

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 (Schellenberg)

2. APPROVAL OF AGENDA (Curtis)

3. APPROVAL OF SEC MEETING MINUTES (Curtis)

3.1. SEC meeting Minutes for [10/21/2025](#)

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6. REPORTS

6.1. Senate Chair (Schellenberg)

[TIME CERTAIN 2:05PM]

6.2. President's Report (de la Torre)

[TIME CERTAIN 2:30PM]

6.3. Provost Report (Tong)

[TIME CERTAIN 3:15PM]

6.3.1. Enrollment Update

6.4. Associated Students President Report (AS) (Holstrom)

[TIME CERTAIN 3:45PM]

6.5. Draft: [SDSU Data Governance Guidelines](#) (ITS) (Hauze)

7. ADJOURN

To: SEC / Senate

From: Sara Gombatto, Chair, Intercollegiate Athletics Council (IAC)

Date: 10/21/25

Subject: Request to change Intercollegiate Athletics Council composition in the University Senate Policy File, University Policies: Committees and Councils.

Proposed Change: Please see all proposed changes tracked below (red text), which reflect the proposed addition of **2 IAC members** from the SDSU Retirement Association, 1 faculty and 1 staff emeritus member.

Rationale: Addition of these new members was considered appropriate to ensure emeritus faculty and staff continue to be involved and have input on Intercollegiate Athletics at SDSU. The policy is written such that these members would be appointed by the SDSU RA and that their terms limits be consistent with most other Council members.

IAC Approval: IAC Member composition changes and policy file changes were reviewed by the Intercollegiate Athletics Council members at our meeting on 10/14/25 and voted on and approved on 10/21/25 (electronic vote).

Organization and Responsibilities

As Approved by the University Senate (proposed changes 10.14.25)

- 1.0 **Jurisdiction:** The Intercollegiate Athletics Council (IAC) shall be an all-university advisory body to the President on varsity intercollegiate athletics. The IAC shall be responsible for recommendations to the President about the entire intercollegiate athletic program as offered by the San Diego State University Department of Intercollegiate Athletics. The IAC shall represent the segments of the university community interested in athletics at San Diego State University. The Chair of the IAC shall make periodic reports to the Senate.
- 2.0 **Duration:** The IAC shall function with periodic review by the President.
- 3.0 **Membership**
 - 3.1 **49 21 Voting Members**
 - a) *Five* faculty appointed by the Senate;
 - b) *Three* faculty appointed by the President (which may include up to one college dean with faculty retreat rights);
 - c) Faculty Athletics Representative;
 - d) Vice President for Business and Financial Affairs;
 - e) Vice President for Student Affairs and Campus Diversity or designee;

- f) Diversity Officer for Student Affairs and Campus Diversity, who shall sit on the Gender, Diversity, Equity and Well-Being Committee;
 - g) Vice President for University Relations and Development or designee;
 - h) Two students: one appointed by the President of Associated Students and one appointed by the Student-Athlete Advisory Council;
 - i) Member of the Aztec Club;
 - j) One alumnus appointed by the Director of the Alumni Association;
 - k) One community member appointed by the President;
 - l) One staff member nominated by the Staff Affairs Committee and confirmed by the Senate.
 - m) **One faculty emeritus appointed by the SDSU Retirement Association**
 - n) **One staff emeritus appointed by the SDSU Retirement Association**
- 3.2 One of the five Senate-appointed faculty members will be appointed by the Senate to serve as the University representative to the Coalition on Intercollegiate Athletics (COIA).
- 3.3 The Chair or designee of the Senate Committee on University Resources and Planning shall sit on the IAC Budget Committee.
- 3.4 The President or the Chair of the IAC may invite others with special expertise to sit as non-voting ex-officio members.
- 3.5 The Chair of the IAC shall be named by the President from the faculty members selected to the IAC.
- 3.6 Term Limits**
- a) Faculty ~~(excluding the Faculty Athletics Representative)~~ and staff members **(including emeritus)** appointed by the President, Senate, **and** Staff Affairs Committee, **and SDSU Retirement Association** shall serve three- year terms **(excluding the Faculty Athletics Representative)**. These members shall serve no more than two consecutive terms. Service for a *partial term* shall not be included in this calculation. So far as feasible, member seats shall be arranged to serve staggered terms.
 - b) Student members shall serve one-year terms.
 - c) Alumni and community members shall serve three-year terms. These members shall serve no more than two consecutive terms. Service for a *partial term* shall not be included in this calculation.
- 3.7 Membership as defined in sections 3.0 for ~~the~~ **conducting on-of** committee business shall not include substitutes, absentees, or proxy representation.

- 3.8 In the event of a vacancy, the jurisdiction represented by the position shall be responsible for filling that position.

4.0 Duties and Responsibilities

- 4.1 The IAC shall be the primary advisory body to the President on varsity intercollegiate athletics. Subject to approval by the President, it shall develop policies governing intercollegiate athletics that shall guide the administration of the intercollegiate athletics program by the Director of Intercollegiate Athletics. The IAC shall have no administrative or executive capacity.
- 4.2 More specifically, the IAC shall consider and recommend to the President policy on such matters as (a) income and expenditures budgets, (b) schedules for seasonal and postseason play in relation to the effect upon student-athlete welfare, (c) grants and other financial aid to student athletes, (d) eligibility of student-athletes, (e) student-athlete grievance procedures on sportsmanship and other non-scholarship issues, (f) awards to student-athletes, (g) ticket distribution policies, and (h) public and campus relations of the athletics program. Issues of student-athlete welfare shall be within the purview of the IAC.

To: SEC / Senate

From: **Kathryn Edgerton-Tarpley, Chair, Faculty Affairs Committee (FAC)**

Date: October 27, 2025

ACTION: Update to the Awards Policy (University Policies>Faculty>Awards)

The Faculty Affairs Committee (FAC), in collaboration with the Undergraduate Council (UGC) and Lecturer Affairs Committee (LAC), presents the following update to the SDSU University Policy File for Senate approval:

Part I.

Awards

1.0 San Diego State University Senate Excellence in Teaching Award

1.1. This award, originally from the Board of Trustees of The California State University and Colleges, shall recognize excellence in teaching. Faculty members shall be selected for the contributions made to their students, to their academic disciplines, and to their campus communities. The awardee will be recognized by the title “Senate Distinguished Professor.”

1.2. Procedure and Criteria for Nomination

1.2.1. Nominations shall be called for by the Faculty Honors and Awards Committee no later than the beginning of the first week of October.

1.2.2. Nominations may be received from students, faculty members, administrators, alumni, and other members of the community.

1.2.3. Each fall each Dean shall nominate one distinguished tenured, probationary, or FERP faculty member **and one contingent faculty member** from their respective College unit. From this slate of candidates **two** ~~one~~ faculty nominees shall be selected by the University Honors and Awards Committee and honored by the university, **as follows:**

1. **One tenured, probationary or FERP faculty member.**
2. **One contingent faculty member (e.g. Lecturer, SSP-AR, Assistant Librarian).**

1.3. Criteria for Award

1.3.1. Portfolio: Each nomination should present a teaching portfolio that supports the excellence of the candidate. Such a portfolio should include items such as: recommendation letter(s), summaries of student evaluations, and evidence of awards, content expertise, instructional design and/or delivery, mentoring, student accomplishments, and commitment to improving pedagogical practice.

1.3.2. Criteria: A nominee shall have a record of superlative teaching, affecting students in significant ways consistent with the highest objectives of the University.

1.3.2.1. Neither professional achievement through research or creative scholarship nor service to the campus and community shall substitute for this basic requirement.

1.3.2.2. The nominee's professional accomplishments, services to the campus and the larger community shall be evaluated for their quality and their contributions to the nominee's teaching.

1.3.2.3. A significant part of each nominee's accomplishment shall have been established while a faculty member of The California State University.

1.4. Procedure for Award: All nominees shall be honored at an awards ceremony during the Spring Semester. The recipients of the Senate Award shall present a public lecture as part of the awards ceremony.

2.0 *Alumni Award for Outstanding Faculty Contributions to the University (no changes proposed)*

3.0 *San Diego State University Diversity Excellence Award (no changes proposed) . .*

PART II.

4.0 College Level Excellence in Teaching Awards

- 4.1. The intent of this award is to recognize instructional faculty who excel in classroom-based instruction of undergraduate and/or graduate students.
- 4.2. Each college dean shall develop a procedure and criteria for awarding Excellence in Teaching Awards in their college. Procedures shall prioritize evidence of teaching excellence in classroom-based instruction to include, for example, peer observations, sample syllabi, student feedback surveys, etc.
- 4.3. Annually, each college must award a minimum of two awards, as follows:
 - 4.3.1. A minimum of one award shall be presented to a tenured, probationary or FERP faculty member for excellence in classroom-based instruction of undergraduate and/or graduate students.
 - 4.3.2. A minimum of one award shall be presented to a contingent faculty member (e.g. Lecturer, SSP-AR contingent, Assistant Librarian) for excellence in classroom-based instruction of undergraduate and/or graduate students teaching.
- 4.4. These awards may include a financial component, but financial awards are not mandated. All recipients within a college, regardless of classification, shall receive equal awards (financial or purely honorary), and financial awards must be awarded for the same amount, in order to ensure equity.
- 4.5. A faculty member's nomination for other campus honors and awards does not preclude their nomination for college-level Excellence in Teaching Awards. Colleges may design concurrent honors and awards nomination and selection processes.

RATIONALE:

Last spring, at the urging of Professor Thais Alves, the Undergrad Council compiled information on known teaching awards across the colleges:

	Faculty teaching awards	
	Number	Award \$
Senate	Senate Teaching Excellence (1)--currently t/t only; lecturer award under discussion	10,000
FASS / CTL / Foundation funding	*Lecturer teaching awards to be launched in AY 25 - 26	
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		
PSFA		
SCI	Teaching award certificate each year, usually 1 but sometimes a	0

	team.	
IV		

We learned that SDSU has the opportunity to address disparities in faculty recognition across campus. UGC applauded the colleges that have taken the initiative to build robust recognition programs related to teaching and learning. The Council would like to advance to the Senate 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.

UGC feels that engaging college Honors and Awards Committees will make expanding recognition more efficient given it relies upon pre-existing bureaucratic structures. UGC recommends the college level Honors and Awards Committees be charged with issuing college-level awards in a consistent way across campus, in order to ensure excellence in teaching is acknowledged more broadly across SDSU (in all colleges and not some), but also across all classifications of employees (not just exclusive to tenured/probationary and FERP faculty members). A focus on equitable application of honors and awards needs to be addressed, especially given that contingent faculty are currently excluded from a majority of these honors and awards across campus, despite teaching approximately half of all courses on campus.

This matter was reviewed in detail with both Faculty Affairs and Lecturer Affairs, who both support this initiative. If approved, the Senate Leadership will be required to negotiate an increase in base funding to comply with the new policy related to the expansion of the Senate Excellence in Teaching Award. Colleges would have discretion as to whether they want to fund financial awards for faculty. However, in order to support equity in the colleges, if financial awards are given, they must be given equally to all awardees, regardless of classification.

To: SEC / Senate
From: Savanna Schuermann, Chair, Lecturer Affairs Committee (LAC)
Date: November 7, 2025
Subject: ACTION ITEM: Update to Lecturer Affairs Committee (LAC) Charter (Bylaws)

The following updates to the SDSU University Senate Bylaws are brought forth to the Senate **for a first reading** by the Lecturer Affairs Committee. This requires:

- A first reading by the Senate
 - A second reading by the Senate
 - 2/3 approval of the Senate
-

3.11. Lecturer Affairs Committee

3.11.1. Membership (13-20):

3.11.1.1. Ex Officio (13): All Contingent Faculty serving on the SDSU University Senate, including the elected ASCSU Lecturer representative.

3.11.1.2. Appointed (0-7): Up to seven additional at-large Contingent Faculty members from across the university, including Librarian and Student Services Professionals - Academic Related (SSP-AR) faculty members.

3.11.1.3. Members must have a minimum one-year appointment, or have a reasonable expectation that they will be appointed to work during both the fall and spring semesters.

3.11.1.4. Terms for all members shall be three year renewable terms.

3.11.1.5. Quorum requires the presence of at least seven (7) members.

3.11.1.6. No college or unit may have more than 25% of members on the committee at any one time.

~~3.11.1.7. Each year, the chair shall appoint a member of the committee to concurrently serve on the Faculty Affairs Committee.~~

3.11.1.8. 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. Serve as the appointive authority for Contingent Faculty to Senate and university committees or other Senate-related appointments of Contingent Faculty.

3.11.2.2. Meet regularly a minimum of four times per semester to identify, discuss and organize around campus issues that impact the Contingent Faculty constituency.

3.11.2.3. Develop new policy or make recommendations for revisions to existing policy related to Contingent Faculty affairs.

3.11.2.4. Advocate for the inclusion of the 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.

3.11.2.5. Organize the Senate caucus for Contingent Faculty senators.

3.11.2.6. Engage regularly with the Contingent Faculty constituency.

3.11.2.7. Perform other functions that may be required in service of the Contingent Faculty constituency.

3.11.2.8. Known topics that impact the 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.
- Contingent Faculty planning and hiring at the university and departmental levels.
- Collecting Contingent Faculty feedback (e.g. surveys) for collaborative decision making, etc.
- Perform a periodic assessment of Contingent Faculty seats on Senate committees to ensure 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 Contingent Faculty participation on Senate committees.

3.11.3. The Chair (or designee) shall report the business of the committee to the Senate.

RATIONALE:

The goal of this revision is to make clear that LAC is the appointive authority for contingent members of Senate of campus committees that seek affiliation with the Senate. Previous language was unclear, and the section outlining this role of LAC should have been listed under functions, rather than membership. We also wanted to add a detail about the minimum frequency of meetings for clarity and to aid/guide future chairs.

To: SEC / Senate

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

Date: November 7, 2025

Subject: ACTION ITEM: Constitution 4.1.2.

The following updates to the SDSU University Senate Constitution are brought forth to the Senate **for a first reading** by the Lecturer Affairs Committee. This requires:

- A first reading by the Senate
 - A second reading by the Senate
 - Majority approval of the Senate
 - Majority approval by vote of all faculty at SDSU (vote run by CCE)
-

4.1.2. Contingent Faculty (12). There shall be twelve elected 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~~ **four** 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.

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.

RATIONALE:

In practice, Faculty Advancement and Student Success has only a handful of faculty that qualify for senate service as many of their affiliated faculty members spend a majority of their time working in other departments. In acknowledgement of this reality, and the logistical issues of finding FASS Contingent Faculty to serve, we are updating the Constitution to make the seat reserved for FASS an open seat. This maintains the same number of representatives, allows FASS a seat if there is an interested Contingent Faculty member, but does not prevent the filling of a seat, if there is no FASS representative available.

To: SEC / Senate

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

Date: November 12, 2025

Subject: ACTION ITEM: Update to Constitution 6.0. (Meetings and Quorum)

The following updates to the SDSU University Senate Constitution are brought forth to the Senate **for a first reading** by the Lecturer Affairs Committee. This requires:

- A first reading by the Senate
 - A second reading by the Senate
 - Majority approval of the Senate
 - Majority approval by vote of all faculty at SDSU (vote run by CCE)
-

6.0 Meetings and Quorum

6.1. Regular Meetings. The Senate shall regularly meet at least seven times during the academic year, and each academic year at least one regular Senate meeting shall be held at one of the SDSU Imperial Valley campuses.

6.1.1. A regular meeting shall be a scheduled meeting and may continue beyond one day.

6.1.2. The agenda of each regular meeting shall be distributed to the members of the Senate at least four working days before the meeting.

6.1.3. A senator present for a portion of a meeting shall be recorded as present for the entire meeting.

6.2. Special Meetings. Special meetings of the Senate may be called in a manner prescribed by the Bylaws.

6.3. Meetings of the Faculty. Meetings of the faculty may be held in a manner prescribed by the Bylaws.

6.4. Modality.

6.4.1. While the Senate strongly encourages in-person attendance at meetings to promote effective communication and community building, all meetings of the Senate, including committee meetings, shall be conducted either fully online or in a hybrid format that allows senators and guests to attend in person or online.

6.4.2. The choice of meeting modality—fully online or hybrid—shall be at the discretion of the Chair.

6.4.3. For meetings offered in a hybrid modality, there shall be no special permission or eligibility requirement for attendees to choose their preferred modality.

6.4.4. The ability to speak and contribute to the discussions of the Senate shall be

equally accessible to members present in-person and online. The Senate or committee leadership responsible for running a meeting are required to ensure that all participants have an equal opportunity to participate in the meeting (e.g., recognition to speak, point of order).

- 6.4.5. Voting procedures for Senate and Senate committees shall be equally accessible to members present in-person and online.
- 6.5. Records. The minutes of both regular and special meetings shall be made available to the university community. Complete copies of the minutes of the Senate shall be available to members of the Senate, and copies shall be distributed on request. A summary of the contents of the Senate minutes and of actions taken shall be available to all faculty members and to other CSU senates or councils. These records may be made available in electronic form and need not be stored in paper form.
- 6.6. Quorum. Two-thirds of the Senate **either in-person or online** shall constitute a quorum. The members present at a duly called or held meeting at which a quorum is present may continue to conduct business until the time stated for adjournment in the call of the meeting, notwithstanding the withdrawal of enough members to leave less than a quorum. If a senator is unable to attend, he or she may in accordance with the Bylaws appoint a substitute with the power to vote. Each senator who expects to be unavailable during the summer shall notify the Secretary of a proxy who may attend special meetings.
- 6.7. Faculty Review of Senate Actions. Any action of the Senate may be reviewed at a meeting of the faculty upon a written request signed by 10 percent of the tenured and probationary faculty and submitted to the Senate Chair. Such a meeting of the faculty shall be called by the Chair within two weeks of the request.

RATIONALE:

Prior to COVID, the Senate only met in-person. However, the global health emergency forced most businesses to develop practices and policies that allowed them to function in a virtual way, and SDSU was no exception. The SDSU University Senate (at light speed) required all faculty and staff to adapt and move to a completely online modality during the health emergency.

As the campus returned to in-person work post-pandemic, the Senate Officers began surveying the members of the SDSU Senate to ask how they wanted to continue meeting. There was overwhelming support for offering meetings in a hybrid modality.

The reasons for this preference vary widely, but in general, offering a hybrid modality for meetings actually increased participation, made meetings more accessible for groups of employees and representatives, which before online/hybrid meetings faced real barriers to participation. Key examples of these barriers include, but are not limited to:

1. **Distance** (e.g. Imperial Valley representatives, conference attendees who still want to participate, administrators attending meetings from distant locations, like Sacramento).
2. **Health/Disability/Mobility Issues**, which can include those who require social distancing for health, but also those with mobility issues, documented or not. While some Senators and guests are on documented ADA work plans that allow them telework or remote work, many do not have these formal plans, and walking across campus or sitting in the room for long periods of time may be detrimental to their health.

3. **Teaching Schedule conflicts**, like having class on the other side of campus immediately before or after a Senate meeting, can prevent a Senator or guest from reasonably being able to attend in-person. Moreover, contingent faculty are often contracted to work at multiple campuses across the broader San Diego County region in order to make ends meet and thus can find it logistically impossible to attend in-person senate meetings on-time or in full. These realities reduce or in some cases eliminate their ability to participate in shared governance via a fully in-person university senate. Additionally, although SDSU University Senate policy makes it clear that Senate participation means departments and offices must accommodate schedule changes, sometimes that does not happen in a timely manner and faculty are left with schedules that are not conducive to ensuring they can be at Senate meetings in-person.

The empirically unjustified, unilateral, top-down decision to create an in-person requirement for Senate meetings creates undue hardship on certain members and constituencies of our Senate and reduces shared governance, contrary to the purpose of this body. Over the past five years, Senate Officers surveyed the Senate membership to see how members felt about meeting modality – the results consistently showed a large majority preferred a hybrid modality that provides flexibility. Asking direct questions about modality in an annual survey was not completed with transparency heading into AY 2025-26. For example, in the past, Senate Officers asked all Senators very specific questions about modality, and then shared actual response percentages that indicated what a majority of Senators wanted, including response rate. Decisions that impact all members of the Senate body should be made using consultative tools and practices, applied in a clear, uncomplicated and transparent manner.

Given recent budgetary constraints, increased workloads, mandates for faculty to return to the classroom, reductions to offered assigned time, and a general do-more-with-less reality, this new expectation for fully in-person meetings creates even more hardship for people forced to attend in-person. The university has over and over again asked its employees to do more with less, and to adapt new technologies and systems, often without regard to how this impacts workload or ability to fulfill our respective roles at SDSU. Yet when members of the Senate have consistently shown overwhelming support for hybrid Senate meetings, we are blocked from using this now widely used technology. Even the Academic Senate of the CSU (ASCSU) has adopted a hybrid modality based on feedback from the Body, as have many other governing bodies across the country. A 2022 survey by the Association of Governing Boards (AGB) found that a significant portion of university governing boards planned to continue hybrid meetings. Current Senate leadership's new approach is not inclusive, will not strengthen shared governance, and does not embrace available technology to enhance shared governance. Because a narrow view on meeting modality creates barriers to participation, policies that force in-person only meetings actually reduce participation in shared governance.

Staunch supporters of in-person only meetings argue that being in-person prevents people from acting out inappropriately during meetings; that in-person modality lessens bad behavior. If online behavior is an issue, develop processes or practices to address it – for example, remove the chat from online modalities to reduce negative interactions, which often begin in the chat, or enforce the established norms of the Senate by disciplining offenders directly rather than punishing the most vulnerable among us.

Supporters of an in-person only modality also argue that the norm should be in-person, with exceptions made only for formally documented reasons (e.g. HR approved ADA accommodation, Imperial Valley). They believe that because exceptions are available (though discouraged), that accessibility is maintained. There should be no university administrative approval process to determine whether or not we are allowed to attend shared governance meetings online. We as a Senate body should be able to decide the modality of our own meetings – this should not be dictated by administration or Senate Officers.

Inflexible practices like removing access to online modalities actually decreases participation in shared governance. Contingent Faculty are on a variety of contract types and often work for multiple campuses

to make ends meet – this means that many Contingent Faculty are travelling regularly between South Bay, North County, East County and to SDSU often multiple times per week just to make ends meet. Requiring Contingent Faculty to travel to campus for in-person meetings imposes an undue hardship and may convey that their participation in shared governance is not fully respected or supported.

Groups like emeritus faculty, bargaining unit members and staff also may be less likely to participate or attend meetings regularly because in-person meetings are less accessible. Some Senators have had to resign from their seats, or are considering doing so – and this exemplifies how strict policies like this DO NOT promote engagement with shared governance, especially for the most vulnerable among us.

We also believe that this policy change supports Tenured and Probationary Faculty because it provides them flexibility to actually be able to complete the service to the university that is actually required as part of their contract with the university. Reducing barriers to access really helps all constituencies.

Faculty and staff with complex schedules should not have to request permission to attend via online modality, and they should not be punished for not attending in-person. The idea of issuing formal censure is inappropriate. After all, the Senate still regularly accommodates busy administrators who cannot attend or need to attend online. No one is asked to approve their hybrid access. Faculty and staff who need to attend online should be accommodated, regardless of what reason they have. And while some may argue that these members ran for the Senate seat and they need to accept the realities of service, this is a subjective assessment that is simply impractical, short-sighted and could be perceived as an elitist view – one that does not recognize the realities of work conditions for many faculty and staff on campus. Senate Officers need to be more sensitive to the needs of all members of our community because reducing access to meetings for members also means that they are undermining shared governance.

ENDORSEMENTS:

- Lecturer Affairs Committee (LAC) – unanimous support
- Savanna Schuermann, Lecturer, Arts & Letters, Chair LAC
- Amanda Fuller, Lecturer, Faculty Advancement & Student Success, Secretary LAC
- Eniko Csomay, ASCSU Academic Senator
- Narelle MacKenzie, Lecturer, Fowler College of Business
- Pamela Lach, Library Senator, Chair AP&P
- Melissa A. Navarro, College of Education Academic Senator
- Alane Lockwood, Contingent Faculty Senator, PSFA
- Keven Jeffery, Library Senator, Chair CC&E

TO: Senate Executive Committee / Senate
FROM: Keven Jeffery, Chair, Committee on Committees & Elections
DATE: 11/10/2025
RE: Action Item: CC&E Nominations for Senate & Committee Vacancies

As required by Senate Policy 3.5.2 The Committee on Committees & Elections (CC&E) submits for confirmation by the Senate its nominees for members and chairs of Senate and Senate-appointed university committees.

Senate & Committee nominations for the 2025/2026 AY as of 10/11/2025

Faculty Affairs Committee		
Faculty (College of Health & Human Services	Tianying Wu	Nominated

General Education Curriculum		
Faculty (College of Arts & Letters)	Kimberly Twist	Nominated Chair

In the event of a senator vacancy, a temporary replacement may be appointed by CC&E in consultation with the affected constituency, in accordance with Senate Policy 6.2.2.

