students,
  - 10% (18) are Associate Degree Transfer students,
  - Pending date for Pell-Eligible students
  - 10% (19) were unable to continue with the program.
- Of the 184, two undergraduates earned their bachelor's degree in August 2022, eighteen (18) earned their bachelor's degree in December 2022, thirty-three (33) earned their bachelor's degree in Spring 2023, ten (10) earned their bachelor's degree in Summer 2023 and nineteen (19) in Fall 2023. (45% graduation rate; expected to increase in spring & summer) semester)
- 66 are enrolled in Spring 2024 & 35 are expected to apply for Spring Graduation

Awarded another \$47K For the 23-24 AY to continue outreach to support reenrollment

Our current membership is below. We look forward to welcoming new AS appointees. AVP Brooks will continue as chair.

## Undergraduate Council

**Meeting Information** (Day, Time, Frequency, Modality, Location)

Appnt mt Author ity	Cod e	Rank	Major Academic Unit (or Ex Officio position)	Name	Replacement & Other Notes	Term Ends	Appt . Date	DEPT	Senator ?
S	Fac	1	Faculty – FCOB	Kim, Jaemin		2026	2020	FIN	
S	Fac	2	Faculty – A&L	Lauer, Matt		2025	2022	ANT H	YES
S	Fac	3	Faculty – EDU	Lozada-Santone, Patricia		2025	2019	COE	
S	Fac	4	Faculty – ENG	Alves, Thais		2026	2023	EC ENG	
S	Fac	5	Faculty – HHS	Torre, Peter		2026	2023	SLHS	
S	Fac	6	Faculty – LIB	Weston, Wil		2025	2016	LIB	
S	Fac	7	Faculty – PFSA	Hu, Brian		2026	2023	TTF	
S	Fac	8	Faculty – SCI	Donyanavard, Bryan		2025	2022	CS	YES
S	Fac	9	Faculty – IV	Abarbanell, Linda		2024	2021	IVC	NO
ADMIN	ExOff	10	AVP: Faculty Advancement and Student Success	<b>Brooks, Joanna (chair)</b>		—	—	FASS	YES
ADMIN	ExOff	11	Associate Dean: Undergraduate Studies	TBD	Position is currently vacant.	—	—	FASS	
ADMIN	ExOff	12	Assistant Dean: Undergraduate Studies	Lopez, Michelle		—	—	FASS	
ADMIN	ExOff	13	VP: Student Affairs and Campus Diversity (or designee)	Timm, Randy	designee	—	—	SACD	
ADMIN	ExOff	14	AVP: Enrollment Services	Hyman, Stefan		—	—	ES	
A.S.	Stud	15	Student (Undergraduate)	Dani Judilla	TBD	2024	2023	AS	
A.S.	Stud	16	Student (Undergraduate)	Sonia Parikh	TBD	2024	2023	AS	

TO: SEC/University Senate

FROM: Adrienne D. Vargas, Vice President, University Relations and Development

DATE: April 30, 2024

RE: Information

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**Philanthropy Report:**

Our Aztec family sincerely appreciates the unwavering generosity of donors who impact students, faculty, staff, and programs across campus. We celebrate the following list of notable gifts, bequests, pledges, and pledge payments of \$25,000 or more received over the past two months.

The Estate of Gregory Alaniz has made a bequest payment of \$194,668 to support the Gregory L. Alaniz Endowed Scholarship in the Division of University Relations and Development.

ARCS Foundation, Inc. has made a gift of \$55,000 to support the ARCS Foundation Inc. Scholarship in the College of Sciences.

The Associated General Contractors, San Diego Chapter has made a pledge payment of \$62,500 to support the Jim Ryan Chair in Construction Management in the College of Engineering.

The Aztec Baseball Alumni Foundation has made a gift of \$107,249 to support the Men's Baseball Excellence Fund in the Department of Intercollegiate Athletics.

Astrid Bear has provided a gift-in-kind donation of novelist Greg Bear's manuscripts and archives, valued at \$645,000, to the Special Collections and University Archives in the SDSU Library.

Alumni J. Keith Behner and Catherine Stiefel have made a gift of \$25,000 to support the Catherine M. Stiefel Scholarship and Janie Chang Scholarship Endowment in the Fowler College of Business.

Steve Bjorg has made pledge payments totaling \$32,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium.

The Julia Richardson Brown Foundation, at the recommendation of Julia R. Brown, has made pledge payments and gifts totaling \$62,500 to support the Performing Arts District, Julia R. Brown Musical Theatre Endowed Scholarship, Julia R. Brown New Musical Theatre Initiative Fund, and Musical Theatre Production Fund in the College of Professional Studies and Fine Arts.

Marilyn Brown has recommended a grant of \$525,000 from the James Silberrad Brown Foundation at the San Diego Foundation to support the James Silberrad Brown Center for Artificial Intelligence in the Fowler College of Business.

Alumna Donna Smith-Burns and Brian Burns have committed to a bequest to support the Smith and Burns Service to America Nursing Scholarship in the College of Health and Human Services.

California Coast Credit Union has made a pledge payment of \$500,000 to support the Cal Coast Credit Union Student Financial Center in the Division of Student Affairs and Campus Diversity.

Alumna Patricia Carlisle has committed to a bequest of \$50,000 to support the Patricia S. Carlisle Black Resource Center Community Care Fund in the Division of Student Affairs and Campus Diversity.

Carolyn B. and Clifford W. Colwell have made a pledge of \$500,000 and subsequent pledge payment of \$100,000 to support the Carolyn and Cliff Colwell Imperial Valley Nursing Fund in the College of Health and Human Services.

Alumna Paige Cronin and Ricky Cronin have made a pledge of \$29,000 to support the Paige and Richard Cronin Engineering Endowed Scholarship in the College of Engineering.

Lloyd Yee Dong, Jr. and Girina Chen Dong have established a charitable remainder unitrust valued at \$2,500,000, in which the realized proceeds will be used to support the Gus & Emma Thompson Black Resource Center in the Division of Student Affairs and Campus Diversity.

Ronald and Janice Dong have committed to a pledge of \$2,500,000 to support the Gus & Emma Thompson Black Resource Center in the Division of Student Affairs and Campus Diversity.

Jim and Ann Elliott recommended a grant of \$60,000 from the Ann and Jim Elliott Fund at the Jewish Community Foundation to support the Lemon Grove Tutoring Program in the College of Education.

H.G. Fenton Company has recommended a grant of \$50,000 from the H. G. Fenton Company Fund at the San Diego Foundation to support the H.G. Fenton Company Idea Lab Fund at the Zahn Innovation Center in the Division of Research and Innovation. TCF Board member, Mike Neal, is President and CEO of H.G. Fenton.

J.R. Filanc Construction has made a pledge payment of \$40,000 to support the Jim Ryan Chair in Construction Management in the College of Engineering.

