

1. CALL TO ORDER

1.1. Land Acknowledgement (Adé)

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)

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7. ADJOURN

To: SEC / Senate
From: Pamela Lach, Chair, Academic Policy and Planning Committee (AP&P)
Date: March 10, 2025
Subject: ACTION: Priority Registration

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

1.0 **Early Priority Registration**

1.1. Definitions and Principles

- 1.1.1. “**Early Priority** registration” shall be defined as the opportunity to enter the registration process earlier than the normally scheduled registration time in order to adjust a class schedule to sanctioned time constraints. **Student groups that were granted priority registration prior to Fall 2025 will continue to be granted registration appointments at the start of the registration period unless otherwise specified. Beginning Fall 2025, newly-added priority registration groups will be permitted to register prior to all other students within their class unless federal, state, or CSU requirements mandate that they register prior to all other students.**
- 1.1.2. Every effort shall be made to protect the value of each student’s regular registration time. **Priority registration is intended to be used rarely and for students who could not otherwise achieve their academic goals within a reasonable period of time due to time constraints outside of their control and other extraordinary circumstances.**
- 1.1.3. **Early Priority** registration may be used to accommodate students of those groups whose services to the university **and** ~~or~~ special circumstances require early registration. “Special circumstances” shall not include self-imposed time constraints. **Additionally, priority registration will be granted to all student groups in accordance with federal, state, and CSU requirements.**
- 1.1.4. **Early Priority** registration shall not be used as a reward or perquisite for any student or group of students.

1.2. Procedures for adding or removing groups

- 1.2.1. Proposals to add or delete a group shall be evaluated by the Provost **or designee** in consultation with the Vice President for Student Affairs and Campus Diversity **or designee**.

- 1.2.2. The Provost or designee shall forward each proposal with recommendations and justifications to the Committee on Academic Policy and Planning, which shall present as information to the Senate recommendations along with the current list of ~~privileged~~ groups receiving priority registration.

2.0 Registration Sequence

- 2.1. The University recognizes that new students are best prepared for successful matriculation if they are familiarized through orientation with the array of academic and student services available to support their studies.
- 2.2. All new students are invited to attend a New Student Orientation as part of their successful transition to the University. Once a new student has attended their scheduled orientation, they shall receive priority to register for classes.
- 2.3. Registration for a group below shall not begin before registration for an earlier group has received an opportunity. The registration sequence shall be as follows:
 - 2.3.1. Fall and spring semesters
 - (a) Members of Priority Registration groups (continuing students)
 - (b) Spring admits
 - (c) Graduate students
 - (d) Seniors (90 units and above)
 - (e) Juniors (60-89 units)
 - (f) Sophomores (30-59 units)
 - (g) Other freshmen (in third and subsequent semesters before sophomore status)
 - (h) New graduate students and undergraduate students with priority registration
 - (i) New undergraduate students (new first-year and transfers) based on their orientation dates and registration appointments

Rationale:

Last Fall, AP&P recommended, and the Senate approved, the addition of the Fowler Scholars to the list of student groups who receive priority registration. During our deliberation process, we noted the lack of a clear policy governing decisions about who should be included in a priority registration group. Our concern was that, faced with the possibility of seeing an increase in requests for priority registration (due to continued enrollment growth and other factors), the

advantages associated with priority registration would be diluted, which would be particularly problematic for students receiving priority registration due to a legal mandate. This action item is intended to clarify existing policies while also preserving the greatest benefits of priority registration for the students with the greatest need.

In updating this policy, we note that there is no consistent way that priority registration is handled across the CSU, per [CSU Priority Registration Policy](#). Each campus is permitted to develop an approach that works for their unique context.

Currently, all priority registration groups, unless otherwise specified,* register at the start of the registration period (i.e. the first day of registration):

Group	Type
Students with Dependents	Legislative Mandate (AB2881)
Students requiring accommodations	Legislative Mandate (Reasonable Accommodations)
California Promise*	Legislative Mandate (Title 5), CSU Policy
Foster Youth (Former and current)	Legislative Mandate (Title 5), CSU Policy
Military Connected: Veterans, Active Duty, Reservist	Legislative Mandate (Title 5), CSU Policy
Ambassadors	SDSU
Associated Students- Officers	SDSU
Campus Security Officers	SDSU
Fowler Scholars	SDSU
ROTC	SDSU
Athletes	SDSU / Industry Standard

*Students participating in California Promise register prior to all other students within their class.

Under these proposed changes, the current list of groups will continue to register at the start of the period (unless otherwise specified). In contrast, student groups who are added to the priority registration list moving forward will register first in their class unless state, federal, or CSU policy requires otherwise. We recommend this approach moving forward as a way to balance the registration needs of our students, noting that if too many students receive priority registration, it will no longer effectively serve our students.

To: SEC / Senate
From: Pamela Lach, Chair, Academic Policy and Planning Committee (AP&P)
Erlinde Cornelis, Chair, Senate Sustainability Committee
Date: March 10, 2025
Subject: ACTION: Sustainability Course Designation

The Academic Policy and Planning Committee (AP&P) moves that the Senate adopt the Sustainability Course Designation for undergraduate and graduate courses, effective for AY 2026-2027.

Faculty can request the new designation for new course proposals and as modifications to existing courses¹ beginning in Fall 2025. There are two levels of designation: Sustainability-focused course and Sustainability-inclusive course, which will be differentiated in the Catalog. The Senate Sustainability Committee will be responsible for determining whether courses seeking this designation meet the established criteria.

Rationale:

Courses pertaining to sustainability align with the university's mission and Climate Action Plan. Further, by mapping sustainability courses in the catalog, we allow students to carve out a pathway that increases resilience in their career, regardless of their major.

The goal of labeling sustainability courses is as follows:

1. To map in the SDSU course catalog those courses that pertain to sustainability (i.e., a map or survey of the current status of sustainability course offerings in the catalog)
2. To allow students to easily recognize such courses in the catalog, which responds to a demand from students, including from students who may not necessarily want a major in Sustainability.
3. To allow students to choose to enroll in such courses in order to create a pathway or track with an emphasis on sustainability during their time at SDSU.
4. To prepare students to enter the workforce with a sustainability lens, increasing their sustainability literacy, enhancing their hireability, empowering them to contribute to initiatives that promote a sustainable planet for future generations.

Implementation of sustainability course designations have a strong precedent at other higher education institutions from a variety of settings, such as Arizona State University, Chico State, Cal Poly Humboldt, Portland State, Western Washington State, UBC, University of Michigan, UCSD, etc. Some of these designations have been implemented and maintained for over a decade.

Integrating sustainability course designations is vital to preparing students for the workforce, as sustainability now encompasses “people sustainability,” with companies recognizing human capital investments—such as diversity, equity, inclusion (DEI), and well-being—as integral to their long-term strategies and overall performance, according to the *Harvard Business Review*.

¹ Refer to AP&P's companion information memo adding this new designation to the list of minor modifications to existing courses in the Curriculum Guide.

A course designation would allow interested students to easily select sustainability courses when choosing which courses to take, with broader implications for supporting post-graduate career pathways.

The Senate Sustainability Committee will evaluate all proposals that seek this designation, and is empowered to approve designation requests.

The attached memo from the Senate Sustainability Committee provides additional rationale, an explanation of the distinction between the two designation levels, and further outlines the approval process for new courses and existing courses.

MEMO: SUSTAINABILITY COURSE DESIGNATION

Task Force members

Erlinde Cornelis, Associate Professor of Marketing, Fowler College of Business
Meredith Vaughn, Associate Professor of Science Education, School of Teacher Education
Shefali Sharma, A.S. Sustainability Commission/Green Love Representative
Rylie Ridpath, A.S. Sustainability/Green Love Commissioner
Charlotte Roberts, A.S. Sustainability Coordinator; Green Love Advisor

Objective

To implement a designation in the SDSU catalog for courses with a sustainability focus.

Rationale

Courses pertaining to sustainability align with the university's mission and Climate Action Plan. Further, by mapping sustainability courses in the catalog, we allow students to carve out a pathway that increases resilience in their career¹, regardless of their major.

The goal of labeling sustainability courses is as follows:

1. To map in the SDSU course catalog which courses pertain to sustainability (i.e., a map or survey of the current status of sustainability course offerings in the catalog)
2. To allow students to easily recognize such courses in the catalog, which responds to a demand from students, including from students who may not necessarily want a major in Sustainability.
3. To allow students to choose to enroll in such courses in order to create a pathway or track with an emphasis on sustainability during their time at SDSU.
4. To prepare students to enter the workforce with a sustainability lens, increasing their sustainability literacy, enhancing their hireability, empowering them to contribute to initiatives that promote a sustainable planet for future generations.

At this stage, the objective of the course designation is to increase awareness of and accessibility to existing sustainability-related courses at SDSU. Existing course designations, such as Service Learning, do not include a requirement for students to take the classes.

Implementation of sustainability course designations have a strong precedent at other higher education institutions from a variety of settings, such as Arizona State University, Chico State, Cal Poly Humboldt, Portland State, Western Washington State, UBC, University of Michigan, UCSD, etc. Some of these designations have been implemented and sustained for over a decade, indicating "value added" to the

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<https://www.weforum.org/stories/2024/02/green-jobs-green-skills-growth/#:~:text=LinkedIn%20reports%20that%20between%202022.as%20quickly%2C%20at%2022.4%25.>

quality and impact of student education. Sustainability course designations have been implemented at several higher education institutions,

These course designations are “meant to highlight how interdisciplinary the topic of sustainability is,” creating more well rounded individuals that are able to problem solve in every career path (Toussaint 2024)². As the UN Secretary-General Antonio Guterres noted in a 2024 report, the UN Sustainable Development Goals (SDGs) are behind schedule; sustainability course designations can equip students to advance these interdisciplinary goals. A course designation is also beneficial for students who want to help advance sustainability tied to students' desired professional career pathways. According to a survey by Yale School of Management, 81% of Yale business students want to help companies they work for become more sustainable (2022)³. Integrating sustainability course designations is vital to preparing students for the workforce, as sustainability now encompasses "people sustainability," with companies recognizing human capital investments—such as diversity, equity, inclusion (DEI), and well-being—as integral to their long-term strategies and overall performance, according to the Harvard Business Review. A course designation could allow interested students to easily select sustainability courses when choosing which General Education courses to take, with broader implications for supporting post-graduate career pathways"

Definitions

We adopt the [AASHE Stars Version 3.0 “Sustainability Course Options”](#)⁴ to distinguish between two classifications of courses:

1. Sustainability-focused course  – A unit of instruction (i.e., one course, which at SDSU can be a varying number of credits) that has a primary and explicit focus on the integrated concept of sustainability and/or the interdependence of ecological and social/cultural/economic systems. This focus must be demonstrated in the title or high level

description of the course. Sustainability-focused courses may include:


- Foundational courses with a primary and explicit focus on sustainability (e.g., Introduction to Sustainability, Sustainable Development, Sustainability Science).
- Courses with a primary and explicit focus on the application of sustainability within a field (e.g., Architecture for Sustainability, Green Chemistry, Sustainable Agriculture, Sustainable Business, Soil Health in Public Health). As sustainability is an interdisciplinary topic, such courses generally incorporate insights from multiple disciplines.
- Courses with a primary and explicit focus on a major sustainability challenge that requires students to consider the interdependence of ecological and social/cultural/economic systems (e.g., Climate Change Science, Environmental Justice, Global Poverty and Development,

² <https://www.fastcompany.com/91183584/at-this-university-every-undergraduate-is-now-required-to-take-a-course-on-sustainability>

³ <https://www.fastcompany.com/91183584/at-this-university-every-undergraduate-is-now-required-to-take-a-course-on-sustainability>



⁴ https://stars.aashe.org/wp-content/uploads/2024/04/AC-01_-_Sustainability-Course-Offerings-v3.0.pdf

Renewable Energy Policy, Soil Crisis). The focus of such courses might be on providing knowledge and understanding of the problems and/or the tools for solving them, but they should bring a systems thinking approach to the challenge.

2. Sustainability-inclusive course  – A unit of instruction that is primarily focused on something other than sustainability, but clearly incorporates sustainability content or addresses one or more sustainability challenges. This may include courses that are focused on, for example, ecological integrity or social justice. It may also include courses that:

- Include one or more sustainability-focused activities or readings, or
- Integrate sustainability challenges, issues, and concepts throughout the course.

Rubric

 <p>SUSTAINABILITY-FOCUSED COURSE MUST MEET ALL OF THE CRITERIA BELOW</p> <p>SUSTAINABILITY-INCLUSIVE COURSE MUST MEET AT LEAST ONE OF THE CRITERIA BELOW</p>
<p>#1 DESCRIPTION: “Sustainability,” or a similar term (such as “climate,” “regenerative,” “environment,” “justice,” “ethics”, etc) focus stated in the title or high-level description of the course</p>
<p>#2 THEORY: Primary and explicit focus on the application of sustainability within a field through lecture</p>
<p>#3 APPLICATION: Primary and explicit application of the course content to address a major sustainability challenge through an assignment, activity, and/or class discussion</p>
<p>Examples</p> <p>SUSTAINABILITY-INCLUSIVE COURSE </p> <p>PSFA 350 - Contemporary Urban Issues Focus on urban areas and urbanism from a public policy perspective; course examines and critiques the physical, economic, social and political dimensions of contemporary American cities utilizing a multidisciplinary approach.</p> <p>RTM 305 - Wilderness and the Leisure Experience Values of protected landscapes to individuals and society. Scientific, political, international, and ethical dimensions of natural landscapes. Implications for protection, visitor management, and sustainable tourism.</p> <p>P H 362 - Global Health</p>

Population dynamics, vital statistics, global disease patterns, and analysis of variations among nations and cultures with respect to health problems and health care services.

SUSTAINABILITY-FOCUSED COURSE



MKTG 477 - Sustainable Marketing

Strategy for sustainable and regenerative marketing practices and business models. Explores aspects of consumer behavior, public policy, and market research to develop triple bottom line business solutions. Development of recommendations for sustainable marketing strategy through experiential learning.

SUSTN 353 - Sustainability and Culture

Examination of efforts of anthropology to understand sustainability and provide solutions to human-environmental problems. Compares and explores sustainability in a variety of contexts and scales, from San Diego region to diverse communities around the world.

WMNST 580 - Women, Development, and the Global Economy

Women's roles as agents and recipients of global economic and political change focusing on women's empowerment, work, health, and the environment. Topics include women's movements worldwide and non-governmental organizations.

Curriculum process to obtain sustainability designation

Approval process

Individual faculty can propose their course for a sustainability designation by entering a proposal in the university's curriculum management system and requesting the designation. Proposals for new courses can apply for the sustainability designation during the initial new course proposal or can request modifications to the course after approval in following curriculum cycles. The proposal, either new or revised, follows the curriculum process outlined in the Senate policy file but with some minor adjustments as follows:

New courses

1. For new courses, the Undergraduate Curriculum Committee will evaluate the course for completeness, grading standards, appropriate numbering, assessment, etc as it would for any new class but will not evaluate if the course is appropriate for the sustainability designation.
2. Similar to the process used for other designations, and prior to UCC's review, the GE committee will facilitate review of this designation by the Senate Sustainability

Committee for evaluation of the Sustainability designation. The Senate Sustainability Committee can approve the designation or not but, in any case, the course (without or without the designation) can move forward if approved by UCC.

New course moves to the SEC as an information item.

Modifications of existing courses to add sustainability designation (as the only change)

1. *Assuming APP approval to add the sustainability designation review to the list of minor modifications, and assuming adding a sustainability designation is the only modification requested, additions of the sustainability course designation shall follow the standard process for minor modifications. Specifically, courses that have been reviewed and approved at the college level shall be evaluated by the Senate Sustainability Committee. Courses approved by the Senate Sustainability Committee to include sustainability designation shall be added to the SEC agenda as an information item.*

To: SEC/Senate
From: Arlette Baljon, Chair, Constitution and Bylaws Committee
Date: 3/25/2025
Subject: Bylaws 3.1-CBL membership

The CBL moves that the Senate adopt the following update to the CBL Charter (Bylaws) [for a second reading. 2/3 vote required.](#)

Bylaws 3: Senate Executive Committee and Senate Core Committees Charters

- 3.1. Committee on Constitution and Bylaws
 - 3.1.1. Membership (710):
 - 3.1.1.1. Ex officio (voting): Secretary of the Senate, **Professor Emeritus Senator.**
 - 3.1.1.2. Appointed (68): **four-six**-faculty members, **including at least one contingent faculty member**, one non-MPP staff member ~~selected by the Staff Affairs Committee in consultation with the staff senators and confirmed by the Senate,~~ and one student appointed in accordance with procedures established by Associated Students. **Members with previous or current senate experience are preferred.** At least two of the appointed members shall be senators.
 - 3.1.2. The parliamentarian, while not a member of the committee, shall be invited to the meeting in an advisory capacity.

Rationale: CBL proposes to expand its membership to include two more members, among which at least one contingent faculty member. CBL's current size is functional but a little small which can lead to instability (e.g. its last two chairs were new members). CBL has consulted contingent faculty several times during the past few years and having a contingent faculty on the membership will broaden perspectives. Not all units are represented but CBL will consult with specific units if warranted. We propose to keep the number of members that are senators at two given that makes it easier to fill seats.

However, we realize that onboarding for a non-senator who has never served in the senate is time-consuming and hence added as a guideline that non-senator members have at least prior senate experience. Finally, we add the faculty emeritus senator as a member. We find that the emeritus faculty senator has important historical information that is often important to consider during deliberations.

To: SEC/Senate
From: Arlette Baljon, Chair, Constitution and Bylaws Committee
Date: 3/25/2025
Subject: referral 22/23_19 Update Policy Language related to Committees
and referral 23/24_15

The CBL moves that the Senate adopt the following update to Bylaws 2 [for a first reading](#).

2.0 Committees

2.1. Types of Committees

2.1.1. Senate Committee. A Senate Committee has certain functions to perform that are essential or useful for shared governance. It is established by the Senate for an indeterminate period.

2.1.2. Senate Core Committee. Senate Core Committees are deemed to be critical to shared governance within the university. The work of Senate Core committees helps to form, shape, and direct most of the policies, recommendations, and resolutions emanating from the Senate. The chairs of Senate Core Committees shall serve as members of the Senate Executive Committee. MPP-classified members on any Senate Core Committee cannot exceed 25% of the total listed membership of the committee. Senate Core Committee charters are maintained in the bylaws.

2.1.3. Senate Executive Committee. The Senate Executive Committee comprises the chairs of all the Senate Core Committees, as well as additional elected and ex officio members. The role of the committee board is to manage and organize the work of the Senate. It can also act on behalf of the Senate if needed.

The Senate Executive Committee charter is maintained in the bylaws.

2.1.4. Senate-affiliated Campus Committee. A Senate-affiliated Campus committee is a non-Senate committee with Senate representation. It is established by and reports to a non-Senate office. The Senate, and the Senate policies governing election and appointment of members, are involved in appointing a subset of members, and its charter is included in the Senate policy file.

2.1.5. Senate Ad Hoc (Pro Tempore) Committee. ~~An Ad Hoc committee is created to perform a specific task and is dissolved when the task is completed, and the final report is given.~~ A Senate Ad Hoc Committee may be proposed by a minimum of five Senators and established with the majority support of the Senate. An Ad Hoc Committee performs a specific task and is dissolved when the task is completed and the final report is given, typically within the same academic year.