Senator		
Contingent Faculty (College of Education)	Kris Rodenberg	Nominated - Complete Term

TO: Senate Executive Committee / Senate

FROM: Keven Jeffery, Chair, Committee on Committees & Elections

DATE: 11/12/2025

RE: Action Item: Update to the membership of the Committee on Committees and Elections

3.5. Committee on Committees and Elections

3.5.1. Membership (15~~6~~):

3.5.1.1. Appointed (13~~2~~): 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 Sciences², all selected by their respective college senators; ~~and one staff member~~. These members shall be affirmed by vote of the Senate.

3.5.1.2. Ex-officio (2~~4~~): ~~The Senate Secretary, or designee; and the President of Associated Students, or designee;~~ the chair of the Staff Affairs Committee; and the Chair of the Lecturer Affairs Committee.

3.5.1.3. The term of office shall be for one year and begins at the last regular spring meeting of the Senate; it may be extended.

3.5.1.4. The first meeting of each term shall occur immediately following the last spring meeting of the Senate and the outgoing chair shall chair it. The business of the first meeting shall be to elect a successor to the outgoing chair.

Rationale

This change would increase communication channels and better reflects the actual collaboration between the CC&E, the Staff Affairs Committee, and the Lecturer Affairs Committee in filling Senate Committee seats.

	2026-2027 University Catalog - Action - Undergraduate Programs - New / Deleted TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025						
	Name of Program	Action (New)	Action (Deleted)	Program Type	Major Code	Academic Plan Code	Proposal Link
	Indian Religions, Cultures, and Traditions Certificate		Deactivated - Action	Basic Certificate		116106CRTS	https://sdsu. curriculog. com/proposal: 4966/form



Graduate Council

~~October 16, 2025~~ November 12, 2025

To: SEC/Senate (Action Item)
From: Tracy Love, Graduate Council Chair
Subject: Leave of Absence Policy

ACTION ITEM

Update to Catalog language regarding Leaves of Absence

Rationale:

A Leave of Absence (LOA) is a formally approved one-semester break in study during a Fall or Spring semester. Students may request an LOA for a variety of reasons, including medical circumstances, military service, or other personal or professional events that temporarily prevent them from making academic progress.

- Per SDSU policy, LOA semesters do not extend the expiration time for graduate degree requirements.
- Some university units and services are provided to inactive students and the general public. However, students on an LOA may not typically access SDSU resources and facilities that are designated for tuition or fee-paying students, and may not place significant demands on faculty or staff.
- Students who are on an LOA (as well as non-students) who are active in campus laboratories, research, or studio spaces must register as a volunteer through Human Resources.
- Financial support, including fellowships, traineeships, scholarships, and subsidized loans, are typically suspended during an LOA, since the student has temporarily paused their efforts towards degree completion.
- Graduate students on an LOA may not be employed in academic student positions such as teaching associate or graduate assistant (per the CBA).

The University Policies section of the Catalog is the central student-facing document that organizes enrollment policies which originate from differing sources, and therefore the appropriate document in which to clarify these policies.

University Policies:

Leaves of Absence

Remaining Matriculated

Students who do not register for classes during a fall or spring academic term must be approved for Leave of Absence in order to remain matriculated and preserve their eligibility for a future term. Students who do not register or file an approved LOA are no longer considered to be active, and are ineligible to enroll as a continuing student in future terms.

Educational Leave of Absence

Students are permitted to take up to four semesters of approved leave of absence. Students must apply on a semester-by-semester basis within the specified time frame for each semester they wish to be absent from school. A leave of absence will be granted only to students who have completed a minimum of one semester at San Diego State University. Leaves will not be granted to students who have been academically disqualified, students who qualify for a change from undergraduate to graduate status, or students who have specific registration holds. For more information, visit https://registrar.sdsu.edu/students/academic_status/leave_of_absence.

Educational Leave of Absence (Graduate Student Degree Coursework)

A one semester leave of absence may be granted when necessary due to personal, educational, military, or employment reasons. Students are permitted to take up to four semesters of any approved leave of absence and must apply at the beginning of the particular semester they wish to be absent from school. If they wish to take leave for additional semesters, they must do so on a semester-by-semester basis. Educational leaves of absence will be granted only to students who have completed a minimum of one semester at San Diego State University. Leaves may not be granted to students who have been disqualified, are not in good standing, have specific registration holds, or newly admitted students. **Students on Leave of Absence during a Fall or Spring semester may not make a significant use of campus facilities (unless otherwise permitted through campus volunteer processes), campus resources, student services, or significant faculty or staff time. Students on Leave of Absence may not receive scholarships, fellowships, traineeships or similar awards if the award is predicated on the use of campus facilities or resources, or the use of significant faculty or staff time. Students on Leave of Absence may not be employed in an academic student position.** For more information, visit https://registrar.sdsu.edu/students/academic_status/leave_of_absence.

Military Called to Compulsory Service

For information about the policy for Military Called to Compulsory Service, visit <https://sacd.sdsu.edu> or contact the Joan and Art Barron Veterans Center at atveterans@sdsu.edu or 619-594-5813.

To: SEC/Senate

From: Hala Madanat, Chair, University Research Council

Date: 12 November 2025

Subject: ACTION: Request vote on proposed Research Misconduct Policy to align with federal regulations – effective date January 1, 2026

ACTION: The University Research Council moves that the Senate adopt the following Research Misconduct Policy, which will replace the *Research and Scholarship, Integrity In* section of the Senate Policy File (pp. 120-122).

RATIONALE: This new language will maintain compliance with federal regulations and must be effective January 1, 2026 to continue receipt of federal research funding. A comparison document has been created by AVP Rick Gulizia, highlighting significant changes from the former policy. Please see attached for the updated policy and AVP Gulizia's comparison document.

Research and Scholarship, Integrity in

1.0 Members of the academic community engaged in research and scholarly activities are required to uphold the highest standards of ethical conduct. This policy applies to all individuals affiliated with San Diego State University, including those conducting research funded by the Public Health Service (PHS), as well as unfunded research, scholarship, or projects for which grant or contract applications have been submitted.

The procedures outlined herein are designed to safeguard the rights and reputations of all parties involved in allegations of misconduct, including students employed on research grants or contracts. Allegations of academic dishonesty by students conducting research as part of their academic program shall be addressed in accordance with University academic policies, student disciplinary procedures, and the regulations of the Division of Research and Innovation.

To maintain eligibility for federal funding, the University must comply fully with all applicable federal regulations. Adherence to this policy is a mandatory condition of funding and is not subject to negotiation. Failure to comply will result in suspension or termination of federal financial support.

The Research Misconduct Policy is found here [LINK - NOTE: Entire Research Misconduct Policy follow in agenda packet]

~~1.0 Members of the academic community involved in the conduct of research and scholarship shall adhere to the highest standards of ethical behavior. This policy applies to all individuals at San Diego State University including those engaged in research that is supported by the Public Health Service (PHS) as well as unsupported research and scholarship or for which a grant or contract application has been submitted. The procedures herein shall protect the rights and reputations of parties involved in alleged misconduct and shall cover allegations involving students employed on research grants or contracts. Allegations of academic dishonesty by students engaged in research, as part of their academic program, shall be dealt with according to University academic policies, student disciplinary procedures, and regulations of the Division of Research and Innovation. To remain eligible for federal funding, the University must fully comply with the mandatory federal policy as outlined by the governing regulations. Adherence to this policy is a condition of funding and is non-negotiable. Failure to comply will result in suspension or termination of federal financial support.~~

~~2.0 Guidelines for Identifying Misconduct: Consistent with the Public Health Service (PHS) definition (42 CFR 93.103), research misconduct means “fabrication, falsification, or plagiarism for proposing, performing, or reporting research results” and shall not include honest error or honest differences in interpretations or judgments of data. The same shall apply to scholarship.~~

~~The definitions of misconduct in academic research and scholarship are as follows:~~

- ~~a) Fabrication is making up data or results and recording or reporting them.~~
- ~~b) Falsification is manipulating research materials, equipment, or processes, or changing or omitting data or results such that the research is not accurately represented in the research record.~~
- ~~c) Plagiarism is the appropriation of another person's ideas, processes, results, or words without giving appropriate credit.~~

~~3.0 Procedures for Handling Allegations of Misconduct~~

~~3.1. Inquiry Process. Initial reports or charges of misconduct in research or scholarship shall be directed first to the dean of the college in which the alleged misconduct has occurred. The dean shall inform the department or program chair and the research or scholarship supervisor(s) of the allegations. The dean shall also inform the involved faculty member(s) or non-faculty employee(s) of the nature of the allegations, the nature of the inquiry, and the rights of the parties involved. Diligent efforts will be made to protect the positions and reputations of those who, in good faith, make allegations of scientific misconduct.~~

~~3.2. The college dean, after consultation with the department or program chair and appropriate research or scholarship supervisor(s) with appropriate expertise for inquiries, shall conduct~~

~~promptly a preliminary inquiry to determine whether there is sufficient prima facie evidence to merit a formal investigation of the charges and shall inform the Vice President for Research and Innovation or designee that a preliminary inquiry is under way. Precautions shall be taken to prevent real or apparent conflicts of interest on the part of those involved in the inquiry. Confidentiality shall be strictly maintained throughout the inquiry to the extent allowed by law. If an inquiry is terminated for any reason without completing all relevant requirements, a report summarizing the termination shall be sent to the appropriate official (ORI for PHS funded research). For PHS funded research, the Vice President for Research and Innovation or designee shall notify the Office of Research Integrity (ORI) of the Public Health Service within 24 hours of obtaining reasonable indication of an immediate health hazard, need to protect Federal funds or equipment and individuals affected by the inquiry, and that the alleged incident may be publicly reported.~~

~~3.3. The college dean shall forward without delay a written report to the Vice President for Research and Innovation or designee. An inquiry must be completed within 60 calendar days of its initiation unless~~

~~circumstances clearly warrant a longer period. Any extension of this period shall be based on good cause and recorded in the inquiry file. The written report shall (a) state the evidence reviewed, (b) summarize relevant interviews, and (c) include the conclusions of the inquiry. A copy of the report of the inquiry shall be given to the person(s) against whom the allegation has been made, and their comments on that report may become part of the record. Detailed documentation of the inquiry shall be maintained by the Vice President for Research and Innovation or designee for at least three years and, in federally funded research, shall be provided upon request to authorized personnel. Appropriate interim administrative action shall be taken to protect Federal funds and ensure that the purposes of the Federal financial assistance are being carried out.~~

~~3.4. If, after consideration of the report of the inquiry, the Vice President for Research and Innovation or designee determines that there is not sufficient prima facie evidence to support the charges, no further action need be taken, and the Provost and the parties involved shall be so informed. Efforts shall be taken, as appropriate, to restore the reputations of persons alleged to have engaged in misconduct when allegations are not confirmed.~~

~~3.5. Investigation Process. If, after consideration of the report of the inquiry, the Vice President for Research and Innovation or designee determines that sufficient prima facie evidence supports the charges, the Vice President for Research and Innovation or designee shall appoint within 30 days of the completion of the inquiry an ad hoc committee with appropriate expertise to conduct a formal investigation, and the Provost shall be so notified. The membership of the committee shall consist of at least four knowledgeable and impartial persons including one representative from the department, program, or auxiliary unit of the involved faculty member(s) or non faculty employee(s) and three faculty members from related departments, programs, or areas. For externally funded research, the Vice President for Research and Innovation or designee may also~~

appoint a member of the San Diego State University Research Foundation as an ex-officio member to represent the interests and legal obligations of the Research Foundation. In addition, the Vice President for Research and Innovation or designee may appoint members from outside the institution in order to broaden the expertise of the committee. Precautions shall be taken against the investigators' real or apparent conflicts of interest.

3.6. As soon as the committee has been requested to conduct a formal investigation, the Vice President for Research and Innovation or designee shall notify the accused faculty member(s) or non-faculty employee(s) of the charges and the function of the committee. In consultation with the Provost and the college dean, the Vice President for Research and Innovation or designee may determine that the research activities of the involved researcher(s) may be restricted or monitored during the course of the investigation. The Vice President for Research and Innovation or designee shall also notify the President, the Provost, the school director or the department or program chair, and for funded research the Chief Executive Officer of the San Diego State University Research Foundation and the project officer(s) of the funding agencies that a formal investigation involving charges of misconduct in research or scholarship has been initiated. For PHS-funded research, the Director of the Office of Research Integrity shall be notified in writing on or before the date the investigation begins, and such notification shall include (a) the name of the person(s) against whom the allegations have been made, (b) the general nature of the allegations, and (c) the application or grants involved. If an investigation is terminated for any reason without completing all relevant requirements, a report summarizing the termination shall be sent to the appropriate official (ORI for PHS-funded research). Confidentiality of the affected individual(s) shall be strictly maintained throughout the investigation to the extent possible.

3.7. The Vice President for Research and Innovation or designee shall convene the committee, appoint one of the faculty on the committee to serve as chair, present the charges and allegations, and discuss University and Research Foundation policies and procedures pertinent to the investigation. The committee shall investigate all charges and facts and may interview parties appropriate to reaching a decision regarding the merit or lack of merit to the charges. The chair of the committee shall meet with the appropriate personnel officers (i.e., Associate Vice President for Faculty Advancement and Student Success, Director of the Center for Human Resources, and Research Foundation Director of Human Resources) regarding existing procedures and safeguards to protect all parties' rights and reputations before carrying out the investigation. Diligent efforts shall be made to protect the positions and reputations of those who, in good faith, made allegations of scientific misconduct. The committee shall begin its investigation promptly and shall provide a written report of its findings and recommendations to the Vice President for Research and Innovation or designee no later than 60 days after beginning the formal investigation. The Vice President for Research and Innovation or designee may either accept the report or return it to the committee for reconsideration.

San Diego State University Policies and Procedures
for Addressing Allegations of Research Misconduct

RESPONSIBLE UNIVERSITY OFFICIAL: Research Integrity Officer (RIO)

RESPONSIBLE OFFICE: Research Support Services (RSS)

COORDINATING DEPARTMENTS: Division of Research and Innovation

ISSUED DATE: FILL IN , 2025

EFFECTIVE DATE: January 1, 2026

LAST REVIEWED DATE: FILL IN, 2025

NEXT REVIEW DATE: FILL IN, 2027

WHO NEEDS TO KNOW THIS POLICY: All persons who participate in, are involved in, and/or conduct research under the auspices of San Diego State University

WEBSITE ADDRESS FOR THIS POLICY: _____

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I. Principles

San Diego State University (San Diego State University or the university) cultivates an environment that focuses on the generation of new knowledge through research. San Diego State University is a research university, and it is committed to the highest standards of integrity in research. Public trust in the integrity of research is essential, and maintaining high standards is an important university responsibility. Everyone involved in research shares the responsibility for preserving its integrity by encouraging the highest ethical principles and by holding members of the research community accountable. Misconduct damages the integrity of the research enterprise, harms the reputations of all researchers, and undermines public trust. The university does not tolerate research misconduct and uses this policy to effectively and expeditiously address allegations or evidence of research misconduct.¹

II. Scope

A. This policy applies to all allegations of research misconduct related to all research conducted at San Diego State University. Specifically, this policy applies to:

1. funded research, regardless of the funder.
2. unfunded research.
3. research that is proposed, performed, reviewed or reported; and/or
4. the research record generated from research.

This policy applies regardless of whether a funding application or proposal results in a grant, contract, cooperative agreement or other form of support.²

B. Federally sponsored research is subject to specific requirements. San Diego State University intends this policy to comply with those specific requirements, in particular the Public Health Service (PHS) Policies on Research Misconduct (42 CFR Part 93) and the National Science Foundation's (NSF) Policies on Research Misconduct (45 CFR Part 689). When San Diego State University's policy is applied to research that is sponsored by a federal entity whose policy differs from the provisions within this policy, then that federal entity's policy governs.

¹ 42 CFR §93.100, 93.300

² 42 CFR §93.102

- C. This policy applies to all persons who participate in research under the auspices of San Diego State University including but not limited to faculty, visiting scholars, staff and students.
- D. This policy operates in conjunction with existing San Diego State University policies for employment and academic conduct. Recommendations for discipline resulting from proceedings conducted pursuant to this policy will be administered according to San Diego State University's Faculty Handbook, San Diego State University's Staff Handbook, and/or San Diego State University's student code of conduct.
- E. This policy applies to allegations of research misconduct occurring within six years of the date that San Diego State University or the funder received the allegation, subject to the following exceptions. The six-year time limitation does not apply if:
 - 1. the respondent continues or renews an incident of alleged research misconduct that occurred before the six-year time limitation and does so through the use of, republication of or citation to the portion(s) of the research record (e.g., processed data, journal articles, funding proposals, data repositories) alleged to have been fabricated, falsified, or plagiarized, for potential benefit of the respondent.
 - a. When the respondent uses, republishes, or cites to the portion(s) of the research record that is alleged to have been fabricated, falsified, or plagiarized, in submitted or published manuscripts, submitted PHS grant applications, progress reports submitted to PHS funding components, posters, presentations, or other research records within six years of when the allegations were received by the U.S. Department of Health and Human Services (*HHS*) or the university, this exception applies.

For research misconduct that appears subject to the subsequent use exception, a determination that the subsequent use exception does not apply must be documented. For PHS-supported activities, such documentation must be retained in accordance with 42 CFR §93.318.³

³ 42 CFR §93.104

2. If San Diego State University or a federal government sponsor of research determines that the alleged research misconduct, if it occurred, would possibly have a substantial adverse effect on the health or safety of the public, this exception applies.⁴
- F.** The university may modify the application of this policy as appropriate based on the facts and circumstances of a particular matter.
- G.** Proceedings pursuant to this policy do not preclude additional proceedings involving other San Diego State University units or committees using other policies and regulations.

III. Institutional Commitments

- A.** San Diego State University makes the following commitments regarding its handling of allegations of research misconduct. The university:
1. operates under the presumption that a person accused of research misconduct is innocent unless and until acts of research misconduct are proved through the processes provided in this policy.
 2. provides an environment that promotes ethical research. The university expects all research to be conducted in compliance with all applicable regulations and policies. The university does not tolerate research misconduct and deals promptly with allegations and/or evidence of possible research misconduct.
 3. responds to allegations of research misconduct thoroughly, competently, objectively and fairly.
 4. takes all reasonable and practical steps to exclude from participation in a research misconduct proceeding those individuals who have unresolved personal, professional and/or financial conflicts of interests with complainant, respondent and/or witnesses.
 5. takes all reasonable and practical steps to protect the research process during a research misconduct proceeding.

⁴ 42 CFR §93.104(b)(2)

6. takes all reasonable and practical steps to protect the positions and reputations of good faith complainant, witnesses and committee members and protect them from retaliation (see Protecting Against Retaliation, below).
7. treats all persons with fairness while conducting a research misconduct proceeding.
8. conducts a research misconduct proceeding in a way that is sensitive to the reputation and vulnerability of those involved. When an allegation is not substantiated, the university will make reasonable and diligent efforts to restore the reputation of the person against whom the allegation was made, the complainant who made a good faith allegation, and all who participated in the research misconduct proceeding in good faith.
9. takes all reasonable and practical steps to preserve the highest attainable degree of confidentiality that is compatible with an effective and efficient research misconduct proceeding. Strict confidentiality will be maintained for all information gathered in the research misconduct proceeding. This may include seeking assurances of the confidential treatment of information, such as using confidentiality agreements. If confidentiality is breached, the university will take reasonable steps to minimize damage to reputations that may result from inaccurate information.
10. takes all reasonable and practical steps to ensure the cooperation of respondent and institutional members with a research misconduct proceeding including but not limited to providing information, research records and other evidence.
11. resolves allegations of research misconduct as expeditiously as possible; and
12. discharges responsibilities internally and externally, including to the public, the funders of federally sponsored research, the literature, and the academic community to the extent appropriate and allowable.⁵

IV. Definitions and Concepts

The meanings of terms used in this policy are explained below. Throughout this policy, singular and plural terms are interchangeable.

⁵ 42 CFR §93.300

- A. *Accepted practices of the relevant research community*** means, for PHS-supported activities, those practices established by 42 CFR part 93 and by PHS funding components. Accepted practices also mean commonly accepted professional codes or norms within the overarching community of researchers and institutions that apply for and receive PHS and other sponsored research awards.⁶
- B. *Administrative action*** means steps taken by the university on its own or in consultation with appropriate government officials at any time during or after a research misconduct proceeding to protect the health and safety of the public; to promote the integrity of research and/or research training (including but not limited to biomedical or behavioral research); or activities related to that research or research training; to conserve public funds;⁷ to protect the university's reputation and/or academic integrity; to protect the integrity of the research process; to comply with applicable government regulations and/or policies; and/or to comply with applicable university policies and/or contractual obligations.
- C. *Allegation*** means a disclosure of possible research misconduct through any means of communication and brought directly to the attention of a university official.⁸
- D. *Assessment*** means a consideration of whether an allegation of research misconduct appears to fall within the definition of research misconduct; for PHS jurisdiction, appears to involve PHS-supported biomedical or behavioral research, biomedical or behavioral research training or activities related to that research or research training; and is sufficiently credible and specific so that potential evidence of research misconduct may be identified. The assessment only involves the review of readily accessible information relevant to the allegation.⁹
- E. *Committee Member*** means a member of a committee that San Diego State University appoints for the purpose of conducting a research misconduct proceeding regarding an allegation of research misconduct pursuant to this policy.

⁶ 42 CFR §93.200

⁷ 42 CFR §93.201

⁸ 42 CFR §93.203

⁹ 42 CFR §93.204

F. *Complainant* means an individual who in good faith makes an allegation of research misconduct.¹⁰ A complainant may make an allegation anonymously and request that anonymity be preserved throughout the proceeding.

G. *Confidentiality* means that the disclosure of the identity of a respondent, complainant, and witnesses while conducting the research misconduct proceeding is limited, to the extent possible, to those who need to know, as determined by the university, consistent with a thorough, competent, objective and fair research misconduct proceeding, and as allowed by law. Those who need to know may include institutional review boards, journals, editors, publishers, co-authors, and collaborating institutions. This limitation on disclosure of the identify of respondents, complainants, and witnesses no longer applies once the university has made a final determination of research misconduct findings. The university is not prohibited from managing published data or acknowledging that data may be unreliable. For PHS-supported activities, the university must disclose the identity of a respondent, complainant, or other relevant persons to the HHS's Office of Research Integrity (ORI) pursuant to its review the research misconduct proceeding. Except as otherwise prescribed by applicable law, confidentiality must be maintained for records or evidence from which research subjects might be identified.¹¹

H. *Conflict of interest* means the real or apparent interference of one person's or entity's interests with the interests of another person or entity, where potential bias may occur (or may appear to occur) due to prior or existing personal or professional relationships.

I. *Day* means calendar day unless otherwise specified. If a deadline falls on a Saturday, Sunday or federal holiday, then the deadline will be extended to the next day this is not a Saturday, Sunday or federal holiday.¹²

J. *Deciding Official* means the San Diego State University President who makes the final determination on allegations of research misconduct for the university and imposes administrative action.

¹⁰ 42 CFR §93.206

¹¹ 42 CFR §93.106

¹² 42 CFR §93.208

- K. *Evidence*** means anything offered or obtained during a research misconduct proceeding that tends to prove or disprove the existence of an alleged fact. Evidence includes documents, whether in hard copy or electronic form, information, tangible items, and testimony.¹³
- L. *Evidentiary standards*** mean the rules and principles used to make a decision regarding an allegation of research misconduct. The following evidentiary standards apply to this policy.
1. ***Standard of proof*** means the amount of evidence needed to prove an allegation of research misconduct. The standard of proof for an allegation of research misconduct is a preponderance of the evidence. A preponderance of the evidence means proof by evidence that, compared with evidence opposing it, leads to the conclusion that the fact at issue is more likely true than not.¹⁴ Rules of evidence applicable in courts of law do not apply.
 2. ***Burden of Proof*** means the obligation to prove an allegation of research misconduct. The following burdens of proof apply.
 - i. The university has the burden of proof for making a finding of research misconduct. A respondent's destruction of research records documenting the questioned research is evidence of research misconduct where the university establishes by a preponderance of the evidence that the respondent intentionally or knowingly destroyed records after being informed of the research misconduct allegations. A respondent's failure to provide research records documenting the questioned research is evidence of research misconduct where the respondent claims to possess the records but refuses to provide them upon request.¹⁵
 - ii. The respondent has the burden of going forward with and proving, by a preponderance of the evidence, all affirmative defenses raised. In determining whether the university has carried the burden of proof, the finder of fact shall give

¹³ 42 CFR §93.210

¹⁴ 42 CFR §93.105(a), 228

¹⁵ 42 CFR §93.105(b)(1)

due consideration to admissible, credible evidence of honest error or difference of opinion presented by the respondent.¹⁶

iii. The respondent has the burden of going forward with and proving by a preponderance of the evidence any mitigating factors relevant to a decision to impose administrative actions after a research misconduct proceeding.¹⁷

M. *Fabrication* means making up data or results and recording or reporting them.¹⁸

N. *Falsification* means manipulating research materials, equipment or processes, or changing or omitting data or results such that the research is not accurately represented in the research record.¹⁹

O. *Federally sponsored research* means research that is applied for and/or funded by an entity or component of the United States government, including but not limited to the PHS, NSF and USDA.