Alumni Dr. Ron Fowler and Alexis Fowler have made a pledge payment of \$500,000 to support the Techstars San Diego Powered by San Diego State University Operating Fund in the Division of Research and Innovation.

Alumni Steven and Elizabeth Gex have recommended a grant of \$36,842 from the Gex Family Charitable Fund at U.S. Charitable Gift Trust to support the Gex Family Endowed Scholarship in the Fowler College of Business.

Jeff Harris has made a pledge payment of \$200,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium.

Alumni Jeanni P. Harrison and Rene Paul de Charon have made a pledge and subsequent pledge payment of \$25,000 to support the Fowler Faculty Fellowship in the Fowler College of Business.

Alumnus Larry Icerman has made a pledge payment of \$25,000 to support the Larry Icerman Seed Fund Endowment in the Fowler College of Business.

Jeffrey Jacobs and Annie Lawless have recommended a grant of \$30,000 from the Jeff Jacobs Family Fund at the Jewish Community Foundation to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumna Conny Jamison has committed to a bequest of \$1,000,000 to support the KPBS Public Broadcasting Service.

Alumnus William P. Johnston has committed to a bequest to support the William Johnston Residential Housing Fund in the Division of Student Affairs and Campus Diversity.

Alumnus Dean M. Jones has committed to a bequest to support student athletes in the Department of Intercollegiate Athletics.

Alumnus Bob Charles Kain and Ranelle Kain have made a pledge of \$39,870 and a subsequent pledge payment of \$9,194 to support the Mesa Rim Scholarship in Physics and Mathematics in the College of Sciences.

Alumnus Rick Keller and Anne Keller have recommended a grant of \$25,000 from the Keller Family Fund at the Orange County Community Foundation to support the Keller Excellence in Financial Services Endowment in the Fowler College of Business.

The Land of the Free Foundation has made a gift of \$30,000 to support the Joan and Art Barron Veterans Center in the Division of Student Affairs and Campus Diversity.

The Estate of Jean Landis has made a bequest payment of \$28,802 to support Exercise and Nutritional Science in the College of Health and Human Services.

Alumni Tom and Linda Lang have recommended a grant of \$50,000 from the Tom and Linda Lang Family Fund at Ayco Charitable Foundation to support the Lang Endowed Professorship in Leadership Development in the Fowler College of Business.

Alumna Mary Lynne Lawlor, Ph.D. has made a pledge of \$150,000 to support the Marylinn J. Metzke Endowment in the Fowler College of Business.

Alumnus Howard B. Levenson has made a gift of \$50,000 to support the Howard and Virginia Levenson Scholarship in the Fowler College of Business.

Kurt J. Lindemann, Ph.D. and Heather Sweeney have committed to a bequest of \$50,000 to support the Kurt Lindemann GTA Assistance Fund in the College of Professional Studies and Fine Arts.

Alumnus Richard Lizon has made a pledge payment of \$22,000 to support the Lizon Family Scholarship Endowment and a gift of \$50,000 to support the Lizon Family Scholarship Fund in the Division of Student Affairs and Campus Diversity.

Alumni Lisa Mazzocco and Andrew Silver have committed to a bequest to support the Guardian Scholars Program in the Division of Student Affairs and Campus Diversity.

Microsoft Corporation has made a gift of \$50,000 to the Data Science Lab Fund in the College of Sciences.

The Estate of Monica Murphy has made bequest payments totaling \$144,032 to support the Monica Murphy Endowment in the College of Education.

NECA has made a pledge payment of \$25,000 to support the Jim Ryan Chair in Construction Management in the College of Engineering.

Alumnus Alberto Monroy Ochoa, Ed.D. made a gift of \$25,000 to support the Drs. Alberto Ochoa and Maria Elena Ochoa Scholarship Endowment in the College of Education.

The Pitts Family Trust, at the recommendation of Alumni David and Antoinette Pitts, has made a gift of \$50,000 to support the Athletics General Excellence Fund and Football Excellence Fund in the Department of Intercollegiate Athletics.

The Conrad Prebys Foundation has made a pledge payment of \$1,500,000 to support the Prebys Stage in the Performing Arts District in the College of Professional Studies and Fine Arts.

QuidelOrtho has provided a gift-in-kind donation valued at \$59,975 to the School of Public Health in the College of Health and Human Services.

Alumnus Bud P. Reeg has made pledge payments totaling \$32,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium.

Glenn and Lynne Rossman have committed to a pledge of \$250,000 to support student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

Alumnus John Rotner and Marje Rotner have made gifts totaling \$29,000 to support the College of Sciences Fund and John and Marjorie Rotner Family Scholarship Endowment in the College of Sciences, and the Dan Gomes Veterans Alumni Organization Endowed Scholarship in the Division of Student Affairs and Campus Diversity.

Alumni Dr. Jim Sinegal and Janet Sinegal have made a gift of \$413,504 to support the following areas on campus: the Nursing Program Expansion Fund in the College of Health and Human Services; the SDSU Black Resource Center Fund, Black Minds Matter Fund, SDSU Black Resource Center Endowed Scholarship, Sinegal Guardian Scholars Housing Fund, and the Jim and Janet Sinegal Endowment for the Joan and Art Barron Veterans Center in the Division of Student Affairs and Campus Diversity; the Janet Sinegal Scholarship Endowment in the College of Education; and the Jim and Janet Sinegal Guardian Scholars Business Endowed Scholarship in the Fowler College of Business.

Alumna Ann Sixtus has made a gift of \$25,000 to support the Michael Edward and Ann Rosner Sixtus Scholarship in Sciences in the College of Sciences.

Alumnus Andrew Stevenson has made a pledge of \$25,000 to support the James Silberrad Brown Center for Artificial Intelligence Endowed Fund in the Fowler College of Business.

Tom and Cookie Sudberry have made pledge payments totaling \$63,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium.

The Estate of George and Judy Sunga has made a bequest payment of \$50,000 to support the George and Judy Sunga Scholarship Endowment in the College of Professional Studies and Fine Arts.

Sycuan Casino Resort, on behalf of the Sycuan Band of Kumeyaay Nation, has made a pledge payment of \$300,000 to the Stadium Excellence Fund in support of the construction of Snapdragon Stadium.

SDSU President and TCF Board Member Adela de la Torre, Ph.D. and Stephen Bartlett have made a pledge of \$50,000 to support the President Adela de la Torre and Stephen Bartlett Women's Athletics Endowment in the Department of Intercollegiate Athletics.

The USS Midway Museum has made a pledge payment of \$600,000 to support the USS Midway Chair in Modern US Military History in the College of Arts and Letters.