2.2. Subcommittees

2.2.1. A standing subcommittee shall be a permanent subcommittee. If a Senate or Senate-Affiliated Campus Committee establishes a standing subcommittee, this shall be documented in the committee's charter, which shall be amended to describe the membership and function of any subcommittee.

2.2.2. A working group shall not be a permanent subcommittee, but a temporary group formed to complete a specific task. A working group is dissolved when the task is completed and the group gives a report to the committee, typically by the end of the academic year.

2.3. Committee Charters

2.3.1. All Senate and Senate-affiliated Campus Committees must establish and maintain a committee charter.

2.3.1.1. Senate Committee charters, as well as any subsequent revisions of these charters, shall be approved by the Senate.

2.3.1.2. Senate-affiliated Campus Committee charters, as well as any subsequent revisions of these charters, shall be accepted or rejected by the Senate as written.

2.3.1.3. It is the responsibility of the respective Committee Chairs to ensure their committee's charter in the University Senate Policy File is accurate.

2.3.2. A committee charter shall outline the following:

- Background: provides context as to the original purpose of the committee (e.g., required for accreditation).
- Membership: a list of all elected and appointed members, including ex officio members. All members shall be considered voting members unless otherwise specified. The membership section of the charter may include specific term lengths or limits on consecutive terms, if applicable. Senate Committees shall have a minimum of at least three (3) members.
- Function: scope of focus or work.
- Permanent Subcommittees (if applicable): a charter, including membership rosters and a function for the subcommittee.

2.3.3. Committee charters shall be maintained in the University Senate Policy File.

2.3.3.1. Charters for Senate Core Committees, and the Senate Executive Committee, shall be maintained in the Bylaws of the University Senate Policy File.

2.3.3.2. Charters for regular Senate Committees shall be maintained in the “UNIVERSITY POLICIES: Committees – Regular Senate Committees and Councils” section of the University Senate Policy File.

2.3.3.3. Charters for Senate-affiliated Campus Committees shall be maintained in the “UNIVERSITY POLICIES: Committees – Campus Committees with Senate-Appointed Members” section of the University Senate Policy File.

2.4. Appointments

2.4.1. Unless otherwise stipulated, authorities for nomination to Senate and Senate Ad-Hoc Committees, as well as Senate-appointed members of Senate-affiliated Campus Committees, shall be as follows: (a) faculty by the Senate Committee on Committees and Elections, (b) administrators by the university administration, (c) staff by the Staff Affairs Committee, and (d) students by the Associated Students, who shall verify that nominated students are in good academic standing.

2.4.2. The Senate shall approve all nominees

2.4.2.1. The Senate Committee on Committees and Elections shall typically organize committee appointment nominees and present them to the Senate as an action item.

2.4.2.2. If the Committee on Committees and Elections is

unable to fill verified vacancies for a committee, the Senate Chair shall have the authority to organize and present nominations for the committee and present them as an action item to the Senate. The Senate Chair shall make reasonable attempts to consult with the nominating authority.

2.4.3. All Senate and Senate Core Committees shall include a minimum of two Senators.

2.4.4. The Senate shall not appoint anyone to more than one Senate or Senate-appointed committee.

2.4.4.1. Ex officio members of committees are exempt from this rule.

2.4.4.2. Senate Executive Committee Senators-at-Large may be appointed to one additional committee.

2.4.5. Non-senators may serve on committees. However, the Senate Committee on Committees and Elections shall make sure that every Senator has a committee to serve on. .

2.4.5.1. Non-senators may not be nominated to a committee while the committee does not include the required number of Senators.

2.4.5.2. Senator committee appointments shall take priority over appointments of non-Senators.

2.4.6. All elected senators listed in Constitution 4.0 shall serve on a Senate or Senate-affiliated Campus Committee.

2.4.7. No member can occupy two seats on the same committee at the same time, including substitutes.

2.4.8. Members of subcommittees or working groups do not have to be approved by the Senate and are not subject to Bylaws 2.4..

~~2.2.1. Members of Senate and Senate-appointed university committees shall be nominated or appointed by the Senate either by the Chair or Vice Chair at the Senate's direction or by the Committee on Committees and Elections. Procedure for electing nominees for committees shall be prescribed by the Committee on Committees and Elections in accordance with these Bylaws.~~

~~2.2.2. The Committee on Committees and Elections shall see that committees reflect overall an unbiased and reasonable representation of the faculty.~~

~~2.2.3. Each duly elected senator shall serve on a Senate or Senate-appointed university committee.~~

~~2.2.4. Senate and Senate-appointed university committees should seek student participation when the committees deem it desirable. The Associated Students shall recommend students to the Committee on Committees and Elections, and such students shall be in academic good standing.~~

~~2.2.5. All committees reporting to or through the Senate shall be authorized by the Senate.~~

UNIVERSITY POLICIES: Committees – Regular Senate Committees and Councils

Appointive Authorities

~~1.0—Unless otherwise stipulated, authorities for appointments to committees, councils, and the like shall be as follows: (a) faculty by the Senate Committee on Committees and Elections, (b) administrators by the university administration, (c) staff by the Staff Affairs Committee, and (d) students by the Associated Students.~~

~~2.0—Unless otherwise stipulated:~~

~~2.1.—Appointments shall be made by procedures of each appointive authority.~~

~~2.2.—Appointed members, including ex officio members, shall have votes.~~

~~2.3.—Chairs shall be appointed by the Senate Committee on Committees and Elections and ratified by the Senate.~~

~~3.0—Appointments to Senate-appointed committees, councils, and the like shall be ratified by the Senate.~~

~~4.0—Committees, councils, and the like may establish subcommittees, to which they may appoint nonmembers.~~

RATIONALE:

This is an update to the first part of Bylaws 2. Changes to the remainder of Bylaws 2.0 will be proposed in Fall.

Bylaws 2.1. was updated during the 23-24AY. Here we propose language to clarify the use of Ad-hoc committees, subcommittees, and working groups. CBL proposes to add a section on charters (2.3.) for clarification and to ensure consistency across all committees. Charters for Senate committees are already a practice of the Senate, but we are clearly defining these as “charters” and explaining how to format or what to include in a charter, as well as where they are documented in the policy file.

We also clarify that if a campus committee wants to engage senate participation in the interest of shared governance (e.g., ask for the Senate to appoint faculty to their committee), they need to provide a complete charter for the Senate to consider along with that request, and that it should follow a comparable format, and be maintained to ensure it is always up-to-date. This helps the Senate maintain an awareness of the purpose, function and membership of any campus committee where Senate appointments are made.

CBL proposes clarifying the difference between a permanent subcommittee of a committee and a working group. A permanent subcommittee requires the amendment of the committee’s charter. We note that while current permanent subcommittees sometimes exist in the policy file as their own entity, and others as a section in the main committee’s charter, we are clarifying that a subcommittee cannot have a stand-alone charter, but it must be contained in its main committee charter.

We recommend incorporating the section “Appointive Authority” from the beginning of the section “UNIVERSITY POLICIES: Committees. Regular Senate Committees and Councils” into Bylaws 2.4. Bylaws 2.4. also includes language that has been moved from the CCE charter (3.2.6.2-3.2.2.9). We note that some of the CCE charter language has been already

moved to Bylaws 2 in an earlier update.

CBL notes that committee charters are not the appropriate place to house policy of the university. Over the course of many years, updates were made to the CCE Charter where policy language was placed there rather than in the Bylaws. CBL will work with CCE to remove any remaining CCE Charter language related to policies that have been moved to Bylaws 2.0.

Of importance, proposed Bylaws 2.4 language clarifies that the Senate ultimately retains the right to authorize service on committees, and all committee appointments (Senate, Senate-affiliated Campus and Ad Hoc) are confirmed by the Senate. Therefore, all committee nominations must be submitted as an action item to the Senate. This practice is not new, as it was previously described in language moved from the section on “Appointive Authority.”

To: SEC / Senate
From: Arlette Baljon, Chair, Constitution and Bylaws Committee
Date: 3/25/2025
Subject: Bylaws 11

The CBL moves that the Senate adopt the following changes to Senate policy file (Bylaws) [for a first reading](#).

11. Presidential Approval of Senate Actions

~~11.1. Official minutes of Senate meetings shall be available and delivered to the President within two weeks after Senate meetings. Within 30 days of the conclusion of a Senate meeting, the President may approve or reject the recommendation or may postpone a decision. A Senate action approved by the President shall become official university policy at the time the President approves the action and~~ Minutes of Senate meetings where any official Senate action is taken shall be delivered to the President within seven (7) calendar days of the conclusion of the Senate meeting.

11.2. Within thirty (30) calendar days of receiving the Senate Minutes, the President shall respond in writing to indicate approval, rejection, or postpone a decision on an action item. This written response is referred to as a Presidential Action Memo.

11.2.1. If any action item is postponed, the President shall include a rationale for postponement. The President shall have until the first Senate Executive Committee meeting of the next academic year to either approve or reject postponed items.

11.2.2. If any action item is rejected, the President shall include a rationale.

11.2.3. If an action item passed by the Senate is not approved by the President, and hence does not become policy, the Senate Chair, or designee, shall notify the Senate.

11.2.4. Approved actions shall be implemented as soon as is practical, which may precede ~~its~~ their appearance in the university policy file.

11.2.5. Senate Resolutions do not require approval or rejection of the President. The President shall note receipt of a Senate resolution, and

may choose to indicate what, if any, follow-up steps they plan to make based on specific resolved clauses in the resolution.

11.3. The Senate Chair, or their designee, shall forward a copy of the President's Action-Memo to all Vice Presidents, Human Resources Director (for emeritus status processing), Vice Chair of the Senate (for referrals updates), Secretary of the Senate (for policy file updates), SEC members, Senate Chairs, as well as to any other person/department/unit whose work may be impacted by the Senate action.

11.24 The ~~Senate Chair of the Senate~~, or designee, shall ensure that the President is informed promptly by suitable means of Senate actions that would require implementation in fewer than 30 days after Senate action, in order that such legislation not be unduly delayed.

Rationale:

Language is updated in consultation with president office. Currently it is unclear what happens if the president postpones or receives an action item that proposes a change to the policy file. Language is aligned with current practice. It specifies workflow and makes sure business is completed at the start of the next AY.

To: SEC / Senate
From: Arlette Baljon, Chair, Constitution and Bylaws Committee
Date: 3/25/2025
Subject: Coach seat

The CBL moves that the Senate adopt the following changes to Senate policy file (Constitution and Bylaws) [for a first reading](#).

Constitution 4.

4.0 Membership and Electorate

4.1. Elected Members

4.1.2. Contingent Faculty

~~4.1.3. Coaches (1). There shall be one elected coach senator. The electorate shall consist of all coaches.~~

4.1.~~3~~.4. Staff. (8)

Remainder to be renumbered.

Bylaws 1.

1.0 Definitions

1.5 Ex officio members of the Senate. The following shall be ex officio members of the Senate:

1.5.1. Voting

1.5.1.3. A professor emeritus chosen by procedures specified in the Bylaws of the San Diego State University Retirement Association.

1.5.1.4. A member of the Department of Athletics appointed by the Athletics Director.

Remainder to be renumbered.

Rationale:

The coach seat in the Senate is hard to fill and actually open at this point. Coaches have “on and off times” and usually serve only on committees when their team is not competing. Coaches like to be represented in Senate but the format has to fit with the reality of their work. Having the athletic director make the appointment(s) builds in the needed flexibility.

To: SEC/Senate
From: Pat Walls, Chair, Committees and Elections Committee
Date: 3/20/25
Subject: **Action Item: Bylaws 3.5. – CCE Charter Update**

The CCE moves that the Senate adopt the following update to Bylaws 3.5. [for a 1st reading.](#)

- 3.1. -
- 3.2. -
- 3.3. -
- 3.4. -
- 3.5. Committee on Committees and Elections
 - 3.5.1. Membership (16~~5~~):
 - 3.5.1.1. Appointed (14~~3~~): nine faculty senators, one from each academic college, SDSU Imperial Valley, and the Library; three additional faculty, one each from the College of Arts and Letters, the College of Professional Studies and Fine Arts, and the College of Sciences¹, all selected by their respective college senators; **a contingent faculty member appointed by the Lecturer Affairs Committee**; and one staff member. These members shall be affirmed by vote of the Senate.
 - 3.5.1.2. Ex-officio (2): Senate Secretary, or designee; and the President of Associated Students, or designee.

RATIONALE:

The Committee on Committees and Elections (CCE) will greatly benefit from the added participation of a contingent faculty member who can enhance the communication with contingent faculty members willing to serve on committees.

¹ CAL, SCI, and PSFA have historically held the largest FTEF and are thus accorded an additional member to assist with committee staffing. This is consistent with the CSU Academic Senate, which allots two senators to each campus, and three senators to the largest of the campuses.

To: SEC/Senate
From: Pat Walls, Chair, Committee on Committees and Elections
Date: March 19, 2025
Subject: ACTION: Senate Roster & Committee Appointments

ACTION: The Committee on Committees and Elections (CCE) identified a number of senators without committees and a number of committees without members. Per University Policy 2.2.3. “Each duly elected senator shall serve on a Senate or Senate appointed university committee.” CCE moves that senators and chairs of committees included below will work with CCE to fill these roles.

Note that non-senators can fulfill committee membership but should not take priority over the senator participation requirement. Also, note that, unless otherwise specified on the committee’s charter, the majority of college representative seats are open to both tenured/tenure track and contingent faculty.

The live roster is available [here](#), and [here](#) is a breakdown of the committee descriptions per the University Policy File. If you are a senator in search of a committee please reach out to [your CCE Rep](#). If you are a committee chair in search of a committee chair in search of members, please reach out to [the specific CCE Rep](#).

If there are any errors in this report please email us at Senate.CCE@sdsu.edu. Thank you for your participation in this important shared governance effort.

Senators in search of committees

- CAL - Joseph Sabia
- CAL - Isaac Ullah
- FCB - Shira Cohen
- FCB - Lin Wang
- CHHS - Alyson Abel-Mills
- CHHS - Jennifer Felner
- CHHS - Lori Tuttle
- PSFA - Chuyun Oh
- PSFA - Arthur Santana
- COS - Lisa Kath
- COS - Scott Kelley
- COS - Xiabai Liu
- Contingent Faculty - Ugur Dogan (CoEng)

- Contingent Faculty - Emma Laraby (PSFA)
- Contingent Faculty - Lisa Sparaco (CoE)
- Contingent Faculty - Sylvia Valenzuela (PSFA)
- MPP 1 & 2 - Christine Molina
- Non-Represented Employees - Yingna Yuan

Committees in search of members

Senate Core Committees

- Faculty Affairs - PSFA Faculty
- Sustainability Committee - IV Faculty
- Undergraduate Curriculum Committee - IV Faculty
- Undergraduate Council - PSFA Faculty

Senate Standing Committees

- Campus Development Committee - Open Faculty (n=3)
- Environment & Safety Committee - Open Faculty (n=3)
- General Education Curriculum Committee - COS Faculty, FCB Faculty, CHHS Faculty, IV Faculty
- Global Campus Advisory Council - CHHS Faculty, PSFA Faculty, IV Faculty, Library Rep
- International Affairs Council - Open Faculty
- Library Committee - CAL Faculty, CoEng Faculty, CHHS Faculty, COS Faculty, IV Faculty, Library staff
- Student Learning Outcomes and Program Assessment Committee - CHHS Faculty
- Tenure-Track Planning Committee - Open Faculty

Senate-Affiliated Committees

- Bookstore Advisory Committee - CAL Faculty, FCB Faculty, CHHS Faculty, COS Faculty, IV Faculty
- Copyrights & Patents - Open Faculty (n=3)
- President's Budget Advisory Committee - T/TT Faculty (n=1)
- Promotion & Tenure Review Board - CAL Faculty, FCB Faculty, CoEng Faculty, CHHS Faculty, COS Faculty
- Student Grievance Committee - Open Faculty (n=2)
- Student Health Advisory Board - no information provided
- Student Media Advisory Committee - Journalism Faculty
- Teacher Preparation Advisory Committee - FCB Faculty, CoEng Faculty

To: SEC / Senate
From: William Welsh Chair, Faculty Honors and Awards Committee
Date: March 20, 2025
Subject: ACTION: Request change of Section 2 of the Policy File "University Policy: Faculty:Awards"
to allow SA+CD faculty to be eligible for the Award for Outstanding Faculty Contributions to
the University

ACTION: The FHAC moves that the Senate adopt the following changes to Senate Policy File:

Awards

2.0 Alumni Award for Outstanding Faculty Contributions to the University

2.3 Procedure

2.3.1. Each spring the Faculty Honors and Awards Committee shall recommend one tenured, probationary, or FERP faculty member from each college for an Alumni Award for the following academic year. The committee may choose not to recommend an award in a college. ~~SDSU Imperial Valley and the Library shall be considered as colleges.~~

2.3.1. Each spring the Faculty Honors and Awards Committee shall recommend one tenured, probationary, or FERP faculty member from each college for an Alumni Award for the following academic year. The committee may choose not to recommend an award in a college. **SDSU Imperial Valley, the Library, and the Division of Student Affairs and Campus Diversity shall be considered as colleges for the purpose of this award.**

Rationale: Currently, faculty counselors are not eligible for the this award. Senate Officers received a request from Chief of Staff Brittany Santos-Derieg and Interim Vice Provost Sonja Pruitt-Lord to review this policy, and the FHAC was asked to examine the issue. After exploring the broader topic of eligibility and consulting with various stakeholders, the FHAC concludes that faculty members of the SA+CD should be made eligible for the award. Fundamentally,

Counselors in SA+CD are in fact faculty and should thus not be excluded from receiving awards/recognition that other faculty members are eligible for.

Dr. Devon Berkheiser (Counseling & Psychological Services, SA+CD) adds:

Faculty counselor contributions to the university are important. I'm not overstating it when I say that our work is at times truly life-saving for students. We do so much including providing mental health treatment, offering education and support for faculty/staff and students, developing innovative programs and curriculum (that are adopted by other universities), and developing/teaching seminar classes to help students improve their academic performance. As such, I think we deserve to have those contributions recognized just like instructional faculty are recognized for their valuable work.

This change in the Policy File is supported by:

- SDSU Alumni --- see attached letter from Stephanie Dathe, Executive Director, SDSU Alumni
- Division of Student Affairs and Campus Diversity --- see letter from Christopher Manning

Note that SDSU Alumni have agreed to cover the additional financial cost of the extra award.

MEMO

Date: February 20, 2025

To: SDSU Faculty Honors & Awards Committee
SDSU University Senate

From: Stephanie Dathe, Executive Director, SDSU Alumni

Re: Support of Amendment to Senate Policy

SDSU Alumni annually presents the Alumni Award for Outstanding Faculty Contributions to the University to an exceptional tenured, tenure-track, or FERP faculty member from each of SDSU's Colleges, SDSU Imperial Valley, and the Library.

SDSU Alumni fully supports the expansion of the Awards to include tenured, probationary, FERP / SSP-AR faculty within the Division of Student Affairs & Campus Diversity (SA+CD) and endorses the recommendation that SACD be treated as a College for purposes of this award thereby ensuring eligibility.

Please feel free to contact me if you have specific questions or require additional information.