P. *Funding component* means any organizational unit of the PHS authorized to award grants, contracts, or cooperative agreements for any activity covered by PHS regulations 42 CFR Part 93 involving research or research training; funding components may be agencies, bureaus, centers, institutes, divisions, offices, or other awarding units within the PHS.²⁰ Any organizational Unit of the USDA authorized to award grants, contracts or agreements for any activity covered by USDA regulations 2 CFR Part 422.

Q. *Good faith* means having a reasonable belief in the truth of one's allegation or testimony based on the information known to the individual (such as a complainant or witness) at the time. An allegation of research misconduct or cooperation with a research misconduct proceeding is not in good faith if it is done with knowledge of or reckless disregard for information that would negate the allegation or testimony. Good faith as applied to an institutional or committee member means cooperating with a research misconduct proceeding by impartially carrying out the duties assigned for the purpose of helping the university meet its responsibilities pursuant to this policy, 42 CFR Part 93, 45 CFR §689.2, or other applicable regulation or requirement. An institutional or committee member does not act in good faith if their acts or omissions during the research

¹⁶ 42 CFR §93.105(b)(2). ¹⁹ 42 CFR §93.212

¹⁷ 42 CFR §93.105(b)(3), ²⁰ 42 CFR §93.213

¹⁸ 42 CFR §93.211

misconduct proceeding is dishonest or influenced by personal, professional, or financial conflicts of interest with those involved in the research misconduct proceeding.²¹

- R.** *Health and Human Services* means the United States Department of Health and Human Services.
- S.** *Inquiry* means preliminary information gathering and preliminary fact finding that meets the criteria provided in this policy; in the case of PHS-supported activities, the inquiry follows the procedures of 42 CFR §93.307 through §93.309; and, in the case of NSF related support, the inquiry follows the procedures of 45 CFR §689.²²
- T.** *Inquiry report* means the written report issued at the conclusion of the inquiry that meets the requirements of the inquiry as described in this policy.²³
- U.** *Institutional certifying official* means the institutional official responsible for assuring on behalf of the university that the university has written policies and procedures for addressing allegations of research misconduct and complies with its own policies and procedures. The institutional certifying official is responsible for certifying the content of the institution's annual PHS report, which contains information specified by ORI on the institution's compliance with 42 CFR Part 93 and ensuring the report is submitted to ORI as required.²⁴
- V.** *Institutional deciding official* means the institutional official who makes final determinations on allegations of research misconduct and any institutional actions. The same individual cannot serve as the institutional deciding official and the RIO.²⁵
- W.** *Institutional member* means an individual who is employed by, is an agent of, is a student of, or is affiliated by contract or agreement with San Diego State University. Institutional members may include, but are not limited to, officials, tenured and untenured faculty, teaching and support staff, researchers, research coordinators, technicians, postdoctoral and other

²¹ 42 CFR §93.214

²² 42 CFR §93.215

²³ 42 CFR §93.307(g)

²⁴ 42 CFR §93.217

²⁵ 42 CFR §93.218

fellows, students, staff members, volunteers, subject matter experts, consultants, or attorneys or employees or agents of contractors, subcontractors, or sub-awardees.²⁶

X. *Institutional record* means

1. the records that the institution compiled or generated during the research misconduct proceeding, except records the institution did not consider or rely on. These records include, but are not limited to:
 - a. documentation of the assessment as required by 42 CFR §93.306(c) in instances where PHS-supported activities are involved.
 - b. If an inquiry is conducted, the inquiry report and all records (other than drafts of the report) considered or relied on during the inquiry, including but not limited to, research records and the transcripts of any transcribed interviews conducted during the inquiry, information the respondent provided to the institution, and the documentation of any decision not to investigate as required by 42 CFR §93.309(c) in instances where PHS-supported activities are involved.
 - c. If an investigation is conducted, the investigation report and all records (other than drafts of the report) considered or relied on during the investigation, including, but not limited to, research records, the transcripts of each interview conducted pursuant to 42 CFR §93.310(g), and information the respondent provided to the institution in instances where PHS-supported activities are involved.
 - d. Decision(s) by the institutional deciding official, such as the written decision from the deciding official pursuant to 42 CFR §93.314 in instances where PHS-supported activities are involved.
 - e. In instances involving PHS-supported activities, a single index listing all the research records and evidence that the university compiled during the research misconduct proceeding, except records the university did not consider or rely on.
 - f. In instances involving PHS-supported activities, a general description of the records that were sequestered but not considered or relied on.²⁷

²⁶ 42 CFR §93.219

²⁷ 42 CFR §93.220

- Y. *Institutional representative*** means the person, in consultation with the RIO, who assesses an allegation of research misconduct to determine if it falls within the definition of research misconduct and warrants an inquiry on the basis that the allegation is sufficiently credible and specific so that potential evidence of research misconduct may be identified. The institutional representative usually is the Vice President for Research, dean of the college, chair of the department, director of the school and/or the head of the institutional unit in which the respondent works or studies. If more than one school or unit is involved, then the dean or director of each school and/or unit may serve as co-institutional representatives. The deciding official may serve as the institutional representative if circumstances warrant.
- Z. *Institutional decision*** means the action taken by the deciding official in consultation with the RIO and other appropriate university officials regarding whether to accept the findings of an inquiry and/or investigation, and whether to impose administrative action related to an allegation of research misconduct.
- AA. *Intentionally*** means acting with the aim of carrying out the act.²⁸
- BB. *Investigation*** means the formal development of a factual record and the examination of that record. In instances involving PHS-supported activities, investigation also includes the criteria and procedures of 42 CFR §93.310 through §93.317.²⁹
- CC. *Investigation committee*** means the group of individuals appointed to conduct an investigation pursuant to this policy.
- DD. *Investigation committee report*** means the written report issued by the investigation committee at the conclusion of the investigation .
- EE. *Knowingly*** means acting with awareness of the act.³⁰
- FF. *National Science Foundation (NSF)*** means the independent federal agency founded to promote the progress of science, which has issued the regulations set forth at 45 CFR Chapter VI, Parts 601 to 690, including the policies at Part 689 governing matters concerning research misconduct.

²⁸ 42 CFR §93.221

²⁹ 42 CFR §93.222; 45 CFR §689.2(b)

³⁰ 42 CFR §93.223

GG. *Notice* means a written or electronic communication served in person, or sent by mail or its equivalent to the last known street address, facsimile number, or email address of the addressee.³¹ When notice is sent by email, the date of receipt is deemed to be the date the email was sent.

II. *NSF Office of Inspector General (NSF OIG)* means the office within the NSF that oversees investigations of alleged research misconduct and conducts NSF inquiries and investigations into research misconduct allegations.

JJ. *NSF support* means NSF funding (or applications or proposals for funding) for any type of research, related training, or education.

KK. *Office of Research Integrity (ORI)* means the office established by Public Health Service Act section 493 (42 U.S.C. 289b) and to which the HHS Secretary has delegated responsibility for addressing research integrity and misconduct issues related to PHS-supported activities.³²

LL. *Person* means any individual, corporation, partnership, institution, association, unit of government, or other legal entity, however organized.³³

MM. *Plagiarism* means the appropriation of another person's ideas, processes, results or words without giving appropriate credit.

1. Plagiarism includes the unattributed verbatim or nearly verbatim copying of sentences and paragraphs from another's work that materially misleads the reader regarding the contributions of the author. It does not include the limited use of identical or nearly identical phrases that describe a commonly used methodology.
2. Plagiarism does not include self-plagiarism or authorship or credit disputes, including disputes among former collaborators who participated jointly in the development or conduct of a research project. Self-plagiarism and authorship disputes do not meet the definition of research misconduct.³⁴

³¹ 42 CFR §93.224

³² 42 CFR §93.225

³³ 42 CFR §93.226

³⁴ 42 CFR §93.227

- NN. *Preponderance of the evidence* means proof by evidence that, compared with evidence opposing it, leads to the conclusion that the fact at issue is more likely true than not.³⁵
- OO. *Public Health Service* (PHS) consists of the following components within HHS: the Office of the Assistant Secretary for Health, the Office of Global Affairs, the Administration for Strategic Preparedness and Response, the Advanced Research Projects Agency for Health, the Agency for Healthcare Research and Quality, the Agency for Toxic Substances and Disease Registry, the Centers for Disease Control and Prevention, the Food and Drug Administration, the Health Resources and Services Administration, the Indian Health Service, the National Institutes of Health, the Substance Abuse and Mental Health Services Administration, and any other components of HHS designated or established as components of the Public Health Service.³⁶
- PP. *PHS support* or PHS-supported activities means PHS funding (or applications or proposals for PHS funding) for biomedical or behavioral research, biomedical or behavioral research training, or activities related to that research or training, that may be provided through: funding for PHS intramural research, PHS grants, cooperative agreements, or contracts; subawards, contracts, or subcontracts under those PHS funding instruments; or salary or other payments pursuant to PHS grants, cooperative agreements or contracts.³⁷
- QQ. *Recklessly* means to propose, perform, or review research, or report research results, with indifference to a known risk of fabrication, falsification or plagiarism.³⁸
- RR. *Research* means a systematic study (whether funded or unfunded) directed toward fuller knowledge or understanding of the subject studied and that is conducted at, under the auspices of, and/or using the resources of, the university.
- Regarding PHS-supported activities, research means a systematic experiment, study, evaluation, demonstration, or survey designed to develop or contribute to general knowledge (basic research) or specific knowledge (applied research) by establishing, discovering, developing, elucidating, or confirming information or underlying mechanisms

³⁵ 42 CFR §93.228

³⁶ 42 CFR §93.229

³⁷ 42 CFR §93.230

³⁸ 42 CFR §93.231

related to biological causes, functions or effects; diseases; treatments; or related matters to be studied.³⁹ With regard to the NSF, research includes proposals submitted to the NSF in all fields of science, engineering, mathematics and education and results from those proposals.⁴⁰

SS. *Office of Research Support Services (RSS)* means the San Diego State University office operating within the San Diego State University Division of Research and Innovation of the Vice President for Research.

TT. *Research Integrity Officer (RIO)* means the institutional official responsible for administering the institution's written policies and procedures for addressing allegations of research misconduct in compliance with 42 CFR Part 93; 45 CFR Chapter VI, Parts 601 to 690; and all other applicable regulations.⁴¹ At San Diego State University, the RIO is the San Diego State University Assistant Vice President Research Support Services. The RIO is responsible for ensuring that the duties assigned to this role are carried out.

UU. *Research Misconduct* means fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results.

1. Research misconduct does not include honest error or differences of opinion.⁴²
Plagiarism does not include disputes about authorship.

To make a finding of research misconduct, the respondent's behavior must:

- a) represent a significant departure from accepted practices of the relevant research community.
- b) be committed intentionally, knowingly, or recklessly; and
- c) be proved by a preponderance of the evidence.⁴³

VV. *Research misconduct proceeding* means any actions related to alleged research misconduct that is taken pursuant to this policy including allegation assessments,

³⁹ 42 CFR §93.232

⁴⁰ 45 CFR §689.1(a)(4)

⁴¹ 42 CFR §92.233

⁴² 42 CFR §93.234; 45 CFR §689.1

⁴³ 42 CFR §93.103; 45 CFR § 689.2(c)

inquiries, investigations, ORI oversight reviews, and appeals pursuant to 42 CFR Part 93.⁴⁴

WW. *Research record* means the record of data or results that embody the facts resulting from scientific inquiry. Data or results may be in physical or electronic form. Examples of items, materials, or information that may be considered part of the research record include but are not limited to research proposals (whether funded or unfunded), raw data, processed data, clinical research records, laboratory records, study records, laboratory notebooks, progress reports, manuscripts and other publications, abstracts, theses, records of oral presentations, online content, laboratory meeting reports, journal articles,⁴⁵ videos, photographs, films, slides, biologic materials, computer files and printouts, equipment use logs, laboratory procurement records, animal facility records, human and/or animal subject protocols, consent forms, medical charts, patient research files, and/or internal reports.

XX. *Respondent* means the individual against whom an allegation of research misconduct is directed or who is the subject of a research misconduct proceeding.⁴⁶

YY. *Retaliation* means an adverse action taken against a complainant, witness, a committee member and/or an institutional member by a person, an institution or one of its members or affiliates in response to:

1. a good faith allegation of research misconduct
2. or good faith cooperation with a research misconduct proceeding.⁴⁷

V. Rights and Responsibilities

A. Reporting Misconduct

1. All institutional members have a responsibility to report observed, suspected, or apparent research misconduct. Institutional members who know of or receive an allegation of research misconduct must report it immediately to the RIO, an

⁴⁴ 42 CFR §93.235

⁴⁵ 42 CFR §93.236

⁴⁶ 42 CFR §93.237

⁴⁷ 42 CFR §93.238

institutional representative, Research Support Services Office, or through the hotline (information provided below). Schools, departments, and units must not conduct a review of allegations of research misconduct on their own. If an individual is unsure whether a set of circumstances falls within the definition of research misconduct, then the individual may contact the RIO, the Research Support Services, or an institutional representative to discuss the suspected research misconduct informally, which may include discussing it anonymously and/or hypothetically. If the circumstances do not appear to meet the definition of research misconduct, then the RIO, an institutional representative, or the deciding official may refer the individual or circumstances to appropriate offices or officials for handling.

2. At any time, an institutional member may have confidential discussions and consultations about concerns of possible research misconduct with an institutional representative, the RIO and will be counseled about appropriate procedures for reporting allegations.
3. Individuals may make anonymous reports through the San Diego State University Report of Non-Compliance [Anonymous Report Form](#)

B. Cooperating with Research Misconduct Proceedings

1. Institutional members have a responsibility to cooperate fully in research misconduct proceedings. Institutional members and the respondent have an obligation to provide evidence relevant to research misconduct allegations to the RIO, other university officials, and committees and/or persons involved in research misconduct proceedings such as investigation committees.⁴⁸
2. The respondent must cooperate with the process.⁴⁹ Even if the respondent is no longer affiliated with San Diego State University, San Diego State University must examine the allegation and reach a conclusion.

⁴⁸ 42 CFR §93.214; 42 CFR §93.300(f)

⁴⁹ 42 CFR §93.300(f)

San Diego State University will cooperate with the research misconduct proceedings of other involved institutions.

C. Maintaining Confidentiality

All those involved in a research misconduct proceeding have the responsibility to maintain confidentiality to the extent reasonable and practical. Disclosure of the identities of the respondent, complainant, and witnesses while conducting the research misconduct proceedings and the contents of records and evidence in a research misconduct proceeding is limited, to the extent possible, to those who need to know as determined by the university, consistent with a thorough, objective, and fair proceeding and as allowed by law. Those who need to know may include institutional review boards, journals, editors, publishers, co-authors, and collaborating institutions. This limitation on disclosure of the identity of respondents, complainants, and witnesses no longer applies once the institution has made a final determination of research misconduct findings.

Exceptions include the requirement that San Diego State University must disclose the identities of respondents, complainant, or other relevant persons to ORI in accordance with 42 CFR Part 93 and/or as required by other federal regulation or agency requirement when PHS- supported activities are involved.⁵⁰

These confidentiality provisions do not prohibit San Diego State University from managing published data or acknowledging that data may be unreliable.⁵¹

D. Protecting Against Retaliation

Those who are involved in a research misconduct proceeding have the right to be free of retaliation. Institutional members may not retaliate in any way against any other institutional member, complainant, respondent, witnesses, or anyone who participates in good faith in a research misconduct proceeding. Institutional members have a responsibility to immediately report any alleged or apparent retaliation to the RIO. The RIO, in conjunction with university officials, will make all reasonable and practical efforts

⁵⁰ 42 CFR §93.106

⁵¹ 42 CFR §93.106(b)

to counter any potential or actual retaliation and protect and restore the position and reputation of the person against whom the retaliation is directed.⁵²

E. Protecting Reputations

The RIO and other university officials will make all reasonable and practical efforts to protect or restore the reputation of respondents against whom no finding of research misconduct is made, good faith complainants, witnesses, committee members involved in the research misconduct process, and institutional members. The method for restoring a reputation must be determined on a case-by-case basis.

F. Handling Allegations Not Made in Good Faith

If circumstances warrant, the deciding official will determine whether a complainant's allegation of research misconduct is made without good faith and/or whether a witness or committee member failed to act in good faith. If the deciding official determines that there was an absence of good faith, then the deciding official will determine what administrative action should be taken against the person who failed to act in good faith.

G. Rights of the Respondent

The respondent is entitled to:

1. a good faith effort from the RIO to notify the respondent in writing at the time of or before beginning the inquiry;⁵³
2. an opportunity to comment on the draft inquiry report and have those comments attached to the final inquiry report;⁵⁴
3. be notified of the outcome of an inquiry; receive the final inquiry report; and be provided with access to or refer to this policy and any government regulations that govern the research misconduct proceeding;⁵⁵
4. if the matter proceeds to an investigation, be notified in writing within a reasonable time after the determination that an investigation is warranted, but before the investigation begins (within 30 days after the university decides to begin an

⁵² 42 CFR §93.300(d)

⁵³ 42 CFR §93.307(c)

⁵⁴ 42 CFR § 93.307(g)(3)

⁵⁵ 42 CFR §308(a)

investigation); be notified in writing of any new allegation(s) that was not addressed in the inquiry or in the initial notice of investigation within a reasonable time after the determination to pursue a new allegation(s);⁵⁶

5. be interviewed during the investigation, have the opportunity to correct the recording or transcript of the interview, and have the corrected recording or transcript included in the record of the investigation;⁵⁷
6. have interviewed during the investigation any witness who has been reasonably identified as having information regarding any relevant aspects of the investigation, including witnesses identified by the respondent; have the recording or transcript provided to the witness for correction; and, have the corrected recording or transcript included in the record of investigation;⁵⁸ and
7. receive the draft investigation report and, concurrently, a copy of, or supervised access to the research records and other evidence that the investigation committee considered or relied on. The respondent's comments, if any, must be submitted to the RIO within 30 days of receiving the draft investigation report (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate).⁵⁹

VI. Roles and Duties

A. Research Integrity Officer (RIO)

The Assistant Vice President for Research Support Services serves as the RIO and has primary responsibility for overseeing and implementing this policy. The RIO has broad authority to administer the policy and may delegate all or some duties throughout the process.

⁵⁶ 42 CFR §310(c)

⁵⁷ 42 CFR §310(g)

⁵⁸ 42 CFR §310 (g)

⁵⁹ 42 CFR §93.312(a)

1. The RIO's duties include:

- a. consulting confidentially with persons who are uncertain about whether to submit an allegation of research misconduct.
- b. receiving an allegation of research misconduct and referring it to the appropriate institutional representative for an assessment.
- c. notifying relevant government agencies, sponsors and/or university officials of allegations of research misconduct as permitted by this policy, applicable government regulations, and/or sponsor agreements.
- d. taking interim action and notifying sponsors of special circumstances in accordance with this policy.
- e. sequestering the research record and other evidence pertinent to an allegation of research misconduct in accordance with this policy and maintaining records securely in accordance with this policy and applicable laws and regulations.
- f. providing confidentiality to those involved in the research misconduct proceeding as required by applicable government regulations, sponsors, and/or university policies.
- g. notifying the respondent of a research misconduct allegation and providing opportunities to review, comment and respond to an allegation, evidence, and committee reports in accordance with this policy.
- h. informing the respondent, complainant, and witnesses of the procedural steps in the research misconduct proceeding.
- i. working with the institutional representative to appoint a research misconduct committee whose members contain the appropriate expertise and assisting the committee in complying with this policy and applicable government requirements.
- j. working with the institutional representative to determine whether each person serving on a research misconduct committee has an unresolved personal, professional, or financial conflict of interest and take appropriate action, including recusal, to ensure that no person with a conflict of interest

serves on a committee.

- k. taking all reasonable and practical steps to protect or restore the positions and reputations of the respondent, good faith complainant, witnesses, committee members, and institutional members while countering potential or actual retaliation.
- l. keeping the deciding official and others who need to know apprised of the progress of the research misconduct proceeding.
- m. ensuring that administrative action taken by the university and government agencies is enforced, including taking appropriate action to notify involved parties, such as sponsors, law enforcement agencies, professional societies, publishers, and licensing boards; and
- n. maintaining records of a research misconduct proceeding in accordance with government requirements and making records available to those entities as required.
- o. taking other actions necessary to perform the duties of the RIO pursuant to this policy.

B. Institutional Representative

The institutional representative is usually the Vice President for Research, dean of the college, director of the school, chair of the department or director of the unit in which the respondent is employed or studies. If more than one school or unit is involved, then the dean, chair or director for each department, school or unit may serve as co-institutional representatives. The deciding official may serve as the institutional representative if circumstances warrant. The institutional representative may delegate all or some duties throughout the process, which include:

1. receiving an allegation of research misconduct; if an allegation is received from someone other than the RIO, the institutional representative notifies the RIO upon receiving the allegation.
2. providing confidentiality to those involved in the research misconduct proceeding as required by applicable government regulation, and/or university policy.
3. assessing each allegation of research misconduct in accordance with this policy to

determine whether each allegation meets the definition of research misconduct and warrants an inquiry.

4. working with the RIO to appoint an individual or a committee for an inquiry and/or members of an investigation committees and/or subject matter expert who have the appropriate expertise to assist in complying with this policy and government requirements.
5. determining whether each person involved in handling an allegation of research misconduct has an unresolved personal, professional, or financial conflict of interest and take appropriate action, including recusal, to ensure that no person with a conflict of interest serves on a research misconduct committee or as a subject matter expert for a research misconduct proceeding.
6. notifying the respondent of the research misconduct allegation and providing opportunities to review, comment and respond to the allegation, evidence, and reports in accordance with this policy.
7. taking all reasonable and practical steps to protect or restore the positions and reputations of the respondent, good faith complainant, witnesses, committee members, and institutional members while countering potential or actual retaliation.
8. regarding an inquiry report:
 - a. reviewing and evaluating the inquiry report.
 - b. in consultation with the RIO and other appropriate university officials, making a recommendation to the deciding official whether to accept the inquiry report.
If recommending that is different from the inquiry recommendation, then state the detailed facts and rationale that support the institutional representative's recommendation;
 - c. cooperating with the RIO in ensuring that administrative action taken by the university and government agencies is enforced, including taking appropriate action to notify involved parties, such as sponsors, law enforcement agencies, professional societies, publishers, and licensing boards.
9. Regarding an investigation committee report:
 - a. reviewing and evaluating the investigation committee report.
in consultation with the RIO and other appropriate university officials, making a

recommendation to the deciding official whether to accept the investigation committee report. If making a recommendation different from the investigation committee, then the institutional representative must state the detailed facts and rationale that support institutional representative's recommendation.

- b. cooperating with the RIO in ensuring that administrative action taken by the university and government agencies is enforced, including taking appropriate action to notify involved parties, such as sponsors, law enforcement agencies, professional societies, publishers, and licensing boards.

C. Complainant

The complainant is responsible for making allegations in good faith, maintaining confidentiality, and cooperating with the inquiry and/or investigation.⁶⁰ The complainant must be interviewed during an investigation, if available, and must be given the transcript or recording of the interview for correction.⁶¹

D. Respondent

1. The respondent has a duty to maintain confidentiality and cooperate with the research misconduct proceeding and/or investigation.
2. The respondent should be given the opportunity to admit that research misconduct occurred and that the respondent committed the research misconduct. With the advice of the RIO and university legal counsel, the deciding official may terminate the university's review of an allegation that has been admitted if, for matters involving government funding, the university's acceptance of the admission and any proposed settlement is approved by the relevant government agency.⁶²
3. The respondent may choose to consult with personal legal counsel or a non-lawyer personal adviser who is not otherwise involved in the research misconduct proceeding. The respondent's personal legal counsel or personal advisor will not be allowed to participate in or attend any part of the research misconduct proceeding, including meetings or interviews.