Sandra L. Williams has made pledge payments totaling \$35,000 to support the Black Resource Center Fund in the Division of Student Affairs and Campus Diversity, and student-athlete excellence, scholarships, and academic and personal growth initiatives in the Department of Intercollegiate Athletics.

We would also like to share the names of the following generous donors who have made gifts and pledge



payments of \$10,000 or more to support important purposes throughout the university. These include: Baker Tilly Foundation, Alumna Lisa Belott and Dr. Peter Belott, Alumnus William Brack and Karen Brack, CONNECT Foundation, Alumnus Gene Gleeson and Traute Gleeson, David A. Gubser, Alumnus Joshua D. Gruenberg, Chinyeh Hostler, William and Katherine Jeffery, Alumnus Paul G. Kerr, Kelly Joon Ko, Ph.D., Lawrence & Opal Maletta Scholarship Trust, Alumnus John Martin and Katherine Fitzhugh, Alumnus Marc McIntyre and Amanda McIntyre, Alumnus Michael Povar, Alumni Richard and Susan Seiler, Sharp HealthCare, Alumna Jayne Turpin and Bill Turpin, Faculty Emeritus Carey Gail Wall, Ph.D., Alumni David and Catherine Want, and Alumnus Edward Wright.

### **Presidential & Special Events:**

On Friday, April 12, President de la Torre, Dean Eugene Olevsky and Vice President Vargas hosted Mr. Daniel Haiming Chang and Mrs. Cai Li Chang for dinner at the University House to thank them for their generous donation of \$500K to the College of Engineering.

On Monday, April 15, President de la Torre and Vice President Vargas hosted the annual Evening of Distinction stewardship event. The event was held in the Foyer of Montezuma Hall at the Conrad Prebys Aztec Student Union. The purpose of this annual event is to honor Tower Society Magna Cum Laude donors for their lifetime giving of \$500,000 to \$999,999 to San Diego State University. This is the eighth year of this event and was the result of the deans' request to create an annual stewardship event that they could host for their donors. In the past seven years, 52 awards have been presented, representing 71 individuals and 8 organizations. This year seven awards were presented, representing 11 individuals.

### **Donor Relations**

The Donor Relations team continues to create a stewardship foundation through strategic donor stewardship tactics that express appreciation, impact, and recognition. Recent stewardship activities include:

#### Acknowledgments

Sent over 300 thank-you notes in appreciation for gifts made throughout campus in support of colleges, departments, and athletics and 35 notes for honorary and memorial gifts. Pictured is the new SDSU Athletics thank you postcard to be sent to donors who make gifts April through June.

Welcomed 87 first-time SDSU donors .



Faculty Stewardship effort

Sent over 75 personalized thank you cards with an SDSU pin to faculty to share gratitude for their support of our annual impact reporting process.

**Many Thanks to You!**

Dear ##Salutation##,

Thank you again for your past partnership in the FY22-23 impact reporting process. You contributed to a process that created more than 80 impact updates to steward nearly 1,200 donors. Please accept this token of our appreciation for your thoughtful responses — we value your time and insight and look forward to working with you again this year.

Warm regards,  
Your SDSU Donor Relations Team



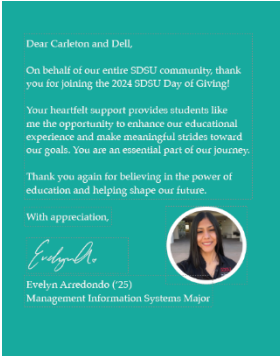
**SDSU | Donor Relations**

Day of Giving Acknowledgments/ Personalized Videos

Sent over 720 thank-you notes in appreciation for gifts made on the SDSU Day of Giving in support of colleges, departments, and athletics.

Sent nearly 200 personalized student thank you videos to acknowledge donors who make their first gift to SDSU during the Day of Giving with an 80% open rate and 74% unique watch rate; highest event

<https://gratavid.com/note?noteId=87432dde-80c5-47b7-82cb-00c5e0c00aa4>



To: SEC / Senate

From: Brian Hentschel and Gustaaf Jacobs, Co-Chairs, University Resources & Planning (URP)

Date: April 25, 2024

Subject: INFORMATION: Annual Report from URP

### **Senate Referrals addressed by URP during 2023-2024:**

#### *Add Dean of Grad Studies to URP (Referral 22/23\_17)*

After consulting with the Chair of CBL, URP presented an Information Item to SEC/Senate 24 October 2023, noting that URP is presently not in compliance with Senate Bylaw 3.1, which mandates that all Standing Committees “shall be composed of a majority of faculty”. After receiving recommendations from the Council of Vice Presidents and CBL, URP submitted an Action Item to SEC/Senate 19 March 2024, recommending how URP membership should be modified in its Charter: removing the VP of information Technology, the VP of University Relations and Development, and the Director of Business & Financial Affairs at SDSU Imperial Valley. The first reading of this proposed revision to the Bylaws occurred 7 April 2024, and the second reading is scheduled for the May 7<sup>th</sup> Senate meeting.

#### *Alcohol Products Co-Branding at SDSU (Referral 23/24\_03)*

In collaboration with the Intercollegiate Athletics Council (IAC), members of URP discussed the referral during several meetings and submitted an Information Item to SEC/Senate in the Agenda for 5 March 2024. That Information Item noted that follow-up would occur concerning new programs being developed related to alcohol education and awareness. URP received an update on these new programs at its April 23<sup>rd</sup> meeting. Student Affairs & Campus Diversity will be allocated \$325K over 5 years from alcohol advertising contracts. Educational programming related to addictive behaviors will focus on alcohol and other drugs, sexual violence, hazing, and gambling. Programs will be developed during summer 2024 for implementation in 2024-25.

#### *Contextualizing the Fiscal Cost/Benefit of Athletics (Referral 23/24\_13)*

URP received this referral 11 April 2024. At its April 23<sup>rd</sup> meeting, the committee discussed initial thoughts on how to address this referral, including collaborating with the IAC. The committee plans to address the referral in detail during the Fall 2024 semester.

### **Other items addressed by URP during 2023-2024:**

#### *Problems with URP's charge to review curriculum proposals from the perspective of resources*

During the 2023-2024 academic year, URP spent much more of its time dealing with the review of curriculum proposals than any of its members anticipated or desired. As URP began reviewing proposals in Curriculog during the Fall 2023 semester, it became apparent that the

vast majority of proposals contain little, if any, information related to resources. Given URP's mandate in the Policy File to review curriculum proposals in relation to their impact on resources, URP concluded that one of two actions needed to occur: 1) modify the Policy File to remove URP from the review process or 2) add significant questions (and answers) to Curriculog concerning a proposal's relationships to specific resources. URP submitted an Action Item to the 23 January 2024 SEC meeting seeking to remove URP from the Curriculog process and immediately advance all pending proposals to the next stage of review. SEC did not advance this Action Item to the Senate Agenda (by a tie vote). Concurrently, URP submitted an Information Item to SEC/Senate containing a list of resource-related questions that must be addressed by all curriculum proposals to potentially receive URP approval.