Office of the Vice President for
Student Affairs and Campus Diversity
San Diego State University
5500 Campanile Drive
San Diego, CA 92182

Memorandum

Date: February 14, 2025

To: University Senate

From: Christopher Manning, Ph.D., Vice President and Chief Diversity Officer 
CEM

Re: Alumni Award for Outstanding Faculty Contributions to the University: inclusion of SACD faculty

Student Affairs and Campus Diversity (SACD) recognizes tenured, probationary, and FERP faculty (SSP-AR) within the division as great contributors to students and the university community. Examples of such excellence are abundant. To the current time, faculty within SACD have not been eligible for the award. SACD appreciates working with the President's Office and the Faculty Honors and Awards Committee to expand the eligibility to tenured, probationary, and FERP SSP-AR faculty in the SACD division. SACD fully supports this and requests that SACD be treated as a college for the purpose of this award in Section 2.3.1 of the Senate Policy File to allow for eligibility.

SACD commits to managing the award cycle each year pursuant to the University Senate Policy File. A designee from the division will solicit and accept nominations from the Division. When considering applications and nominees, SACD will adhere to the same procedures as other Colleges, as outlined in the Senate policy file. Additionally, a faculty member from SACD will be designated to volunteer on the Faculty Honors and Awards Committee as needed to provide feedback to the Committee about what constitutes "outstanding faculty contributions."

Thank you for your consideration in expanding the award to these faculty members.

cc: Faculty Honors and Awards Committee
William Welsh, Chair

Signature: 
Christopher Manning (Feb 17, 2025 16:11 PST)

Email: cmanning@sdsu.edu



SAN DIEGO STATE
UNIVERSITY

TO: SEC/Senate
FROM: William Welsh, Chair, Faculty Honors and Awards Committee
DATE: March 20 2025
SUBJECT: ACTION: Emeritus Request

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

- **Arlette Baljon**, Professor of Physics, June 3, 2025; 26 years
- **Denise Lebsack**, Associate Professor of Exercise and Nutritional Sciences, Aug 18, 2024; 30 years
- **Risa Levitt**, Professor of the Study of Religion, July 2, 2024; 27 years
- **Rebecca Nee**, Professor of Journalism and Media Studies, August 18, 2025; 14 years
- **Piotr Jankowski**, Professor of Geography, August 19, 2025; 22 years
- **James Andrew Wiese**, Professor of History, August 20, 2025; 29 years

Further, the FHAC recommends the Senate vote to approve emeritus status for the following lecturers:

- **Richard Carrico**, Lecturer in American Indian Studies, December 30, 2023; 38 years
- **Martin Kruming**, Lecturer in Journalism and Media Studies, December 31, 2024; 48 years at 0.20-0.40 time, thereby meeting the 10-yr requirement
- **Katherine Midgley**, Lecturer in Psychology, December 31, 2024; 10 years

To: SEC / Senate
From: Amanda Fuller, Senate Secretary
Savanna Schuermann, Chair, Lecturer Affairs Committee
Date: March 20, 2025
Subject: Constitution 4.0: Policy Updates – ASCSU Lecturer Rep from SDSU;
Reorganization of Contingent Faculty Senate Membership

In consultation with the Committee on Constitution and ByLaws (CBL), we recommend the following updates to **Constitution 4.0**. As an amendment of the Constitution, the following requires two readings, a majority approval in the Senate, and a majority affirmative vote by the entire Tenure and Probationary faculty administered by the Committee on Committees and Elections (CCE). **This is a first reading.**

4.0 Membership and Electorate

4.1. Elected Members

4.1.1. Tenured and Probationary Faculty

- 4.1.1.1. The electorate shall consist of all tenured and probationary members of the faculty, as defined in Bylaws 1.0, representing each of the following constituencies: College of Arts and Letters, Fowler College of Business, College of Education, College of Engineering, College of Health and Human Services, College of Professional Studies and Fine Arts, College of Sciences, Imperial Valley Campus, Library, and Student Service Professionals-Academic Related (SSP-AR).
- 4.1.1.2. Each of the constituencies outlined above shall elect the number of senators equivalent to nine percent (9%), rounded up to the nearest integer, of its tenured and probationary full time equivalent faculty positions. This method of apportionment shall always yield at least one elected senator for each constituency.
- 4.1.1.3. The term of office for Tenured and Probationary Faculty senators shall be three senate calendar years. A Tenured and Probationary Faculty senator shall serve no more than two consecutive complete terms. Service for a partial term and for terms served on the Academic Senate of The California State University (ASCSU) shall not be included in this calculation. So far as feasible, senate terms shall be arranged so that only one-third of the membership is elected annually in the spring.
- ~~4.1.1.4. Delegates from this university to the ASCSU shall be considered elected members of the senate.~~

- 4.1.2. Contingent Faculty (12). There shall be ~~ten~~ **twelve** elected ~~Lecturer~~ **Contingent** Faculty senators, **including one Lecturer from each of the following nine academic colleges/units: College of Arts & Letters, College of Education, College of Engineering, College of Health & Human, College of Professional Studies and Fine Arts, College of Sciences, Faculty Advancement & Student Success, Fowler College of Business and Imperial Valley; and three additional Contingent Faculty from any classification.**

- 4.1.2.1. No more than one shall be a contingent Student Services Professionals-Academic Related (SSP-AR) faculty and no more than one shall be an assistant librarian. ~~At least eight of them shall be lecturers, with no more than two representing a single college or equivalent unit.~~
- 4.1.2.2. The electorate shall consist of all contingent faculty members as defined in Bylaws 1.0.
- 4.1.2.3. ~~The term of office for Contingent Faculty senators shall be three senate calendar years. A Contingent Faculty senator shall serve no more than two consecutive complete terms. Service for a partial term and for terms served on the Academic Senate of The California State University (ASCSU) shall not be included in this calculation. So far as feasible, senate terms shall be arranged so that only one-third of the membership is elected annually in the spring.~~
- 4.1.3. Faculty elected to serve the Academic Senate of the California State University (ASCSU) (4).
 - 4.1.3.1. ~~Three tenured or probationary faculty shall be elected to serve in the ASCSU. Electorate for elected faculty ASCSU Senators shall be all faculty as defined in Bylaws 1.0.~~
 - 4.1.3.2. ~~One Contingent Faculty shall be elected as ASCSU Lecturer representative, and shall serve as a member of the Lecturer electorate for the ASCSU (one Contingent Faculty from each of the 23 campuses of the CSU). Electorate for this elected ASCSU representative shall be all Contingent Faculty.~~
 - 4.1.3.3. ~~Contingent Faculty eligible to serve in elected positions in the ASCSU shall have a minimum one-year appointment and be full-time or part-time with a time base entitlement of at least 0.6.~~
 - 4.1.3.4. ~~Delegates from this university to the ASCSU, whether as an ASCSU Senator or as a member of the ASCSU Lecturer Electorate, shall be considered elected members of the senate.~~
 - 4.1.3.5. ~~The term of office for faculty elected to serve in the ASCSU is three years. If the SDSU ASCSU Lecturer representative is elected to be one of three ASCSU Lecturer Senators, at any time during their three-year term, their term within the SDSU Senate shall be revised to align with their term as a senator of the ASCSU.~~

~~**renumbering as needed**~~

RATIONALE:

In October of 2024, all campuses in the CSU-system were asked to ratify or approve the addition of three Lecturer seats to the Academic Senate of the California State University (ASCSU). In this model, each campus would put forth a Lecturer to serve on the ASCSU Lecturer Electorate (one representative from each of the 23 campuses). From this electorate, a further three (3) Lecturers will be elected by the ASCSU Lecturer Electorate to formally serve as ASCSU Senators. ASCSU guidelines denote that the term Lecturer shall not exclude any member of the non-tenure track faculty, so all contingent faculty are eligible to serve on the electorate.

The SDSU Committee on Committees and Elections (CCE) held a vote of the faculty (October 2024) to ask if SDSU supported these changes to the ASCSU Constitution and would support

putting forth a Lecturer from SDSU to serve on the ASCSU Lecturer Electorate. This vote confirmed SDSU's support for these changes to the ASCSU Constitution.

Finally, this revision to the SDSU Senate Constitution presents a different way of organizing SDSU Contingent Faculty Senators at SDSU. Instead of all seats being open to all lecturers with no more than two from any one unit, the Lecturers will be elected by college/unit to ensure campus wide representation. In this revised model there are three (3) at-large Contingent Faculty seats instead of the two (2) at-large seats. This extra at-large seat for Contingent Faculty helps to preserve some flexibility, especially for colleges that have a larger population of Lecturers.

In summary, this updated version of the SDSU Senate Constitution 4.0.:

1. Reorganizes the faculty membership of the Senate to provide a clear membership category for those elected to the ASCSU; and
2. Adds the new ASCSU Lecturer Electorate representative to the SDSU Senate; and
3. Reorganizes how SDSU Contingent Faculty are elected to the SDSU Senate.

To: SEC / Senate
From: Amanda Fuller, Senate Secretary
Savanna Schuermann, Chair, Lecturer Affairs Committee (LAC)
Date: March 20, 2025
Subject: Bylaws 4.5.: Policy Updates for Alignment with updates at ASCSU

The Senate Chair, in consultation with the Committee on Constitution and ByLaws (CBL), recommends the following updates to **Bylaws 4.5.** **FIRST READING.**

4.5 Elections to the Academic Senate of The California State University (ASCSU)

4.5.1. The Committee on Committees and Elections (CCE) shall devise procedures for and shall supervise and administer all elections of representatives from San Diego State University to the Academic Senate of The California State University (ASCSU). Elections shall be held each spring by **April 15** ~~May 1~~ for ~~an~~ ASCSU senators **with terms** to start the upcoming academic year.

~~4.5.2. The following are eligible for election to the ASCSU:~~

~~4.5.2.1. Tenured and probationary faculty members, as defined in ByLaws Section 1.0.~~

~~4.5.2.2. Contingent faculty members on a multi-year contract~~

4.5.2. **Eligibility to serve as an elected member in the ASCSU is defined in Constitution 4.0.**

4.5.3. The electorate ~~shall consist of all faculty as defined in ByLaws 1.0.~~ **is defined in Constitution 4.0.**

4.5.4. The CCE shall resolve any dubious or disputed eligibility for election to the Academic Senate or membership in the electorate.

4.5.5. The election shall be conducted in a manner similar to the provisions of Sec. 4.2.

4.5.6. The two runners-up from the last regular yearly election of ASCSU senators are considered “Alternates,” and are qualified to serve as a substitute for an ASCSU Senator. If an “Alternate” is not available to serve as substitute, the Chair of the Senate shall appoint a substitute. Any appointed substitute must meet the eligibility requirements in 4.5.2.

4.5.7. In the event that an elected member will be absent for one semester or longer a replacement shall be elected by all faculty for the duration of the absence or the end of the term. Any elected replacement must meet the eligibility requirements in 4.5.2.

RATIONALE:

Based on updated guidance from the ASCSU regarding Lecturer eligibility for the ASCSU, as well as updated ASCSU Constitution changes that create a new ASCSU Lecturer Electorate, these Bylaws changes are occurring in relation to updates to Constitution 4.0. (occurring concurrently).

Formally updating the timeline for ASCSU elections brings the policy in line with current practice and with SDSU’s goal to hold all Senate elections prior to annual SDSU Caucus.

To: SEC / Senate

From: Savanna Schuerman, Chair, Lecturer Affairs Committee

Date: March 20, 2025

Re: **ACTION: Update Bylaws 3.11. - Lecturer Affairs Committee (LAC) Charter**

The following updates are occurring concurrent to updates to Constitution 4.0., which updates the organization of Contingent Faculty membership on the Senate. If Constitution 4.0. does not pass this update will be abandoned and will not be brought back for a second reading or a vote this AY. The Lecturer Affairs Committee (LAC) presents the following update to our committee charter in Bylaws 3.11. to the Senate for **A FIRST READING**:

- 3.1. –
- 3.2. –
- 3.3. –
- 3.4. –
- 3.5. –
- 3.6. –
- 3.7. –
- 3.8. –
- 3.9. –
- 3.10. –
- 3.11. Lecturer Affairs Committee
 - 3.11.1. Membership (123-20):
 - 3.11.1.1. ~~Ex Officio (13): Lecturer serving on the Faculty Affairs Committee, or designee; a~~ **All contingent faculty serving on the SDSU University Senate, including the elected ASCSU Lecturer representative.**
 - 3.11.1.2. ~~Appointed (0-7): and at Up to seven~~ **At least two** additional at-large ~~Lecturers~~ **contingent faculty members** from across the university, including Librarian and Student Services Professionals - Academic Related (SSP-AR) faculty members.
 - ~~3.11.1.3. At least two (2) members of the committee shall be current Senators.~~
 - 3.11.1.4. Members must ~~be on full~~ **have a minimum one-year** academic year appointment, or have a reasonable expectation that they will be appointed to work during both the fall and spring semesters.
 - 3.11.1.5. ~~Members shall serve no more than six consecutive years on the committee, which is equivalent to six 1-year terms or two 3-year terms. A member's term length is determined by their contract type. Members who have single year appointments serve single year terms. Members who have 3-year appointments serve 3-year terms.~~ **Terms for all members shall be three year renewable terms.**
 - ~~3.11.1.6. There will be at least 2 and no more than 10 open seats on the~~

committee.

- 3.11.1.7. Quorum requires the presence of at least seven (7) members.
- 3.11.1.8. No college or unit may have more than 25% of members on the committee at any one time.
- 3.11.1.9. Each year, the chair shall appoint a member of the committee to concurrently serve on the Faculty Affairs Committee.
- 3.11.1.10. A chair shall be elected by members in March of each year to serve for the next academic year.
- 3.11.2. Functions. The committee shall:
- 3.11.2.1. Meet regularly to identify, discuss and organize around campus issues that impact the Lecturer constituency
- 3.11.2.2. Develop new policy or make recommendations for revisions to existing policy related to ~~Lecturer affairs~~ contingent faculty
- 3.11.2.3. Advocate for the inclusion of ~~the Lecturer~~ contingent faculty constituency as part of the decision making and governance on campus, including identifying and recommending contingent faculty for placement on senate and other campus committees.
- 3.11.2.4. Organize the Senate caucus for ~~Lecturer~~ contingent senators.
- 3.11.2.5. Engage regularly with the ~~Lecturer~~ contingent constituency.
- 3.11.2.6. Perform other functions that may be required in service of the ~~Lecturer~~ contingent constituency.
- 3.11.2.7. Known topics that impact the ~~Lecturer~~ contingent faculty constituency include, but are not limited to:
- Service and work completed outside of the scope of contracted teaching.
 - Inclusion in department meetings, collaborations, and decision-making processes.
 - Training.
 - ~~Lecturer~~Contingent faculty planning and hiring at the university and departmental levels.
 - Collecting ~~Lecturer~~ contingent faculty feedback (e.g. surveys) for collaborative decision making, etc.
 - ~~Perform a P~~periodic assessment of ~~Lecturer~~ contingent faculty seats on Senate committees to ensure ~~Lecturer~~ contingent faculty interests are represented on key groups and regarding key issues.
 - Make recommendations to the Committee on Committees and Elections (CCE) and/or Senate leadership regarding ~~Lecturer~~ contingent faculty participation on Senate committees.
- 3.11.3. The Chair (or designee) shall report the business of the committee to the Senate.

RATIONALE:

[Recent updates to Constitution 4.0.](#) Will change the makeup of elected Contingent Faculty

Senators. Now, each academic/unit college, including Imperial Valley, has at least one Lecturer representative on the Senate (9 members). In addition, the updates also include the new ASCSU Lecturer Senator as an official member of the SDSU Senate, which parallels the process for SDSU Tenured and Probationary Faculty representatives in ASCSU. In addition to the college/unit specific Lecturer Senators, and the ASCSU Lecturer representative, Lecturer/Contingent Faculty Senator at-large seats (not related to any specific college) have increased from 2 seats to 3 in an effort to maintain some flexibility in case multiple people from a single college/unit have the interest to serve. In all, the Lecturer seats in the Senate increased from 10 to 13. It is important to note that Lecturer Senators are eligible for nominal Senate Contingent Faculty Equity Stipends, which are provided annually (budget allowing), which helps SDSU play a leadership role within the CSU by prioritizing Contingent Faculty compensation for service.

To align the Lecturer Affairs Committee (LAC) with the Constitution changes outlined above, the charter has been revised to allow all Lecturer/Contingent Senators to serve as ex officio members of the Lecturer Affairs Committee (LAC). This alignment ensures cross campus engagement with Lecturer/Contingent Faculty. The LAC itself will also continue to provide a flexible membership with up to seven Lecturer/Contingent at-large members who do not serve as Senators. Our goal is to engage with members of our constituency broadly and with meaningful interaction, so all of the updates highlighted above aim to serve this purpose.

As with all Senate Core Committees, the LAC Chair continues to be part of the Senate Executive Committee, and the Chair will annually nominate an LAC committee member to serve on Faculty Affairs, which will ensure reports from Faculty Affairs come back to LAC. The committee decided to eliminate the cap on terms. We welcome long-term participation; given the sheer number of seats on LAC and flexibility of our roster format, we do not feel that this will disenfranchise anyone who wants to serve. The committee also is choosing to ensure that, given Lecturers and other Contingent Faculty may be overworked and require flexibility in terms of meeting attendance, a quorum of the committee shall be established without regard to the open seats on the committee; quorum for LAC will be a majority of ex officio members, or seven members. This will ensure that such flexibility does not hold up the work of LAC.

The inclusion of all “Contingent Faculty” in addition to the term Lecturer through the revised charter language was proposed after consultation with contingent Librarians and SSP-ARs who wanted to have a place to connect with other contingent faculty in service to the University. We agree unanimously that these members of the faculty are welcome on the committee, which often serves to advocate for issues in relation to contingent employment. We also feel this makes sense given contingent Librarians and SSP-ARs are included with Lecturers in the Senate Constitution section on membership.

To: SEC/Senate
From: Pat Walls, Chair, Staff Affairs Committee
Date: March 18, 2025
Subject: ACTION: Staff Affairs Committee Charter Revision

ACTION: The Staff Affairs Committee moves that the following revisions to the committee charter be approved.

Existing Policy File Language

3.12 Staff Affairs Committee

~~3.12.1. Membership (30): The Staff Affairs Committee shall consist of sixteen (16) ex officio members and fourteen (14) appointed members.~~

~~3.12.1.1. Ex officio: Staff representatives to the following Senate and Senate Appointed Committees (a) University Resources and Planning, (b) Constitution and Bylaws, (c) Diversity, Equity & Inclusion, (d) Senate Executive, (e) Associated Students Facilities, (f) Bookstore Advisory, (g) Campus Development, (h) Campus Fee Advisory, (i) Disability Access and Compliance, (j) Environment and Safety, (k) Freedom of Expression, (l) Instructional and Information Technology, (m) Intercollegiate Athletic Council, (n) Student Grievance, (o) Student Media Advisory, (p) Sustainability.~~

~~3.12.1.2 Appointed: eleven staff members from throughout the university, to include as ex officio voting, the staff senator who serves on the Senate Executive Committee. The eleven staff membership positions will be open to all staff employment units. The committee will also have two faculty members (tenure line or lecturer), one of whom shall be a senator, and a student representative appointed by Associated Students. The committee chair will be nominated for approval by the Senate in the Month of April from among the eleven staff members on the committee.~~

~~3.12.1.3 The Staff Affairs Committee encourages the participation of permanent SDSU/CSU employees in all related and appropriate matters concerning the interest of staff as part of the shared governance philosophy of the SDSU campus community. The Committee shall promote the participation of staff on committees to attend scheduled meetings and participate in campus committee work. The Committee will inform supervisors of staff appointments to Senate and Senate Appointed Committees and Councils. Staff senators may serve on no more than two Senate or Senate Appointed Committees and the University Senate.~~

~~3.12.1. Membership (15): 14 open seats for permanent SDSU staff from across the institution, 1 open seat for an auxiliary Staff Senator.~~

~~3.12.1.1 At least four (4) members of the committee shall be current Staff Senators.~~

~~3.12.1.2. Membership shall serve staggered three-year terms and may immediately succeed themselves for one term. Nominations shall originate for open calls to all permanent non-MPP staff as defined by Bylaws 1.2.~~

3.12.1.3. A chair shall be elected by members in March each year to serve for the next academic year. When possible, the chair shall be an active or former Senator. The chair may be re-elected for a total of three consecutive terms.