⁶⁰ 42 CFR §93.206, §93.214

⁶¹ 42 CFR §93.310(g)

⁶² 42 CFR §93.317

E. Deciding Official

1. Regarding an inquiry, the deciding official will receive the inquiry report and, after consulting with the RIO and other appropriate university officials as needed, decide whether an investigation is warranted pursuant to the provisions of this policy. The decision of whether or not an investigation is warranted must be made in writing by the deciding official. In instances where PHS-supported activities are involved, within 30 days of the finding, the funding agency must be notified and be provided with the inquiry report. If the deciding official determines that an investigation is not warranted, then the deciding official and the RIO will ensure that detailed documentation of the inquiry is retained for at least seven years after termination of the inquiry, so that federal funding sponsors may assess the reasons why the university decided not to conduct an investigation.⁶⁴
2. Regarding an investigation, the deciding official will receive the investigation report from the investigation committee and, after consulting with the RIO and other appropriate officials as needed, make a final determination of research misconduct findings. This determination must be provided in a written decision that includes:
 - a. whether the university found research misconduct and, if so, who committed the misconduct and
 - b. a description of relevant university actions taken or to be taken.⁶⁵
3. The deciding official will ensure that the final investigation report, the finding of the deciding official, and a description of any planned or completed administrative action are provided to the federal funding sponsor.
4. The deciding official may delegate all or some duties throughout the process.

⁶⁴ 42 CFR §93.309(c), §93.318

⁶⁵ 42 CFR § 93.314

F. Interim Administrative Action; Notifying Government Agencies of Special Circumstances

1. The RIO will monitor the research misconduct proceeding to determine whether any threat of harm exists to public health, federal funds and equipment, or the integrity of the research process. If a threat is identified, the RIO will, in consultation with other university officials and applicable federal agencies, take appropriate interim administrative action to protect against the threat. Interim administrative action might include additional monitoring of the research process and the handling of federal funds and equipment; reassigning personnel or the responsibility for the handling of federal funds and equipment; and/or conducting additional review of research data and results or delaying publication.
2. When the university finds, learns of, or suspects research misconduct that impacts or might impact the conduct or performance of NIH-supported research, whether at the recipient organization or at a third-party sub-recipient organization, the university must work with the NIH to assess the effect on the ability to continue the project, as originally approved by the NIH. When the university finds, learns, or suspects that falsified, fabricated, or plagiarized information has affected the integrity of NIH-supported research, including but not limited to, applications for funding and progress reports, or published results of research supported by NIH funds, the NIH has a need to know this information, and the university must immediately provide information on the affected Research to the NIH Office of Extramural Research-Research Integrity (OER-RI) in a manner consistent with the PHS confidentiality regulations.⁶⁶

G. Costs Associated with Research Misconduct Proceedings

Costs related to responding to allegations of research misconduct and conducting research misconduct proceedings will be paid by the San Diego State University, college, school or unit where the respondent works or studies. If more than one San Diego State University school or unit is involved, costs will be shared proportionally.

⁶⁶ 42 CFR §93.106; <https://grants.nih.gov/grants/guide/notice-files/NOT-OD-19-020.html>

VII. General Conduct of Research Misconduct Proceedings

A. Sequestration of research records and other evidence.

San Diego State University will promptly take all reasonable and practical steps to obtain all research records and other evidence, which may include copies of the data or other evidence, so long as those copies are substantially equivalent in evidentiary value, needed to conduct the research misconduct proceeding; inventory the research records and/or other evidence and sequester them in a secure manner. Where the research records or other evidence are located on or encompass scientific instruments shared by multiple users, San Diego State University may obtain copies of the data or other evidence from such instruments, so long as those copies are substantially equivalent in evidentiary value to the instruments. Whenever possible, San Diego State University must obtain the research records or other evidence:

1. before or at the time the respondent is notified of the allegation(s) and
2. whenever additional items become known or relevant to the inquiry or investigation.

B. Where appropriate, San Diego State University must give the respondent copies of, or reasonable supervised access to, the research records that are sequestered in accordance with the provisions above.

C. Maintenance of sequestered research records and other evidence. San Diego State University must maintain the sequestered research records and other evidence as required by part 42 CFR 93.318 related to PHS-supported activities.

D. If the university identifies additional respondents during an inquiry or investigation, it is not required to conduct a separate inquiry for each new respondent. However, each additional respondent must be provided notice of and an opportunity to respond to the allegations, consistent with this policy.

E. When allegations involve research conducted at multiple institutions, one institution must be designated as the lead institution if a joint research misconduct proceeding is conducted. In a joint research misconduct proceeding, the lead institution should obtain research records and other evidence pertinent to the proceeding, including witness testimony, from the other relevant institutions. By mutual agreement, the joint research

misconduct proceeding may include committee members from the institutions involved. The determination of whether further inquiry and/or investigation is warranted, whether research misconduct occurred, and the institutional actions to be taken may be made by the institutions jointly or tasked to the lead institution.

F. Using a committee, consortium, or other person for research misconduct proceedings.

1. San Diego State University must address any potential, perceived or actual personal, professional or financial conflicts of interest between members of the committee or consortium, or other person, and the complainant, respondent or witnesses.
2. San Diego State University must ensure that a committee, consortium, or person acting on its behalf conducts research misconduct proceedings in compliance with the requirements of 42 CFR Part 93 when PHS-supported activities are involved.⁶⁷

G. Notification of Special Circumstances

At any time during a research misconduct proceeding, San Diego State University must notify the government agency that is supporting the research related to the allegation when the circumstances set forth below exist. When research involves PHS support, the RIO immediately will notify ORI. When research involves NSF Support, the RIO immediately will notify the NSF's Office of Inspector General. Circumstances requiring notification are:

- a. the health or safety of the public is at risk, including an immediate need to protect human or animal subjects.
- b. sponsor resources or interests are threatened.
- c. Research activities should be suspended.
- d. a reasonable indication exists of a possible violation of civil or criminal law.
- e. action is required to protect the interests of those involved in the research misconduct proceeding.
- f. appropriate steps may need to be taken to safeguard evidence and protect the rights of those involved.⁶⁸

⁶⁷ 42 CFR §93.305

⁶⁸ 42 CFR §93.305(g); 45 CFR §689.4(c)

VIII. Conducting the Assessment

- A.** An assessment's purpose is to determine whether an allegation warrants an inquiry.
- B.** Upon receiving an allegation of research misconduct, the RIO or another designated institutional official must promptly assess the allegation to determine whether the allegation:

1. falls within the definition of research misconduct.
2. is sufficiently credible and specific so that potential evidence of research misconduct may be identified.

For matters involving PHS-supported activities, the assessment also must include a determination whether the criteria of 42 CFR §93.102 apply.

- C.** An inquiry must be conducted if the allegation meets the three assessment criteria in paragraph B of this section. Allegations that do not meet these criteria will be referred to the appropriate university unit, committee or official for handling, as appropriate.
- D.** If the RIO or another designated university official determines that requirements for an inquiry are met, they must:
 - a. document the assessment; and
 - b. promptly sequester all research records and other evidence and promptly initiate the inquiry. For matters involving PHS-supported activities, the sequestration must be consistent with 42 CFR §93.305(a).
- E.** If the RIO or another designated institutional official determines that requirements for an inquiry are not met, they must keep sufficiently detailed documentation of the assessment to permit a later review by ORI (when PHS support is involved) of the reasons why the institution did not conduct an inquiry. Such documentation must be retained in accordance with 42 CFR §93.318 when PHS support is involved.⁶⁹
- F.** The Institutional representative may consult with subject matter experts, the RIO, the deciding official, and others, as needed, to complete the assessment.

⁶⁹ 42 CFR §93.306

VIII. Conducting the Inquiry

- A. An inquiry is warranted if the allegation meets the following three criteria:
 - 1. falls within the definition of research misconduct in this policy.
 - 2. is within the applicability criteria of 42 CFR §93.102 for PHS-supported activities;
and
 - 3. is sufficiently credible and specific so that potential evidence of research misconduct may be identified.
- B. An inquiry's purpose is to conduct an initial review of the evidence to determine whether an allegation warrants an investigation. An inquiry does not require a full review of the evidence related to the allegation.
- C. At the time of or before beginning an inquiry, a good faith effort must be made to notify in writing the presumed respondent, if any. If the inquiry subsequently identifies additional respondents, the university must notify them. Only allegations specific to a particular respondent are to be included in the notification to that respondent. If additional allegations are raised, the respondent(s) must be notified in writing of the additional allegations raised against them.
- D. The university must obtain all research records and other evidence needed to conduct the research misconduct proceeding. When PHS-supported activities are involved, the sequestration must be consistent with 42 CFR §93.305(e).
- E. Conducting the inquiry
 - 1. When multiple institutions are involved, a joint research misconduct proceeding must be conducted consistent with 42 CFR 93.305(e) when PHS-supported activities are involved.
 - 2. The university may convene committees of experts to conduct reviews at the inquiry stage to determine whether an investigation is warranted. The inquiry review may be done by the RIO or other designated institutional official in lieu of a committee, with the caveat that if needed, these individuals may utilize one or more subject matter experts to assist them in the inquiry.

3. The university may interview witnesses or respondents that would provide additional information for the university's review.
4. An investigation is warranted if:
 - a. there is a reasonable basis for concluding that the allegation falls within the definition of research misconduct under this policy and, in the case of PHS-supported activities, involves PHS-supported biomedical or behavioral research, biomedical or behavioral research training, or activities related to that research or research training, as provided in 42 CFR §93.102; and
 - b. preliminary information-gathering and fact-finding from the inquiry indicates that the allegation may have substance.
5. Findings of research misconduct, including the determination of whether the alleged misconduct is intentional, knowing or reckless, cannot be made at the inquiry stage.

F. Inquiry report

The university must prepare a written report as described below in the section entitled Preparing the Inquiry Report. When PHS support is involved, the report must meet the requirements of this section and 42 CFR §93.309. If there is potential evidence of honest error or difference of opinion, the university must note this in the inquiry report. The university must provide the respondent an opportunity to review and comment on the inquiry report and attach any comments received to the report as explained below in the section below entitled Notifying the Respondent and Providing Opportunity to Comment.

- G. Time for completion (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate)
 1. The inquiry must be completed within 90 days of its initiation unless circumstances warrant a longer period.
 2. In the case of PHS-supported activities, if the inquiry takes longer than 90 days to complete, the inquiry report must document the reasons for exceeding the 90-day period.⁷⁰

⁷⁰ 42 CFR §93.307

3. In the case of NSF-sponsored research, if the inquiry will take longer than 90 days, an extension of time should be requested from the NSF.⁷¹

IX. The Inquiry Report

A. Preparing the Inquiry Report

1. At the conclusion of the inquiry, an inquiry report must be prepared. For research involving PHS-supported activities, the report must be provided to ORI within 30 days of determining that an investigation is warranted. The report must include the following information:
 - a. the names, professional aliases, and positions of the respondent and complainant.
 - b. a description of the allegation(s) of research misconduct.
 - c. a description of funding for the research involved in the inquiry. In the case of PHS-supported activities, include grant numbers, grant applications, contracts and publications listing the PHS support.
 - d. the composition of the inquiry committee, if used, including name(s), position (s) and subject matter expertise.
 - e. inventory of sequestered research records and other evidence and description of how sequestration was conducted.
 - f. transcripts of any transcribed interviews.
 - g. timeline and procedural history.
 - h. any scientific or forensic analyses conducted.
 - i. the basis for recommending that the allegation(s) warrant an investigation.
 - j. the basis on which any allegation(s) do not merit an investigation.
 - k. a recommendation regarding other steps to be taken, if any. If the inquiry determines that an investigation is not warranted, it may recommend other actions.
 - l. any comments on the inquiry draft report by the respondent or complainant.

⁷¹ 45 CFR §689.4(b)(1)

- m. any university actions implemented, including communications with journals or funding agencies.⁷² All documents relied upon must be attached to the inquiry report.
- 2. For inquiries involving PHS-supported activities, San Diego State University must provide the following information to ORI whenever requested:
 - a. The university's policies and procedures under which the inquiry was conducted; and
 - b. The research records and other evidence reviewed, and copies of all relevant documents.
 - c. The university must keep detailed documentation of inquiries to permit a later assessment, including by ORI in matters involving PHS support, of the reasons why the university decided not to investigate. In matters involving PHS support, such documentation must be retained in accordance with 42 CFR 93.318 in matters involving PHS support and, in accordance with 42 CFR § 93.305(g), the university must notify ORI of any special circumstances that may exist.⁷³

B. Notifying the Respondent and Providing Opportunity to Comment

1. Notice of the results of the inquiry

The university must notify the respondent whether the inquiry found that an investigation is warranted. The notice must include a copy of the inquiry report and, in the case of PHS-supported activities, include a copy of or refer to this part and the university's policies and procedures adopted under its research integrity assurance.⁷⁴ For research involving NSF Support, the respondent must be provided with access to 45 CFR §689. The respondent will be allowed 14 days to provide the RIO with comments to the draft inquiry report (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate). If the draft inquiry report is emailed to the respondent, the date of receipt is considered to be the date the email is sent.

⁷² 42 CFR §93.309

⁷³ 42 CFR §93.309 (b-d)

⁷⁴ 42 CFR §93.308(a)

The respondent's comments to the draft inquiry report will be attached to the final inquiry report. Based on the comments, the inquiry report may be revised as appropriate before it's the inquiry report is finalized.

C. Notifying the Complainant and Providing Opportunity to Comment

The university is not required to notify the complainant whether the inquiry found that an investigation is warranted. The university may, but is not required to, provide relevant portions of the report to a complainant for comment. If the university provides notice to one complainant in a case, it must provide notice, to the extent possible, to all complainants in the case.⁷⁵

D. Making the Institutional Decision and Providing Notice

1. Institutional Decision by Deciding Official

After reviewing for compliance with this policy, the RIO will transmit the final inquiry report and its attachments to the deciding official. The deciding official will determine whether an investigation is warranted. The deciding official's institutional decision must be in writing and must state whether it: (a) accepts the inquiry findings, including whether an investigation is warranted; (b) accepts any other recommendations made in the inquiry report; and (c) imposes any new or additional administrative action. In making the institutional decision, the deciding official may consult with the RIO and other appropriate university officials. The deciding official must give considerable weight to the findings and recommendation in the inquiry report. If the deciding official rejects the findings and/or recommendations in the inquiry report, then as part of the institutional decision, the deciding official must provide a detailed written explanation and rationale for rendering a decision different from the findings in the inquiry report. Alternatively, the deciding official may return the report with a request for additional fact finding or analysis. The inquiry is complete when the deciding official makes the institutional decision.

⁷⁵ 42 CFR §93.308

- b. When NSF sponsored research is involved, the RIO will immediately notify the NSF OIG when the finding of an inquiry supports an Investigation.⁷⁶
- c. The RIO will notify appropriate university officials of the deciding official's decision.

X. Conducting the Investigation

The investigation must begin no later than 30 calendar days after the institutional decision by the deciding official that an investigation is warranted (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate).⁷⁷

The purpose of the investigation is to formally develop and examine a factual record by exploring the allegation in detail and examining the research record and the evidence in depth, leading to a decision whether research misconduct was committed and, if it was, who committed the misconduct. The investigation also requires diligently pursuing all significant issues and leads discovered that are determined relevant, including any evidence of additional instances of possible research misconduct, and, continuing the investigation to completion including broadening the scope of the investigation beyond the initial allegation(s).⁷⁸

A. Notifying Government Agencies and University Officials

1. In matters involving PHS-supported activities and/or NSF funding, the RIO must notify ORI (for PHS-supported activities) and/or the NSF OIG (for NSF-sponsored funding) of the decision to begin an investigation on or before the date on which the investigation begins. The notification must include the deciding official's institutional decision, the inquiry report, its attachments, and any respondent comments. Upon request, the RIO will provide the institutional policies and procedures under which the inquiry was conducted, the research records and other evidence reviewed, and copies of all relevant documents.⁷⁹
2. In matters moving to investigation, the RIO may notify appropriate university officials.

⁷⁶ 45 CFR §689.4(b)(2)

⁷⁷ 42 CFR §93.310(a)

⁷⁸ 42 CFR §93.310(j)

⁷⁹ 42 CFR §§93.306, §93.309, §310(b)

D. Sequestering Materials

In accordance with Section VII(A) of this policy, all research records and other evidence needed to conduct the investigation must be sequestered.⁸⁰

The RIO may consult with federal research sponsors for advice and assistance in sequestering records. The need for additional sequestration of records for the investigation may occur for multiple reasons, including the university's decision to investigate additional allegations that were not considered during the inquiry or the identification of records during the inquiry that were not sequestered previously.⁸¹

E. Notifying the Respondent

At the time of or before beginning an investigation, the RIO must make a reasonable, good faith effort to notify the respondent in writing, if the respondent is known, of the allegation(s) involved in the investigation. The RIO must also give the respondent written notice of any allegation(s) of research misconduct not addressed during the inquiry or in the initial notice of investigation within a reasonable amount of time after the decision is made to pursue such allegation(s). A separate inquiry may (but is not required to) be conducted regarding additional respondents added during the investigation.⁸² If additional respondents are identified during the investigation, a good faith attempt must be made to notify them of the allegation(s) and provide an opportunity to respond in accordance with the provisions of this policy.⁸³

F. Appointing the Investigation Committee

The institutional representative, in consultation with the RIO, will appoint an investigation committee within 10 days of the initiation of the investigation or as soon thereafter as practical. The investigation committee must consist of individuals who do not have an unresolved personal, professional, or financial conflict of interest with the complainant, respondent or witnesses. The investigation committee will consist of individuals with the appropriate expertise to evaluate the evidence and issues related to the allegation,

⁸⁰ 42 CFR §93.305(a),

⁸¹ 42 CFR §93.307(d), §93.310(d)

⁸² 42 CFR §93.310(c)

⁸³ 42 CFR §93.310(c)

interview the principals and key witnesses, and conduct the investigation.⁸⁴ Members of the inquiry committee may serve on the investigation committee.⁸⁵ Some or all of the members of the investigation committee may be selected from outside of the university. The RIO must make a reasonable, good faith attempt to notify the respondent in writing of the names of the investigation committee members. The respondent has 10 days from the receipt of the notice to provide the RIO with any written objection to the committee members (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate). If the RIO sends notice via email, the date of receipt is considered to be the date the email was sent. If no objection is received within the 10-day period, then any objection to the investigation committee must be considered waived. If a timely objection is made, it must be made in good faith and must set forth in sufficient detail a reasonable basis for the objection. The institutional representative in consultation with the RIO must consider any objection. If they determine that the objection is valid, the institutional representative, in coordination with the RIO, must appoint one or more new members of the investigation committee. If they determine that the objection is not made in good faith or is not valid, the membership of the investigation committee will remain the same.

G. Charging the Investigation Committee

The institutional representative, in consultation with the RIO, should define the subject matter of the investigation in a written charge to the investigation committee that:

1. identifies the respondent.
2. describes the allegation(s) and any related issues identified during the inquiry.
3. defines research misconduct.
4. informs the committee that it must use diligent efforts to ensure that the investigation is thorough and sufficiently documented and includes examination of all research records and other evidence relevant to reaching a decision on the merits of the allegation(s).

⁸⁴ 42 CFR §93.310(f)

⁸⁵ 42 CFR §93.310(f)

5. advises the investigation committee that the purpose of the investigation is the formal development of a factual record and the examination of that record leading to a finding of whether research misconduct was committed and, if so, who committed it
6. advises the committee that it should consider recommending administrative action based on the facts learned during the investigation, regardless of whether or not research conduct was committed.
7. instructs the committee that it must interview each respondent, complainant, and any other available person who reasonably has been identified as having information regarding any relevant aspects of the investigation, including witnesses identified by the respondent⁸⁶;
8. instructs the committee that it must thoroughly evaluate the evidence and testimony to determine whether, based on a preponderance of the evidence, research misconduct occurred and, if so, the type and extent of it and who was responsible.
9. informs the committee that to determine that the respondent committed research misconduct it must find that a preponderance of the evidence establishes that: (i) research misconduct, as defined in this policy, occurred; (ii) the research misconduct is a significant departure from accepted practices of the relevant research community; and (iii) the respondent (or some other person) committed the research misconduct intentionally, knowingly, or recklessly;
10. advises the committee that the respondent has the burden of proving by a preponderance of the evidence any affirmative defenses raised, including honest error or a difference of opinion.

⁸⁶ 42 CFR §93.310(g)

11. informs the committee that if during the investigation, additional information becomes available that substantially changes the subject matter of the investigation or suggests additional respondents and/or allegations, then the investigation committee should notify the RIO, who in conjunction with the institutional representative, will determine whether it is necessary to notify the respondent of the new subject matter or provide notice to additional respondents;
12. informs the committee that if, in the case of PHS-supported activities, the respondent continues or renews any incident of alleged research misconduct that occurred before the six-year time limitation through the use, republication of, or citation to the portion(s) of the research record alleged to have been fabricated, falsified, or plagiarized, for the potential benefit of the respondent, then the committee must determine whether such alleged use(s) should be added to the investigation as additional allegations.
13. instructs the committee to diligently pursue all significant issues and leads discovered that are determined relevant to the investigation, including any evidence of additional instances of possible research misconduct and continue the investigation to completion.
14. advises the investigation committee that it is responsible for preparing a written report of the investigation that meets the requirements of this policy and, in the case of research related to PHS-supported activities, meets the requirements of 42 CFR §93.313 or, in the case of research related to NSF support, meets the requirements of 45 CFR §689.4.
15. advises the investigation committee that it must take all reasonable steps to ensure the confidentiality of the research misconduct proceeding.
16. sets forth the time for completing the investigation.⁸⁷

⁸⁷ 42 CFR §93:103, §93:104(b)(1), §93:105(b)(2); §93:300(e), §93:310(e)

H. Communicating During the Investigation

During the investigation, the investigation committee must keep the RIO apprised of any development that discloses (1) facts that may affect current or future funding for the respondent; or (2) information that appropriate government agencies may need to know to ensure the appropriate use of government funds or to protect the public interest. The RIO must be responsible, in coordination with the institutional representative or other university officials, as appropriate, for providing notice to the following entities regarding such developments: NSF OIG in the case of research involving NSF support; ORI in the case of research involving PHS support; and other appropriate government agencies.

J. Conducting the Investigation

The investigation committee must:

1. use diligent efforts to ensure that the Investigation is thorough and sufficiently documented and includes examination of all research records and other evidence relevant to reaching a decision on the merits of each allegation(s).⁸⁸
2. take reasonable steps to ensure an impartial and unbiased investigation to the maximum extent practical including participation of persons with appropriate expertise who do not have unresolved personal, professional, or financial conflicts of interest relevant to the investigation;⁸⁹
3. interview each respondent, complainant, and any other available person who has been reasonably identified as having information regarding any relevant aspects of the investigation, including witnesses identified by the respondent, and record or transcribe each interview, provide the recording or transcript to the person interviewed for correction, and include the recording or transcript in the record of the Investigation. Interviews must be recorded and transcribed. Exhibits shown to the interviewee during the interview must be numbered and referred to by that number in the interview.

⁸⁸ 42 CFR §93.310(e)

⁸⁹ 42 CFR §93.310(f); in the case of an investigation involving PHS support, the investigation committee members must have appropriate scientific expertise

4. The transcript of the interview must be made available to the relevant interviewee for correction. The transcript(s) with any corrections and numbered exhibits must be included in the institutional record of the investigation. The respondent must not be present during witness interviews but must be provided with a transcript of each interview⁹⁰ and
5. consider the prospect of additional researchers being responsible for the alleged research misconduct and, when applicable, proceed in accordance with this policy⁹¹;
6. conduct an investigation involving multiple institutions in accordance with section VII E of this policy⁹²;
7. pursue diligently all significant issues and leads discovered that are determined relevant to the investigation, including any evidence of additional instances of possible research misconduct, and continue the investigation to completion. If additional allegations are raised, the respondent(s) must be notified in writing of the additional allegations raised against them.⁹³

K. Timing for Completing the Investigation

1. All aspects of the investigation should be completed within 180 days of beginning it (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate), including conducting the investigation, preparing the draft investigation report for each respondent, providing the draft report to each respondent for comment. In matters involving PHS-supported activities, the institutional record, the final investigation report, and decision by the deciding official must be transmitted to ORI.⁹⁴

⁹⁰ 42 CFR §93.310(g)

⁹¹ 42 CFR §93.305(d), §310(c)

⁹² 42 CFR §93.310(i)

⁹³ 42 CFR §93.310 (j)

⁹⁴ 42 CFR §93.311(a), §316

2. If the RIO determines that the investigation will not be completed within the 180-day period, then an extension may be granted. In matters involving PHS-supported activities, the RIO will submit to ORI a written request for an extension of time that includes the circumstances or issues warranting additional time. The RIO will ensure that periodic progress reports are filed with ORI, if ORI grants the request for an extension and directs the filing of such reports.⁹⁵ If an investigation involving PHS-supported activities takes more than 180 to complete, the investigation report must include the reasons for exceeding the 180-day period.⁹⁶ In the case of NSF-sponsored Research, the Investigation must be completed within 180 days with the possibility of seeking an extension of time from NSF.⁹⁷

XI. The Investigation Report

A. Preparing the Investigation Report

The investigation committee is responsible for preparing a separate written report for each respondent in the investigation. While an investigation into multiple respondents can convene with the same investigation committee members, separate investigation reports and research misconduct determinations are required for each respondent.⁹⁸ Each investigation report must include the following information:

1. the name and position of the respondent.
2. composition of the investigation committee including name(s), position(s), and subject matter expertise.
3. a description of the nature of the allegation(s) of research including any additional allegation(s) addressed during the research misconduct proceeding.