During the Spring 2024 semester, URP Co-Chairs have been working with the AVP for Curriculum, Assessment, and Accreditation to obtain answers to URP's list of resource-related questions from the authors of the proposals still pending in Curriculog and to add all of those questions to the Curriculog system for the 2024-2025 cycle so that URP's evaluation of curriculum proposals can be both thorough and efficient.

In February 2024, the AVP for Curriculum, Assessment, and Accreditation identified a package of four proposals for Doctorates of Nursing Practice (DNP) that were urgent due to accreditation issues. The original Program Intent Forms for these programs identified significant resources, including 5-6 new tenure-track lines. These DNP proposals underscored a need for URP to receive detailed resource-related information so URP can effectively review curriculum proposals. As part of URP's lengthy and thorough review of the DNPs, URP met with the Dean of HHS and Provost to get clarification on the resource needs and commitments. With updated information, especially a reduction in the number of new tenure-track lines actually needed, URP approved the DNPs in early March.

#### *Revisiting URP's 3/11/21 Response to the 7/28/20 Referral Re: "Shared Governance Strategies"*

After considerable discussion at several meetings, URP submitted an Information Item to SEC/Senate on 23 January 2024, communicating that procedures developed during the 2020-2021 academic year in response to a Referral from July 2020 have not worked in practice. URP has, therefore, devised new approaches to better communicate budget-related issues to the SDSU community. URP will be replacing the process described in March 2021 with new activities that the committee hopes will improve transparency and shared governance with respect to budget issues. In particular, URP in collaboration with Business and Financial Affairs plans to develop and publish a series of short online videos explaining key budget principles and practices on campus. URP anticipates creating these videos will be a major focus of the committee during the 2024-2025 academic year.

#### *Discussing and approving requests for one-time funding through PBAC*

During the spring 2024 semester, URP was presented 9 proposals that had been submitted to PBAC. URP thoroughly discussed and approved all proposals in March 2024, but URP raised significant concerns about a \$3.5M request to continue contracting with Huron Consulting

Services for continued support implementing My.SDSU. URP supported that proposal only after expressing significant reservations to PBAC. Similarly, a request for a \$95K request to support Graduate Life and Diversity (GLaD) was supported by URP with significant reservations because the GLaD program presently lacked a plan for sustainability without additional one-time requests or a student fee in future years.

### *Topics URP members identified for its Annual Agenda*

At the beginning of the Fall 2024 semester URP members identified several topics for its annual agenda. The top three items (deferred maintenance, ways to improve budget transparency, and gray areas around State vs Research Foundation funds) received some discussion at one or more meetings, centering around managers from Business and Financial Affairs presenting information and answering questions to educate committee members. In particular, many URP members were surprised to learn how dire the situation surrounding deferred maintenance has become at SDSU: the campus needs approximately \$55M annually, but SDSU has struggled to allocate approximately \$8M on average from PBAC annually. Unfortunately, due to senate Referrals and unexpected problems and inefficient time spent reviewing Curriculog proposals, the time available for URP to address these Annual Agenda topics was limited. Ideas for better communicating some of these resource-related issues to the Senate and broader SDSU community were developed and will be pursued by URP during 2024-2025.

**Election of Chair for 2024-2025:** Co-Chair Hentschel was elected Chair for next year (Co-Chair Jacobs will be on sabbatical leave).

**Updates to Committee roster for 2024-2025:** Professor Jacobs will be on sabbatical and the URP position for a member of the Engineering faculty will be filled by Satish Sharma, who will be terming out of the Senate and no longer serving on URP as Senate Treasurer. No other roster modifications are known at this time.

2023-2024 University Catalog - Information - Graduate Programs TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: April 30, 2024 / May 7, 2024							
Title	Information (Revised)	Program Type	Modifications	Major Code	SIMS Code	Proposal Link	Notes
Public Administration, M.P.A./J.D. (University of San Diego School of Law)	x	Concurrent (JDP)				<a href="https://sdsu.curriculog.com/proposal/2539/form">https://sdsu.curriculog.com/proposal/2539/form</a>	Already existing program

2024-2025 University Catalog - Information - Undergraduate Courses  
 TO: SEC / Senate  
 FROM: Steve Barbone, Chair, Undergraduate Curriculum Committee  
 DATE: April 30, 2024 / May 7, 2024

Prefix	Course #	Title	Information (Revised)	Modificaitons / Notes	Non-GE Designations	Units	Effective	Proposal Link
CJ	300	Crime, Law, and Justice	x	prerequisite updated to: Complete the following with a grade of C (2.0) or better: POL S 102, SOC 101, SOC 102; one statistics course selected from ECON 201, POL S 201, PSY 280, SOC 201, STAT 119, STAT 250. Sophomore, Junior, or Senior standing. Cumulative GPA of 2.8 or better.		3	8/19/2024	<a href="https://sdsu.curriculog.com/proposal:3437/form">https://sdsu.curriculog.com/proposal:3437/form</a>
COMM	300	Conceptualizing Communication	x	Prerequisite updated to: Complete 6 units with a grade of C (2.0) or better from: COMM 160, 201, 204, 245; a C (2.0) or better in one of the following courses: COMM 103, AFRAS 140, CCS 111A, Sophomore, Junior, or Senior Standing, and have a cumulative GPA of 2.75 or better.		3	8/19/2024	<a href="https://sdsu.curriculog.com/proposal:3438/form">https://sdsu.curriculog.com/proposal:3438/form</a>
COMM	350	Investigating Communication	x	Prerequisite updated to: Complete 6 units with a grade of C (2.0) or better from: COMM 160, 201, 204, 245; a C (2.0) or better in one of the following courses: COMM 103, AFRAS 140, CCS 111A, Sophomore, Junior, or Senior Standing, and have a cumulative GPA of 2.75 or better.		3	8/19/2024	<a href="https://sdsu.curriculog.com/proposal:3440/form">https://sdsu.curriculog.com/proposal:3440/form</a>

2024-2025 University Catalog - Information - Undergraduate Programs TO: SEC / Senate FROM: Steve Barbone, Chair, Undergraduate Curriculum Committee DATE: April 30, 2024 / May 7, 2024						
Title	Information (Revised)	Program Type	Modifications	Major Code	SIMS Code	Proposal Link
Honors Minor in Interdisciplinary Studies	x	Minor	Added HONOR 413 to "Upper Division for the Honors Minor" and deleted Additional Requirements section		888001	<a href="https://sdsu.curriculog.com/proposal:3421/form">https://sdsu.curriculog.com/proposal:3421/form</a>



Date: April 30, 2024

To: SEC / Senate

From: Savanna Schuermann, Chair, Lecturer Affairs Committee (LAC)