3.12.1.4. The chair (or designee) shall serve as ex officio voting member of the Senate Executive Committee and report committee business to the Senate Executive Committee and the University Senate.

3.12.1.5. Staff representatives on Senate Core Committees, Senate Committees, and Senate Affiliated Committees, including staff senators, are invited to present relevant committee information at the Staff Affairs Committee.

~~3.12.2. Functions. The Committee (a) shall appoint staff to fill vacancies to Senate committees by making recommendations to the Senate Committee on Committees and Elections in accordance with the Senate Policy File; and shall appoint staff to fill vacancies to non-Senate committees by campus-wide announcement and simple majority vote of the committee; (b) shall annually announce vacancies campus-wide and elect by simple majority of the Committee staff appointments; (c) shall temporarily fill vacancies due to resignation; (d) shall maintain ranked list of staff Senator election results to fill staff Senator positions upon vacancies related to resignations; (d) shall consider only those matters related to the Senate; and (e) shall consider other issues at the direction of the Senate Chair, Senate Executive Committee or by the Senate.~~

~~3.12.2.1. Search Committees: The Staff Affairs Committee shall coordinate filling any search committee vacancy with the University Senate. Vacancies for various search committees shall be publicly announced. The announcement shall explain the duties of the Search Committee and ask for nominations for each vacancy. All permanent non-MPP staff employees within the division (i.e., individual colleges, Academic Affairs, Student Affairs and Campus Diversity, etc.) in which the search is conducted shall be eligible to serve; all non-MPP staff shall be eligible to nominate and vote. When nominating someone other than oneself, agreement to serve must be obtained from the nominee prior to the nomination. Each nomination shall include contact information, department and position name, and a statement of qualifications and interest. The nomination period shall be at least five (5) business days. Once nominations are closed, a second campus-wide voting announcement shall be made with the list of nominees (including their statements). Voting shall be open for five (5) business days. Selection shall be determined by the plurality of received votes.~~

~~3.12.2.2. Auxiliary Review Panels: The Staff Affairs Committee shall coordinate filling any review panel vacancy with the University Senate. Vacancies for various auxiliary review panels shall be publicly announced. The announcement shall explain the duties of the Review Panel and ask for nominations for each vacancy. All permanent non-MPP staff employees are eligible to nominate. When nominating someone other than oneself, agreement to serve must be obtained from the nominee prior to the nomination. Each nomination shall include contact information, department and position name, and a statement of qualifications and interest. The nomination period shall be at least five (5) business days. Once nominations are closed, the Staff Affairs Committee shall review nominations and select the most qualified candidate for each position, giving preference to those with a working relationship to the auxiliary being reviewed.~~

~~3.12.2.3. Academic Administrator Review Panels: The Staff Affairs Committee shall coordinate filling any review panel vacancy with the University Senate. Vacancies for various academic administrator review panels shall be publicly announced. The announcement shall explain the duties of the Review Panel and ask for nominations for each vacancy. All permanent non-MPP staff employees are eligible to serve; all non-MPP staff shall be eligible to nominate. When nominating someone other than oneself, agreement to serve must be obtained from the nominee prior to the nomination. Each nomination shall include contact information, department and position name, and a statement of qualifications and interest. The nomination period shall be at least five (5) business days. Once nominations are closed, the Staff Affairs Committee shall review nominations and either a) select the most qualified candidate for each position, giving preference to those with a working relations to the administrator being reviewed or b) forward the designated number of qualified candidates to the appropriate administrator for their selection.~~

~~3.12.2.4. The Chair (or designee) shall report the business of the committee to the Senate Executive Committee.~~

3.12.2. Function: The committee shall:

3.12.2.1. Be the appointive authority for staff representation on committees. As such, the committee will appoint staff to fill vacancies to Senate Core Committees, Senate Committees, and Senate-Affiliated Committees by campuswide announcement for nominations and simple majority vote of the committee.

3.12.2.2. Meet regularly during the academic year to identify, discuss, and organize around university issues that impact the staff constituency.

3.12.2.3. Develop new policy or make recommendations for revisions to existing policy-related to staff affairs.

3.12.2.4. Engage regularly with the staff constituency and advocate for the inclusion of the staff constituency as part of the decision-making and shared governance on campus.

3.12.2.5. Organize the Senate caucus for staff senators.

3.12.2.6. Nominate emeritus staff to the Senate Executive Committee and the University Senate in accordance with the University Policies: Emeritus Employees.

3.12.3. Elect staff seats on ad hoc committees:

3.12.3.1. Search Committees: The Staff Affairs Committee shall coordinate filling any search committee vacancy with the Senate Committee on Committees and Elections. The announcement shall explain the duties of the Search Committee and ask for nominations for each vacancy. All permanent non-MPP staff employees within the unit or division (e.g., individual colleges, Academic Affairs, Business and Financial Affairs, Research and Innovation, Information Technology, Student Affairs and Campus Diversity, University Relations and Development, etc.) in which the search is

conducted shall be eligible to serve; only non-MPP staff from within the unit or division shall be eligible to nominate and vote. When nominating someone other than oneself, agreement to serve must be obtained from the nominee prior to the nomination. Each nomination shall include contact information, department, and position name, and a statement of qualifications and interest. The nomination period shall be at least five (5) business days. Once nominations are closed, a second voting announcement shall be made with the list of nominees (including their statements). Voting shall be open for five (5) business days. Selection shall be determined by the plurality of received votes.

3.12.3.2. Administrator Review Panels: The Staff Affairs Committee shall coordinate filling any Search committee vacancy with the Senate Committee on Committees and Elections. The announcement shall explain the duties of the Administrator Review Panel and ask for nominations for each vacancy. All permanent non-MPP staff employees within the unit or division (e.g., individual colleges, Academic Affairs, Business and Financial Affairs, Research and Innovation, Information Technology, Student Affairs and Campus Diversity, University Relations and Development, etc.) in which the search is conducted shall be eligible to serve; only non-MPP staff from within the unit or division shall be eligible to nominate and vote. When nominating someone other than oneself, agreement to serve must be obtained from the nominee prior to the nomination. Each nomination shall include contact information, department and position name, and a statement of qualifications and interest. The nomination period shall be at least five (5) business days. Once nominations are closed, a second voting announcement shall be made with the list of nominees (including their statements). Voting shall be open for five (5) business days. Selection shall be determined by the plurality of received votes.

3.12.3.3. Auxiliary Review Panels: The Staff Affairs Committee shall coordinate filling any review panel vacancy with the Senate Committee on Committees and Elections. The announcement shall explain the duties of the Auxiliary Review Panel and ask for nominations for each vacancy. All permanent non-MPP staff employees within the unit or division (e.g., individual colleges, Academic Affairs, Business and Financial Affairs, Research and Innovation, Information Technology, Student Affairs and Campus Diversity, University Relations and Development, etc.) in which the search is conducted shall be eligible to serve; only non-MPP staff from within the unit or division shall be eligible to nominate and vote. When nominating someone other than oneself, agreement to serve must be obtained from the nominee prior to the nomination. Each nomination shall include contact information, department and position name, and a statement of qualifications and interest. The nomination period shall be at least five (5) business days. Once nominations are closed, a second voting announcement shall be made with the list of nominees (including their statements). Voting shall be open for five (5) business days. Selection shall be determined by the plurality of received votes.

3.12.34. Subcommittees

3.12.34.1. Staff Honors and Awards Subcommittee

3.12.34.1.1. Membership (912): eight staff members selected from bargaining units 1, 2, 4, 5, 6, 7, 8, ~~and 9~~, and one confidential staff; ~~plus~~ one student selected by Associated Students, one Administrator I or II (staff MPP classification), and one Auxiliary staff member from an Auxiliary unit (Associated Students, Aztec

Shops, or San Diego State University Research Foundation. ~~and one administrator (MPP Classification)~~. In the event that the subcommittee cannot meet these requirements the subcommittee chair may fill vacancies as best as possible. The subcommittee chair shall be a member of the Staff Affairs Committee. The remaining staff members shall be from as many areas of campus (including Imperial Valley) as possible.

~~3.12.3.1.2. Functions. The committee shall: (a) on a quarterly basis, compile a list of staff members retiring in good standing, with ten (10) or more years of service to the University and forward to the Senate for formal recognition of their contributions to the mission of the University, and (b) provide recommendations to the University President regarding the Staff Excellence Awards program, and (c) forward nominations for such other honors and awards as the Senate shall designate.~~

3.12.4.1.1.2. The subcommittee chair shall be identified during the fall semester from among existing Staff Affairs Committee members by majority vote.

3.12.4.1.1.3. Membership shall be a one-time term from December through August when the awards are announced. Members may be re-elected for a total of three consecutive terms.

3.12.4.1.1.4. The Staff Affairs Committee shall coordinate filling the subcommittee with the Senate Committee on Committees and Elections. The announcement shall explain the duties of the Staff Honors and Awards Subcommittee and ask for nominations for each vacancy outside of the subcommittee chair (e.g., if the chair is in unit 7 then the announcement will go out to the other membership groups in 3.12.4.1.1.). All permanent non-MPP staff employees, the Administrator I or II, and the Auxiliary staff in which the search is conducted shall be eligible to serve; only the eligible nominee pool shall be eligible to nominate and vote. When nominating someone other than oneself, agreement to serve must be obtained from the nominee prior to the nomination. Each nomination shall include contact information, department, and position name, and a statement of qualifications and interest. The nomination period shall be at least five (5) business days. Once nominations are closed, a second voting announcement shall be made with the list of nominees (including their statements). Voting shall be open for five (5) business days. Selection shall be determined by the plurality of received votes.

3.12.4.1. Functions: The committee shall provide recommendations to the University President regarding the Staff Excellence Awards program as defined in University Policies: Staff Awards 1.0.

RATIONALE: These revisions better align the Staff Affairs Committee (SAC) with other like-kind Senate Core Committees (Committee on Committees and Elections, Faculty Affairs Committee, and Lecturer Affairs Committee). Additionally, the current [SAC roster](#) lists 41 members, making it the largest Senate-affiliated committee and well above the chartered number in part due to a number of individuals having multiple seats on SAC, which makes establishing quorum interesting. Of the 39 Senate-affiliated committees, the median number of members is 15. Additionally, best practice is to have no one individual have more than one role on a committee.

To: SEC/Senate
From: Pat Walls, Chair, Staff Affairs Committee
Date: October 23, 2024
Subject: ACTION: Staff Excellence Awards Revision

ACTION: The Staff Affairs Committee moves that the following revisions to the Staff Excellence Awards be approved.

Existing Policy File Language

UNIVERSITY POLICIES: Staff

Awards

1.0. Staff Excellence Awards

1.1. Awards and Eligibility

1.1.1. Five merit awards (Community Service, Service to the University, Staff-to-Staff Mentoring, Innovation and Team Effort) are available to recognize formally those San Diego State University staff members who have made significant contributions in each of the respective areas based on criteria posted on the Staff Affairs Committee website.

1.1.1.1. To be eligible, nominees must be permanent full-time staff employees of San Diego State University (San Diego and/or SDSU Imperial Valley) is in good standing with the University, and must be employed with the University at the time of the award, as verified through Human Resources. Members of the Staff Honors and Awards committee are ineligible to receive an award during any year they serve on the committee.

1.1.2. Two non-staff awards (Auxiliary Support and Manager of the Year) are available to recognize formally one employee from auxiliaries of San Diego State University (San Diego State University Research Foundation, Associates and Students, Aztec Shops) and one Management Personnel Plan (MPP) employee of the San Diego State University who have made significant contributions to the university.

1.1.2.1. To be eligible, nominees in the Auxiliary Support category must be a full-time employee of a recognized San Diego State University auxiliary (San Diego and/or SDSU Imperial Valley) in good standing with the auxiliary and be employed with the auxiliary at the time of the award, as verified through the auxiliary's human resources department.

1.1.3. The Staff Lifetime Achievement Award shall be awarded to staff members who make significant contributions to the mission of the university throughout their careers.

1.1.3.1. To be eligible, nominees in the Staff Lifetime Achievement category must have served the university for a minimum of fifteen years. Represented staff and MPP staff of the university are eligible for this award and must be actively employed by the university at

the time of the award (fall semester) in order to be considered. Staff members who serve as part-time lecturers are eligible for the award provided they are nominated in their role as a staff member.

- 1.1.4. Staff members who serve as part-time lecturers are eligible for merit awards, provided they are nominated in their role as a staff member.
- 1.1.5. Members of the Staff Honors and Awards Committee are ineligible to receive an award during any year they serve on the committee. Student employees and faculty members (bargaining unit 3 tenure/tenure track and lecturers) are also ineligible to receive the award.

1.23. Procedures and Criteria for Nomination

- ~~1.3.1. To be eligible, nominees must be permanent full-time staff employees of San Diego State University (San Diego and/or SDSU Imperial Valley) in good standing with the University, and be employed with the University at the time of the award, as verified through Human Resources. Members of the Staff Honors and Awards committee are ineligible to receive an award during any year they serve on the committee.~~
- ~~1.3.2. To be eligible, nominees in the Auxiliary Support category must be a full-time employee of a recognized San Diego State University auxiliary (San Diego and/or SDSU Imperial Valley) in good standing with the auxiliary and be employed with the auxiliary at the time of the award, as verified through the auxiliary's human resources department.~~
- ~~1.3.3. The Staff Honors and Awards Committee shall issue a campus-wide call for nominations, utilizing a wide variety of methods, in order to collect nominations in each category. Nominations may be received from staff, students, faculty members, administrators, alumni, and other members of the community. Nominees will be considered for an award only in the category in which they are nominated, however an individual may be nominated in more than one category. Separate nominations are required for each category.~~
- ~~1.3.4. Each nomination shall include: (a) Nominator's contact information (name, department, telephone, email, primary role) (b) Name and contact information of nominee (c) Award nomination category (d) Description of work or event that is deserving of award (e) Actions that set the nominee apart from other candidates, and (f) Unique qualities that make the nominee worthy of award.~~
- ~~1.3.5. The Staff Honors and Awards Committee shall review all nominations, determine eligibility and select those nominations which best fit the criteria for each category. The committee will then forward all vetted nominations in each category and highlight up to three unranked nominations in each category to the President, who shall select the recipients. The president will determine how many awards, if any, will be given in each category.~~
- ~~1.3.6. Members of the Staff Honors and Awards Committee are ineligible to receive an award during any year they serve on the committee. Student employees and faculty members (bargaining unit 3 tenure/tenure track and lecturers) are also ineligible to receive the award.~~

~~1.3.7. Staff members who serve as part time lecturers are eligible for merit awards, provided they are nominated in their role as a staff member.~~

1.2.1. The Staff Honors and Awards Committee shall issue a campuswide call for nominations, utilizing a wide variety of methods, in order to collect nominations in each category. Nominations may be received from staff, students, faculty members, administrators, alumni, and other members of the community. Nominees will be considered for an award only in the category in which they are nominated, however, an individual may be nominated in more than one category. Separate nominations are required for each category.

1.2.2. Each nomination shall include: (a) Nominator's contact information (name, department, telephone, email, primary role (b) Name and contact information of nominee (c), Award nomination category (d) Description of work or event that is deserving of award (e) Actions that set the nominee apart from other candidates, and (f) Unique qualities that make the nominee worthy of award.

1.2.2.1. The Staff Lifetime Achievement Award additionally requires at least three letters of recommendation from current SDSU faculty, staff, or administrators.

1.2.3. The Staff Honors and Awards Committee shall review all nominations, determine eligibility and select those nominations which best fit the criteria for each category. The committee will then forward all nominations in each category and highlight up to three unranked recommendations in each category to the President, who shall select the recipients. The President will determine how many awards, if any, will be given in each category.

1.2.4. The staff honored with an award shall receive a monetary bonus from the San Diego Alumni Association.

~~2.0. Procedure and Criteria for Nomination~~

~~2.1. Criteria: The Staff Lifetime Contribution to the University Award shall be awarded to staff members who make significant contributions to the mission of the university throughout their career.~~

~~2.1.1. In order to be eligible, staff members who have served the university for a minimum of fifteen years shall be considered.~~

~~2.1.2. Represented staff and MPP staff of the university are eligible for this award and must be actively employed by the university at the time of the award (fall semester) in order to be considered.~~

~~2.1.3. Staff members who serve as part time lecturers are eligible for the award provided they are nominated in their role as a staff member.~~

~~2.2. Procedure: Nominations shall be called for by the Staff Honors and Awards Committee during the first week of the spring semester. Nominations may be received from students, staff members, administrators, alumni, and other members of the community. Complete~~

~~self-nominations are permitted. Each nomination shall include (a) a completed nomination form and (b) at least three letters of recommendation from current SDSU faculty, staff, or administrators. Nominations shall be submitted to the chair of the Staff Honors and Awards Committee.~~

~~2.2.1. Nominations shall be called for by the Staff Honors and Awards Committee during the first week of the spring semester. Nominations may be received from students, staff members, administrators, alumni, and other members of the community. Complete self-nominations are permitted. Each nomination shall include (a) a completed nomination form and (b) at least three letters of recommendation from current SDSU faculty, staff or administrators. Nominations shall be submitted to the chair of the Staff Honors and Awards Committee.~~

~~2.2.2. The Staff Honors and Awards Committee shall review supporting documentation of nominees, ensure nomination completion and eligibility. The committee shall submit three unranked nominations with written rationales for the committee's choices to the University President.~~

~~2.2.3. The President shall select the recipient.~~

~~The staff honored with this award shall receive a monetary bonus from the San Diego Alumni Association.~~

RATIONALE: The Staff Honors and Awards Committee is a subcommittee of the Staff Affairs Committee. The current policy has been in place for years with the exception of the addition of the Staff Lifetime Contribution to the University Award. These minor changes reorganize the information presented and streamline the award process given technology changes.

To: SEC/Senate
From: Pat Walls, Chair, Staff Affairs Committee
Date: March 1, 2025
Subject: ACTION: Staff Emeritus Nominations

ACTION: The Staff Affairs Committee moves that the Senate confer Staff Emeritus Status to the following retired employees:

Name	Division / College	Department	Jobcode Name	Yrs of Service
Matthews Jr,Larry Gordon	IT	IT Colleges & Divisions	Operating Sys Analyst 12 Mo	24.5
Hogan,Carrie Elizabeth	BUS FINAN	University Police	Corporal	10.5
Nguyen,Loan	SACD	SA Student Health Services	Clinical Assistant	15.8

RATIONALE: The above named staff have retired with more than 10 years of service to the university per the University Policies included in the [Policy File](#) (p196).