⁹⁵ 42 CFR §93.311(b) and (c)

⁹⁶ 42 CFR §93.311(d)

⁹⁷ 45 CFR §689.4(b)(4)

⁹⁸ 42 CFR §93.310(c)(3)

4. a description and documentation of the funding for the research involved in the Investigation. For PHS-supported research, NSF-supported research, or other government support, include grant numbers, grant applications, contracts, and publications listing the support.
5. a description of the specific allegation(s) of research misconduct for consideration in the investigation.
6. inventory of sequestered research records and other evidence, except records that were not considered relied on; and a description of how any sequestration was conducted during the investigation. The inventory must include manuscripts and funding proposals that were considered or relied on during the investigation.
7. transcripts of all interviews conducted.
8. identification of the specific published papers, manuscripts submitted but not accepted for publication (including online publication), PHS funding applications, progress reports, presentations, posters, or other research records that allegedly contained the falsified, fabricated or plagiarized material.
9. any scientific or forensic analysis conducted.
10. the university's policies and procedures under which the investigation was conducted.
11. any comments made by the respondent and complainant on the draft investigation report and the investigation committee's consideration of those comments.
12. a statement for each separate allegation of whether the investigation committee recommends a finding of research misconduct
13. if the investigation committee recommends a finding of research misconduct for an allegation, the investigation report must, for that allegation:
 - a. identify the individual(s) who committed the research misconduct
 - b. indicate whether the research misconduct was falsification, fabrication, and/or plagiarism
 - c. indicate whether the research misconduct was committed intentionally, knowingly or recklessly

- d. state whether the other requirements for a finding of research misconduct as described in section X.UU of this policy, have been met
 - e. summarize the facts and the analysis which support the conclusion and consider the merits of any explanation by the respondent
 - f. In matters involving PHS support, identify the specific PHS support
 - g. identify whether any publications need correction or retraction
14. if the investigation committee does not recommend a finding of research misconduct for an allegation, the investigation report must provide a detailed rationale.
15. list of any current support or known applications or proposals for support that the respondent has pending with PHS and non-HS federal agencies.⁹⁹
16. a recommendation regarding other steps to be taken, if any, including administrative action.

B. Notifying the Complainant and Respondent and Providing Opportunity to Comment on Draft Investigation Report

1. The Respondent

- a. The RIO must give the respondent the draft investigation report and, concurrently, a copy of or supervised access to the research records and other evidence that the investigation committee considered or relied on. The respondent must submit any comments on the draft report within 30 days of receiving the draft investigation report (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate).¹⁰⁰ The RIO will inform the respondent of the confidentiality of the report and may establish reasonable conditions to ensure confidentiality such as signing a confidentiality agreement.

⁹⁹ 42 CFR §93.313

¹⁰⁰ 42 CFR §93.312

- b. If the draft investigation report is emailed to the respondent, the date of receipt is considered to be the date the email is sent.
- c. For research involving PHS-supported activities, the respondent must be provided with access to 42 CFR Part 93. For research involving NSF support, the respondent must be provided with access to 45 CFR §689. Based on the comments, the investigation committee may revise the report as appropriate before preparing its final investigation report. The committee must deliver the final investigation report to the RIO.

2. Complainant

The RIO may provide the complainant the draft investigation report or relevant portions of the report. If the RIO provides the complainant with the draft investigation report, then the complainant will be allowed 30 days from the date the complainant received the draft investigation report or relevant portions of it to submit comments to the RIO (for funded research, for unfunded research timelines will be followed in a manner that is both practical and appropriate).¹⁰¹ If the draft investigation report is emailed to the complainant, the date of receipt is considered to be the date the email is sent.

C. Decision by the Institutional Deciding Official and Providing Notice

1. Institutional Decision by the Deciding Official

After reviewing for compliance with this policy, the RIO will transmit the final investigation report and its attachments to the deciding official. The deciding official is responsible for making a final determination of research misconduct findings. The determination must be provided in a written decision that includes:

- a. whether research misconduct was found, and if so, who committed the misconduct.

¹⁰¹ 42 CFR §93.312(b)

- b. a description of relevant institutional actions taken or to be taken.¹⁰²

In making the institutional decision, the deciding official may consult with the RIO and other appropriate university officials. The deciding official must give considerable weight to the findings and recommendation of the investigation committee. If the deciding official rejects the investigation committee's findings and/or recommendations, then as part of the institutional decision, the deciding official must provide a detailed written explanation for rendering a decision different from the findings of the investigation committee. Alternatively, the deciding official may return the report to the investigation committee with a request for additional fact-finding or analysis. The institutional decision must document administrative action imposed on the respondent. The investigation is completed when the deciding official issues the institutional decision.

2. Notifying the Respondent

The deciding official typically will make a good faith attempt to notify the respondent in writing of the investigation committee's findings and the institutional decision.

3. Notifying Government Agencies

- a. In matters involving PHS-supported activities, after the deciding official has made a final determination of research misconduct findings, the RIO will transmit the institutional record to ORI. The institutional records must be consistent with 42 CFR §93.220 and be logically organized.¹⁰³
- b. In matters involving NSF-sponsored research, the RIO will submit the following information to NSF OIG within the 180-day period for completing the report¹⁰⁴:
 - i. the final investigation report with all attachments
 - ii. a statement of whether the university accepts the findings of the investigation report

¹⁰² 42 CFR §93.314

¹⁰³ 42 CFR §93.316

¹⁰⁴ 42 CFR §689.4, §689.9

- iii. a statement of whether the university found research misconduct and, if so, who committed the research misconduct and
- iv. a description of any planned or completed administrative action.

Notifying Others

Working in cooperation, the deciding official and the RIO may notify appropriate university officials. The deciding official, the RIO and appropriate university officials will cooperate to determine whether law enforcement agencies, professional societies, professional licensing boards, editors of journals, collaborators of the respondent regarding the subject matter of the investigation, or other relevant entities or individuals should be notified of the outcome of the proceeding and how the notification should be made. The RIO is responsible for ensuring compliance with all notification requirements of funding or sponsoring agencies. The deciding official is responsible for signing the required notifications.

D. Completing the Research Misconduct Process

1. In matters involving PHS-supported activities, ORI expects that inquiries and investigations will be carried through to completion and that all significant issues and credible allegations of research misconduct will be diligently pursued. ORI must be notified in advance if there are plans to close a research misconduct proceeding at the assessment, inquiry or investigation stage on the basis that the respondent has admitted to committing research misconduct or a settlement with the respondent has been reached.
2. A respondent's admission of research misconduct must be made in writing and signed by the respondent. An admission must specify the falsification, fabrication, and/or plagiarism that occurred and which research records were affected. The admission statement must meet all elements required for a research misconduct finding under 42 CFR §93.103 and must be provided to ORI before the research misconduct proceeding is closed. A statement must be provided to ORI describing how it determined that the scope of the misconduct was fully addressed by the admission and confirmed the respondent's culpability.¹⁰⁵

¹⁰⁵ 42 CFR §93.317

E. Retention and Custody of the Institutional Record

The RIO must maintain the institutional record and all sequestered evidence including physical objects (regardless of whether the evidence is part of the institutional record) in a secure manner for the time period specified below after the date on which the investigation concludes or any PHS, NSF or other federal government proceeding involving the research misconduct allegation is completed, whichever is later, unless ORI, NSF, OIG or another applicable government agency notifies the university that it no longer needs to retain the records or unless custody has been transferred to HHS as provided for by 42 CFR § 93.318(a).¹⁰⁶

1. For PHS-supported activities, the RIO must maintain the institutional record and all sequestered evidence including physical objects regardless of whether the evidence is part of the institutional record misconduct proceeding in a secure manner for seven years after completion of the proceeding or the completion of any HHS proceeding involving the research misconduct allegation under subparts D and E of 42 CFR 93, whichever is later, unless custody has been transferred to HHS or ORI advises otherwise in writing. On request, the RIO must transfer custody, or provide copies, to HHS of the institutional record or any component of the institutional record and any sequestered evidence (regardless of whether the evidence is included in the institutional record) for ORI to conduct its oversight review, develop the administrative record, or present the administrative record in any proceeding under subparts D and E of 42 CFR Part 93.¹⁰⁷ For research that is not federally sponsored, the RIO must keep all records of the research misconduct proceeding in a secure manner for eleven years after the later of the date on which the research misconduct proceeding concluded.¹⁰⁸

¹⁰⁶ 42 CFR §93.318

¹⁰⁷ 42 CFR §93.318(b)

¹⁰⁸ San Diego State University Retention of Research Data Policy

XII. Institutional Administrative Action

If the deciding official determines that research misconduct is substantiated by the findings of an investigation, the deciding official will determine any administrative action to be taken, after consulting with the RIO and other appropriate university officials. The administrative action may include but is not limited to:

- A. withdrawal or correction of all pending or published abstracts and papers emanating from the research where research misconduct was found
- B. removal of the responsible person from the particular project, letter of reprimand, special monitoring of future work, probation, suspension, salary reduction, or initiation of steps leading to possible rank reduction or termination of employment
- C. restitution of funds to the grantor agency as appropriate; and other action appropriate to the research misconduct.

XIII. Other Considerations for Inquiries and Investigations

A. Termination or Resignation Prior to Completing Inquiry or Investigation

The termination of the respondent's university employment, by resignation or otherwise, before or after an allegation of research misconduct has been reported, must not be sufficient justification to preclude or terminate the research misconduct proceeding or otherwise limit any of the university's responsibilities under 42 CFR Part 93 or 45 CFR Part 698.

If the respondent, without admitting to the research misconduct, elects to resign after the university receives an allegation of research misconduct, then the assessment of the allegation will proceed, as well as the inquiry and investigation, as appropriate based on the outcome of the preceding steps. If the respondent refuses to participate in the research misconduct process after resignation, then the RIO and any committee will use their best efforts to reach a conclusion concerning the allegation, noting in the report the respondent's failure to cooperate and its effect on the research misconduct proceeding.

B. Restoration of Reputations

All reasonable and practical efforts, if requested and appropriate, will be made to protect or restore the reputations of good faith complainants, witnesses, committee members, institutional representatives, respondents against whom no finding of research and others related to a research misconduct process.¹⁰⁹ Depending on the particular circumstances, the RIO should consider notifying those individuals who are aware of or involved in the research misconduct proceeding of the final outcome, publicizing the final outcome in any forum in which the allegation of research misconduct was previously publicized, and expunging all reference to the research misconduct allegation from the respondent's personnel file. Any administrative action to restore the respondent's reputation should be pre-approved by the deciding official in coordination with the RIO and appropriate university officials.

¹⁰⁹ 42 CFR §93.300(d) §93.304(c)

Topic	Current Rule ¹	Final Rule ²
1. <i>Individuals Conducting the Inquiry</i>	Most institutions appoint a committee to conduct the inquiry.	Clarification that an inquiry need not be conducted by a committee; a Research Integrity Officer or other designated official may conduct the inquiry.
2. <i>Content of Inquiry Report</i>	Inquiry report should include identification of the respondent, a description of the research misconduct allegations and PHS support, and a basis for recommending whether the allegations warrant an investigation (including comments on the inquiry report from the respondent or complainant).	Inquiry report should <u>also</u> include a description of analyses conducted, transcripts of any interviews that were transcribed, a timeline and procedural history, an inventory of sequestered research records, and any institutional actions implemented. Because institutions are required to share the inquiry report with respondents, respondents now are granted access to all transcripts of transcribed interviews.
3. <i>Content of Investigation Report</i>	Investigation report should include the allegations, a description of the PHS support, the institutional charge, the institution's policies and procedures, research records and evidence, a statement of the findings, and comments from the respondent or complainant.	Investigation report should <u>also</u> include an inventory of sequestered materials and how sequestration was conducted, transcripts of all interviews, and any scientific or forensic analyses conducted.
4. <i>Investigation Timeframe</i>	Investigation should be completed within 120 days (extensions are routinely granted).	Investigation should be completed within 180 days (language also added clarifying that extensions will be considered based on institution's providing specific updates and reasons for the need for an extension).
5. <i>Definition of Recklessness</i>	Stipulates that a finding of research misconduct requires that the misconduct be committed intentionally, knowingly, or recklessly but no definition for these terms.	“<u>Intentionally</u>” is “to act with the aim of carrying out the act.” “<u>Knowingly</u>” is “to act with awareness of the act.” “<u>Recklessly</u>” is “to act recklessly means to propose, perform, or review research, or report research results, with indifference to a known risk of fabrication, falsification, or plagiarism.”

¹ 42 C.F.R. Part 93.

² The Final Rule is to be published in the Federal Register on September 17, 2024. The unpublished version is available at the following link: https://public-inspection.federalregister.gov/2024-20814.pdf?utm_campaign=pi+subscription+mailing+list&utm_medium=email&utm_source=federalregister.gov.

Topic	Current Rule ¹	Final Rule ²
6. Plagiarism	Plagiarism is the appropriation of another person’s ideas, processes, results, or words without giving appropriate credit.	Plagiarism also includes the unattributed verbatim or nearly verbatim copying of sentences and paragraphs from another’s work that materially misleads the reader regarding the contributions of the author. It does not include the limited use of identical or nearly identical phrases that describe a commonly used methodology. Plagiarism does not include self-plagiarism or authorship or credit disputes, including disputes among former collaborators who participated jointly in the development or conduct of a research project. Self-plagiarism and authorship disputes do not meet the definition of research misconduct.
7. Subsequent Use Exception	The respondent continues or renews any incident of alleged research misconduct that occurred before the six-year limitation through the citation, republication, or other use for the potential benefit of the respondent of the research record that is alleged to have been fabricated, falsified, or plagiarized (the “ Subsequent Use Exception ”).	Triggering of the Subsequent Use Exception requires a citation to the portion(s) of the research record (<i>e.g.</i> , processed data, journal articles, funding proposals, data repositories) alleged to have been fabricated, falsified, or plagiarized, for the potential benefit of the respondent.
8. Confidentiality	Disclosure of the identity of respondents and complainants in research misconduct proceedings is limited, to the extent possible, to those who “need to know.”	Those who “need to know” may include institutional review boards, journals, editors, publishers, co-authors, and collaborating institutions. The limitation on disclosure of the identity of respondents, complainants, and witnesses explicitly no longer applies once an institution has made a final determination of research misconduct findings.
9. Respondent Record Retention	The destruction, absence of, or respondent’s failure to provide research records adequately documenting the questioned research is evidence of research misconduct if the respondent failed to maintain, failed to produce, or destroyed the records.	Simple failure to maintain adequate records is no longer sufficient to provide evidence of research misconduct. In order for the lack of research records to be evidence of research misconduct, the respondent had to have destroyed them or refused to provide them.

Topic	Current Rule¹	Final Rule²
10. Interview Transcripts	Interviews at the investigation stage must be transcribed, and the transcription must be provided to the interviewee for correction. The transcript should be maintained in the record of the investigation.	In addition, the respondent must be provided access to all transcripts.
11. Sequestration	Institutions must sequester “all the research records and evidence needed to conduct the research misconduct proceeding” beginning “on or before the date on which the respondent is notified or the inquiry begins, whichever is earlier.”	When original research records cannot be obtained, copies of records that are “substantially equivalent in evidentiary value” will fulfill the sequestration requirement. Institutions may also sequester research records and evidence whenever additional items become known or relevant to the inquiry or investigation.
12. Finality of Institutional Decisions	Contains no clear statement that an institution’s determination of whether research misconduct occurred is independent of any finding from ORI regarding research misconduct. The lack of an explicit statement regarding the finality of an institution’s research misconduct finding has led to confusion among institutions and some arguments from respondents that a finding from ORI is required before a finding of research misconduct can be final.	Clarification that ORI findings are not required for institutional decisions regarding research misconduct to be considered final and to warrant “remediation under the institution’s policy.”
13. Multiple Respondents	Silent.	If an institution identifies additional respondents during an inquiry or investigation, the institution is not required to conduct a separate inquiry for each new respondent.
14. Multiple Institutions	Silent.	When multiple institutions are involved in a research misconduct proceeding, one institution should be designated as the “lead institution.” The lead institution should obtain the research records from other relevant institutions.

Topic	Current Rule ¹	Final Rule ²
15. Institutional Records	Institution must file the investigation report with ORI at the conclusion of the investigation.	Institution must file <u>the entire institutional record</u> with ORI upon the conclusion of the investigation (including documentation of the assessment; the inquiry report and all records considered or relied on during the inquiry; the investigation report and all records considered or relied on during the investigation; all transcripts; decisions by the Institutional Deciding Official; records of any appeals; an index listing all the research records and evidence that the institution compiled during the research misconduct proceeding; and a general description of the records that were sequestered but not considered or relied on).

To: SEC/Senate

From: Hala Madanat, Chair, University Research Council (ad hoc Senate committee)

Date: November 12, 2025

Subject: ACTION: Request vote on proposed Policy on the Procurement and Use of Unmanned Aircraft Systems to align with federal regulations – effective date December 22, 2025

ACTION: The University Research Council moves that the Senate adopt the following Policy on the Procurement and Use of Unmanned Aircraft Systems (UAS).

RATIONALE: This new policy will ensure SDSU compliance with federal laws and institutional security and safety protocols. The National Defense Authorization Act (NDAA) of 2024 and American Security Drone Act of 2023 prohibit the use of federal funds to purchase or use UAS from “covered foreign entities” effective December 22, 2025. Please see attached for the proposed policy.

University Policy on the Procurement and Use of Unmanned Aircraft Systems (UAS)

I. Purpose

This policy provides guidance to all San Diego State University and San Diego State University Research Foundation and auxiliary students, faculty, and staff on the procurement and use of Unmanned Aircraft Systems (UAS), commonly known as drones and their associated elements related to the collection and transmission of information. This policy is designed to ensure compliance with applicable federal, state, and local laws, as well as institutional security and safety protocols.

II. Scope

This policy applies to all individuals acting on behalf of the University, including students, faculty, and staff, who acquire, operate, or maintain UAS and/or drones and associated elements related to the collection and transmission of information for any University-related purpose, regardless of the funding source. This includes, but is not limited to, academic research, instructional activities, official events, and facility management.

III. Policy Statement

The University recognizes the academic and operational value of UAS technology. However, due to evolving federal and state regulations, particularly concerning national security risks associated with certain foreign-made technologies, the University is implementing restrictions on the procurement and use of UAS and/or drones and associated elements related to the collection and transmission of information.

IV. Procurement and Acquisition

- a. **Prohibition on Procurement with Federal Funds:** In accordance with the National Defense Authorization Act (NDAA) of 2024 and the American Security Drone Act of 2023, the use of federal grant money, contracts, or cooperative agreements to purchase or otherwise acquire UAS and associated elements that can collect and transmit sensitive information from "covered foreign entities" is strictly prohibited. This includes, but is not limited to, manufacturers based in the People's Republic of China, Iran, North Korea and Russia, such as DJI and Autel Robotics.
- b. **Use of Existing UAS Purchased with Federal Funds:** As of December 22, 2025, any UAS purchased with federal funds from a covered foreign

entity may no longer be used on any federally funded project or research activity. Principal Investigators are responsible for ensuring their research projects are in full compliance with this deadline.

V. **Approved UAS List and Procurement Process**

- a. **Preferred Drone Vendors:** The University's preferred Drone vendors are those that comply with federal security standards. A DroneResource Guidance List, which includes approved models and vendors will be maintained and periodically updated by the SDSU FAA Drone Committee and/or SDSURF Procurement and will be published on their [website](#).
- b. **Procurement Review:** All purchases of drones and associated elements related to the collection and transmission of information must be approved by the University's Procurement office or SDSURF Procurement Office to ensure the model and manufacturer are in compliance with this policy prior to purchase. All purchase requisitions for drones and associated elements related to the collection and transmission of information will be subject to this review. Pursuant to regulatory requirements, all purchases using federal funding must be screened against the Federal Acquisition Security Council (FASC) list of "covered foreign entities" prior to the purchase being approved.

VI. **UAS Operation and Insurance**

- a. **Operational Guidelines:** All UAS operations must adhere to all applicable Federal Aviation Administration (FAA) regulations, including Part 107 for commercial operations and recreational guidelines. Operators must also obtain any required institutional approvals for flight plans and operational areas.
- b. **UAS Use in Research:** All UAS or drone use in research must continue to be approved by the SDSU FAA Drone Committee in accordance with the [Policy on the Use of Unmanned Aerial Systems \(UAS\), Unmanned Aerial Vehicles \(UAV\) or Drones in Research](#).
- c. **Insurance:** All UAS should be covered by university or other private insurance prior to operation. For insurance related questions and inquiries, please contact: [SDSURF Risk Management](#)

VII. **Data and Information Security**

- a. **Data Handling:** All data collected by drones and associated elements related to the collection and transmission of information, including video, photos, and flight logs, must be handled in accordance with the [University's data security and privacy policies](#). Operators are responsible for ensuring that data is stored securely and not transmitted to unauthorized third parties, particularly through unencrypted channels.
- b. **Network and Internet Connectivity:** Drones and associated elements related to the collection and transmission of information should not be connected to the University's network unless the device is from an approved, secure vendor. If a drone or associated element from a non-approved vendor is used, its internet connectivity must be disabled during all operational and data transfer phases to prevent unauthorized data exfiltration.

VIII. **Violations and Compliance**

Individuals are responsible for staying informed about changes to federal, state, and local regulations pertaining to UAS. Failure to comply with this policy may result in disciplinary action, up to and including loss of UAS privileges, academic penalties, denial of reimbursement of costs if the purchase bypassed procurement review, or other disciplinary actions including possible enforcement actions by federal funding agencies.

IX. **Questions and Further Information**

For questions regarding this policy, please contact faadronecommittee@sdsu.edu. More guidance and information regarding UAS and drones can be found at the [Research Support Service webpage](#).



SAN DIEGO STATE
UNIVERSITY

TO: SEC/Senate
FROM: William Welsh, Chair, Faculty Honors and Awards Committee
DATE: November 13, 2025
SUBJECT: ACTION: Emeritus Request

ACTION: The Faculty Honors and Awards Committee recommends the Senate approve emeritus status for the following lecturers:

Name	Department / School	Rank	Retirement Effective Date	Total Years
Preston, Patricia	School of Nursing	Lecturer	12/30/2025	10+
Urquhart, Bruce	Civil, Construction and Environmental Engineering	Lecturer	5/22/2025	10+

To: SEC/Senate
From: Amy Pinkelman, Lead Graduation Advisor
Date: 11/12/2025
Subject: Graduation Report, Fall 2025

The Fall 2025 graduation application filing period was from April 14, 2025 to September 8, 2025. In accordance with the Senate policy, lists of baccalaureate degree candidates for Fall 2025 graduation have been distributed. Lists of advanced degree candidates for Fall 2025 graduation, as approved by the Graduate Council, have also been distributed. Each faculty member has been given the opportunity to approve or disapprove the candidates by ballot.

Undergraduate Graduation Candidates - The Office of the Registrar sent three email notifications (4/17/2025, 6/18/2025 and 9/03/2025) to students with 86+ units earned or in the second bachelor's degree nursing program about the method and deadline to apply for Fall 2025 graduation. Once the student submits a completed graduation application, they receive a notification to their SDSU email address confirming the receipt of their application and the graduation term they've applied for. The student's graduation application is then queued for their assigned Graduation Advisor in the Office of the Registrar who reviews their academic record, assesses their remaining degree requirements, and notes any missing requirements at the bottom of the degree evaluation. Once the student's academic record has been evaluated the student receives an email notifying them their graduation evaluation has been completed and to review their degree evaluation. The student may then work with their major/minor advisor(s) or graduation advisor if they have any inquiries about their graduation evaluation or progress toward their bachelor's degree completion.

Between September 10, 2025 and October 5, 2025, the Fall 2025 undergraduate graduation application was reopened online with no late fee for eligible students whose degree evaluations showed all requirements complete with in-progress coursework (IP). Students not initially designated as eligible but able to provide proof of IP completion were reviewed by the Office of the Registrar and, if approved, granted access to the online application.

Between October 6, 2025 and October 17, 2025, students who missed the extended online window were permitted to request a manual late application by contacting the Office of the Registrar. A \$20 late fee was assessed for these requests. Students who submitted manual late applications after October 5 were not guaranteed consideration for Distinction in the Major.