Subject: INFORMATION ITEM: LAC Academic Year 2023-2024 Annual Report

### **Meetings:**

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During AY 2023-2024, the LAC met (or will meet\*) on the following dates:

Fri 8/18/23

Fri 9/8/23

Fri 11/3/23

Fri 12/1/23

Fri 1/19/24

Fri 2/9/24

Fri 3/8/24

Fri 4/12/24

Fri 5/10/24\*

### **Work Accomplished:**

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During the 2023-2024 AY, the LAC worked on numerous issues and initiatives concerning lecturers. These initiatives generally focus on increasing DEI and shared governance on campus through improving how our large lecturer faculty constituency (~1200+ SDSU faculty lecturers) is represented, included, and valued on our campus. More specifically, our committee worked on the following:

- Improving and expanding communication between lecturers on campus via the establishment of a **Lecturer Canvas Homeroom**, where we post information and opportunities relevant to lecturers (*Link to self-enroll in our Lecture Canvas Homeroom is available to any and all lecturers upon request*). Lecturers are often siloed on campus which makes it difficult to connect, communicate, and collaborate with one another. The LAC's establishment of this space for lecturers to communicate and share information is a step towards bridging this glaring gap.
- Developing proposals, budgeting, and establishing **Compensation for Lecturer Service**, including compensation (i.e. recognition) for lecturers serving as Senators (compensation accomplished), lecturers serving as the Chair of the LAC (in progress), and lecturer members of the LAC (in progress). While tenured and tenured-track faculty often receive recognition (or course buy outs) for their service work and are also expected to contribute to service on campus, lecturers are not and also do not receive this recognition for their many service contributions, even though many serve in ways that benefit other university constituents. The LAC sees recognizing lecturer contributions to service on our campus (through compensation in this case) as an important step towards true DEI and shared governance on campus.
- Collaborating with other senate committees (e.g. CBL, AP&P) and campus constituents to **Update Policy concerning Lecturers**. For example, lecturers now have representation on the SDSU University Senate's Senate Executive Committee (SEC). Given SEC sets the senate agenda, adding Lecturer's to this group is a crucial step towards ensuring lecturers have a seat at the decision-making table (and thus, are not on the menu!). Moreover, we have been and will continue to collaborate with AP&P in the next academic year to work towards

updating outdated policies related to faculty voting so that a more updated policy may grant lecturers some voting rights on campus.

- The **LAC held a Town Hall for Lecturers in Fall, 2023**, during contract bargaining, with representatives from CFA as well as a CFA statewide faculty rights specialist. We plan to hold more lecturer-focused events like this in the future. We see this as critical to creating community and connectivity among lecturers, who often tend to be isolated and spread out on campus and thus are hindered in their ability to collaborate for the betterment of our university.
- We proposed **Revisions to our Membership Charter** that ultimately passed in the senate. In its first full year of service, AY 23-24, the committee experienced challenges in filling committee seats. For some colleges/units, only one or two Lecturers were interested in serving, but in other colleges/units, there was an abundance of passionate Lecturers willing to serve. In addition, the membership charter as previously drafted did not account for the carrying levels of Lecturers from college to college. The changes to the membership charter will enable Lecturers from colleges with more Lecturers to have equitable representation, and will allow the committee to fully engage with more dedicated members of the constituency. Creating a more flexible membership for the committee allows committed and inclusive membership while still ensuring that there is an equitable representation of Lecturers from across the campus.
- The LAC is also currently collaborating with other stakeholders to **Increase External Funding for Lecturer Awards** that recognize lecturer excellence in teaching.

In closing, the LAC has worked diligently to improve lecturer recognition, inclusion, and representation on our campus during AY23-24. We look forward to continuing and increasing our efforts in the years to come.

### **Roster updates:**

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*Chair for AY24-25:*

TBA

*Vacancies for AY 24-25:*

- 1 faculty member College of Sciences
- 1 faculty member from College of Engineering

### **Roster:**

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Date: April 29, 2024

To: SEC / Senate

From: Dr. Erlinde Cornelis, Chair, Senate Committee on Sustainability

Subject: Senate Committee on Sustainability - Academic Year 2023-2024 Annual Report

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### Meetings

During AY 2023-2024, the Senate Committee on Sustainability met on the following dates:

Fri 9/15/23

Fri 10/20/23

Fri 11/17/23

Fri 12/15/23

Fri 1/19/24

Fri 2/16/24

Fri 3/15/24

Fri 4/19/24

### Accomplished work

During the 2023-2024 AY, the committee proposed a **revision to its membership roster & policy file**. This proposal was submitted as an **action item to the SEC/Senate**, and was **voted on and approved in their November 2023 meeting**. The revised policy file involves an expansion of the Committee on Sustainability's membership to 10 faculty members (i.e., one from each academic college [7], one from Library [1], one from Imperial Valley Campus [1], and 1 contingent faculty member [1]) is to have a more consistent and wider college-based representation like most other larger senate subcommittees. A faculty member from each college would promote the attention to the University's sustainability objectives in each college. In addition, and especially in light of the University's ongoing and important goal to advance diversity, equity, and inclusion, we are proposing to expand membership in an attempt to insure that the membership more closely represents the growing diverse population of students, staff, and faculty at SDSU.

In addition to the Committee's policy file update, the committee was also voted to **become a standing committee**. This proposal was approved in the Senate meeting in April. The Chair of the Senate Sustainability Committee will serve on the SEC starting Fall 2024.

A main focal point during AY23-24 was **the integration of sustainability into the curriculum and course catalog**. This agenda item is a continuation of what we worked on during the previous AY (2022-23). The committee explored the possibility of a sustainability requirement for all courses and discussed the criteria for designating courses as sustainability-focused or sustainability-related. The committee examined the approach taken by Chico State University, which incorporated sustainability as a General Education (GE) value and introduced green leaf symbols to indicate sustainability-focused courses.

To this end, the Senate Sustainability Committee **facilitated faculty engagement by [recruiting faculty for The Faculty Learning Community \(FLC\) in Teaching Climate Change and Resilience initiative](#)**, which was developed by Chico State (Dr. Mark Stemen). The FLC's goal is to educate faculty across different disciplines in the CSU system on how to incorporate sustainability in their curriculum. This was done through 5 Zoom classes in Spring 2024 (on Tuesdays from 9:00-10:30 a.m). This initiative aligns with the California State University Sustainability Policy, which "is intended to position the nation's largest university system as a leader in the teaching and use of applied research to educate climate literate students."

Several committee members worked together on the **Climate Action Network for International Education's (CANIE) Accord**. The CANIE Accord outlines 70-80 different actions that universities can take toward sustainability, focused on collaboration. Specifically, we evaluated the feasibility of SDSU attaining these CANIE goals, and how they fit in **SDSU's revised University's Climate Action Plan**. The Senate Sustainability Committee supported SDSU's Office of Sustainability in their efforts to conduct interviews with stakeholders to gain input for the CAP revision.