2025-2026 University Catalog - Action - Undergraduate Programs - New / Deleted TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: March 25, 2025 / April 8, 2025							
Title	Action (New)	Action (Deleted)	Program Type	Major Code	SIMS Code	Proposal Link	Notes
Chemical Physics, B.S. in Applied Arts and Sciences		Deactivated - Action	Degree Program	19081	772801BSS	https://sdsu.curriculog.com/proposal:4366/form	Effective Term Fall 2025

To: SEC / Senate
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)
Date: March 10, 2025
Subject: INFORMATION: Sustainability Course Designation Minor Modifications

At our February 27, 2025 meeting, the Academic Policy and Planning Committee (AP&P) approved adding the new Sustainability Course Designation to the list of approved minor modifications in the Curriculum Guide effective Fall 2025 and pending the Senate’s approval of the new designation.¹

In proposals where adding a sustainability designation is the *only* modification requested, additions of the sustainability course designation shall follow the standard process for minor modifications related to adding course designations. Specifically, courses that have been reviewed and approved at the college level shall be evaluated by the Senate Sustainability Committee. Courses approved by the Senate Sustainability Committee to include a sustainability designation shall be added to the SEC agenda as an information item.

Per the Curriculum Guide, AP&P is authorized to update the list of minor modifications: “Changes to the list of situations where additional review is needed can be made by approval of AP&P.” This updated language was part of our original action item to update the minor modification approval process, dated October 2022 and approved at the November 2022 Senate meeting.

¹ Refer to AP&P’s companion action memo recommending the establishment of this new designation.

MAY 31, 2025

To: President; President’s Cabinet; Vice Provost; Senate Committee Chairs; Chairs of Campus Committees with Senate-appointed members; Senate Executive Committee (SEC) Members; Chief Communications Officer; AVP Faculty Advancement and Student Success; AVP Curriculum, Assessment and Accreditation; AVP International Affairs; AVP Enrollment Services; University Registrar

From: Amanda Fuller, Senate Secretary

Re: Timely Submission of Information, Action, and Other Items for AY 2025-2026 University Senate Consideration

As we prepare for our shared governance activities for the 2025-26 Academic Year, please add the following Senate Executive Committee (SEC) and Senate meeting dates to your calendars, and please note the submission deadlines for SEC. If new items emerge and/or become urgent between an SEC meeting and the subsequent Senate meeting, and those items require the Senate’s immediate consideration, the items may be added to the Senate agenda after the SEC meeting and considered during the Senate meeting as long as they have the support of $\frac{2}{3}$ of the voting members of the University Senate.

Tuesday	Thursday¹	TIME	MEETING
8/19/25		2-4:30pm	SEC Meeting: submissions due TH 8/14/25
9/2/25	9/4/25	2-4:30pm	Senate Meeting
9/23/25		2-4:30pm	SEC Meeting: submissions due TH 9/18/25
10/7/25	10/9/25	2-4:30pm	Senate Meeting
10/21/25		2-4:30pm	SEC Meeting: submissions due TH 10/16/25
11/4/25	11/6/25	2-4:30pm	Senate Meeting
11/18/25		2-4:30pm	SEC Meeting: submissions due TH 11/13/25
12/2/25	12/4/25	2-4:30pm	Senate Meeting
Winter Break			
1/20/26		2-4:30pm	SEC Meeting: submissions due TH 1/15/26
2/3/26	2/5/26	2-4:30pm	Senate Meeting
2/24/26		2-4:30pm	SEC Meeting: submissions due TH 2/19/26
3/10/26 ²	3/12/26	2-4:30pm	Senate Meeting
3/24/26		2-4:30pm	SEC Meeting: submissions due TH 3/19/26
4/7/26 ³	4/9/26	2-4:30pm	Senate Meeting
4/21/26		2-4:30pm	SEC Meeting: submissions due TH 4/16/26
	4/30/26	2-4:30pm	Special Meeting: Senate Caucus⁴
5/5/26	5/7/26	2-4:30pm	Senate Meeting

¹ Each Senate meeting is scheduled for **two** days: typically, the Tuesday and Thursday of the week it occurs. In the event that monthly Senate business concludes at the first of the two meetings, the second meeting shall be canceled.

² March meetings will occur the second week of March, to avoid conflict with Purim.

³ Moved from the first Tuesday of April due to a conflict with spring break, and the first days of Passover.

⁴ The Senate Caucus is where outgoing, continuing, and new Senators meet to nominate Senate Officers and Senator-at-Large representatives for SEC for the next AY (ahead of elections during the final Senate meeting of the year).

Memorandum

March 3, 2025

To: Senate Executive Committee/University Senate

From: Joanna Brooks, Chair, Undergraduate Council

RE: Information item- Undergraduate Council

The Council met on Monday, March 3, 2025. Members in attendance were Stefan Hyman, Bryan Donyanavard, Michelle Dean, Patricia Lozada-Santone, Michelle Lopez, Joanna Brooks, Aadi Bery, Mara Cota, Thais Alves, and Christine Molina.

The Council received standing reports on upper division advising from Senior Assistant Dean Michelle Lopez, on lower-division advising report from Christine Molina (including February's [Sophomore Week](#) and the calendar of [Fall 2024 and Spring 2025 Coordinated Care Advisors Outreach](#)). The Council also discussed vaccination holds among undergraduates and opportunities for including vaccination in new student programs, and received news from General Studies director Preciado about data forthcoming in April regarding Gen Studies 100. AS rep [Aadi Bery](#) also [shared information](#) on recent activities in AS and College of Sciences.

The council continued its February conversation regarding teaching awards currently allocated campuswide:

	Faculty teaching awards	
	Number	Award \$
Senate	Senate Teaching Excellence (1)-- currently t/t only; lecturer award under discussion	10,000

A&L	1 annual t/t faculty award 1 annual lecturer award	\$1500 each
ED		
ENG	Northrop Grumman Excellence in Teaching Award	\$2,000 t/t only
FCB	<i>Fowler Teaching Excellence Awards</i> (two awarded to T/TT and one awarded to one lecturer) annually <i>Glazer Outstanding Lecturer Fellowship</i> (awarded annually for two-year term)	\$10,000 \$6,000 to \$8,000 annual stipend + lump sum \$2,000 for professional development
HHS	No teaching awards	
PSFA		
SCI		
IV		

The Council agreed to reach out to Lecturer Affairs to advance this conversation to appropriate campus offices and to provide to the Senate if necessary a recommendation that recognition for excellence in teaching (including lecturer teaching excellence) be established in every college and that a university-wide lecturer award is established by the Senate in parallel to its current Senate Teaching Award.

2025-2026 University Catalog - Information - Undergraduate Courses - Modification TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: March 25, 2025 / April 8, 2025									
Prefix	Course #	Title	Information (Revised)	Modificaitons / Notes	Non-GE Designations	Units	Effective	Proposal Link	
ECL	220	The Art of Literature	GE Designation Request	change GE from Arts 3A to GE - AREA 3 - ARTS AND HUMANITIES-Humanities [3B]		3	8/20/2025	https://sdsu.curriculog.com/proposal:4738/form	

2025-2026 University Catalog - Information - Undergraduate Programs - Modification TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: March 25, 2025 / April 8, 2025						
Title	Information (Revised)	Program Type	Modifications	Major Code	SIMS Code	Proposal Link
Learning Design and Technology Minor	Revised - Information	Minor	Updating the minor to include all of the LDT courses that are available and not included when the minor was originally created.	8999	664645MINS	https://sdsu.curriculog.com/proposal:4173/form

2025-2026 University Catalog - Information - Undergraduate Courses - New							
TO: SEC / Senate							
FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee							
DATE: March 25, 2025 / April 8, 2025							
Prefix	Course #	Title	Information (New)	Notes	Units	Effective	Proposal Link
ART	496	Advanced Visual Presentation	New - Information	Special Topics	3	Fall 2025	https://sdsu.curriculog.com/proposal:4291/form
COMM	496	Experimental Topics: Sexual Communication	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3423/form
COMM	496	Health Disparities, Public Information Environment and Public Communication Campaigns: U.S. & Abroad	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3428/form
ENS	496	Adaptive Sports and Fitness	New - Information	Special Topics	1	Fall 2025	https://sdsu.curriculog.com/proposal:4114/form
P H	496	Community Organizing and Action Research for Public Health	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3399/form
THEA	496	Music Theory for Musical Theatre	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3422/form
THEA	496	Sewing Skills and Technology	New - Information	Special Topics	2	Spring 2025	https://sdsu.curriculog.com/proposal:3433/form
DLE	496	American Sign Language IV	New - Information	Special Topics	4	Fall 2025	https://sdsu.curriculog.com/proposal:4739/form
BIOL	496	Sustainable Food Systems	New - Information	Special Topics	3	Spring 2026	https://sdsu.curriculog.com/proposal:4481/form
CAL	496	Professional Internships for CAL Majors	New - Information	Special Topics	3	Fall 2025	https://sdsu.curriculog.com/proposal:4652/form
POLS	496	The Evolution of International Diplomacy	New - Information	Special Topics	1	Fall 2025	https://sdsu.curriculog.com/proposal:4681/form
PSFA	296	PSFA First Year Experience	New - Information	Special Topics	3	Fall 2025	https://sdsu.curriculog.com/proposal:4693/form
PSFA	496	PSFA Transfer Student Experience	New - Information	Special Topics	3	Fall 2025	https://sdsu.curriculog.com/proposal:4694/form
SOC	496	War and American Society	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3483/form
THEA	296	Music Theatre for Non-Majors	New - Information	Special Topics	3	Fall 2025	https://sdsu.curriculog.com/proposal:4648/form
PSY	496	Performance and Anxiety	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3973/form

2025-2026 University Catalog - Information - 500-level Courses - New
 TO: SEC / Senate
 FROM: Tracy Love, Chair, Graduate Council;
 Marie Lachance, Chair, Undergraduate Curriculum Committee
 DATE: March 25, 2025 / April 8, 2025

Prefix	Course #	Title	Information (New)	Notes	Unit	Level	Effective	Proposal Link
E E	596	Electrified Transportation Systems	New - Information	Special Topics	3	Ugrad/Grad	Fall 2025	https://sdsu.curriculog.com/proposal:3784/form
ENV S	596	Ocean Biogeochemical Cycles	New - Information	Special Topics	3	Ugrad/Grad	Spring 2025	https://sdsu.curriculog.com/proposal:3426/form
PHYS	596	Condensed Matter Physics Laboratory	New - Information	Special Topics	3	Ugrad/Grad	Spring 2025	https://sdsu.curriculog.com/proposal:3434/form
THEA	596	Immersive Theatrical Design	New - Information	Special Topics	2	Ugrad/Grad	Spring 2025	https://sdsu.curriculog.com/proposal:3431/form
ART	596	Acoustic and Sound Design	New - Information	Special Topics	3	Ugrad/Grad	Fall 2025	https://sdsu.curriculog.com/proposal:4289/form
ART	596	Artificial Intelligence for Design and Practice	New - Information	Special Topics	3	Ugrad/Grad	Fall 2025	https://sdsu.curriculog.com/proposal:4290/form
ASTR	596	Modeling the Universe	New - Information	Special Topics	3	Ugrad/Grad	Fall 2025	https://sdsu.curriculog.com/proposal:4687/form
BIOL	596	Urban ecology and evolutionary biology	New - Information	Special Topics	3	Ugrad/Grad	Spring 2026	https://sdsu.curriculog.com/proposal:4685/form
CS	596	Wireless Network Security	New - Information	Special Topics	3	Ugrad/Grad	Fall 2025	https://sdsu.curriculog.com/proposal:4650/form
M E	596	Materials Structures	New - Information	Special Topics	3	Ugrad/Grad	Fall 2025	https://sdsu.curriculog.com/proposal:4651/form
BIOL	596	Cancer Biology	New - Information	Special Topics	4	Ugrad/Grad	Fall 2025	https://sdsu.curriculog.com/proposal:3979/form

To: SEC / Senate

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

Date: 19 March 2025

Subject: INFORMATION: Contextualizing the Fiscal Cost/Benefit of Athletics (Referral 23/24_13)
(approved by URP 19 March 2025)

This memorandum responds to a University Senate referral memo received from the Senate Vice Chair April 11, 2024 regarding “Contextualizing the Fiscal Cost/Benefit of Athletics.”

The referral memo specified two requests of URP:

- (1) “a clearer understanding of the fiscal role and impact of athletics within the broader university budget be undertaken and provided.”
- (2) “clarity should be provided on the nature and sources of funding presently categorized by NCAA required reporting as “School Funds,” “Other,” and “Facilities/Overhead.”

The Chair of URP brought this referral to the attention of the Chair of the IAC, Dr. Sara Gombatto, on 19 Sep 2024, and the two agreed that a good place to begin discussion of the referral would be the 4 Oct 2024 meeting of the IAC Budget & Finance Committee. Then, on 15 Oct 2024, URP and the full IAC each discussed their collaboration on the referral at their regularly scheduled meetings. On 29 Oct 2024, both URP and the IAC agreed that an initial response to the referral could be accomplished by Athletic Director J.D. Wicker presenting a Report to the Senate, which was eventually scheduled for 3 Dec 2024.

[A recording of Athletic Director Wicker’s Report](#) is available at the Senate website (starting at the 42:00 mark of the video). That Report directly addresses request (1) and adds clarity to request (2), above, by presenting details on the following:

- Revenue from campus sources to Athletics
- Payments from Athletics to campus entities
- Academic performance of student-athletes and graduation rates
- Services provided to student-athletes by the Athletics Department
- Professional development programs for student-athletes provided by the Athletics Department
- Athletics collaborations with various campus groups
- Competitive success of SDSU student-athletes
- Television appearances of SDSU athletic teams that showcase SDSU as a whole
- Donor and community engagement

At the conclusion of Athletic Director Wicker’s presentation, only two Senators asked questions related to the Athletics budget. Senator Herman asked Director Wicker to confirm that the football program lost \$1.5M last year, and asked if the University can afford to have a program that loses that amount of money. Director Wicker confirmed that shortfall in football ticket sales, noted that other revenues were up last year, and reiterated that the majority of money

going into Athletics is returned back to the University and enhances the brand and marketing of the entire institution. Senator Schellenberg asked about some details concerning Athletics revenues from campus entities, specifically seeking clarification of payments by Associated Students for student trainers assisting Club sports (which are administered under Recreation rather than Athletics) and \$300K revenue Athletics receives annually of the \$900K naming-rights agreement for Viejas Arena. Director Wicker further explained those details in his first presentation slide.

On 12 Dec 2024, the Senate Executive Committee (SEC) met and very briefly discussed continuing concerns about the Athletics budget. As noted in the [SEC Minutes](#), “Senators re-stated their frustration with Director Wicker’s report’s failure to articulate the athletic budget clearly. Senate Officers requested that URP follow through with the original referral, work with Athletics, and provide a revised report before the end of AY 2024-2025.”

URP continued its discussion of the referral on 28 Jan 2025 with IAC Chair Gombatto in attendance and began developing this Information Item memo to the Senate. Discussion within URP and IAC and information gathering continued through February. The IAC Chair consulted with URP throughout the drafting of this memo, and several members of IAC contributed detailed information. A final version of this memo was approved by URP on 19 March 2025. The following information provides additional context to Athletic Director Wicker’s Report to the Senate on 10 Dec 2024.

Each academic year the Athletics budget is developed through a shared-governance process, including Intercollegiate Athletics Council (IAC) review and recommendation on the Athletics budget to the President. The structure and composition of the IAC can be found in the Senate Policy file. The following describes the structure and composition of the IAC Budget and Finance Committee from the IAC policy file and the process for reviewing proposed budgets and budget updates. The full IAC and the IAC Budget and Finance Committee are involved in the IAC budget review process as outlined below. Importantly, the IAC provides a recommendation to the President, who then must approve the Athletics budget.

IAC Policy file language on Standing “Budget and Finance Committee”:

- Committee Description: “The Budget and Finance Committee is to ensure transparency of the Department of Intercollegiate Athletics budget and to recommend an annual balanced budget to the IAC, which in turn recommends the annual budget to the President.”
- Membership: including but not limited to
 1. *Chairperson*: Vice President for Business and Financial Affairs
 2. IAC chair
 3. Associate Vice President for Financial Operations
 4. Chair of the Senate Committee on University Resources and Planning or designee
 5. Aztec Club Member

6. Associated Students Vice President for Finance
 7. Director of Athletics
 8. Senior Associate Athletic Director
 9. Athletics Business Office Manager
 10. Faculty Athletics Representative
- Charge related to budget review: “The Budget and Finance Committee shall meet at least three times per year and report its activities to the IAC. It shall present a recommendation for the upcoming fiscal year budget in time for action at the final IAC meeting of each academic year.”

Description of IAC process for review and recommendation for proposed budgets (upcoming FY):

1. Prior to the final full IAC meeting in the Spring (April), a proposed budget summary is prepared by Athletic Department staff in collaboration with BFA.
2. Budget summary is presented to and reviewed by the IAC Budget and Finance Committee.
 - a. Members of the Committee have an opportunity to discuss the budget, ask questions, and/or request additional information.
 - b. IAC Budget and Finance Committee makes recommendation re: bringing proposed budget to the full IAC.
3. Proposed budget summary is presented to and reviewed by the full IAC as a standing item on the final IAC meeting agenda in the Spring (April).
 - a. Members of the IAC have an opportunity to discuss the budget, ask questions, and/or request additional information.
 - b. IAC makes a recommendation to the President re: proposed budget.

Description of IAC process for review of budget updates (ongoing):

1. Budget summary updates are presented to and reviewed by the IAC Budget and Finance Committee at regular Committee meetings (prior to full IAC meetings).
 - a. Members of the Committee have an opportunity to discuss the budget, ask questions, and/or request additional information.
2. Budget summary updates are presented to the full IAC *at least once per semester* (IAC meets 2x/semester).
 - a. Members of the IAC have an opportunity to discuss the budget, ask questions, and/or request additional information.

During the past year, with input from members of the IAC, Athletics and BFA have updated the budget summary provided to the IAC to make the information easier to understand and to clarify line items.

URP and IAC note that, in response to the Senate referral and prior desires for greater budget transparency, the [SDSU Campus Budgets](#) portion of the SDSU Budget Hub has been updated to include: (1) a pdf of the annual Athletics Budget summary, and (2) a link to the Equity in Athletics Disclosure Act (EADA) report, which is a public disclosure of the Athletics budget that

SDSU Athletics is required to submit annually. This portion of the SDSU Budget Hub will be updated annually during the first quarter of the fiscal year.

One of the documents that accompanied the referral memo, a Dec 2023 email from Senator Schellenberg to the unofficial Senate ListServ, posed several bullet-point questions raised from his examination of NCAA reporting data compiled by *USA Today* for 2022. Some of those questions concern definitions of USA Today's budget categories and are best answered by examining USA Today's published description of their methodology. Most of the remaining questions have been addressed explicitly either in [Athletic Director Wicker's Dec 2024 Report to the Senate](#) or are presented clearly in the 2024-25 Athletics budget in the recently updated [SDSU Campus Budgets](#) portion of the SDSU Budget Hub. Two questions posed by Senator Schellenberg required additional discussion and investigation by URP and IAC.

- How does donor giving relate to non-athletic giving? In other words, to what degree do athletic donors also give to the university's mission?

Response: There is a strong relationship between Athletics and University Relations and Development. Donors who are actively engaged in Athletics not only from a donation perspective but also a season ticket holder perspective are some of our top prospects for additional University-wide giving.

You can simply look at the Fowler College of Business. Our benefactor has long been an Athletics donor. His giving dates to the early 90's with Athletics being his first recorded gift. Through the efforts of many, that relationship led to a transformational gift in support of the College of Business.

There are many other examples of people who have given generously to both Athletics and academics. Of the donors who have donated \$1M+ to Athletics during their lifetime, those benefactors have contributed \$60.4M to Athletics and another \$65.3M to other University initiatives over their lifetime giving. During fiscal year 2023/24, Athletics accounted for \$24.15 million of the nearly \$131.97 million fundraising net raised. URAD values the connection of our donors to Athletics as a way of engaging them on campus, at Snapdragon Stadium or at an away athletic event which leads to conversations and support for many University initiatives.