For the Fall 2025 undergraduate graduation process, the auto-graduation job will be run after the Fall 2025 semester ends and the Office of the Registrar has completed the certification of Fall 2025 grades. Provided the student has met all graduation requirements between my.SDSU student information system and uAchieve degree evaluation, their Fall 2025 bachelor's degree will be posted to their SDSU transcript. All students will receive a notification to their SDSU email address regarding their graduation status (i.e., graduated, pending, or canceled) with the university. For the students with the pending or canceled graduation status, the graduation

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

Graduate Graduation Candidates

Graduate Studies makes several attempts to notify graduate students of upcoming applications for the fall graduation deadline of September 8, 2025. Graduate Studies sent four email notifications to students on May 5, 2025, August 7, 2025, August 20, 2025, and September 4, 2025. The email notification provides students with the deadline to apply for Fall 2025 graduation, associated fee, commencement information, and mailing address information. Application for graduation deadlines are included on the announcement section and the deadline flier located on the Graduate Studies website. This information was available on our website as of January 8, 2025 as well as the SDSU Graduate Students Canvas homeroom. Lastly, one announcement was sent to graduate advisors and program directors in our department newsletter on August 26, 2025.

Graduation Evaluations were generated and emailed to advisors and students that applied to graduate by the original application deadline of September 8, as well as included students that paid by the late application deadline of October 17, 2025. The "Graduation Evaluation" job is a bulk process that generates degree audits for applicants. The assigned Graduate Evaluator will review the student's record and verify remaining degree requirements. The Graduate Evaluators will make necessary comments on the student's graduation evaluation or make necessary adjustments to the student's individualized record. Once the student's graduation evaluation was completed, Graduate Studies emailed students their Graduation Evaluation. The Graduation Evaluation outlined a student's outstanding degree requirements and deadlines when those requirements needed to be completed. Graduate Studies will generate a list of all students that applied for graduation and those students, along with their graduate advisors, to remind them of the graduation deadlines that must be met. Students are advised to contact our office or work with their Graduate Advisor if they have any inquiries about their graduation evaluation or progress towards the completion of their degree. Graduate Studies continued to receive applications for graduation several months after the original application deadline. Graduate Studies set a noon deadline on October 17, 2025, for late applications for students that had missed the original September 8, 2025 deadline. Students petitioning to apply for late graduation were required to include a letter of support from the graduate advisor outlining the students' remaining requirements, if any, and the timeframe of the outstanding degree requirements that will be completed. This informs Graduate Studies of any outstanding department deadlines/requirements for the student to be recommended for graduation.

Receiving a recommendation from the program advisor will assist with determining if it is appropriate that the student apply to graduate or defer graduation for an additional semester due to outstanding degree requirements. If a student is on track to complete their degree requirement by the end of the term, their petition for late graduation is approved. Students that

were approved to apply late were required to submit an application for graduation by October 17, 2025 and pay the application fee, along with the late fee, no later than noon on October 22, 2025. Students were notified if they do not pay the late application fee by noon on October 22, 2025, their Fall 2025 graduation application will be rolled over to the Spring 2026 semester for evaluation. All students that had applied and paid to graduate by October 22, 2025 were included in the senate ballot that was also sent out to Department Chairs, Commencement Coordinators, Graduate Advisors, and Assistant Deans of each college on October 24, 2025. It is worth noting that at this time our office has not had any inquiries from students trying to graduate after having missed the October 17, 2025 deadline. After the Fall 2025 semester ends on December 31, 2025 and the Office of the Registrar has completed end of term verification, Graduate Studies will run their graduation job. Provided the student has met all graduation requirements, their Fall 2025 degree will be posted to their SDSU transcript. The exceptions to this are Joint Doctoral Students as our office is required to consult with our joint partners at the end of the joint campus' term that a student is eligible for graduation. All students will receive a notification to their SDSU email address notifying them when their diploma has been mailed out and to what address it was sent to. For students that are not eligible for graduation, Graduate Studies will email the student a cancellation notification. The Graduation Cancellation Notice provides the student with the specific reason as to why their graduation was canceled. Students are encouraged to contact our office or their Graduate Advisor to discuss necessary steps to remediate outstanding degree requirements. Graduation Cancellation Notices are sent out within two to three weeks after the end of the semester. Students that have their graduation canceled will automatically be re-evaluated for graduation for the subsequent term.

Overall Graduation Candidates

A summary of the students who applied for Fall 2025 graduation is available [here](#).

Fall 2025 UNDERGRADUATE GRADUATION CANDIDATE TOTALS	2473
College of Arts & Letters	# of Records
Africana Studies	4
American Indian Studies	2
Anthropology	25
Asian Studies	0
Chicana and Chicano Studies	3
Classics & Humanities	2
Comparative International Studies	3
Economics	65
English and Comparative Literature	35
French	0
Geography	9
German	1
History	26
International Business	28
International Security and Conflict Resolution	7
Japanese	3
Language, Culture, and Society	1
Latin American Studies	0
Lesbian, Gay, Bisexual, and Transgender, Queer, and Plus Studies	0
Linguistics	8
Philosophy	7
Political Science	55
Religious Studies	2
Rhetoric and Writing Studies	7
Russian	0
Social Science	16
Sociology	67
Spanish	10
Sustainability	15
Urban Studies	5
Women's Studies	2
<i>Total</i>	<i>408</i>
*****	*****
Fowler College of Business	# of Records
Accounting	71
Finance	102
General Business	174
Information Systems	65
Management	90
Marketing	94
<i>Total</i>	<i>596</i>

*****	*****
College of Education	# of Records
Child Development	41
Leadership Studies	1
Liberal Studies	112
<i>Total</i>	<i>154</i>
*****	*****
College of Engineering	# of Records
Aerospace Engineering	3
Civil Engineering	38
Computer Engineering	18
Construction Engineering	2
Environmental Engineering	7
Electrical Engineering	33
Mechanical Engineering	56
<i>Total</i>	<i>157</i>
*****	*****
College of Health & Human Services	# of Records
Athletic Training	0
Foods and Nutrition	4
Gerontology	2
Kinesiology	105
Nursing	35
Public Health	21
Social Work	3
Speech, Language, and Hearing Sciences	2
<i>Total</i>	<i>172</i>
*****	*****
College of Professional Studies & Fine Arts	# of Records
Art	105
Communication	69
Criminal Justice	131
Dance	1
Health Communication	7
Hospitality and Tourism Management	28
Journalism	40
Music	7
Public Administration	26
Recreation Administration	5
Television, Film and New Media	26
Theatre Arts	11
<i>Total</i>	<i>456</i>
*****	*****

College of Sciences	# of Records
Astronomy	1
Biology	62
Chemical Physics	0
Chemistry	13
Computer Science	97
Environmental Sciences	8
Geological Sciences	3
Mathematics	20
Microbiology	6
Physics	5
Psychology	262
Statistics	8
<i>Total</i>	<i>485</i>
*****	*****
Division of Faculty Advancement & Student Success	# of Records
Interdisciplinary Studies in Three Departments	45
<i>Total</i>	<i>45</i>
*****	*****

Fall 2024 GRADUATE GRADUATION CANDIDATE TOTALS	646
College of Arts & Letters	# of Records
Anthropology	10
Big Data Analytics	18
Creative Writing	2
Economics	1
English	5
Feminist Studies	1
French	0
Geography (MA)	2
Geography (MS)	6
Geography (PhD)	0
History	13
Interdisciplinary Studies	1
Latin American Studies	2
Liberal Arts and Sciences	5
Linguistics	9
Philosophy	5
Political Science	6
Rhetoric and Writing Studies	2
Sociology	2
Spanish	5
Women's Studies	3
<i>Total</i>	98
*****	*****
Fowler College of Business	# of Records
Accountancy	16
Master of Business Administration	69
Finance	2
Global Business Development	2
Cybersecurity Management	2
Information Systems	4
Supply Chain Innovation	1
<i>Total</i>	96
*****	*****
College of Education	# of Records
Child Development	0
Counseling	0
Education (MA)	8
Education (PhD)	1
Educational Leadership (MA)	24
Educational Leadership (EDD)	24
Marriage and Family Therapy (MS)	1

Postsecondary Leadership and Student Affairs (MA)	1
Rehabilitation Counseling	3
School Psychology (MS)	15
School Psychology (EdS)	1
Special Education	1
Teacher Leadership	10
Teaching (MAT)	11
<i>Total</i>	<i>100</i>
*****	*****
College of Engineering	# of Records
Aerospace Engineering	10
Bioengineering	4
Civil Engineering	7
Computer Engineering	12
Electrical Engineering	22
Engineering Sciences (PhD)	6
Master of Engineering	1
Mechanical Engineering	18
<i>Total</i>	<i>80</i>
*****	*****
College of Health & Human Services	# of Records
Audiology (AuD)	0
Epidemiology	0
Exercise Physiology	0
Interdisciplinary Research on Substance Use (PhD)	1
Language and Communicative Disorders (PhD)	1
Nursing	2
Nutritional Sciences	10
Physical Therapy (PhD)	0
Public Health (MS)	8
Public Health (MPH)	26
Public Health (PhD)	7
Social Work	2
Social Work (MSW/JD)	0
Speech Language and Hearing Sciences	0
<i>Total</i>	<i>57</i>
*****	*****
College of Professional Studies & Fine Arts	# of Records
Art (MA)	0
Art (MFA)	0
City Planning (MCP)	4
Communication	4
Criminal Justice and Criminology	0

Learning Design and Techonology	4
Film and Television Production	3
Hospitality and Toursism Management	2
Meeting and Event Management	0
Music (MA)	0
Music (MM)	0
Public Administration	27
Theatre Arts (MA)	1
Theatre Arts (MFA)	0
<i>Total</i>	<i>45</i>
*****	*****
College of Sciences	# of Records
Applied Mathematics	4
Astronomy	5
Bioinformatics and Medical Informatics	8
Biology (PhD)	1
Biology	22
Chemistry (MA)	1
Chemistry (MS)	11
Chemistry (PhD)	12
Clinical Psychology (PhD)	0
Computational Science (MS)	7
Computational Science (PhD)	1
Computer Science	7
Ecology (PhD)	0
Evolutionary Biology (PhD)	1
Geological Sciences	4
Geophysics (PhD)	1
Homeland Security	3
Mathematics and Science Education (PhD)	0
Mathematics	5
Medical Physics	1
Microbiology	2
Physics (MA)	1
Physics (MS)	3
Psychology (MA)	17
Psychology (MS)	13
Regulatory Affairs	18
Statistics	10
<i>Total</i>	<i>158</i>
*****	*****
Concurrent Degrees	# of Records
Master of Business Administration and MA Latin American Studies	2

Master of Public Administration and MA in Latin American Studies	1
Master of Public Health and MA in Latin American Studies	6
Master of Science Nutritional Science and Master of Science Exercise Physiology	4
Master of Social Work and Masters of Public Health	1
<i>Total</i>	<i>12</i>
* * * * *	* * * * *

2024/25 UNDERGRADUATE AND GRADUATE <i>GRADUATION CANDIDATE</i> TOTALS			
	Fall 2024	Spring/Summer 2025	2024/25 Academic Year
Undergraduate	2,016	8,257	10,273
Graduate - Master's	689	1,753	2442
Graduate - Doctoral	62	191	253
Total	2,767	10,201	12,968

TO: SEC/University Senate

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

DATE: November 12, 2025

RE: Information: Endowment Report

See report on following page.

Senate Report November 2025

FY24-25 Donor Impact Updates/Endowment Financials

Overview - The University Relations and Development Donor Relations team successfully completed the distribution of FY24–25 impact updates to both endowment and non-endowment stewardees. A tiered communication approach highlighted how donor support continues to create meaningful impact across SDSU’s diverse student body, faculty, and academic programs. *A special thank-you to all the faculty and staff members whose time, dedication, and thoughtful input helped make these impact reports meaningful and inspiring for our donors.*

Donor Populations

- Endowment Stewardees - Donors who serve as stewardees for endowed scholarships or programs at SDSU. Continued partnership with The Campanile Foundation ensured a cohesive endowment report package featuring both financials and personalized impact narratives.
- Non-Endowment Stewardees - Includes donors with lifetime or planned giving of \$100,000 or more. Received customized reports based on their area of giving

Impact Report Types

- **College Reports** - showcase the impact of philanthropy on students, faculty, and programs within a specific college during the past fiscal year.
- **Area Reports** - highlight impact of philanthropy on students, faculty, and programs in an *area/department/school* within the last year
- **Endowed Program Reports** - provide stewardees with a first-person narrative from faculty or program leadership, illustrating the outcomes of endowed funds.
- (See screenshot below for example of college, area, or endowed program report)



Distribution Summary

- Over 800 endowed funds with active stewardees and donors with \$100K+ in lifetime giving
- 1,100+ households represented, encompassing 1,644 donors/stewardees
- 2,300 total personalized impact update reports distributed

Microsite:

- Stewardees **with** email addresses on file received invitations to view their digital impact updates and endowment reports via a personalized Mythos microsite.
 - Each microsite included:
 - A brief written introduction
 - A custom PDF report, viewable and downloadable directly from the platform
 - A short feedback survey to gather insights on user experience and donor satisfaction.
- Stewardees **without** an email address on file received printed and mailed reports.

Microsite sample:



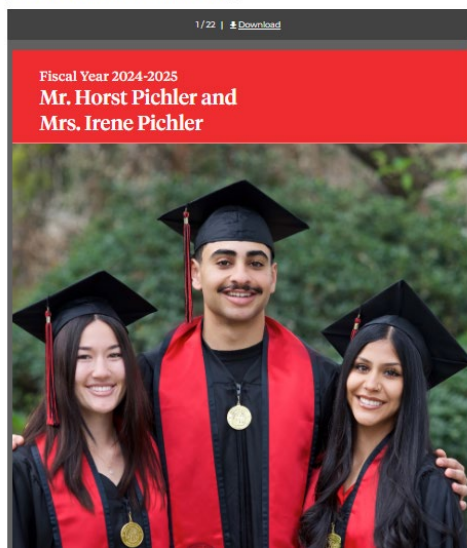
Your Generosity in Action: Fiscal Year 2024-25

Your continuous care for our San Diego State University community changed lives over the past year. With your support, Aztecs honed their creativity and made breakthrough discoveries, placing them one step closer to earning their degrees and succeeding in their careers. Throughout the past year, generous donors like you ensured a brighter future for students, faculty, and staff across campus as well as the local, regional, and global communities we serve.

Thank you for your investment and trust in SDSU. We hope you enjoy learning how your gifts — alongside others — impacted past and present generations, as well as those to come.

Please use the scroll bar on the right of your screen or the scroll wheel on your mouse to read your report. After reviewing, we'd appreciate your feedback on this quick, [2-minute survey](#). For any questions, please contact DonorRelations@sdsu.edu.

Mr. Horst Pichler and Mrs. Irene Pichler ✓



Samples: - [Fowler College of Business FY24-25 College Impact Report](#)

To: SEC / Senate

From: Briana Cartmill, Chair, Staff Affairs Committee

Date: November 12, 2025

Subject: Information Item: Staff Affairs Committee (SAC) 2025-2026 Annual Agenda/Goals

Committee Roster and Charge:

See [*AY 2025–26 Elected Senate Membership & Committees/Chairs.xlsx*](#)

Charge of the Staff Affairs Committee:

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 Campus 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.

AY 2025–26 Goals

The following goals were developed through committee discussion at the start of the academic year and reflect SAC's ongoing commitment to staff inclusion and shared governance.

- Solicit staff representation for 2025-2026 on all committees (August)
- SAC charter revision (Sept/Oct)
- Create and submit annual agenda to Senate (October)
- Elect Staff Honors and Awards Chair (November)
- Review and provide feedback on WSCUC report (November)
- Review and provide feedback on CSU 3-year strategic plan (November)
- Resolve one referral from previous years (January)

- Charter Revision- CBL revision requires our charter to list how quorum is reached (January)
- Required- Solicit staff representation on all committees, staff senate caucus, and elect SAC chair (March-May)

Memorandum

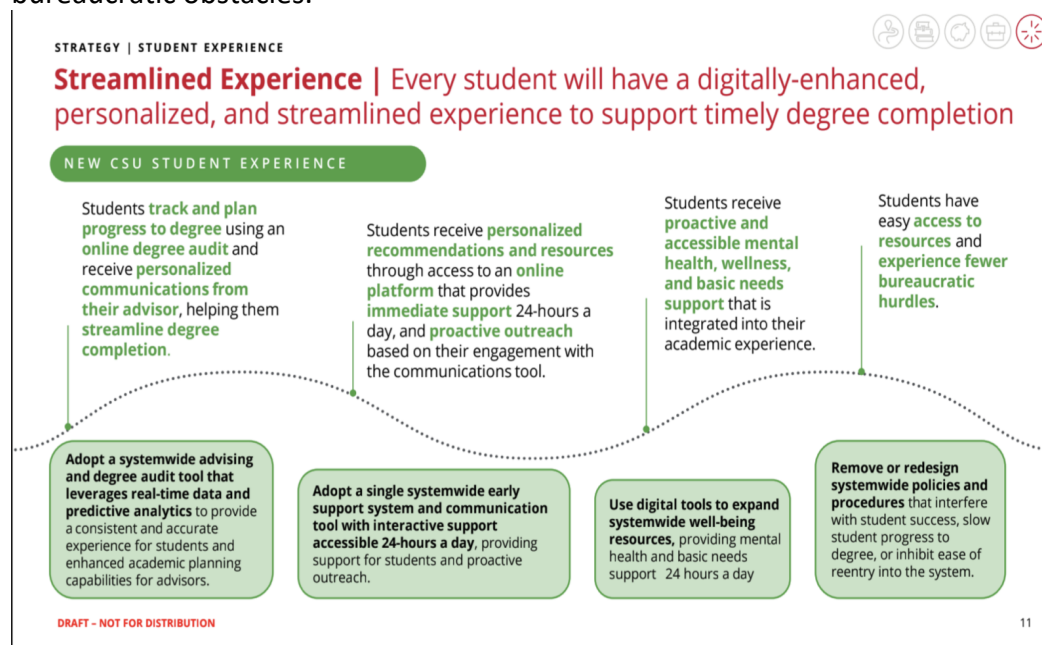
November 4, 2025

To: Senate Executive Committee/University Senate
 From: Joanna Brooks, Chair, Undergraduate Council
 RE: Information item- Undergraduate Council

The Council met on Monday, November 3, 2025. Members in attendance were Stefan Hyman, Peter Torre, Bryan Donyanavard, Michelle Dean, Patricia Lozada-Santone, Michelle Lopez, Joanna Brooks, Thais Alves, Christine Molina, Quentin Hanson, Mara Cota, Jose Preciado, Wil Weston, and Leo Formighieri Pereira.

The Council received reports from our General Studies program, Advising Council, and AS reps. It also checked in on the forward progress of policy updates initiated by Dr. Alves to recognize temporary faculty for excellence in teaching and expand recognitions for teaching in general.

As for new business, the Council received updates on the close of the CSU's Graduation Initiative 2025 and the release of a [new systemwide](#) student success framework. We focused in on the new framework's commitment to improved student experience and remediation of bureaucratic obstacles.



The Council recounted that SDSU has in recent years through shared governance (including curriculum updates) addressed some bureaucratic obstacles, including broad use of registration memos, and welcomed the opportunity to think broadly about other bureaucratic impediments to progress towards degree. AS reps Hansen and Formighieri provided perspective on challenges in navigating degree evaluations, selecting courses, registering for open sections, and learning about certificate options. The Council also broadly discussed the campus's "double admissions" process for impacted major and the complexity of its GE offerings, with more discussion and more input from AS reps to come in future months.

To: Senate Officers, SEC, Senate, Associated Students
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)
Date: November 10, 2025
Subject: INFORMATION: AS Academic Partnership Agreement

At AP&P's October 28 meeting, we welcomed members of Associated Students to present their [Academic Partnership Agreement](#) ("APA"). Guests present: Kareen Holstrom, President, Associated Students; Abby McLachlan, AS Vice President of External Relations; Nadia Gallarzo, A.S. Vice President of University Affairs; and D.J. Hopkins, Director of the Center for Teaching and Learning.

AS leadership provided background and a brief overview of the APA. The committee then held a roughly 30-minute discussion to share our initial impressions and begin exploring possible ways of moving forward. In particular, we discussed the need to balance academic freedom with the call for a more "transparent, consistent, accountable" academic and learning environment. We heard that AS has received feedback from some colleges and is engaging in conversations around the scheduling of Saturday exams.

AP&P discussed a multi-pronged approach to the document:

- 1) Identify elements that we can address through policy revision and/or new policy; refer to and/or confer with other Senate committees when appropriate.
- 2) Identify elements that can be addressed through improving processes and/or how existing policies are implemented.
- 3) Identify elements that might not be actionable through formal policy but that should be addressed via other interventions—conversations, trainings organized by the Center for Teaching and Learning, outreach to chairs and directors, department-level efforts, etc.

AS President Holstrom shared a Google Doc version of the APA for AP&P to begin annotating asynchronously in order to determine key next steps.

Senators are invited to share their perspectives on the APA. They can email their AP&P representative or reach out directly to Chair Lach (see [AP&P's roster for contact info](#)).

AP&P appreciates the hard work of AS in developing this document. While we might not be able to address every item, we see it as a valuable document that shares critical student perspectives about their educational experiences. We look forward to partnering with AS this year to develop a shared understanding of teaching and learning at SDSU.

2026-2027 University Catalog - Information - Graduate Courses - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Units	Level	Effective	Proposal Link
ACCTG	624	Business Entity Taxation	Revised - Information	Prerequisite(s)	Prerequisite - add ACCTG 331	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5078/form
ACCTG	650	Accounting Research and Communication	Revised - Information	Prerequisite(s)	Prerequisite - add Graduate Standing	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5077/form
ACCTG	729	Seminar in Current Issues in Accounting and Auditing	Revised - Information	Prerequisite(s)	Prerequisite - add ACCTG 331, add Graduate Standing	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5160/form
CFD	624	Seminar in Family Processes	Revised - Information	Prerequisite(s)	Prerequisite - remove CFD 335, add Graduate standing	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5560/form
CFD	697A	Advanced Field Experiences A	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Course Note	Description - Updated to "Directed experience in early care and education settings for children 0-5. Screening, assessing, designing and implementing developmentally appropriate activities, supporting children with social-emotional and behavioral needs." Note - Added "The course is required in both fall and spring semesters." C/S Code - updated from S25 to C15	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4992/form
CFD	698	On-Site Coaching and Consultation in a Clinical Setting	Revised - Information	Units, "C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Course Repeatability	Description - small edit Units - updated from 1-2 to 1-3 Course Repeatability - added 6 units C/S Code - update from C17 to C16	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5564/form
CON E	650	Construction Labor Productivity	Revised - Information	Prerequisite(s)	Prerequisite - removed "CON E 301 and CON E 401. Proof of completion of prerequisite(s) required: Copy of transcript."	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5455/form
CON E	652	Construction Operations Modeling and Technology	Revised - Information	Course Description, Prerequisite(s)	Description - updated to "An introduction to data-driven methodologies such as modeling, simulation, machine learning, and optimization to enhance engineering and construction processes." Prerequisite - removed "Construction Engineering 310, CON E 401, CON E 651, and CIV E 220. Proof of completion of prerequisite (s) required;" and added "instructor approval"	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5364/form
ED	970	Teaching Event Assessment	Revised - Information	Course Repeatability, Course Note, Prerequisite(s)	Prerequisite - updated concurrent registration courses and added PK-3 as an admission Repeatability - Increased to 6 units Note - removed "Open only to students completing their final semester of student teaching."	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4898/form
GEOL	600	Seminar	Revised - Information	Course Repeatability	Repeatability - increase max credits from 6 to 12	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5518/form
MIS	691	Decision Support Systems	Revised - Information	Prerequisite(s), "C/S Codes, Course Credit Units, and Course Activity and Hours"	Prerequisite - remove "Completion of M.B.A. core or M.S. prerequisites." and added Graduate Standing C/S Code - update from C04 to C02 Lecture Discussion	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4868/form
MIS	755	Information Systems Security and Risk Management	Revised - Information	Course Title	Title - formerly "Information Systems Security Management"	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4875/form
NURS	610	Advanced Pathophysiology for Nursing Practice	Revised - Information	Course Description, Course Title	Title - Formerly titled "Advanced Pathophysiology in Adult and Geriatric Populations" Description - minor updates made	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4979/form
NURS	817	Advanced Practice Nursing for Adult and Geriatric Populations: Nurse Practitioner Primary Care I	Revised - Information	Course Description	Description - Significant updates made	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4974/form
NURS	818	Advanced Practice Nursing for Adult and Geriatric Populations: Primary Care Practicum I	Revised - Information	Course Description	Description - Significant updates made	6	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4975/form