Relatedly, the committee worked on the ongoing **mapping effort to identify sustainability initiatives and resources across the SDSU campus**. Suggestions and ideas for sustainable improvements on campus were collected. These will be integrated in the central platform of the Presidential Sustainability Advisory Committee (PSAC). The Idea Intake and Response System (IIRS) is the subcommittee tasked with this intake & response system. Student Alice Wilshire is leading this initiative. Goal is to integrate this into the existing ["your voice matters" \(YVM\) platform](#).

Several committee members collaborated on the initiation and development of a **campus-wide sustainability survey**. The goal of this survey would be to measure current sustainable consumption patterns and behavior among all stakeholders on campus (students, faculty, staff, etc.) as well as their input on sustainability initiatives and proposals. This survey effort is currently in early stage (draft) and is planned to be disseminated in Fall 2024.

Committee members provided an update on the **Library Green Team**. The Green Team focused on integrating sustainability into the library's strategic plan. Additionally, the committee discussed plans for an educational program called the Seed Program, aimed at teaching students how to grow plants. The team is proceeding to get an academic library sustainability certification (national program), so currently assessing sustainability improvements in the library in order to finalize a sustainability policy for the SDSU Library specifically.

We discussed updates on **SDSU Facilities Services' move away from carbon burning and toward carbon neutrality**. Facilities met with Clear Result (external consultant), aiming to stop leaking energy, generating reports on opportunities to improve, find grants, etc.

The committee contributed to and participated in various sustainability events, most notably **SDSU's 2nd Sustainability Summit** on April 17, 2024. This event featured presentations from various entities on campus, including academics and research. The committee actively participated in other campus events, such as the **Association of Research Libraries President's Institute: Embracing Sustainability—Libraries Leading the Way** (Thursday, February 8), where a Senate Sustainability Committee member was a panel speaker reporting on the SDSU Library certification process and on the SDSU Library GreenTeam.

In conclusion, the Senate Committee on Sustainability made significant strides in promoting sustainability awareness, integrating sustainability into the curriculum, and advocating for sustainable practices at SDSU.

The meetings for the following AY 24-25 are scheduled to continue taking place on the third Friday of each month, via Zoom.

The current Chair, Dr. Erlinde Cornelis, will continue her role as Chair through AY24-25, while Co-Chair Dr. John Love voluntarily discontinued his role as Co-Chair for AY 24-25.

## Roster updates

Chair for AY24-25: Dr. Erlinde Cornelis

Vacancies for AY 24-25:

- 1 faculty member from Education
- 1 faculty member from Imperial Valley campus
- 2 student representatives

Roster:

Arts & Letters	Jessica Barlow
Education	<i>[1 vacant spot]</i>
Engineering	Saeed Manshadi
Health & Human Services	Teresa Girolamo
Professional Studies & Fine Arts	Madison Swayne
Sciences	John Love
Fowler Business	Erlinde Cornelis (Chair)
Imperial Valley	<i>[1 vacant spot]</i>
Library	Salem, Linda
Contingent Faculty member	Savanna Schuermann
Staff	Mahasweta Sarkar
Director of Energy and Sustainability, or designee	Madeleine Falco
AVP Student Affairs and Campus Diversity, or designee	Christy Samarkos
AVP Curriculum, Assessment, and Accreditation, or designee	Madhavi McCall
AVP Real Estate, Planning and Development, or designee	Kara Peterson
AVP Business Operations, or designee	Daryn Ockey
SDSU Research Foundation Director of Facilities, or designee	Otto Delacruz
KPBS General Manager, or designee	Julia Dixon Evans
CEO of Aztec Shops, or designee	Duane Buske
Students	<i>[2 vacant spots]</i>

To: SEC / Senate

From: Brian Hentschel, Co-Chair, University Resources & Planning (URP) Committee

Date: November 9, 2023

Subject: ACTION: Procedures and policies for recording meetings

**Background:**

Recording Senate and SEC meetings that include a Zoom modality has become common place, but as best I can tell, the Policy File contains no information on the procedures for recording meetings and making those recordings available to Senators who participated in a recorded meeting or to the broader SDSU community.

I inquired about this at the beginning of the SEC meeting on 24 October 2023 and the Chair responded that requests to access recordings can be made to Analyst Saldaña (see [draft SEC Minutes](#)). At the beginning of the November 7<sup>th</sup> Senate meeting, however, I believe I heard Chair Butler-Byrd state that recordings of Senate meetings would not be made available to members of the Senate. I was unclear about the details of this decision and its rationale and, therefore, requested (at 8:51 am on November 9) that Analyst Saldaña provide me with access to the November 7<sup>th</sup> recording so I could review Chair Butler-Byrd's statements (I note that, by the time I needed to submit this item to meet the November 9<sup>th</sup> deadline for agenda submissions, I had not been able to access the recording). Shortly after the November 7<sup>th</sup> meeting, several Senators expressed concern in the Senator Discussions listserv about the apparent non-distribution of recordings. I am troubled by the inconsistency between the [SDSU University Senate Resolution on Principles of Shared Governance \(April 9, 2019\)](#) and an apparent refusal of Senate Officers to distribute recordings, the creation of which legally required the consent of meeting participants, to Senators who participated in the meeting.

**Suggested Action:**

SEC and the Senate need to discuss the procedures for recording SEC and Senate meetings and for distributing those recordings to Senators who participated in a recorded meeting or to the broader SDSU community. Normally a committee referral to CBL and/or APP would seem appropriate and the creation of thoughtful policies and procedures likely would require considerable time, but clarifying the procedures for recording meetings requires urgent action because the current practices create a conflict between the responsibilities of elected Senators to participate in meetings (e.g., Bylaw 4.2.6) and the choice presented to Senators at the start of a recorded Zoom meeting: either consent to the meeting being recorded or leave the meeting (in some circumstances, such coercion can nullify consent).

Before members of SEC or the Senate are required to either consent to their next meeting being recorded or leave the meeting, the following questions need to be answered:

- 1) Why are SEC and Senate meetings being recorded? Because California law dictates that all participants must consent to being recorded, the senate should consider if a recording is *necessary* to conduct the business of SEC or the Senate and how a recording enhances the abilities of SEC and the Senate to conduct their business.
- 2) Who can access recordings of past meetings, and what are the procedures for Senators to access a recording?
- 3) Which portions of a meeting are recorded and which portions of a recorded meeting are accessible to participants?
- 4) What exactly are participants being asked to consent to: a Zoom recording created exclusively by the meeting host(s) or any other recording that could be made by any participant in the meeting.
- 5) Are any accommodations possible to facilitate the participation of Senators who do not consent to being recorded?