- Nearly \$4M was expended on "facilities/overhead" for athletics in 2022. What is the relationship between this category and broader university facility expenses?

Response: The facilities/overhead category (as reported by *USA Today*) includes two categories from the NCAA EADA report: Category 34 - Athletics Facilities Debt Services, Leases and Rental fee and Category 35 - Direct Overhead and Administrative expenses. These categories include the direct expenses paid by Athletics for athletics facilities and includes limited facilities work order

reimbursements to Facilities Services. These categories also include Athletics facility capital projects paid with donations. The reported amount for these categories increased from \$4 million in 2021/22 (comprised primarily of the rental of Viejas Arena and debt service for the lighting project for the Sports Deck) to \$47.2 million in 2023/24 primarily as a result of the addition of the debt service for the Snapdragon Stadium and scoreboard/lighting projects for baseball, softball and volleyball.

Category 36 - Indirect Institutional Support of the NCAA EADA report includes Facilities Services expenses which are paid by the university and not charged to Athletics. This category also includes allocation of expenses for Athletics' share of the overall university expense for business functions (BFA) such as human resources and procure-to-pay activities. Category 6 - Indirect Institutional Support includes an offsetting revenue allocation for these costs. The report amount for this category increased from \$2.3 million in 2021/22 to \$2.7 million in 2023/24 due primarily to increases in compensation and inflation in costs. Facilities costs comprised \$1.7 million of the \$2.7 million reported in Category 36 - Indirect Institutional Support for 2023/24 and includes costs for routine facilities maintenance and repairs. Examples include repairs of leaks, lights, and restrooms; regular maintenance of HVAC and plumbing; and painting.

Athletics is a revenue-generating campus unit with the majority of its revenue coming from sources other than institutional support and student fees. As such, Athletics is primarily responsible to cover the expenses for Athletics facilities/overhead from these resources and receives limited support from the broader university (institutional support).

Note: 2023/24 is the most current NCAA EADA data available. The 2024/25 data is still in progress.

During URP's discussions of this referral, student members of the committee expressed positive views of how Athletics impacts the college experience at SDSU. They and their peers appreciate free tickets (which are a benefit resulting from student fees approved by a vote of students), are excited to go to events, and value SDSU's NCAA sports teams as part of the broader San Diego community. Student members of URP also noted that SDSU's NCAA sports teams are a major factor in the recognition and reputation of SDSU in other regions of the country and Athletics is one of the primary areas of interest to prospective students when touring the campus.

Members of URP were curious about how SDSU's Athletics budget compares to similar institutions. The *USA Today* website cited in the referral allows users to make some such comparisons. The IAC informed URP that Athletics recently commissioned a report from Huron Consultants to make such comparisons with "like" universities using public EADA report data. At

the end of this document, we have attached Huron's comparative data detailing revenues and expenses from SDSU and six other similar university athletics programs for FY 2023/24.

As a final note, URP and IAC underscore that the Athletics budget integrates with multiple systems across campus. This adds complexity to efforts to synthesize or deconstruct all budget numbers related to Athletics. Specific questions about campus budgets are best addressed by members of the campus community submitting them to URP via the existing link on the Senate website.

FY24 NCAA Reported Data by Institution

	SDSU	Arizona State	Cal	Colorado State	UNLV	Kansas	Houston
1 Ticket Sales	\$8,842,022	\$17,169,293	\$11,167,377	\$5,247,837	\$8,302,560	\$26,389,132	\$9,696,934
2 Direct State or other governmental support	\$0	\$75,000		\$0	\$9,818,727	\$0	\$0
3 Student Fees	\$15,106,458	\$11,700,252	\$444,374	\$5,792,684	\$5,903,088	\$0	\$8,133,527
4 Direct Institutional Support	\$16,178,930	\$42,301,172	\$37,199,742	\$24,850,214	\$5,339,999	\$1,405,953	\$30,263,602
5 Less - Transfers to Institution	\$0	(\$4,703,579)	(\$2,734,038)	\$0	\$0	\$0	\$0
6 Indirect Institutional Support (offsets expenditures, line 36)	\$2,694,506	\$2,370,890	\$0	\$5,225,478	\$2,915,730	\$0	\$0
6A Indirect Institutional Support (incl. facilities debt service, lease, rental fees)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7 Game Guarantees	\$1,534,500	\$66,420	\$44,000	\$233,957	\$2,045,000	\$1,007,068	\$15,000
8 Contributions	\$24,666,613	\$20,156,289	\$13,655,477	\$14,173,621	\$8,199,245	\$28,738,443	\$13,879,423
9 In-Kind	\$0	\$492,483	\$298,377	\$0	\$387,438	\$841,945	\$0
10 Compensation and Benefits provide by Third Parties	\$0	\$0	\$0	\$32,000	\$0	\$0	\$0
11 Media Rights	\$3,401,866	\$16,068,300	\$24,987,500	\$3,401,867	\$3,401,867	\$30,059,267	\$10,459,530
12 NCAA Distributions	\$2,413,446	\$3,675,835	\$3,036,655	\$1,169,767	\$2,237,543	\$4,160,504	\$2,709,753
13 Conference Distributions (non media/non bowl)	\$109,915	\$9,917,171	\$1,684,409	\$944,549	\$0	\$5,628,196	\$1,286,590
13A Conference Distributions of Bowl Generated Revenue	\$1,679,035	\$0	\$1,259,935	\$1,664,827	\$1,677,624	\$7,827,377	\$3,499,949
14 Programs, Concessions, Novelties & Parking Sales	\$4,158,305	\$3,765,172	\$1,051,251	\$1,671,798	\$1,060,715	\$2,316,117	\$1,321,252
15 Royalties, Licensing, Advertising & Sponsorship	\$9,353,698	\$19,155,048	\$8,082,753	\$6,547,939	\$7,033,191	\$14,276,769	\$5,074,091
16 Sport Camp Revenue	\$731,195	\$0		\$896,142	\$0	\$0	\$215,982
17 Endowment/Investment Income	\$154,448	\$190,173	\$14,230,345	\$289,915	\$53,798	\$5,235,358	\$382,684
18 Other Revenues	\$398,164	\$1,697,029	\$2,369,172	\$1,358,785	\$2,068,978	\$5,402,125	\$1,291,500
19 Bowl Revenues	\$0	\$0	\$49,430	\$0	\$67,465	\$1,901,258	\$0
Total Revenues	\$91,423,101	\$144,096,948	\$116,826,759	\$73,501,380	\$60,512,968	\$135,189,512	\$88,229,817
20 Athletics Student Aid	\$10,420,385	\$17,912,352	\$16,027,820	\$10,581,255	\$10,921,947	\$12,835,953	\$9,494,565
21 Guarantees	\$2,958,379	\$2,470,623	\$1,801,770	\$1,187,375	\$1,266,542	\$1,395,185	\$1,237,642
22 Coaches Salaries, Benefitis and Bonuses Paid by University & Related Entities	\$17,533,383	\$28,149,909	\$28,790,556	\$11,202,557	\$12,077,746	\$30,889,430	\$20,733,174
23 Coaches Salaries, Benefitis and Bonuses Paid by a Third Party	\$0	\$0	\$0	\$32,000	\$0	\$0	\$0
24 Support Staff/Admin. Comp. Benefitis and Bonuses Paid by University & Related Entities	\$15,435,561	\$23,522,279	\$31,985,815	\$8,936,258	\$11,161,894	\$32,663,984	\$16,187,825
25 Support Staff/Admin. Comp. Benefitis and Bonuses Paid by a Third Party	\$0	\$0	\$0	\$0	\$0	\$0	\$0
26 Severance Payments	\$1,054,037	\$3,806,252	\$1,435,507	\$931,306	\$423,695	\$338,229	\$3,705,811
27 Recruiting	\$1,126,952	\$2,898,985	\$3,522,380	\$1,369,134	\$1,728,050	\$2,409,625	\$1,411,573
28 Team Travel	\$5,337,521	\$7,755,883	\$10,253,478	\$4,537,598	\$4,666,677	\$11,673,976	\$4,111,816
29 Equipment, Uniforms, and Supplies	\$1,647,686	\$5,370,382	\$4,129,958	\$2,211,116	\$5,325,261	\$6,325,782	\$2,599,614
30 Game Expense	\$3,752,627	\$7,918,698	\$7,646,125	\$3,349,499	\$3,525,013	\$4,545,218	\$2,173,585
31 Fundraising, Marketing and Promotion	\$5,679,311	\$6,195,471	\$7,860,016	\$1,073,961	\$604,143	\$6,370,761	\$1,044,375
32 Sports Camp Expense	\$103,679	\$0	\$0	\$341,883	\$0	\$0	\$125,442
33 Spirit Groups	\$498,514	\$568,574	\$185,810	\$98,928	\$338,715	\$72,361	\$0
34 Athletic Facilities Debt Service, Leases and Rental Fee	\$39,249,838	\$6,479,429	\$9,933,043	\$11,729,455	\$8,654,943	\$2,594,126	\$10,073,026
35 Direct Overhead and Admin Expenses (including other facilities work orders)	\$7,945,596	\$13,064,277	\$9,533,279	\$5,558,683	\$6,718,428	\$11,251,235	\$16,115,172
36 Indirect Institutional Support (offset by revenues, line 6)	\$2,694,506	\$2,370,890	\$3,308,352	\$5,225,478	\$2,915,730	\$0	\$0
37 Medical Expense and Medical Insurance	\$1,056,656	\$5,714,519	\$0	\$665,997	\$1,189,669	\$1,042,836	\$1,589,593
38 Memberships and Dues	\$654,300	\$67,751	\$164,158	\$747,233	\$695,338	\$416,083	\$25,126
39 Student-Athlete Meals (non travel)	\$1,068,998	\$3,590,490	\$3,532,421	\$843,392	\$1,158,446	\$4,691,285	\$3,472,427
40 Other Operating Expenses	\$2,307,705	\$6,240,184	\$4,769,681	\$2,625,984	\$6,652,985	\$5,898,196	\$2,313,719
41 Bowl Expenses	\$0	\$0	\$1,553,146	\$0	\$1,379,165	\$2,310,803	\$0
41A Bowl Expenses - Coaching Comp./Bonuses	\$0	\$0	\$130,000	\$0	\$0	\$366,250	\$0
Total Expenditures	\$120,525,634	\$144,096,948	\$146,563,315	\$73,249,092	\$81,404,387	\$138,091,318	\$96,414,485
	(\$29,102,533)	\$0	(\$29,736,556)	\$252,288	(\$20,891,419)	(\$2,901,806)	(\$8,184,668)

To: SEC/Senate
From: Pat Walls, Chair, Committee on Committees and Elections
Date: March 24, 2025
Subject: **INFO**: Recent & Upcoming Elections

INFO: The Committee on Committees and Elections (CCE) is entering the heavy election cycle for AY 2204-2025.

Completed Elections

- Fall 2024 Senator nominations & elections
 - CAL
 - FCB
 - SCI (x2)
- October 2024 Faculty Ballot/Revision to ASCSU Constitution
- Fall 2024 Provost Search Committee
 - Faculty nomination & election
 - Staff nomination & election
- President Shared Governance Group T/TT & lecturer senator nomination & election (**Taharka Adé & Amanda Fuller**)
- President Shared Governance Group staff senator nomination & election (**Brenda Wills**)
- ASCSU Lecturer Electorate nomination (n=7 nominations)
- ASCSU Senator nomination (n=4 nominations)

Current Elections

- ASCSU Lecturer Electorate election 03/19/25-03/26/25
- ASCSU Senator election 03/24/25-03/28/25 (0.4 FTE)

Upcoming Elections

- ASCSU charter expansion faculty approval 04/07/25-04/11/25 (if approved by ASCSU)
- Senator nominations 04/07/25-04/11/25 (n=33)
 - A&L n=6
 - EDU n=1
 - ENG n=2
 - FCB n=1
 - HHS n=3
 - IV n=0
 - Librarians n=2

- PSFA n=6
- Sciences n=5
- SSP-AR n=1
- Staff n=4
- Non-represented Employees (Auxiliary) n=1
- MPP 1 &2 n=1
- Faculty Vote on Constitution Change for ASCSU Lecturer 04/08/25-04/11/25 (if approved in 04/08/25 Senate)
- Senator Elections 04/14/25-04/18/25
- Senator Caucus 05/01/25 (Senate Officer nominations from the floor)
- Senate Officer elections during final Senate meeting 05/06/25
 - Senate Chair (0.6 FTE)
 - Senate Vice Chair (0.4 FTE)
 - Senate Treasurer (0.2 FTE)
 - Senate Secretary (0.2 FTE)
 - Senators-at-Large (n=3)
- Faculty Vote on SDSU Constitutional Change on Contingent Faculty Senators 05/07/25-05/13/25 (if approved in 05/06/25 Senate)
- Contingent Faculty nomination 05/07/25-05/13/25 (n=2 if not approved at 05/06/25 election, n=? If approved)
- Contingent Faculty election 05/14/25-05/21/25

To: SEC/Senate
From: Senate Diversity, Equity and Inclusion Committee
Date: March 17, 2025
Subject: INFORMATION: Grace period for revision of college and divisional diversity plans

At our March 7 meeting, Senate DEI discussed and approved a five-month grace period for colleges and divisions who need to revise their unit diversity plans. This means that instead of submitting revised plans by the end of calendar year 2025, units will have until the end of the 2025-26 academic year.

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 had their current plans approved by the end of 2020, and thus must revise their plans by the end of 2025 to meet the five-year timeline outlined in policy. Giving units an additional five months, so they can submit revised plans by the end of the 2025-26 academic year instead, has several benefits:

1. The first phase of the five-year campus strategic plan will be wrapping up this spring and the second phase will launch in the fall. Shifting the unit plan timeline back will allow colleges and divisions to ensure that their plans are aligned with the campus plan.
2. For many units (and the academic units in particular), any work begun in the spring will be largely on hold over the summer. Extending the timeline allows planning teams more time to pick the work back up without being too rushed through the fall.
3. Because of the various communications coming out of Washington, there is currently a high level of uncertainty about all things related to diversity, equity and inclusion. Hopefully, at least some of that uncertainty will be resolved by the fall, allowing units to move forward more confidently with their planning.

There is no need to adjust the five-year timeline set in the Policy File. By allowing an extension this time, all units should have their renewed plans approved by summer of 2026, and going forward, the five-year cycle will continue to coincide with the academic calendar.

To: SEC/Senate
From: Senate Diversity, Equity and Inclusion Committee
Date: March 19, 2025
Subject: INFORMATION: Market Salary Increase (MSI) Data Request

Background:

One of the Senate Diversity, Equity, and Inclusion Committee's Agenda Items for Academic Year 2025-2026 is to "Review Disparities in Faculty and Staff Equity Pay."

As such, we are requesting the following information from the Provost's Office so that we can discuss at our April 11, 2025 DEI Meeting:

1. Number of Market Salary Increase (MSI) Applicants in the last five academic years, for both With and Without an Outside Offer
 - a. 2024-25, 2023-24, 2022-23, 2021-22, 2020-21;
2. Rejection rate for Market Salary Increase (MSI) Applicants for the last five academic years, for both With and Without an Outside Offer
 - a. 2024-25, 2023-24, 2022-23, 2021-22, 2020-21;
3. General Understanding of the *criteria* used for determination of successful Market Salary Increase (MSI) applications; and
4. General parameters of the reasons for determination of unsuccessful Market Salary Increase (MSI) applicants.

We further request the Provost's Office to consider presenting this information at the April SEC meeting and/or May Senate meeting.

2025-2026 University Catalog - Information - Graduate Courses - New TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: March 25, 2025 / April 8, 2025							
Prefix	Course #	Title	Information (New)	Notes	Units	Effective	Proposal Link
COMM	696	Public Health Communication Campaigns: Global Perspectives	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3427/form
COMPE	696	Artificial Intelligence for Unmanned Systems	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3412/form
CS	696	Data Quality Assurance	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3425/form
CS	696	Applied Large Language Models	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3400/form
M E	696	Vacuum Based Manufacturing for Energy Devices	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3443/form
M E	696	Integrated Computational Materials Engineering (ICME)	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3442/form
RA	696	Clinical and Performance Evaluation Reports	New - Information	Special Topics	1	Summer 2025	https://sdsu.curriculog.com/proposal:3449/form
RA	696	Dietary Supplement Regulations	New - Information	Special Topics	3	Summer 2025	https://sdsu.curriculog.com/proposal:3447/form
RA	696	Drug and Biologic Clinical Trial Management	New - Information	Special Topics	1	Summer 2025	https://sdsu.curriculog.com/proposal:3452/form
RA	696	Global Pharmacovigilance	New - Information	Special Topics	2	Spring 2025	https://sdsu.curriculog.com/proposal:3446/form
RA	696	Human Cell and Tissue (HCT/P) Product Regulations	New - Information	Special Topics	2	Summer 2025	https://sdsu.curriculog.com/proposal:3453/form
RA	696	Medical Device and IVD Clinical Trial Management	New - Information	Special Topics	1	Summer 2025	https://sdsu.curriculog.com/proposal:3451/form
RA	696	Oncology Drug Development	New - Information	Special Topics	1	Spring 2025	https://sdsu.curriculog.com/proposal:3448/form
RA	696	Statistics for Regulatory Affairs	New - Information	Special Topics	1	Spring 2025	https://sdsu.curriculog.com/proposal:3450/form
SCI	696	Introduction to College Teaching	New - Information	Special Topics	3	Spring 2025	https://sdsu.curriculog.com/proposal:3952/form
M E	696	Engineering Ceramic Materials	New - Information	Special Topics	3	Fall 2025	https://sdsu.curriculog.com/proposal:4689/form
M E	696	Materials Modeling	New - Information	Special Topics	3	Fall 2025	https://sdsu.curriculog.com/proposal:4688/form
CON E	656	Building Information Modeling and Digital Twins	New - Information	Replacing CIV E 696	3	8/20/2025	https://sdsu.curriculog.com/proposal:4345/form

2025-2026 University Catalog - Information - Graduate Programs - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: March 25, 2025 / April 8, 2025							
Title	Information (Revised)	Program Type	Modifications	Major Code	SIMS Code	Proposal Link	Notes
Learning Design and Technology, M.A.	Revised - Information	Degree Program	Curriculum for LDT is being revised. See rationale.	8992	664646	https://sdsu.curriculog.com/proposal:4176/form	