2026-2027 University Catalog - Information - Graduate Courses - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Units	Level	Effective	Proposal Link
NURS	819	Advanced Practice Nursing for Adult and Geriatric Populations: Nurse Practitioner Primary Care II	Revised - Information	Course Description	Description - minor updates made	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4976/form
NURS	820	Advanced Practice Nursing for Adult and Geriatric Populations: Primary Care Practicum II	Revised - Information	Course Description	Description - Significant updates made	5	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4977/form
P H	601	Epidemiology	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours"	C/S Code - updated from C01 to C04 Discussion	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5954/form
P H	603	Behavioral and Social Science in Public Health	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours"	C/S Code - updated from C01 to C04 Discussion	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5950/form
P H	605	Health Services Administration	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours"	C/S Code - updated from C01 to C04 Discussion	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5955/form
P H	626	International Health Epidemiology Practicum	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours"	C/S Code - removed C06 secondary code	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5213/form
P H	644A	Health Services Organization Management	Revised - Information	Prerequisite(s)	Prerequisite - changed from 641 to 605	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5205/form
P H	644B	Managing High Performing Health Care Organization	Revised - Information	Prerequisite(s)	Prerequisite - changed from 641 to 605	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5206/form
P H	645	Health Economics	Revised - Information	Prerequisite(s), Semester Course Offering	Semester Course Offering - previously Fall	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5207/form
P H	647	Quantitative Methods and Health Data Analysis	Revised - Information	Prerequisite(s)	Prerequisite - replace P H 641 with P H 605	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5208/form
P H	648	Health Policy	Revised - Information	Prerequisite(s)	Prerequisite - replace P H 641 with P H 605	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5209/form
P H	700	Seminar in Public Health	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Course Repeatability, Grading Method, Prerequisite(s)	Description - Updated to "Investigation of current issues in public health" Prerequisite - removed course, updated to "Graduate level or permission from the instructor" Grading - specified as LTR Repeatability - updated May be Repeated Statement to "May be repeated with new content." C/S Code - specified as C04 Discussion	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5269/form
P H	821	Applications of Multivariate Statistics in Public Health	Revised - Information	Prerequisite(s)	Prerequisite - updated to "Prior completion of or concurrent enrollment in P H 620 and P H 627."	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5211/form
P H	826	Analysis of Case-Control Studies	Revised - Information	Prerequisite(s)	Prerequisite - add "Prior completion of or concurrent enrollment in P H 620" to existing prerequisite	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5212/form
P H	905	Community and Population Health Systems Management	Revised - Information	Course Title, Course Description	Title - previously "Community Health Systems Management" Description - Significant updates	6	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5210/form
P H	950	Advanced Practice Experience	Revised - Information	Grading Method	Grading Method - update from LTR to CNC	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5218/form
PSY	621	Seminar in Industrial Psychology	Revised - Information	Course Description, Course Title, Prerequisite(s)	Title - previously titled "Seminar in Personnel Psychology" Description - update to entire description Prerequisite - update to "Graduate level standing in the MS Applied Psychology Program or instructor permission."	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5551/form
PSY	622	Seminar in Organizational Psychology	Revised - Information	Course Description, Prerequisite(s)	Description - Significant update Prerequisite - update to "Graduate level standing in the MS Applied Psychology Program or instructor permission."	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5553/form
SOC	796	Field Practicum	Revised - Information	Course Description, Prerequisite(s), "C/S Codes, Course Credit Units, and Course Activity and Hours"	Description - minor update Prerequisite - delete entire prerequisite C/S Code - update from S25 to C04 Discussion	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5468/form

2026-2027 University Catalog - Information - Graduate Courses - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Units	Level	Effective	Proposal Link
SPED	970B	Professional Seminar in Special Education	Revised - Information	Course Description, Course Note, Course Repeatability, Course Title	Course Description: Updated entire description Course Note: Removed the course note Course Repeatability: Updated to May be repeated with new content for credit. Course Title: Formerly titled "Practicum: Students with Disabilities in General and Special Education"	2-4	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4954/form
SPED	980B	Advanced Practicum in Special Education: Extensive Support Needs	Revised - Information	Course Title, Course Repeatability	Title - previously "Advanced Practicum in Special Education: Moderate/Severe Disabilities" Repeatability - modified statement to "May be repeated in new placements."	1-12	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4956/form
SPED	980D	Advanced Practicum in Special Education: Early Childhood Special Education	Revised - Information	Course Repeatability, Course Title	Title - previously "Advanced Practicum in Special Education: ECSE: Infant/Preschool" Repeatability - modified statement to "May be repeated in new placements."	1-12	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4955/form
TE	605	Innovations in Instruction	Revised - Information	Course Note, Course Repeatability, Semester Course Offering	Note - added "and only six units applicable to a master's degree" Repeatability - updated max credits from 3 to 6 Semester offered - formerly Summer	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4881/form
TE	709	Inclusive Education	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Semester Course Offering	C/S Code - removes second component Semester offering - was Fall/Summer	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4883/form
TE	790	Seminar in Teacher Education	Revised - Information	Course Note, Prerequisite(s), Semester Course Offering	Prerequisite - updated to "Enrolled in a master or doctoral program in the College of Education" Note - added "6 units applicable to a master's degree. For collaborative induction programs with school districts: up to 12 units applicable to a master's degree." Semester offering - formerly Summer	3-6	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4882/form
TE	902	Learning Environment	Revised - Information	Course Title, Prerequisite(s)	Title - previously "Classroom Management Skills" Prerequisites - add "PK-3 specialist credential program or" to existing prereq	1-2	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4889/form
TE	910A	Teaching Mathematics in Preschool through Elementary School	Revised - Information	Course Title, Prerequisite(s)	Title - Previously "Teaching Mathematics in the Elementary School " Prerequisites - add "PK-3 specialist credential program" to existing; remove "ITEP students must show admission to multiple subject credential program or education specialist credential program and completion of MATH 312 and/or MATH 313 with a grade of C (2. 0) or better."	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4890/form
TE	910C	Teaching Science in Preschool through Elementary School	Revised - Information	Course Description, Course Title, Prerequisite(s)	Title - Previously "Teaching Science in the Elementary School " Description - added "preschool through" to existing description Prerequisite - added "PK-3 specialist credential program" to existing; removed "Concurrent ITEP students must show admission to multiple subject credential program and may show concurrent enrollment in PHYS 412."	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4891/form

2026-2027 University Catalog - Information - Graduate Courses - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Units	Level	Effective	Proposal Link
TE	930A	Teaching Reading and Language Arts in Preschool through Early Elementary	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Note, Course Repeatability, Units, Course Renumbering, Course Title, Prerequisite(s), Semester Course Offering	Title - previously "Teaching Reading and Language Arts in the Elementary School" Renumbering - previously TE 930 Units - updated from 1-6 to 1-3 Prerequisite - add "PK-3 Specialist credential program" to existing Note - updated to "Cannot be taken for credit if 6.0 units of TE930 earned." Repeatability - removed C/S code - updated CCU to 1-3	1-3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4893/form
TE	960	Basic Student Teaching Seminar	Revised - Information	Prerequisite(s)	Prerequisite - add "PK-3 Specialist credential program" to existing	1-2	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4894/form
TE	965	Basic Student Teaching in Preschool through Elementary School	Revised - Information	Course Title, Prerequisite(s)	Title - Previously "Basic Student Teaching in Elementary Schools" Prerequisite - add "PK-3 Specialist credential program" to existing; remove "Before enrolling in TE 965, ITEP students must show elementary subject matter competency as determined by earning a grade of C (2.0) or better in each of the following courses: TE 910A, TE 910B, TE 910C, TE 930: ECL 306A, ECL 306W; HIST 411, HIST 413; LING 420, LING 452; MATH 312, MATH 313; and PHYS 412; or successfully passed the Elementary Subject Matter exam (i.e., CSET exam)."	1-12	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4895/form
TE	966	Advanced Student Teaching in Preschool through Elementary School	Revised - Information	Course Title	Title - Previously "Advanced Student Teaching in Elementary Schools"	1-15	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4896/form
WGSS	608	Seminar: Body Politics	Revised - Information	Course Prefix	Prefix - previously WMNST	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5833/form
Added November 14, 2025									
ACCTG	677	Data Analytics for Accounting	Revised - Information	Prerequisite(s)	Prerequisites - updated to ACCTG 620 and ACCTG 621. Or undergraduate equivalents: ACCTG 331 and ACCTG 333	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5195/form
ENV E	648	Biological Processes and Bioremediation Engineering	Revised - Information	Prerequisite(s)	Prerequisites - added Graduate Level to existing	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5907/form
P H	642	Health Insurance and Financing Systems	Revised - Information	Prerequisite(s)	Prerequisite - changed from 641 to 605	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5204/form
P H	664	Health, Society and Human Behavior	Revised - Information	Cross-Listing, Prerequisite(s), Semester Course Offering	Prerequisite - add "or permission from the instructor" Cross-listing - add LATAM 664 Semester course offering - formerly Spring	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5600/form
PSY	722	Advanced Seminar in Organizational Psychology	Revised - Information	Course Description, Course Note, Prerequisite(s)	Description - significant updates Prerequisite - remove "consent of master's program adviser" and updated to instructor permission Note - add "See Class Schedule for specific content"	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5558/form

	2026-2027 University Catalog - Information - Graduate Courses - New TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: November 18, 2025 / December 2, 2025								
	Prefix	Course #	Course Title	Information (New)	Units	Level	Effective	Proposal Link	Notes
	ART	660	Seminar in Art History	New - Information	3	Graduate	8/19/2026	sdsu.curriculog.com/proposal:5272/form	
	CFD	675	Play and Integrated Curriculum	New - Information	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:4937/form	
	LATAM	620	Visualizing Latin America through Film	New - Information	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5332/form	
	LATAM	625	Politics of Food in Latin America	New - Information	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5335/form	
	COMPE	696	Machine Learning for Signal Processing	New - Information	3	Graduate	Fall 2026	https://sdsu.curriculog.com/proposal:5228/form	
	BDA	696	Processing and Modeling Big Data	New - Information	3	Graduate	Fall 2026	https://sdsu.curriculog.com/proposal:4765/form	
	M E	696	Nonlinear Systems	New - Information	3	Graduate	Spring 2026	https://sdsu.curriculog.com/proposal:4773/form	
Added November 14, 2025									
	CS	759	Advanced Computer Vision	New - Information	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5499/form	
	GEOL	623	Coastal and Marine Geology	New - Information	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5362/form	
	GEOL	650	Plate Tectonics	New - Information	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5637/form	
	LATAM	664	Health, Society and Human Behavior	New - Information	3	Graduate	8/19/2026	https://sdsu.curriculog.com/proposal:5438/form	

2026-2027 University Catalog - Information - Graduate Programs - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: November 18, 2025 / December 2, 2025								
Name of Program	Information (Revised)	Type of Modification	Modification Details	Program Type	Major Code	Academic Plan Code	Proposal Link	Notes
Teaching of Writing Advanced Certificate	Revised - Information	Adding/Removing Courses	Schema Three Units Selected From core Added - RWS 603	Advanced Certificate		112299ACTS	https://sdsu.curriculog.com/proposal:5008/form	
Added November 14, 2025								
Computer Engineering, M.S.	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Description - changes made throughout Schema Courses offered for depth in Embedded Systems core Added EE 503 and E E 533 Courses offered for depth in VLSI Systems core Added EE 503 and E E 533	Degree Program	9094	445003MSS; 445004MSE; 445004MSF	https://sdsu.curriculog.com/proposal:5293/form	
Linguistics, M.A.	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Description - update from 25 to 28 units Schema Required Linguistics Core Courses (13 units) core -remove LING 503 Add new core And one course from the following Remove Note core Electives (6 units) core -update from six to three units Culminating Experience (3 units) core -added LING 600 or 700 level	Degree Program	15051	114701MAS	https://sdsu.curriculog.com/proposal:5200/form	
Linguistics, TESOL/Applied Linguistics Concentration, M.A.	Revised - Information	Update Program Requirements (updating schema)	Schema Required Linguistics Core Courses (13 units) core -remove LING 503 Add new core And one course from the following Remove Note core	Degree Program	15051	114704MAS	https://sdsu.curriculog.com/proposal:5214/form	
Supply Chain Innovation, M.S.	Revised - Information	Adding/Changing Modality, Update Program Description	Modality - change from Hybrid to Face-To-Face Description - change hybrid to face-to-face	Degree Program	5077	222342MSS	https://sdsu.curriculog.com/proposal:4874/form	

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Name of Program	Information (Revised)	Type of Modification	Modification Details/Notes	Program Type	Major Code	Academic Plan Code	Proposal Link
Accounting Minor	Revised - Information	Adding/Removing Courses, Update Program Description, Update Program Requirements (updating schema)	Updating schema to require 6 units of UD ACCTG and to highlight Finance major courses.	Minor		221910MINS	https://sdsu.curriculog.com/proposal/5183/form
Business Administration Minor	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Text changes in the description and schema	Minor		221750MINS	https://sdsu.curriculog.com/proposal/5603/form
Chemistry, B.A. in preparation for the Single Subject Teaching Credential	Revised - Information	Degree Name Change	Degree name - formerly Chemistry, B.A. in Applied Arts and Sciences	Degree Program	19051	772607BAAS	https://sdsu.curriculog.com/proposal/4879/form
Chemistry, Emphasis in Biochemistry, B.S. and Certificate of the American Chemical Society	Revised - Information	Update Program Requirements (updating schema)	Unit adjustments to CHEM 562, 563, and 564. Increasing from 4 to 6 units selected from in the major.	Degree Program		772609BSS	https://sdsu.curriculog.com/proposal/5006/form
Child Development, Emphasis in Early Childhood Special Education Integrated Teacher Education (ITEP), B.S.	Revised - Information	Adding/Removing Courses, Update Program Requirements (updating schema)	Schema Preparation for the Major core -remove 1 unit under CFD 135 and CFD 270 Major core -Update minimum units to 33 -Provide a choice between Gen S 420 OR CFD 354 Credential Requirements core -Removed SPED 528 -Add DLE 915A -remove 6 units to right of SPED 562 -Add SPED 970B -update minimum units to 4 next to 970B -add 6 units in fall, 6 units in spring to SPED 980D	Degree Program	8231	330910BSS	https://sdsu.curriculog.com/proposal/4950/form
Dance, B.A. in Liberal Arts and Sciences	Revised - Information	Schema Updates	Preparation for the Major - reduce from 39 to 30 units; change right of DANCE 242 from six to minimum; right of DANCE 243 from 4 units to minimum 1 unit; delete DANCE 246; change right of MUSIC 290 from two to three Add new core - Lower Division Electives 5 elective units selected from: D 242 Dance Technique(s) PraxisD 243 Applied TechniquesD246 Dancemaking LabD101 Dance Influencers Major - change from 27 to 42 units; remove DANCE 300, DANCE 356; change right of DANCE 442 from six to minimum 3; change right of DANCE 443 from six to minimum 2; add [after]15 units of dance electives taken from: to the bottom Add new core - 15 Elective Units in Dance Selected From	Degree Program	10081	666517BALS	https://sdsu.curriculog.com/proposal/3953/form
Energy Studies Minor	Revised - Information	Adding/Removing Courses, Update Program Description, Update Program Requirements (updating schema)	Changing at least 12 units of UD to 9 units of UD. Moving ME 350 from required to electives.	Minor	19021	777716MINS	https://sdsu.curriculog.com/proposal/5572/form
Entrepreneurship Minor	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Text changes in the description and schema	Minor		222565MINS	https://sdsu.curriculog.com/proposal/5595/form
Finance Minor	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Text changes in the description and schema	Minor		222116MINS	https://sdsu.curriculog.com/proposal/5609/form
Information Systems Minor	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Text changes in the description and schema	Minor		222337MINS	https://sdsu.curriculog.com/proposal/5596/form
Language, Culture, and Society, B.A.	Revised - Information	Adding/Removing Courses	Adding LING 351 to major select from list	Degree Program	22024	114731BALS	https://sdsu.curriculog.com/proposal/5187/form

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Name of Program	Information (Revised)	Type of Modification	Modification Details/Notes	Program Type	Major Code	Academic Plan Code	Proposal Link
Marketing Minor	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Text changes in the description and schema	Minor		222772MINS	https://sdsu.curriculog.com/proposal:5597/form
Political Science Minor	Revised - Information	Update Program Requirements (updating schema)	Updated "American Politics" to "American Politics and/or Law and Public Policy" Updated "Comparative Politics and International Politics" to "Comparative Politics and/or International Politics" Updating LD requirements in the minor	Minor		115501MINS	https://sdsu.curriculog.com/proposal:4870/form
Real Estate Minor	Revised - Information	Update Program Description, Update Program Requirements (updating schema)		Minor		222193MINS	https://sdsu.curriculog.com/proposal:5608/form
Religious Studies, B.A.	Revised - Information	Update Program Requirements (updating schema)	Reducing major from 33 UD units to 27. Unit changes in the required major course categories. Removing hard coded lists of areas. Removing select from courses from the Traditions area.	Degree Program	15101	116101BALS	https://sdsu.curriculog.com/proposal:5375/form
Statistics, Emphasis in Data Science, B.S.	Revised - Information	Adding/Removing Courses	Adding STAT 420 as an "or" option for the database course requirement	Degree Program	17021	776374BSS	https://sdsu.curriculog.com/proposal:5067/form
Added November 14, 2025							
Hospitality and Tourism Management, Emphasis in Hotel Operations and Management, B.S.	Revised - Information	Adding/Removing Courses, Update Program Requirements (updating schema)	Schema Major core -update from 45 to 48 units -Add HTM 375, TM 396W -Remove B A 370 Six Units of Electives Selected from core -Remove several courses -Add HTM 450 and HTM 496	Degree Program	5081	663102BSS	https://sdsu.curriculog.com/proposal:5072/form
Hospitality and Tourism Management, Emphasis in Meetings and Events Operations and Management, B.S.	Revised - Information	Adding/Removing Courses, Update Program Requirements (updating schema)	Schema Major core -update from 44 to 47 units -Add HTM 375 and RTM 396W -Remove HTM 380 and B A 370 Six Units of Electives Selected from core -Remove several courses	Degree Program	5081	663105BSS	https://sdsu.curriculog.com/proposal:5301/form
Hospitality and Tourism Management, Emphasis in Restaurant Operations and Management, B.S.	Revised - Information	Adding/Removing Courses, Update Program Requirements (updating schema)	Schema Major core -Add RTM 396W and HTM 375 -Remove B A 370 Six Units of Electives Selected from core -Add HTM 450 and HTM 496 -Remove several courses	Degree Program	5081	663103BSS	https://sdsu.curriculog.com/proposal:5242/form
Hospitality and Tourism Management, Emphasis in Tribal Gaming Operations and Management, B.S.	Revised - Information	Adding/Removing Courses, Update Program Requirements (updating schema)	Schema Major core -Add RTM 396W and HTM 375 -Remove B A 370 Three Units Selected from -Add HTM 450 and HTM 496	Degree Program	5081	663106BSS	https://sdsu.curriculog.com/proposal:5244/form

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Name of Program	Information (Revised)	Type of Modification	Modification Details/Notes	Program Type	Major Code	Academic Plan Code	Proposal Link
Liberal Studies, B.A.	Revised - Information	Adding/Removing Courses, Degree Name Change	Degree Name - formerly Liberal Studies, Emphasis in Elementary Education, B.A. Adding AAS 100 and 101 as Ethnic Studies options. Removing CHEM 308 from the major. Adding TE 303 to the major and adjusting units for LIB S 300 from 3 to 1 (see proposal)	Degree Program	49012	331922BAAS 331922BAAI	https://sdsu.curriculog.com/proposal;4959/form
Management Minor	Revised - Information	Update Program Description, Update Program Requirements (updating schema)	Text changes in the description and schema. Unit updates	Minor		222559MINS	https://sdsu.curriculog.com/proposal;5550/form

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Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Non-GE Designations	Units	Effective	Proposal Link
ANTH	348	Historical Archaeology	Revised - Information	Course Description, Prerequisite(s)	Description - minor text changes Prerequisite - Removed ANTH 102		3	8/19/2026	https://sdsu.curriculog.com/proposal:5341/form
ANTH	440	Mesoamerican Civilization Before the Europeans	Revised - Information	Prerequisite(s)	Prerequisite - Removed ANTH 102		3	8/19/2026	https://sdsu.curriculog.com/proposal:5339/form
ANTH	471	Archaeology of North America	Revised - Information	Course Description, Prerequisite(s)	Course Description - minor text changes Prerequisite - removing ANTH 101 or 102.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5340/form
ART	223	Fundamentals of Woodworking	Revised - Information	Course Description, Course Note, Course Title	Course Title - formerly Introduction to Woodworking Course Description - Minor text changes Course Note - Adding new note		3	8/19/2026	https://sdsu.curriculog.com/proposal:5305/form
ART	248	Fundamentals of Digital Design and Fabrication	Revised - Information	Course Title, Course Description, Semester Course Offering	Title - formerly Digital Presentation Adding Fall to typically offered		3	8/19/2026	https://sdsu.curriculog.com/proposal:5353/form
ART	263	African, Asian, and Oceanic Art	Revised - Information	Course Description	Description - minor text changes		3	8/19/2026	https://sdsu.curriculog.com/proposal:5124/form
ART	323	Furniture and Wood I	Revised - Information	Course Description, Course Note, Course Repeatability, Course Title, Prerequisite(s)	Course Title - formerly Furniture Design and Woodworking I Course Description - Minor text changes Prerequisite - Minor changes Course Note - Adding new note		3	8/19/2026	https://sdsu.curriculog.com/proposal:5311/form
ART	331	Jewelry and Metalwork I	Revised - Information	Course Description, Course Note, Course Title	Title - formerly Jewelry and Metals IB Description - Text changes Course Note - Suggested additional preparation: ART 220 or ART 231 (recommended)		3	8/19/2026	https://sdsu.curriculog.com/proposal:5250/form
ART	371	Medieval Art	Revised - Information	Prerequisite(s), "C/S Codes, Course Credit Units, and Course Activity and Hours"	Prerequisite - ART 258 and ART 259 C/S Codes- changed from C04 Discussion to C02 Lecture Discussion		3	8/19/2026	https://sdsu.curriculog.com/proposal:5126/form
ART	407	Film Photography I	Revised - Information	Course Title	Course Title - formerly Black and White Photography		3	8/19/2026	https://sdsu.curriculog.com/proposal:5201/form

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Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Non-GE Designations	Units	Effective	Proposal Link
ART	409	History of Photography	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Course Repeatability, Course Title, Prerequisite(s)	Title - formerly Photography: Past and Present Course Description - minor text changes Prerequisite - ART 258 and ART 259 Course Repeatability - removing max credits. Only to be taken once. C/S Codes- changed from C04 Discussion to C02 Lecture Discussion		3	8/19/2026	https://sdsu.curriculog.com/proposal:5127/form
ART	423	Furniture and Wood II: Joinery Techniques	Revised - Information	Course Description, Course Repeatability, Course Title, Prerequisite(s)	Course Title - formerly Furniture Design and Woodworking II Course Description - major text changes Course Repeatability - removing max credits Prerequisite - adding instructor consent		3	8/19/2026	https://sdsu.curriculog.com/proposal:5314/form
ART	431	Jewelry and Metalwork II - Fabrication and Color	Revised - Information	Course Note, Course Title	Title - formerly Jewelry and Metals II - Fabrication and Color Course Note - Both ART 231 and ART 331 recommended as preparation for this course.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5251/form
ASTR	201	Astronomy for Science Majors	Revised - Information	Course Description, Prerequisite(s)	Course Description - significant text changes Prerequisite - removal of the SDSU Math/Quant Reasoning assessment. Adding PHYS 195.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5857/form
B A	323	Fundamentals of Finance	Revised - Information	Prerequisite(s)	Adding Econ w/ emphasis in Public Policy and Stats w/ emphasis in Actuarial Science to the approved list of majors who may register for the course.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5533/form
B A	350	Management and Organizational Behavior	Revised - Information	Prerequisite(s)	Adding Foods and Nutr and Leadership Studies to the approved list of majors who may register for the course.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5531/form
CFD	375A	Human Development & Learning:	Revised - Information	Course Title	Title - formerly Human		2	8/19/2026	https://sdsu.curriculog.com/proposal:5013/form
CFD	375B	Human Development and Learning: Early to Middle Childhood	Revised - Information	Course Title	Title - formerly Human Development and Learning: Early/Middle Childhood		2	8/19/2026	https://sdsu.curriculog.com/proposal:5013/form
CFD	375C	Human Development and Learning: Adolescence to Adulthood	Revised - Information	Course Title	Title - formerly Human Development and Learning: Adolescence/Adulthood		2	8/19/2026	https://sdsu.curriculog.com/proposal:5014/form