Color Legend	
Red: Two years ago	
Yellow: Last year	
Green: Current year	

List Name	Card Name	Labels
*Academic Policy & Planning (AP&P)	23/24_01: Assess the Feasibility of an Online Campus-wide Policy File Catalog	In Committee (purple)
*Academic Policy & Planning (AP&P)	21/22_04: Five-Year Review of Academic Administrators	In Committee (purple)
*Academic Policy & Planning (AP&P)	21/22_28: Review & Update Search Committees for University Admin Bylaws	In Committee (purple)
*Academic Policy & Planning (AP&P)	20/21_06: ASCSU Resolution: FACULTY EMERITUS/EMERITA STATUS: REVOCATION AND APPEAL	In Committee (purple)
*Academic Policy & Planning (AP&P)	20/21_09: Policy Reviews for Programs Offered through Global and Main Campuses	In Committee (purple)
*Academic Policy & Planning (AP&P)	23/24_08_Updating Definition of Faculty in Constitution	In Committee (purple)
*Committee on Committees & Elections (CCE)	23/24_02: Senate Elections: Methodologies for Voting	In Committee (purple)
*Committee on Committees & Elections (CCE)	22/23_09: Review & Update Policies Related to Senator Committee Assignments	In Committee (purple)
*Constitution & Bylaws (CBL)	23/24_05: Procedures and Policies for Recording Meetings	SEC/Senate Processing (orange)
*Constitution & Bylaws (CBL)	22/23_19: Update Policy Language related to Committees	In Committee (purple)
*Constitution & Bylaws (CBL)	22/23_18: Bylaws 11.0 and 13.0 Updates	In Committee (purple)
*Constitution & Bylaws (CBL)	22/23_14: Revision to ByLaws 5.0 & 6.0++	In Committee (purple)
*Constitution & Bylaws (CBL)	23/24_12: Review Draft of Senate Recordings Policy	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	21/22_16: Senate Diversity Plan	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	21/22_06: Policy File Review re 4.0 Diversity--regarding Global Campus & Nondiscrimination & Equality Opportunity Bylaws	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	21/22_22: Condemning Hostile Teaching Environments	In Committee (purple)
*Diversity, Equity & Inclusion (DEI)	23/24_14: Senate Principles of Shared Governance	In Committee (purple)
*Faculty Affairs Committee (FAC)	20/21_02: Professors of Practice: Implications?	In Committee (purple)
*Faculty Affairs Committee (FAC)	23/24_11: State of Student Course Evaluations	In Committee (purple)
*University Resources & Planning (URP)	23/24_03: Alcohol Products Co-Branding at SDSU	Complete/Passed (green)
*University Resources & Planning (URP)	23/24_13: Contextualizing the Fiscal Cost/Benefit of Athletics	In Committee (purple)
*Undergraduate Curriculum Committee (UCC)	21/22_19: Recommendation on elimination of the Writing Proficiency Exam (WPA) & Policy Adjustments Related to Upper Division Writing Requirement.	In Committee (purple)
Campus Development Committee	21/22_09: Naming Policies under the auspices of the Campus Development Committee	
Environment and Safety	20/21_03: Update Environmental & Safety Committee Charter.	In Committee (purple)
Environment and Safety	21/22_10: Smoking and Smudging Policy Bylaws and Updates	In Committee (purple)
Faculty Honors and Awards	20/21_04: Review Faculty Honors and Awards policies, with particular attention to the Senate Excellence in Teaching Award.	In Committee (purple)
Faculty Honors and Awards	22/23_10: Update Committee Charge and Clarify Responsibilities	In Committee (purple)
Freedom of Expression	20/21_01: Review Freedom of Expression policy and bring it up-to-date with digital age.	In Committee (purple)
Freedom of Expression	21/22_11: Academic Freedom Policy Review.	In Committee (purple)
International Affairs Council	22/23_01: ACIP Representative & Meeting Payment	SEC/Senate Processing (orange)
International Affairs Council	22/23_02: Tracking Undergraduate, Masters, Doctoral Proposals for Impacts on International Students	In Committee (purple)
Instructional and Information Technology	22/23_21: Provide Report on Impact of AI	In Committee (purple)
Instructional and Information Technology	23/24_10_Anti-Doxxing Policy	In Committee (purple)
Library	22/23_04: Review & Update Policies Regarding Material Gifts Valued at over \$20,000	In Committee (purple)
Research Council	21/22_07: Integrity in Research and Scholarship Policy Review	In Committee (purple)
Staff Affairs	22/23_07: Charter a New "Staff Planning Committee"	In Committee (purple)
Student Media Advisory	21/22_13: Student Affairs & Student Media Advisory Committees Reviews and Updates	In Committee (purple)
Bookstore Advisory	22/23_12: Add Librarian to Bookstore Advisory	In Committee (purple)
Bookstore Advisory	23/24_09_Removing Bookstore Advertising Items Not Approved by Faculty	In Committee (purple)
Teacher Preparation Advisory Council	21/22_32: Teacher Preparation Advisory Council Bylaw Review and Update	In Committee (purple)
Undergraduate Council	21/22_14: Undergraduate Council Bylaw Review and Update	SEC/Senate Processing (orange)
Honorary Degree	22/23_20: Update Honorary Degrees Policy	In Committee (purple)
Campus Fee Advisory Committee	23/24_07: Assessment and Report of Student Success Fee Proposals Funded	In Committee (purple)