Color Legend		
	Red: Two years ago	
	Yellow: Last year	
	Green: Current year	
List Name	Card Name	Labels
*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)	23/24_08_Updating Definition of Faculty in Constitution	In Committee (purple)
*Academic Policy & Planning (AP&P)	24/25_05 Creation of a General Policy Regarding Votes of Confidence/No Confidence for Senior Leaders and Other Administrators (Referral 2024/25_5)	In Committee (purple)
*Academic Policy & Planning (AP&P)	24/25_6: Review of CO-Mandated Minimum Course Enrollments and Related Policies	In Committee (purple)
*Committee on Committees & Elections (CCE)	22/23_09: Review & Update Policies Related to Senator Committee Assignments	In Committee (purple)
*Committee on Committees & Elections (CCE)	23/24_02: Senate Elections: Methodologies for Voting	In Committee (purple)
*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)	23/24_12: Review Draft of Senate Recordings Policy	In Committee (purple)
*Constitution & Bylaws (CBL)	23/24_15: Review Process for Filling Vacancies	In Committee (purple)
*Constitution & Bylaws (CBL)	23/24_16: Union Representation on Senate Executive Committee	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)
*Diversity, Equity & Inclusion (DEI)	24/25_02 Examination of Time, Place, and Manner Policy and Development of Alternative Actions	
*Diversity, Equity & Inclusion (DEI)	24/25_03: Recognition and Celebration of Major Hindu Religious Festivals on Campus	
*Faculty Affairs Committee (FAC)	20/21_02: Professors of Practice: Implications?	Officers: Final Processing (blue)
*Faculty Affairs Committee (FAC)	23/24_11: State of Student Course Evaluations	Officers: Final Processing (blue)
*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)
*University Resources & Planning (URP)	24/25_04: Examination of Self-Support Strategies and Practices in the CSU	
*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)
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)
Environment and Safety	24/25_01: Addressing Faculty Concerns Regarding Non-Students/Non-Guests as a Safety Problem	
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)
Instructional and Information Technology	24/25_7: Development of a Campus-Wide Classroom Recording Policy	
Instructional and Information Technology	24/25_8: Assessment of the Need for a Campus-Wide AI Policy Referral	
Instructional and Information Technology	24/25_10: Concerns Regarding University's Transition to VoIP/Zoom Phones	
Library	22/23_04: Review & Update Policies Regarding Material Gifts Valued at over \$20,000	SEC/Senate Processing (orange)
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)

AY2024-25

Date	\$198,321.03	Payee	Purpose / Justification / Notes
1/27/2025	\$20,000.00	Senate Vice-Chair	2024/25 OPERATING FUNDS TO ARTS & LETTERS FOR SENATE VICE-CHAIR
1/27/2025	\$10,000.00	Senate Treasurer	2024/25 OPERATING FUNDS TO ENGINEERING FOR SENATE TREASURER
1/27/2025	\$20,000.00	Chair CCE & SAC	2024/25 OPERATING FUNDS TO COLLEGE OF GRADUATE STUDIES FOR COMMITTEE CHAIR CCE & SAC
1/27/2025	\$10,000.00	Chair FA	2024/25 OPERATING FUNDS TO LIBRARY FOR COMMITTEE CHAIR FA
1/27/2025	\$5,000.00	Chair AP&P	2024/25 OPERATING FUNDS TO LIBRARY FOR COMMITTEE CHAIR AP&P
1/22/2025	\$189.64	SDSU Catering	E12347 - SEC Catering
12/4/2024	\$189.64	SDSU Catering	E12354 - Senate Catering
12/1/2024	\$24,000.00	Senate Secretary	SENATE SUPPORT TO FASS FOR SECRETARY APPOINTMENT
12/1/2024	\$14,930.00	Chair DEI	SENATE COURSE RELEASE FUNDING TO A&L FOR COMMITTEE CHAIR DEI: FALL 2024 & SPR 2025 (0.20)
12/1/2024	\$14,930.00	Chair Sustainability	SENATE COURSE RELEASE FUNDING TO BUSINESS FOR COMMITTEE CHAIR SUSTAINABILITY: FALL 2024 & SPR 2025 (0.20)
12/1/2024	\$14,930.00	Chair UCC	SENATE COURSE RELEASE FUNDING TO BUSINESS FOR COMMITTEE CHAIR UNIVERSITY CURRICULUM: FALL 2024 & SPR 2025 (0.20)
12/1/2024	\$14,930.00	Chair CBL	SENATE COURSE RELEASE FUNDING TO SCIENCES FOR COMMITTEE CHAIR CBL: FALL 2024 & SPR 2025 (0.20)
12/1/2024	\$14,930.00	Chair URP	SENATE COURSE RELEASE FUNDING TO SCIENCES FOR COMMITTEE CHAIR UR&P: FALL 2024 & SPR 2025 (0.20)
12/1/2024	\$10,000.00	Chair LAC	SENATE COURSE RELEASE FUNDING TO ARTS & LETTERS FOR COMMITTEE CHAIR LECTURER AFFAIRS: FALL 2024 & SPR 2025
12/1/2024	\$7,465.00	Chair AP&P	SENATE COURSE RELEASE FUNDING TO LIBRARY FOR COMMITTEE CHAIR AP&P: SPR 2025
12/1/2024	\$5,723.00	Senate Chair	SUMMER SUPPORT TO EDUCATION FOR SENATE CHAIR
11/20/2024	\$189.64	SDSU Catering	E12346 - SEC Catering
11/8/2024	\$189.64	SDSU Catering	E12353 - Senate Catering
10/23/2024	\$322.17	SDSU Catering	E12345 - SEC Catering
10/9/2024	\$322.17	SDSU Catering	E12344 - Senate Catering
9/17/2024	\$189.64	SDSU Catering	E12343 - SEC Catering
9/10/2024	\$2,931.17	SDSU Bookstore	Equipment - Macbook Laptop
9/3/2024	\$573.23	SDSU Catering	E12228 - Senate Catering
8/23/2024	\$259.64	Awards by Navajo Trophy and Engraving Co.	Plaque for Vice Chair, Treasurer, Parliamentarian
8/20/2024	\$243.52	SDSU Catering	E12227 - SEC Catering
8/15/2024	\$162.99	Which Wich	Senate Retreat - Lunch hours
8/10/2024	\$719.94	TRELLO	Senate Referral Chart Annual web-hosting fees
8/1/2024	\$5,000.00	SDSU IT	Service level agreement between University Senate and ITS

SDSU

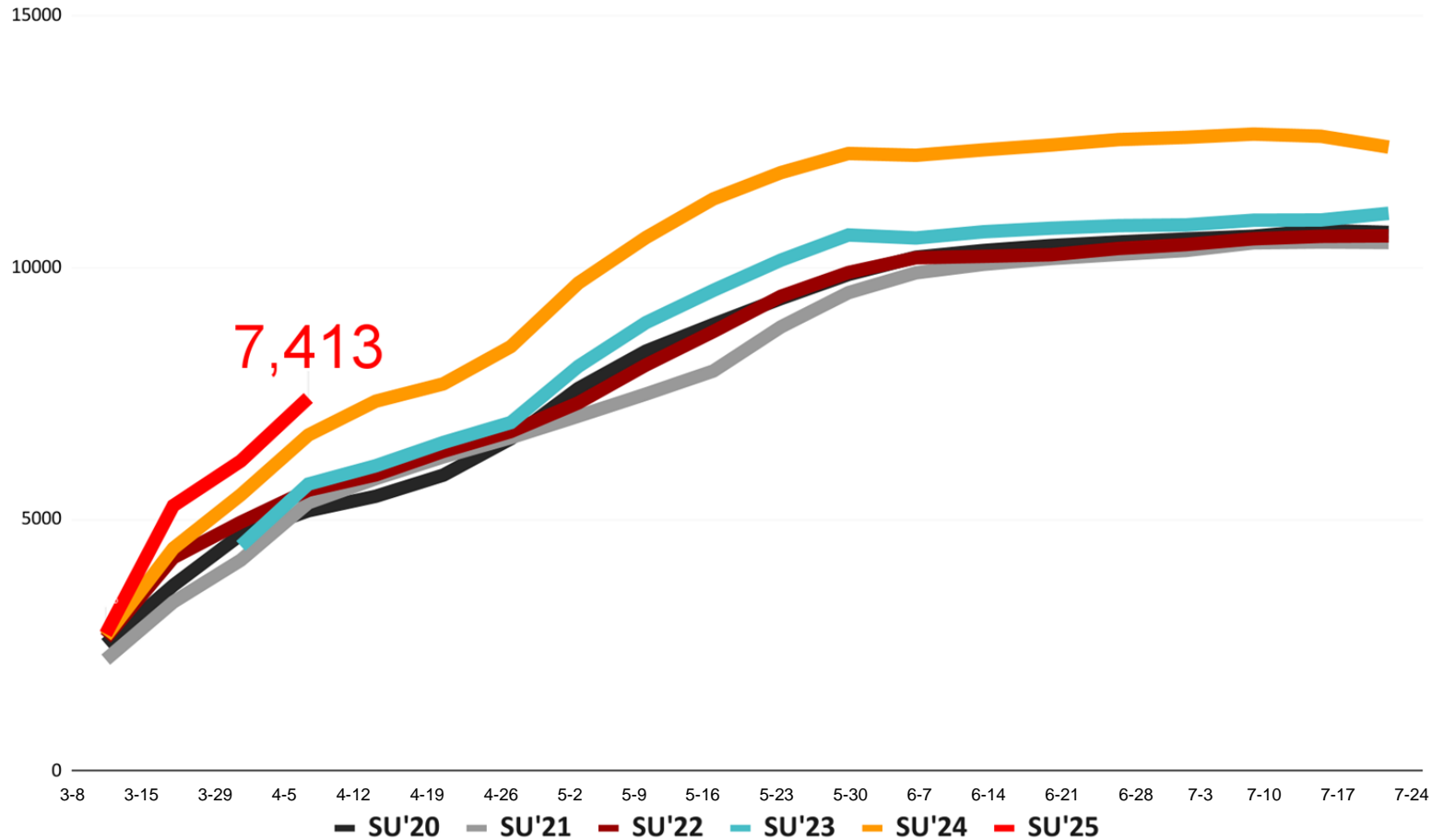
San Diego State
University

ENROLLMENT UPDATES

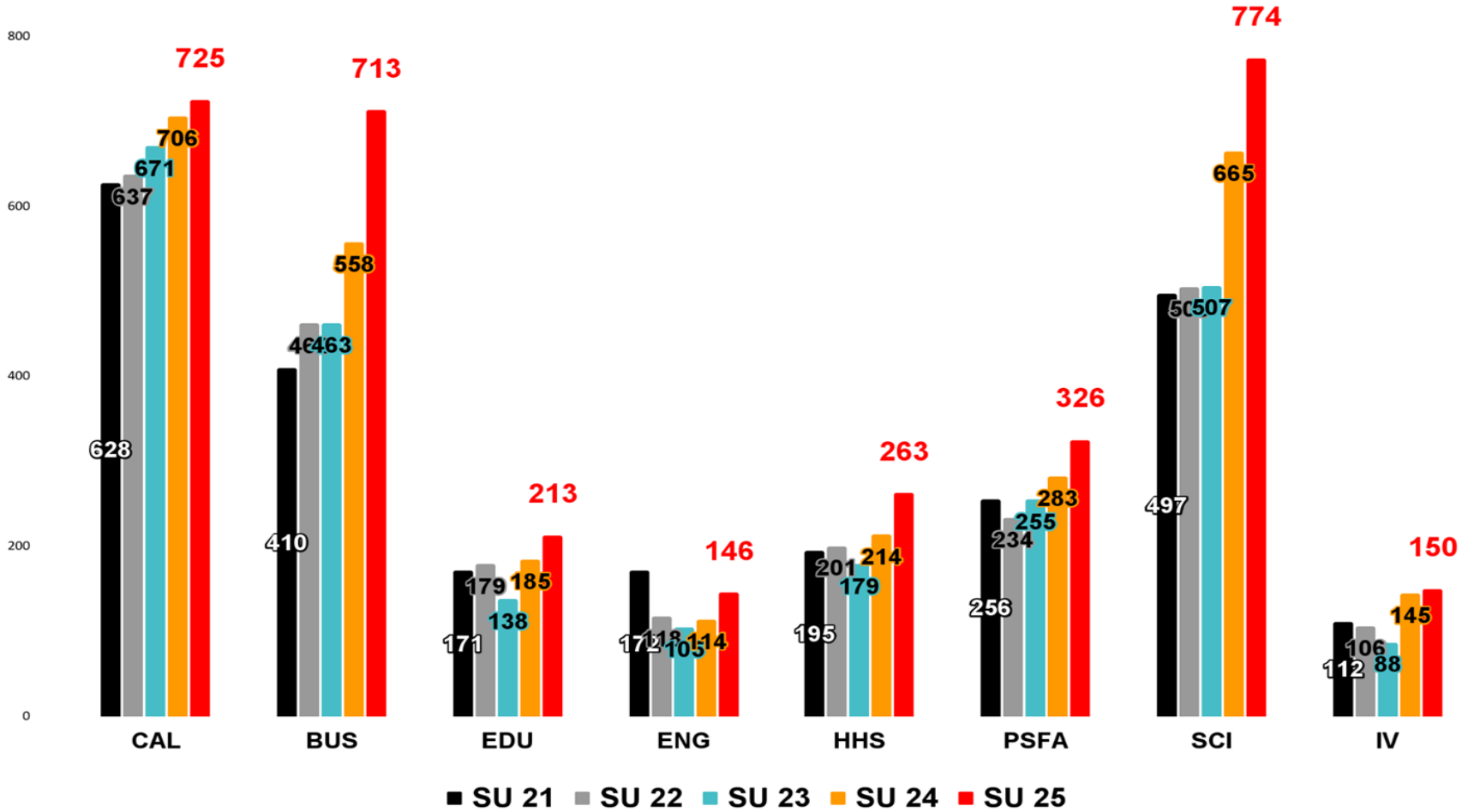
MARCH 24, 2025



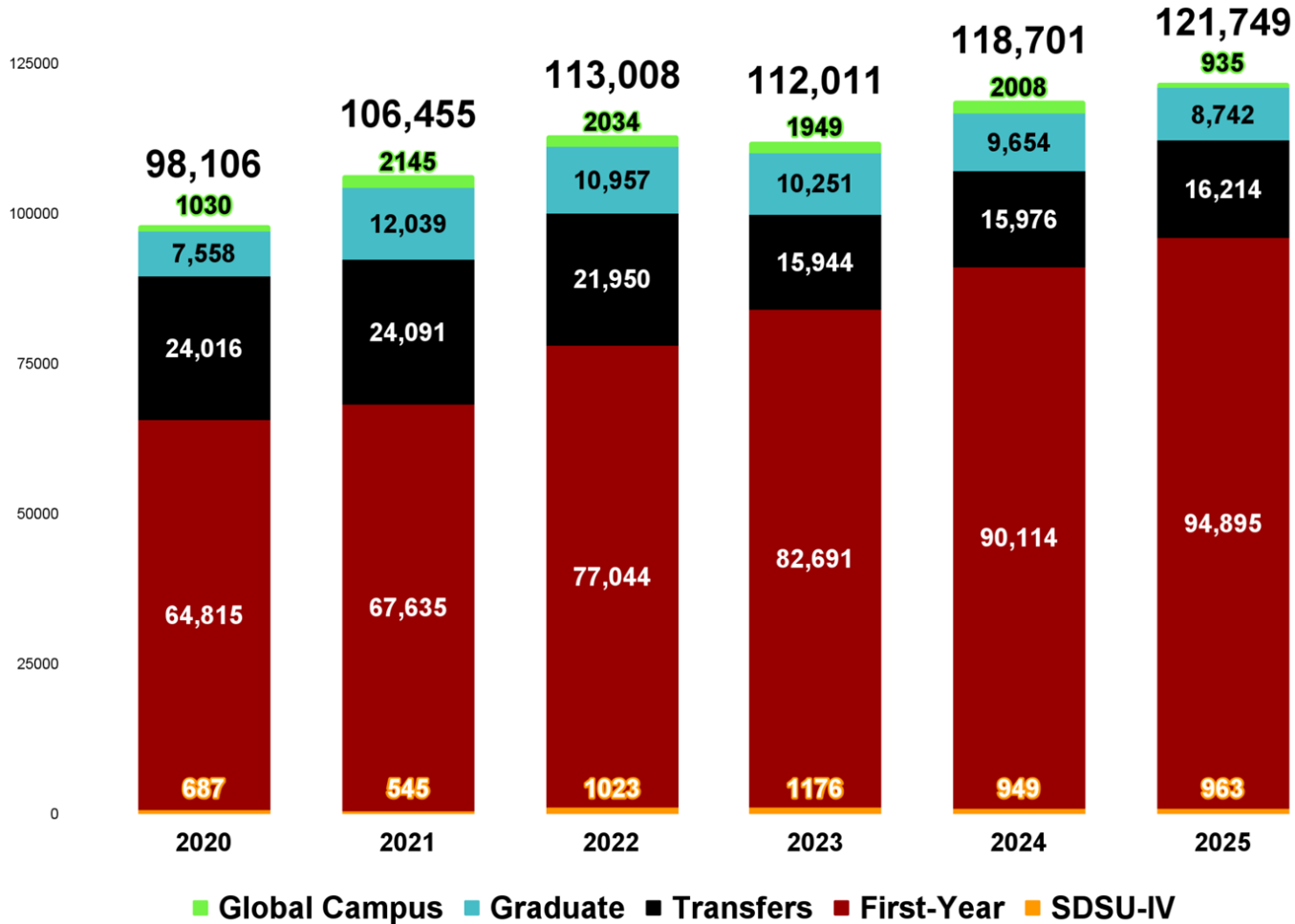
Headcounts Running 11% Ahead YTD



FTES Running 15% Ahead YTD



SDSU Has Already Received a Record Number of Applications for Admission for Fall 2025, with Graduate and Global Campus Deadlines Still Forthcoming



Source: Liaison Analytics, 3/24/25

33,901
First-Year Admits

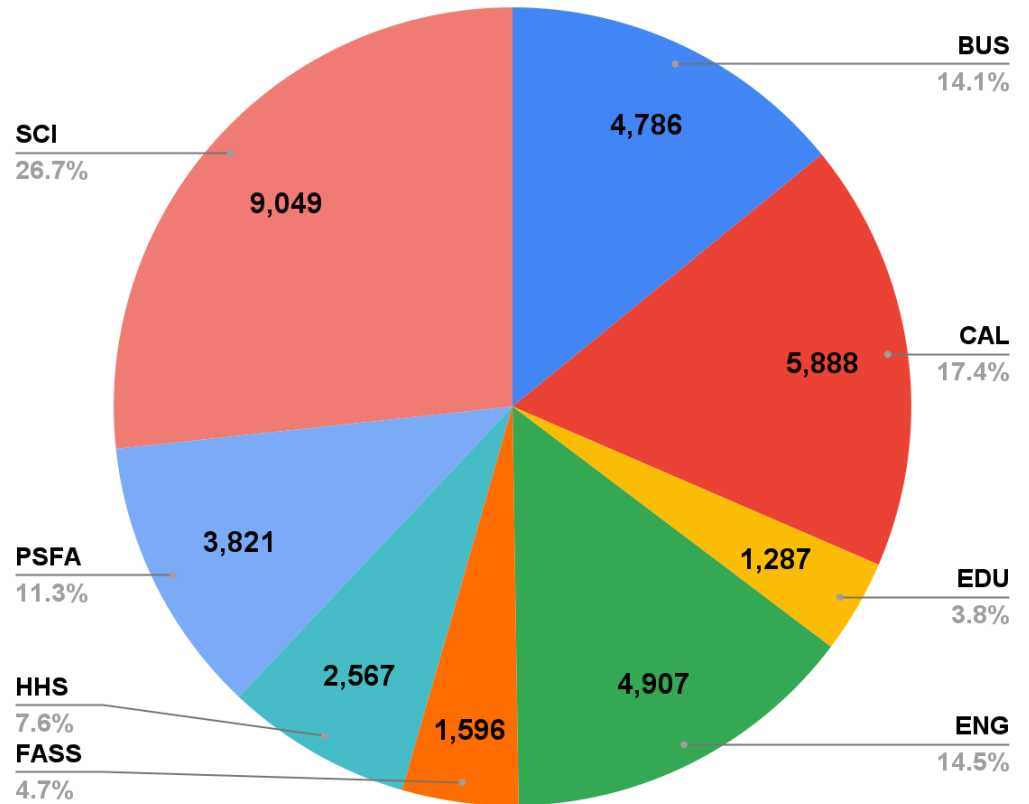
51%
Students of Color

4.06
Mean HS GPA

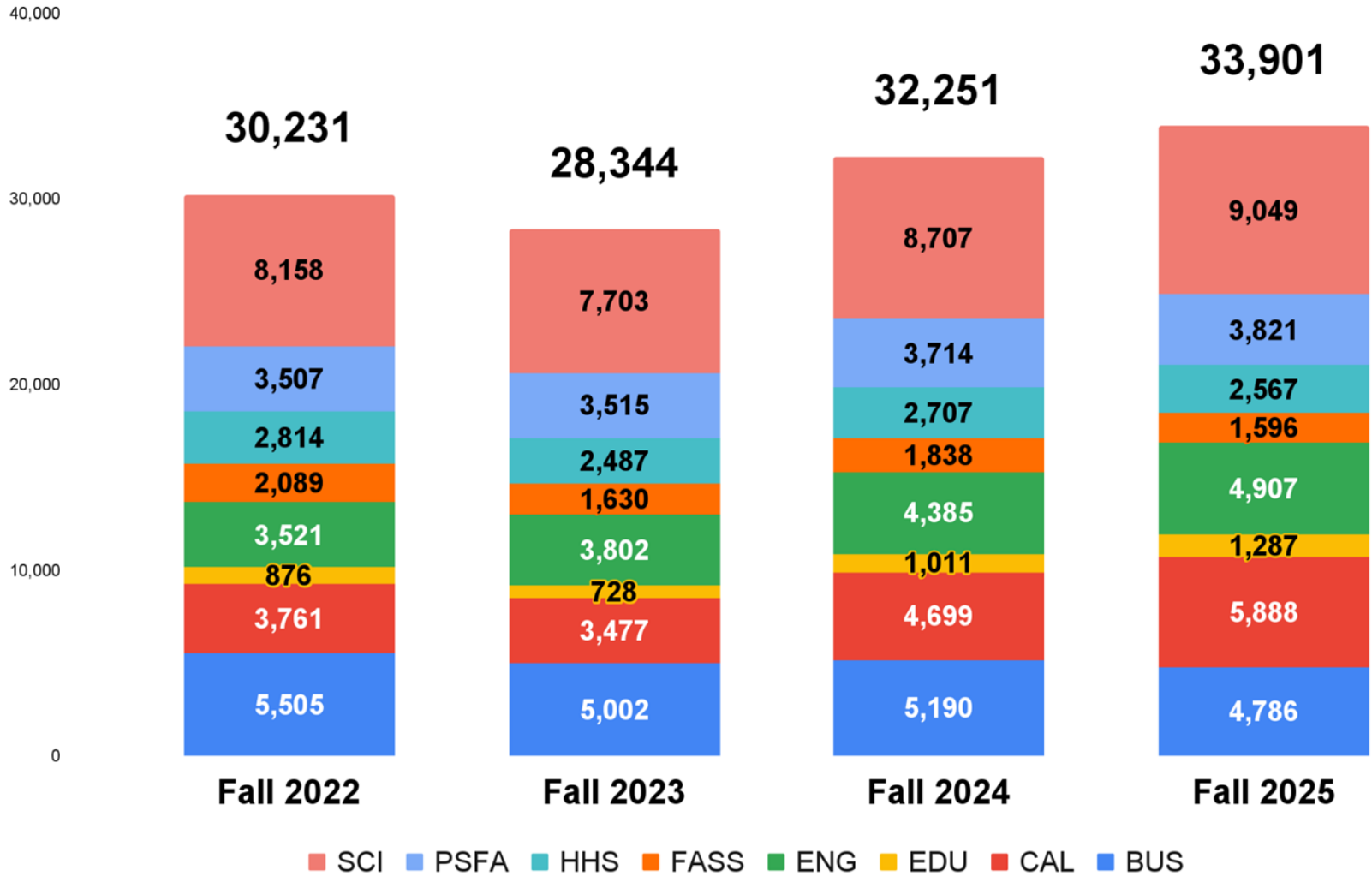
60-38-1
Female-Male-Another Gender

50
U.S. States + DC, GU, PR

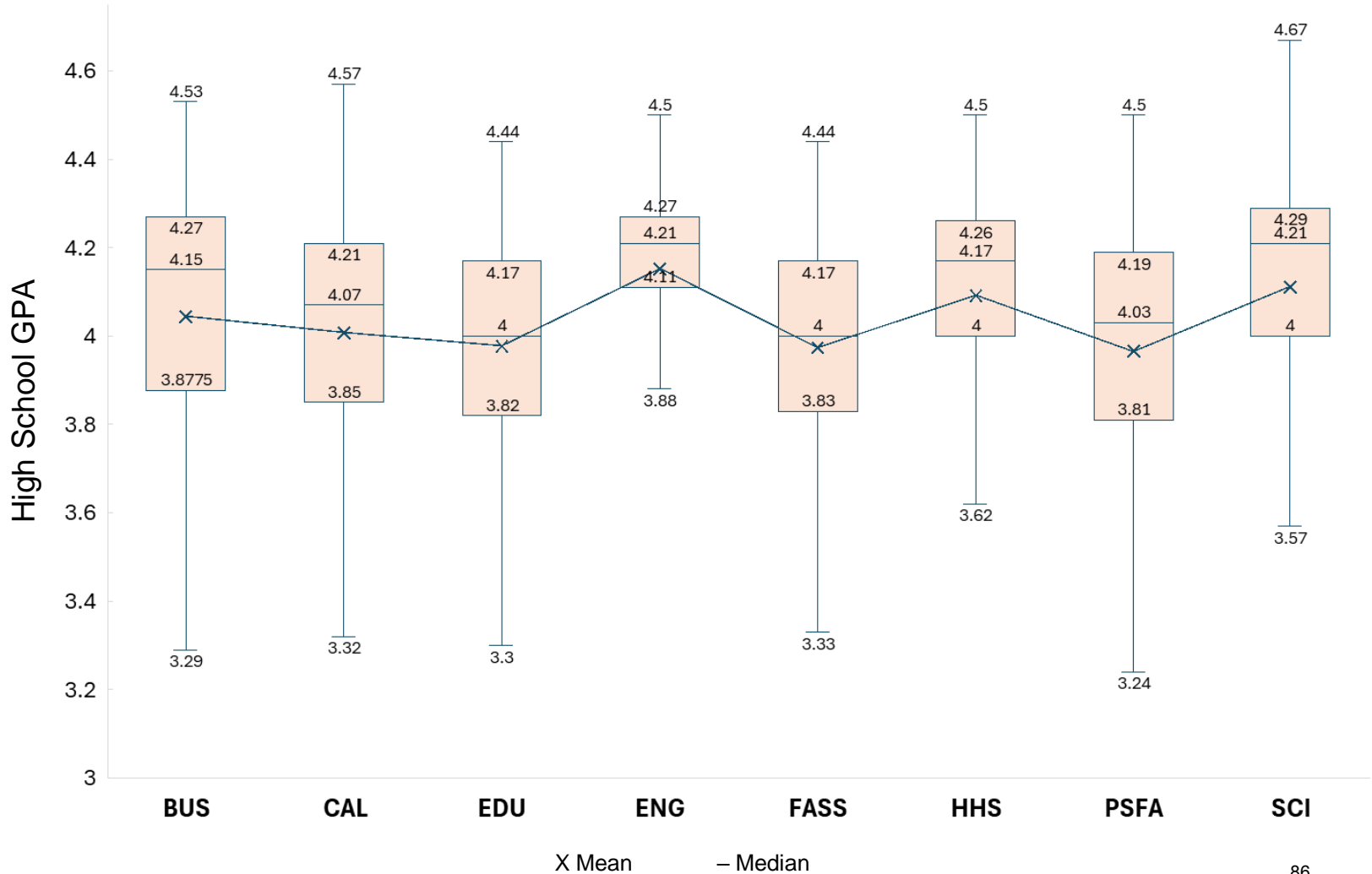
75
Different Nations



FIRST-YEAR ADMITTED STUDENTS



Middle 50% of Admitted Student HS GPAs by College in Boxes Median High School GPA = 4.14



8423

Transfer Admits

60%

Students of Color

3.49

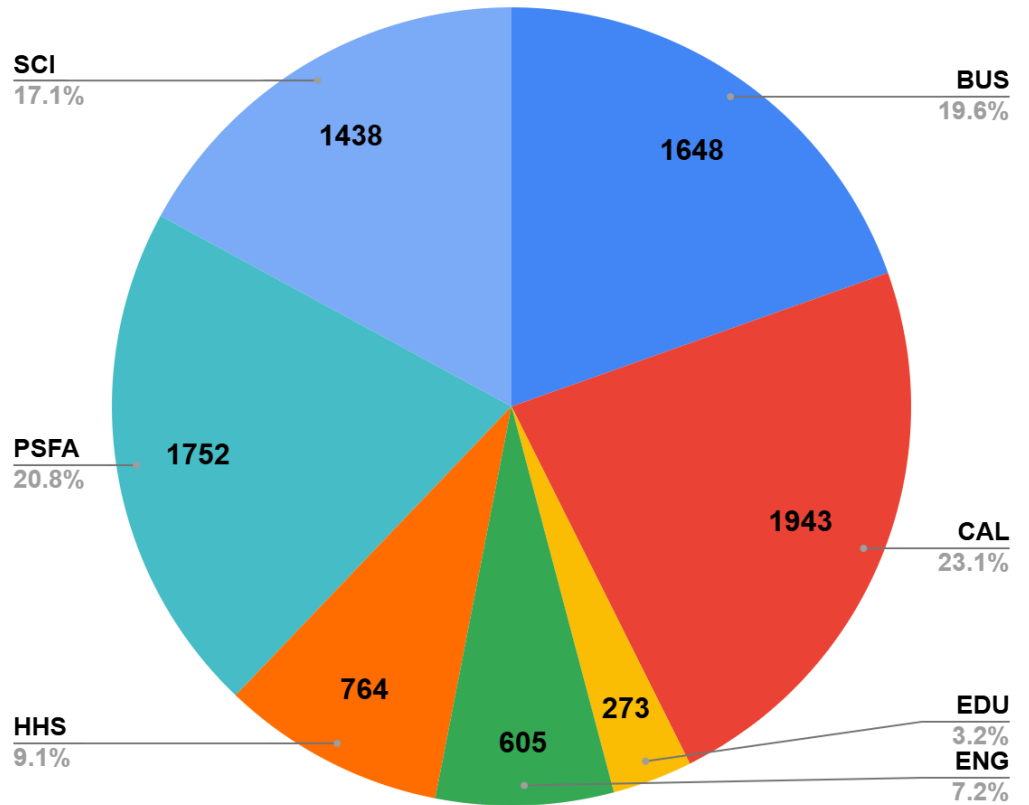
Mean College GPA

51-46-2

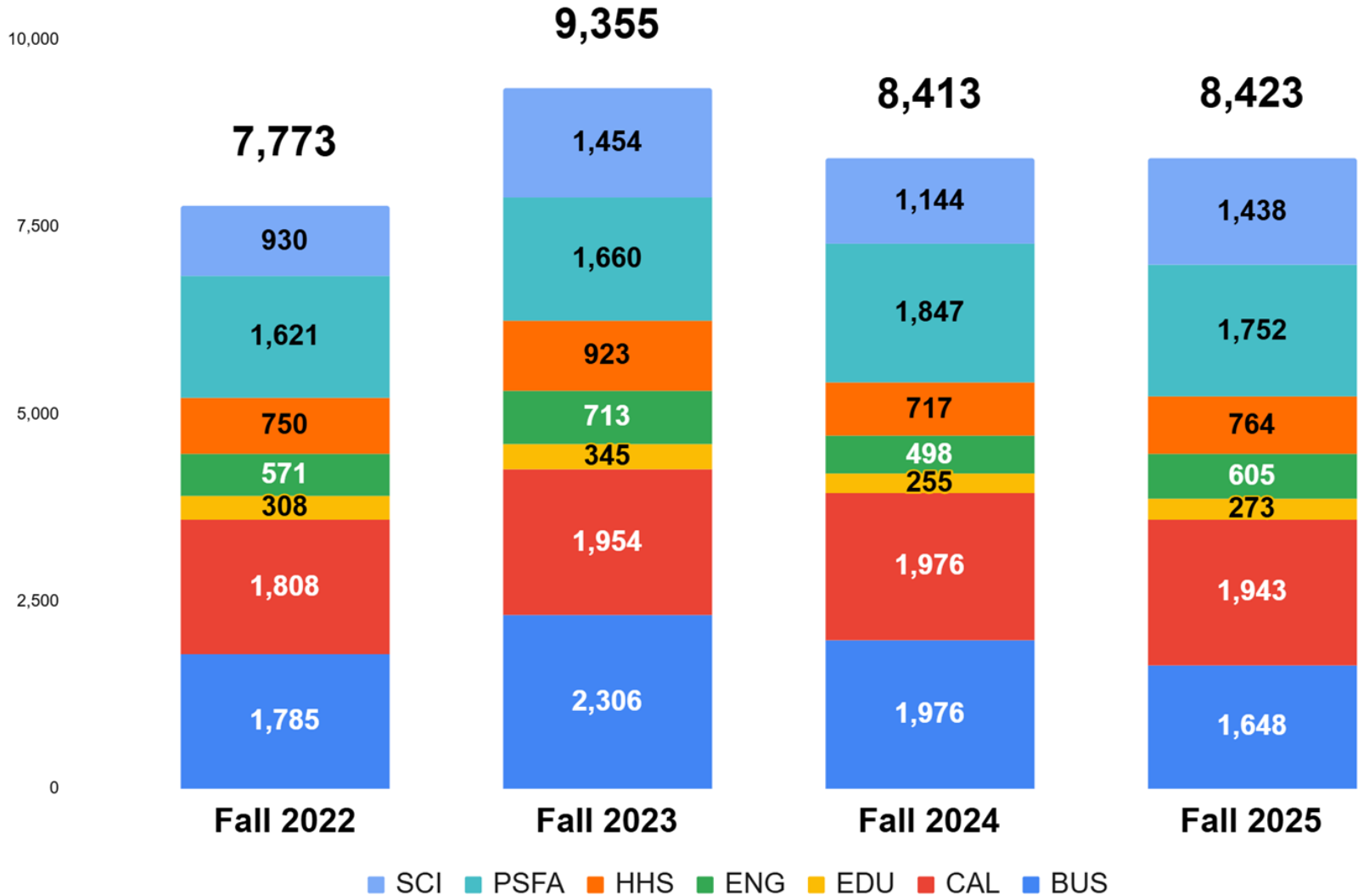
Female-Male-Another Gender

72%

Acceptance Rate for Students from Service Area Community Colleges



TRANSFER ADMITTED STUDENTS



While Application Volumes Remain Lower Than Prior Years, Offers of Admission are Currently Ahead YTD with Large Numbers of Applicants Still Under Review

Graduate		Apps				Admits				Dept Review
Unit	Fall 2023	Fall 2024	Fall 2025		Fall 2023	Fall 2024	Fall 2025		Fall 2025	
CAL	814	637	566		61	197	187		173	
BUS	703	838	702		2	142	235		106	
EDU	1,818	2,148	1,996		64	344	286		608	
ENG	529	495	492		8	152	129		194	
GRAD	1	1	1		0	0	0		1	
HHS	2,193	2,062	2,166		172	465	458		131	
PSFA	404	463	473		13	112	73		233	
SCI	3,439	2,840	2,346		34	332	405		622	
IV	159	111	92		0	31	4		76	
Total	10,060	9,595	8,834		354	1,775	1,777		2,144	

THANK YOU AND QUESTIONS

MEMORANDUM

Date: November 8, 2023
To: Dr. Nola Butler-Byrd
University Senate Chair
SEC/Senate
From: Dr. Donna Ross, Professor, Chair Senate IIT Committee
Subject: Senate IIT Committee AI Report: Referral 22/23_21

This memo is in response to the Senate Referral to *“Provide Report on Impact of AI.”*

This report addresses the University Senate Referral 22/23_21 by establishing an AI subcommittee within the Information & Instructional Technology Committee. This subcommittee focuses on responding to the SDSU Senate Referral and the [Academic Senate of the California State University \(ASCSU\) Resolution](#) and associated call for generative AI Literacy professional development to foster faculty dialogue and reflection.

The specific aims of the AI Subcommittee at SDSU were to:

- Describe opportunities, limitations, and ethical considerations associated with AI in education to inform the development of responsible AI policies or guidelines.
- Leverage insights from SDSU’s AI Student Survey in shaping future policies, practices, and heuristics.
- Provide input on SDSU’s new Academic Applications of AI (AAAI) Micro-Credential Program designed to prepare faculty for the responsible use of generative artificial intelligence. This review is helping to ensure that AI applications in the classroom and research align with ethical standards.
- Conduct a comprehensive review of SDSU’s [existing institutional policies](#) that may relate to the instructional use of AI and academic integrity. This is essential for aligning university policies with the evolving landscape of AI in education.

San Diego State University (SDSU) has undertaken activities and initiatives to address and inform the Senate Referral in response to faculty requests for AI policy recommendations. The university’s efforts are centered on understanding student needs, fostering responsible AI use, and enhancing the academic experience. Here is a high-level recap of Fall 2023 activities and recommendations for moving forward:

1. [AI Student Survey](#): SDSU initiated a comprehensive campus-wide AI Student Survey, involving all students, and had 7,811 respondents representing more than a 20% response rate. The purpose is to gain a deep understanding of student needs and expectations regarding AI in education.
2. [AI Faculty and Student Fellows](#): The subcommittee collaborated with dedicated AI Faculty and Student Fellows to tap insights from those with expertise in AI.

3. [Academic Applications of AI \(AAAI\) Micro-Credential Program](#): SDSU's Academic Application of AI (AAAI) Micro-Credential was designed by faculty for faculty and prepares faculty to apply Generative AI technology efficiently, effectively, and ethically to level up learning in the classes they teach. This program serves as a guide for responsible uses of generative AI in both classroom and research applications. It equips faculty with the knowledge and skills for responsible AI integration into education.
4. [Academic Applications of AI Summit 2024](#): SDSU will host an event on April 12, 2024, and invite members of the campus community to collaborate, share knowledge, and advance AI-enabled instruction.
5. [Generative AI \(gAI\) Guidelines](#): Given disciplinary differences¹ (Giovanni, et al, 2023), and the rapidly changing frontier, as well as the fact that the CSU Chancellor's Office is currently exploring the need to provide campuses with policy guidance, the subcommittee is recommending that SDSU adopt a holistic approach to academic AI. The focus of the recommendation is on providing instructors with guidance on [syllabus language](#) and strategies (a) that they can use or adapt to enhance the student learning experience by, when appropriate, leveraging gAI technologies; or (b) for moderating/limiting the use of gAI to protect key learning objectives. The former may include personalizing instruction, adapting to individual student needs, and fostering engagement and success.

In summary, the Subcommittee's approach to addressing concerns about AI in education is marked by combining data-driven decision-making, collaboration with key stakeholders, faculty training, and a commitment to ethical and responsible AI use. These efforts are geared towards enhancing the academic experience for both students and faculty.

¹ Giovanni E. Cacciamani & Gary S. Collins & Inderbir S. Gill, 2023. "[ChatGPT: standard reporting guidelines for responsible use](#)," [Nature](#), Nature, vol. 618(7964), pages 238-238, June.