**AY2023-24**

Date	\$223,568.05	Payee	Purpose / Justification / Notes
4/16/2024	\$550.61	AZTEC SHOPS LTD	E11577 - Senate Excellence in Teaching award catering
4/15/2024	\$1,200.00	LAC	1X TRANSFER TO COVER PAYMENT FOR SERVING AS ELECTED CONTINGENT FACULTY MEMBER OF THE SENATE
4/15/2024	\$4,200.00	LAC Chair	1X TRANSFER TO COVER PAYMENT FOR SERVING AS ELECTED CONTINGENT FACULTY MEMBER OF THE SENATE & CHAIR OF LECTURER AFFAIRS COMMITTEE
4/15/2024	\$1,200.00	LAC	1X TRANSFER TO COVER PAYMENT FOR SERVING AS ELECTED CONTINGENT FACULTY MEMBER OF THE SENATE
4/15/2024	\$1,200.00	LAC	1X TRANSFER TO COVER PAYMENT FOR SERVING AS ELECTED CONTINGENT FACULTY MEMBER OF THE SENATE
4/15/2024	\$1,200.00	LAC	1X TRANSFER TO COVER PAYMENT FOR SERVING AS ELECTED CONTINGENT FACULTY MEMBER OF THE SENATE
4/15/2024	\$1,200.00	LAC	1X TRANSFER TO COVER PAYMENT FOR SERVING AS ELECTED CONTINGENT FACULTY MEMBER OF THE SENATE
4/15/2024	\$1,200.00	LAC	1X TRANSFER TO COVER PAYMENT FOR SERVING AS ELECTED CONTINGENT FACULTY MEMBER OF THE SENATE
4/9/2024	\$480.95	AZTEC SHOPS LTD	E10588 - Senate meeting catering
4/8/2024	\$23.53	Amazon	Certificate holders
4/8/2024	\$29.98	Amazon	Power strip cable for SEC meetings
3/5/2024	\$40.43	2GO SALADS	Lunch for Senators at IVC
3/5/2024	\$480.41	AZTEC SHOPS LTD	E10586 - Senate meeting catering
2/21/2024	\$157.32	AZTEC SHOPS LTD	E10585 - SEC meeting catering
1/31/2024	\$157.32	AZTEC SHOPS LTD	E10583 - SEC meeting catering
1/16/2024	\$12,974.00	Senate Chair	2023/24 SUMMER SUPPORT FOR SENATE CHAIR (0.40)
1/16/2024	\$25,948.00	Senate Chair	2023/24 SENATE CHAIR COMPENSATION PACKAGE FOR FALL 2023 & SPR 2024 - OPERATING FUNDS
1/16/2024	\$12,974.00	Vice Chair (F23)	2023/24 SENATE COURSE RELEASE FUNDING FOR VICE CHAIR FOR FALL 2023 (0.40)
1/16/2024	\$12,974.00	Vice Chair (S24)	2023/24 SENATE FUNDING FOR VICE CHAIR FOR SPRING 2024 - OPERATING FUNDS
1/16/2024	\$20,600.00	Senate Secretary	2023/24 SENATE FUNDING FOR SECRETARY APPOINTMENT
1/16/2024	\$12,974.00	Senate Treasurer	2023/24 SENATE FUNDING FOR TREASURER FOR FALL 2023 & SPR 2024 - OPERATING FUNDS
1/16/2024	\$12,974.00	Chair AP&P	2023/24 SENATE FUNDING FOR COMMITTEE CHAIR AP&P - BANKING OF ASSIGNED TIME TO BE USED BEFORE 6/30/2025
1/16/2024	\$6,487.00	Chair UR&P (F23)	2023/24 SENATE COURSE RELEASE FUNDING FOR COMMITTEE CHAIR UR&P FOR FALL 2023 (0.20)
1/16/2024	\$6,487.00	Chair UR&P (S24)	2023/24 SENATE COURSE RELEASE FUNDING FOR COMMITTEE CHAIR UR&P FOR SPR 2024 (0.20)
1/16/2024	\$12,974.00	Chair DEI	2023/24 SENATE COURSE RELEASE FUNDING FOR COMMITTEE CHAIR DEI FOR FALL 2023 & SPR 2024 (0.20)
1/16/2024	\$12,974.00	Chair CBL	2023/24 SENATE COURSE RELEASE FUNDING FOR COMMITTEE CHAIR CBL FOR FALL 2023 & SPR 2024 (0.20)
1/16/2024	\$6,487.00	Chair CCE (F23)	2023/24 SENATE FUNDING FOR COMMITTEE CCE FOR FALL 2023 - OPERATING FUNDS
1/16/2024	\$6,487.00	Chair CCE (S24)	2023/24 SENATE FUNDING FOR COMMITTEE CCE FOR SPR 2024 - OPERATING FUNDS
1/16/2024	\$12,974.00	Chair FA	2023/24 SENATE FUNDING FOR COMMITTEE CHAIR FA FOR FALL 2023 & SPR 2024 - OPERATING FUNDS
1/16/2024	\$12,974.00	Chair UCC	2023/24 SENATE COURSE RELEASE FUNDING FOR COMMITTEE CHAIR UCC FOR FALL 2023 & SPR 2024 (0.20)
1/15/2024	\$69.04	TRELLO	Senate Referral Chart QTY1 web-hosting fees
1/1/2024	\$43.50	SDSU IT	IT INFRA TELECOM RECURRING JAN 2024
12/31/2023	\$43.50	SDSU IT	IT INFRA TELECOM RECURRING DEC 2023
12/13/2023	\$394.37	AZTEC SHOPS LTD	E10582 - Senate meeting catering
12/7/2023	\$86.55	Awards By Navajo	Plaque for Senate Vice-Chair
12/1/2023	\$43.50	SDSU IT	IT INFRA TELECOM RECURRING Nov 2023
11/16/2023	\$173.48	AZTEC SHOPS LTD	E10581 - SEC meeting catering
11/7/2023	\$459.02	AZTEC SHOPS LTD	E10580 - Senate meeting catering
11/1/2023	\$10,000.00	SETA AWARDEE	Senate Excellence in Teaching Award
10/24/2023	\$148.70	AZTEC SHOPS LTD	E10579 - SEC meeting catering
10/18/2023	\$300.00	Associated Students	AS Chambers Reservation for S24 May Senate Meetings
10/13/2023	\$36.52	ReproGraphics	Certificate - Senate Excellence in Teaching Award
10/12/2023	\$9.26	Amazon	Hybsk 300pcs 2 inch Gold Metallic Certificate Sealing Labels
10/5/2023	\$407.30	AZTEC SHOPS LTD	E10876 - Senate Excellence in Teaching Award Ceremony
10/3/2023	\$558.15	AZTEC SHOPS LTD	E10578 - Senate meeting catering
10/1/2023	\$43.50	SDSU IT	IT INFRA TELECOM RECURRING Oct 2023
9/19/2023	\$198.26	AZTEC SHOPS LTD	E10577 - SEC meeting catering
9/6/2023	\$493.50	AZTEC SHOPS LTD	E10576 - Senate meeting catering
9/1/2023	\$148.70	AZTEC SHOPS LTD	E10575 - SEC meeting catering
9/1/2023	\$43.50	SDSU IT	IT INFRA TELECOM RECURRING Sept 2023
9/1/2023	\$5,000.00	SDSU IT	Service level agreement between University Senate and ITS
8/30/2023	-\$520.63	Staples	QTY2 6' tables (Senate Meetings)/ *Tables returned/ Refund processed
8/30/2023	\$520.63	Staples	QTY2 6' tables (Senate Meetings)
8/24/2023	\$118.62	Amazon	QTY4 extension cables/ QTY4 extension outlets
8/10/2023	\$719.94	TRELLO	Senate Referral Chart Annual web-hosting fees
8/9/2023	\$139.46	Which Wich	Senate Retreat - Lunch hours
8/1/2023	\$47.63	SDSU IT	IT INFRA TELECOM RECURRING Jul 2023
7/1/2023	\$59.50	SDSU IT	IT INFRA TELECOM RECURRING Aug 2023