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Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Non-GE Designations	Units	Effective	Proposal Link	
CFD	378A	Laboratory Experience: Infancy to Toddlerhood	Revised - Information	Course Description, Course Title, Prerequisite(s)	Title - formerly Laboratory Experiences: Infants/Toddlers Course Description - minor text changes Prerequisite - adding additional courses to credit or concurrent registration in		1-3	8/19/2026	https://sdsu.curriculog.com/proposal:5015/form	
CFD	378B	Laboratory Experience: Early Childhood	Revised - Information	Course Description, Course Title, Prerequisite(s)	Title - formerly Laboratory Experiences: Preschool/Kindergarten Course Description - minor text changes Prerequisite - adding additional courses to credit or concurrent registration in		1-3	8/19/2026	https://sdsu.curriculog.com/proposal:5016/form	
CIV E	160	Statistical Methods for the Built Environment	Revised - Information	Prerequisite(s)	Update prerequisite from MATH 141 to "Credit or Concurrent enrollment in MATH 150."		3	8/19/2026	https://sdsu.curriculog.com/proposal:4791/form	
CIV E	481	Transportation Engineering	Revised - Information	Prerequisite(s)	Prerequisite - adding CIVE 160 as an or option to STAT 250		3	8/19/2026	https://sdsu.curriculog.com/proposal:4792/form	
CJ	431	Field Study in Local Corrections	Revised - Information	Grading Method	Grading Method - changed from CNC to LTR		3	8/19/2026	https://sdsu.curriculog.com/proposal:5043/form	
CJ	498	Internship in Criminal Justice	Revised - Information	Units, "C/S Codes, Course Credit Units, and Course Activity and Hours", Course Repeatability	Units - removing variable units. Will be 3 units moving forward. C/S Code - C78 non-traditional instruction Repeatability - adding text under May Be Repeated statement		3	8/19/2026	https://sdsu.curriculog.com/proposal:4841/form	
CJ	499	Special Study	Revised - Information	Units, "C/S Codes, Course Credit Units, and Course Activity and Hours", Course Repeatability	Units - removing variable units. Will be 3 units moving forward. C/S Code - S36 Supervision Repeatability - adding text under May Be Repeated statement		3	8/19/2026	https://sdsu.curriculog.com/proposal:4840/form	
COMM	307	Communication in Professional Settings	Revised - Information	Prerequisite(s)	Prerequisite - adding "or the Leadership Studies program"		3	8/19/2026	https://sdsu.curriculog.com/proposal:4799/form	
COMM	495	Communication Capstone: Conceptualizing and Investigating Communication	Revised - Information	Prerequisite(s)	Prerequisite - minor text edits		3	8/19/2026	https://sdsu.curriculog.com/proposal:4807/form	
GERO	400A	Practicum in Gerontology	Revised - Information	Prerequisite(s)	Adding GERO 310		3	8/19/2026	https://sdsu.curriculog.com/proposal:5547/form	
GERO	400B	Practicum in Gerontology	Revised - Information	Prerequisite(s)	Adding GERO 310		3	8/19/2026	https://sdsu.curriculog.com/proposal:5548/form	
HTM	398	Internship I in Hospitality and Tourism	Revised - Information	Grading Method	Grading Method - changed from CNC to LTR		3	8/19/2026	https://sdsu.curriculog.com/proposal:5632/form	
HUM	430	Health Justice and the Humanities	Revised - Information	Course Description, Course Title	Course Title - formerly Social Identity, Human Values, and Healthcare Course Description - minor edits		3	8/19/2026	https://sdsu.curriculog.com/proposal:5357/form	

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LCS	300	Language, Culture, and Society	Revised - Information	Course Description, Prerequisite(s)	Course Description - minor text changes Prerequisite - removed LING 101 and ANTH 101.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5091/form
LIB S	300	Seminar on Classroom Experiences	Revised - Information	Course Title, Course Description, Grading Method, Units, Prerequisite(s), Course Note	1. Updating the course description and syllabus. 2. Changing the grading method to C/NC 3. Reducing the units from 3 to 1. 4. Course previously titled: Intro to Liberal Studies 5. Added ED 200 as a prerequisite and added recommended concurrent enrollment in TE 303 in course note		1	8/19/2025	https://sdsu.curriculog.com/proposal:4960/form
GEOL	305	Water and the Environment	Revised - Information	Course Note	Deleting Course Note		3	8/19/2026	https://sdsu.curriculog.com/proposal:5687/form
LING	581	Computational Linguistics	Revised - Information	Prerequisite(s)	Prerequisite - removing CS 320 or CS 420 and adding CS 200 or CS 160		3	8/19/2026	https://sdsu.curriculog.com/proposal:5230/form
LING	583	Statistical Methods in Text Analysis	Revised - Information	Course Description	Course description - major text changes.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5232/form
MGT	352	Human Resource Management	Revised - Information	Prerequisite(s)	Adding Foods and Nutr to the approved list of majors who may register for the course.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5511/form
MIS	495	Management Information Systems Internship	Revised - Information	Prerequisite(s), Semester Course Offering	Added Summer to typically offered.		3	8/19/2026	https://sdsu.curriculog.com/proposal:4876/form
GEOL	303	Natural Disasters	Revised - Information	Course Note	Deleting Course Note		3	8/19/2026	https://sdsu.curriculog.com/proposal:5686/form
MUSIC	151	Introduction to Music	Revised - Information	Course Note	Adding Course Note: Not open to students with credit in MUSIC 108		3	8/19/2026	https://sdsu.curriculog.com/proposal:5863/form
MUSIC	205A	Music Theory I	Revised - Information	Course Title	Course Title - Formerly Comprehensive Musicianship		3	8/19/2026	https://sdsu.curriculog.com/proposal:5612/form
MUSIC	205B	Music Theory II	Revised - Information	Course Title	Course Title - Formerly Comprehensive Musicianship		3	8/19/2026	https://sdsu.curriculog.com/proposal:5613/form
MUSIC	305A	Music Theory III	Revised - Information	Course Title	Course Title - Formerly Comprehensive Musicianship		3	8/19/2026	https://sdsu.curriculog.com/proposal:5614/form
MUSIC	305B	Music Theory IV	Revised - Information	Course Title	Course Title - Formerly Comprehensive Musicianship		3	8/19/2026	https://sdsu.curriculog.com/proposal:5615/form
MUSIC	366	Jazz Repertoire	Revised - Information	Course Title	Course Title - formerly Elements of Jazz III		2	8/19/2026	https://sdsu.curriculog.com/proposal:5569/form
MUSIC	405A	Orchestration	Revised - Information	Course Title	Course Title - formerly Comprehensive Musicianship: Orchestration, Arranging		3	8/19/2026	https://sdsu.curriculog.com/proposal:5635/form
MUSIC	405B	Counterpoint	Revised - Information	Course Title	Course Title - formerly Comprehensive Musicianship: Counterpoint		3	8/19/2026	https://sdsu.curriculog.com/proposal:5636/form
MUSIC	466	Jazz Improvisation Seminar	Revised - Information	Course Title	Course Title - formerly Elements of Jazz IV		2	8/19/2026	https://sdsu.curriculog.com/proposal:5570/form

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P A	499	Special Study	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Grading Method, Units, Course Repeatability	Units - removing variable unit and making it a 3 unit course. Grading Method - changing from LCR to CNC Course Repeatability - adding May Be Repeated statement C/S Code - S36 Supervision: 3 CCU		3	8/19/2026	https://sdsu.curriculog.com/proposal:4839/form
P H	292	History of Public Health	Revised - Information	Prerequisite(s), Course Prefix	Prerequisite - adding concurrent enrollment in PH 101. Adding PH Minors.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5203/form
P A	498	Internship in Public Administration	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Repeatability, Grading Method, Units	Units - removing variable unit and making it a 3 unit course. Grading Method - changing from LCR to CNC Course Repeatability - minor text change in May Be Repeated statement C/S Code - now C78 Non-traditional Instruction		3	8/19/2026	https://sdsu.curriculog.com/proposal:4837/form
P H	450	Public Health Policy	Revised - Information	Prerequisite(s)	Prerequisite - removing P H 302		3	8/19/2026	https://sdsu.curriculog.com/proposal:5442/form
P H	490	Health Data Analysis	Revised - Information	"Course Renumbering (renumbering from lower [100-200] to upper division [300-400] OR from undergraduate [<500] to graduate [500 and above], or vice versa)", "C/S Codes, Course Credit Units, and Course Activity and Hours"	Previously P H 490A		3	8/19/2026	https://sdsu.curriculog.com/proposal:5423/form
P H	499	Special Study	Revised - Information	Course Description, Prerequisite(s)	Adding a course description Adding credit or concurrent enrollment in PH 300		1-3	8/19/2026	https://sdsu.curriculog.com/proposal:5370/form
PSY	301	Introduction to Research Methods in Psychology	Revised - Information	Prerequisite(s)	Prerequisite - Adding GVAR completion and UD standing.		4	8/19/2026	https://sdsu.curriculog.com/proposal:5773/form
PSY	319	Industrial and Organizational Psychology	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Note, Course Description	Course Description - major text updates Course Note - Moving Not Open To statement from course description to Course Note C/S Code - changing from C02 lect/Disc to C01 Large Lecture		3	8/19/2026	https://sdsu.curriculog.com/proposal:5529/form
PSY	407	Health Psychology	Revised - Information	Prerequisite(s)	Prerequisite - Removing current reqs and adding PSY 101		3	8/19/2026	https://sdsu.curriculog.com/proposal:5719/form
PSY	410	Advanced Research Methods Laboratory	Revised - Information	Prerequisite(s)	Prerequisite - Adding GVAR completion and UD standing.		5	8/19/2026	https://sdsu.curriculog.com/proposal:5775/form

2026-2027 University Catalog - Information - Undergraduate Courses - Modification TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Non-GE Designations	Units	Effective	Proposal Link
PSY	420	Advanced Topics in Industrial Psychology	Revised - Information	Course Description, Course Note, Course Repeatability, Course Title, Prerequisite(s)	Course Title - formerly Personnel and Industrial Psychology Course Description - major text updates Prerequisite - Adding PSY 319 "with a C grade (2.0) or higher. Junior or Senior standing." Course Note - Adding "See Class Schedule for specific content" Repeatability - Adding repeatability. May be repeated once with new title and content. 6 credits max.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5521/form
PSY	421	Advanced Topics in Organizational Psychology	Revised - Information	Course Description, Course Note, Course Repeatability, Course Title, Prerequisite(s)	Course Title - formerly Organizational Psychology Course Description - major text updates Prerequisite - Adding PSY 319 "with a C grade (2.0) or higher. Junior or Senior standing." Course Note - Adding "See Class Schedule for specific content" Repeatability - Adding repeatability. May be repeated once with new title and content. 6 credits max.		3	8/19/2026	https://sdsu.curriculog.com/proposal:5525/form
PSY	495	Field Placement in Psychology	Revised - Information	Course Repeatability, Prerequisite(s)	Prerequisite - Adding "Open to Psych majors only" Repeatability - Removing repeatability		3	8/19/2026	https://sdsu.curriculog.com/proposal:5721/form
SWORK	120	Introduction to Social Work and Social Welfare	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours"	C/S Code - changing to C04 (2) and C78 (1)		3	8/19/2026	https://sdsu.curriculog.com/proposal:5500/form
TE	303	The Teaching Profession: First Clinical Experience	Revised - Information	Course Description, Semester Course Offering	Course Description - minor text changes Semester offering - formerly Fall		3-4	8/19/2026	https://sdsu.curriculog.com/proposal:4964/form
WGSS	101	Introduction to WGSS: Social Structures and Movements	Revised - Information	Course Prefix, Course Description, Course Title	Course Prefix - Changing from WMNST to WGSS Course Description - major text changes. Course Title - Formerly Gender: Self, Identity, and Society		3	8/19/2026	https://sdsu.curriculog.com/proposal:5168/form

2026-2027 University Catalog - Information - Undergraduate Courses - Modification TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Non-GE Designations	Units	Effective	Proposal Link
WGSS	102	Introduction to WGSS: Key Concepts	Revised - Information	Course Prefix, Course Description, Course Title	Course Prefix - Changing from WMNST to WGSS Course Description - major text changes. Course Title - Formerly Women: Images and Ideas		3	8/19/2026	https://sdsu.curriculog.com/proposal:5169/form
WGSS	103	Women and Global Justice	Revised - Information	Course Prefix	Prefix changing from WMNST to WGSS		3	8/19/2026	https://sdsu.curriculog.com/proposal:5824/form
WGSS	385	Precarious Work: Gender, Labor, and Inequality	Revised - Information	Course Prefix, Course Description, Course Title	Course Prefix - Changing from WMNST to WGSS Course Description - major text changes. Course Title - Formerly Women's Work: Invisibility and Empowerment		3	8/19/2026	https://sdsu.curriculog.com/proposal:5166/form
GEOG	385	Spatial Data Analysis	Revised - Information	Prerequisite(s)	Prerequisite - removing GEOG 101 and 102		3	8/19/2026	https://sdsu.curriculog.com/proposal:5117/form
GEOL	301	Geology of National Parks and Monuments	Revised - Information	Course Note	Deleting Course Note		3	8/19/2026	https://sdsu.curriculog.com/proposal:5685/form
AAS	122	War, Empire, and the Asian American Experience	Revised - Information	Course Note, Graduation Requirement Ethnic Studies (X) Request	Ethnic studies X - added. Note - added "This course satisfies the ethnic studies [ES] requirement."		3	8/19/2025	https://sdsu.curriculog.com/proposal:5074/form
AAS	323	Korean American Experiences	Revised - Information	Course Note, Graduation Requirement Ethnic Studies (X) Request	Ethnic studies X - added. Note - added "This course satisfies the ethnic studies [ES] requirement."		3	8/19/2025	https://sdsu.curriculog.com/proposal:5096/form
Added November 14, 2025									
CIV E	495W	Capstone Design Project	Revised - Information	Prerequisite(s)	Adding CON E 479 to the "or" option for the CON E major		3	8/19/2025	https://sdsu.curriculog.com/proposal:5457/form
CON E	340	Analysis and Design of Construction Operations	Revised - Information	Prerequisite(s)	Restricting to Con E and Con M majors only, and Junior/Senior standing.		3	8/19/2025	https://sdsu.curriculog.com/proposal:5439/form
CON E	479	Construction Materials	Revised - Information	Prerequisite(s), Semester Course Offering	Restricting to Con E and CIV E majors only, and Junior/Senior standing. Removing Summer from typically offered		3	8/19/2025	https://sdsu.curriculog.com/proposal:5452/form
CON E	480	Design of Temporary Structures	Revised - Information	Prerequisite(s), Semester Course Offering	Restricting to Con E and CIV E majors only, and Junior/Senior standing. Removing Summer from typically offered		3	8/19/2025	https://sdsu.curriculog.com/proposal:5453/form

2026-2027 University Catalog - Information - Undergraduate Courses - New TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025								
Prefix	Course #	Course Title	Information (New)	Units	Effective	Proposal Link	Notes	GE
ART	383	Creative Coding	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:5573/form		
CAL	295	Internship for CAL Majors	New - Information	1-3	8/19/2026	https://sdsu.curriculog.com/proposal:5048/form		
CAL	495	Advanced Professional Internship for CAL Majors	New - Information	1-3	8/19/2026	https://sdsu.curriculog.com/proposal:5049/form		
GEN S	140	Navigating College to Career	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:4971/form		
GEN S	491	Capstone in Interdisciplinary Studies	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:5105/form		
LING	465	How We Meme, Emoji and Reel: Language in New Media	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:5111/form		
MUSIC	108	Introduction to Music Studies	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:5237/form		
P A	370	Parks and Recreation Administration	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:4847/form		
SOC	419	Latina/o Sociology	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:5448/form		
MKTG	496	Customer Experience Design	New - Information	4	Spring 2026	https://sdsu.curriculog.com/proposal:4774/form		
BIOL	496	Climate Change Biology	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4775/form		
CAL	496	Professional Internships for CAL Majors	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4776/form		
COMM	496	Globalization, Borders, and Communication	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4768/form		
COMM	496	Interpersonal and Organizational Communication Strategies in Professional Conferences	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4769/form		
CS	496	Senior Capstone Project 2	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4741/form		
ENV S	496	The Climate System	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4772/form		
NURS	496	Global Health in Thailand	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4777/form		
PSFA	296	PSFA First Year Experience	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4770/form		
PSFA	496	PSFA Transfer Student Experience	New - Information	3	Spring 2026	https://sdsu.curriculog.com/proposal:4771/form		
STAT	496	Transfer Exploration Seminar: Statistics and Data Science Foundations	New - Information	1	Summer 2026	https://sdsu.curriculog.com/proposal:5621/form		
ASIAN	315	Yoga: Theory and Practice	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:4970/form		Arts and Humanities [Upper Division 3]
Added November 14, 2025								
CFD	496	Theories and Applications of Therapeutic Play	New - Information	3	Summer 2026	https://sdsu.curriculog.com/proposal:5054/form		

2026-2027 University Catalog - Information - Undergraduate Courses - New TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025								
Prefix	Course #	Course Title	Information (New)	Units	Effective	Proposal Link	Notes	GE
CS	302	Fundamentals of Digital Security and Privacy	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:5886/form		
GEN S	110	Athletics Freshman Foundation Seminar	New - Information	1	8/19/2026	https://sdsu.curriculog.com/proposal:5642/form		
GEN S	210	Athletics Sophomore Success Seminar	New - Information	1	8/19/2026	https://sdsu.curriculog.com/proposal:5643/form		
GEN S	310	Athletics Junior Journey Seminar	New - Information	1	8/19/2026	https://sdsu.curriculog.com/proposal:5644/form		
GEN S	410	Athletics Senior Send-Off Seminar	New - Information	1	8/19/2026	https://sdsu.curriculog.com/proposal:5645/form		
HTM	375	Sport, Tourism, and Event Marketing	New - Information	3	8/19/2026	https://sdsu.curriculog.com/proposal:5057/form		

2026-2027 University Catalog - Information - 500-level Courses - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council; Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Units	Level	Effective	Proposal Link
ACCTG	530	Ethics in Accounting	Revised - Information	Prerequisite(s)	Prerequisite - removing ACCTG 331 and 620 and adding ACCTG 333 and 621 to the "or" option.	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5193/form
ART	507	Film Photography II	Revised - Information	Course Description, Course Title	Course Title - formerly Black and White Photography II Course Description - minor text changes	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5842/form
ART	558	Twentieth Century Art, 1900 to 1945	Revised - Information	Course Description, Course Title, Prerequisite(s)	Course Title - formerly Twentieth Century European Art to 1945 Course Description - minor text changes Prerequisite - ART 258 and ART 259	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5143/form
ART	559	Twentieth Century Art, 1945 to 1990	Revised - Information	Course Description, Course Title, Prerequisite(s)	Course Title - formerly Twentieth Century European and American Art Since 1945 Course Description - minor text changes Prerequisite - ART 258 and ART 259	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5144/form
ART	564	Art of China	Revised - Information	Course Description, Prerequisite(s)	Course Description - minor text changes Prerequisite - ART 258 and ART 259	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5145/form
ART	565	Art of Japan	Revised - Information	Course Description, Prerequisite(s)	Course Description - minor text changes Prerequisite - ART 258 and ART 259	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5146/form
ART	568	Art of Ancient Greece and Rome	Revised - Information	Prerequisite(s)	Prerequisite - ART 258 and ART 259	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5149/form
ART	570	African American Art History	Revised - Information	Course Description, Prerequisite(s)	Course Description - minor text changes Prerequisite - ART 258 and ART 259	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5148/form
ART	571B	Contemporary Art of Latin America	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Prerequisite(s)	Course Description - minor text changes Prerequisite - ART 258 and ART 259 C/S Code - Changed from C04 Discussion to C02 Lecture Discussion	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5150/form
ART	573A	Italian Art of the Fourteenth and Fifteenth Centuries	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Prerequisite(s)	Prerequisite - ART 258 and ART 259 C/S Code - Changed from C04 Discussion to C02 Lecture Discussion	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5151/form

2026-2027 University Catalog - Information - 500-level Courses - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council; Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025									
Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Units	Level	Effective	Proposal Link
ART	573B	Italian Art in the Sixteenth Century	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Prerequisite(s)	Prerequisite - ART 258 and ART 259 C/S Code - Changed from C04 Discussion to C02 Lecture Discussion	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5152/form
ART	575	European Art from 1600 to 1750	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Prerequisite(s)	Prerequisite - ART 258 and ART 259 C/S Code - Changed from C04 Discussion to C02 Lecture Discussion	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5153/form
ART	576	History of Performance Art	Revised - Information	Course Title, Prerequisite(s)	Course Title - formerly History of Global Performance Art Prerequisite - ART 258 and ART 259	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5154/form
ART	577	History of Architecture	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Prerequisite(s)	Course Description - minor text changes Prerequisite - ART 258 and ART 259 C/S Code - Changed from C04 Discussion to C02 Lecture Discussion	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5155/form
ART	593	Seminar in History and Methodology of Art History	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Title, Prerequisite(s)	Course Title - formerly History and Methodology of Art History Prerequisite - Added text about majors. C/S Code - changed from C04 Discussion to C05 Seminar	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5158/form
CFD	577	Professional Development and Mentorship in Human and Family Development Programs	Revised - Information	Course Title, Prerequisite(s)	Old title: Professionalism and Advanced Administration of Child Development Programs Prerequisites: need to be Junior, Senior, or Graduate standing	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:4919/form
CHEM	562	Intermediary Metabolism	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Units	Units - changed from 2 to 3 C/S Code - C04 (3 CCU)	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:4864/form
CHEM	563	Nucleic Acid Function and Protein Synthesis	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Units	Units - changed from 2 to 3 C/S Code - C04 (3 CCU)	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:4865/form
CHEM	564	Receptor Biochemistry and Protein Modification	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours", Units	Units - changed from 2 to 3 C/S Code - C04 (3 CCU)	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:4866/form
COMP	521	Introduction to Scientific Computing and Data Science	Revised - Information	Course Description, Course Title, Prerequisite(s)	Title - formerly Computational Science Significant changes to description Adding more prereqs.	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5949/form
COMP	536	Scientific Modeling and Machine Learning	Revised - Information	Course Description, Course Title, Prerequisite(s)	Title - formerly Computational Modeling for Scientists Significant changes to description Adding more prereqs.	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5949/form

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CS	514	Database Theory and Implementation	Revised - Information	Course Note	Course Note - New: Not open to students with credit in CS 503	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5695/form
CS	556	Robotics	Revised - Information	Prerequisite(s)	Prerequisite - MATH 254 only. removing additional prereqs	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5770/form
CS	577	Principles and Techniques of Data Science	Revised - Information	Prerequisite(s)	Prerequisite - adding STAT 119 or STAT 250	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5683/form
CS	581	Computational Linguistics	Revised - Information	Prerequisite(s)	Prerequisite - removing CS 320 or CS 420 and adding CS 200 or CS 160	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5333/form
E E	503	Biomedical Instrumentation	Revised - Information	Prerequisite(s)	Prerequisite - removing major specific language	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5019/form
PHYS	532	Condensed Matter Physics	Revised - Information	Prerequisite(s)	Prerequisite - removing PHYS 410. Adding MATH 354A, PHYS 350, and PHYS 354.	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:4811/form
PSY	561	Advanced Neuropsychology	Revised - Information	Prerequisite(s)	Prerequisite - Adding "open only to psych majors"	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5724/form
PSY	569	Foundations of Neuroimaging	Revised - Information	Prerequisite(s)	Prerequisite - Removing PSY 101. Adding "PSY 360 or PSY 361 or PSY 362. Open to psychology majors only"	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5727/form
PUB	550	Study Abroad in Public Affairs and Service	Revised - Information	Course Description, Course Title, Course Prefix, Prerequisite(s)	Course Prefix - Changing from CJ to PUB Course Description - minor text changes. Course Title - formerly Study Abroad: Criminal Justice Prerequisite - changed to Junior or Senior standing.	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:4835/form
SPED	543	Educational Programs and Services for Young Children with Disabilities	Revised - Information	Course Title	Course Title - formerly Educational Programs and Services for Young Children with Disabilities: Preschoolers C/S Code - Changed from C04 Discussion to C02 Lecture Discussion	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5000/form
STAT	580	Statistical Computing	Revised - Information	"C/S Codes, Course Credit Units, and Course Activity and Hours"	Course Prefix - formerly WMNST Course Title - formerly Women in Muslim Societies Semester offered - formerly Fall	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5075/form
WGSS	560	SWANA, Islam, and Gender Justice	Revised - Information	Course Prefix, Course Title, Semester Course Offering	Course Prefix - Changing from WMNST to WGSS Course Description - major text changes. Course Title - formerly Women, Development, and the Global Economy Semester offered - previously Fall	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5619/form
WGSS	580	Gender and the Global Economy	Revised - Information	Course Description, Course Prefix, Course Title, Semester Course Offering		3	Ugrad/Grad	8/19/2026	https://sdsu.curriculum.com/proposal:5619/form

2026-2027 University Catalog - Information - 500-level Courses - Modification TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council; Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025									
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WGSS	582	Feminist Science and Technology Studies	Revised - Information	Course Description, Course Title, Course Prefix, Semester Course Offering	Course Prefix - Changing from WMNST to WGSS Course Description - major text changes. Course Title - formerly Feminist Science and Activism Semester offered - formerly Spring	3	Ugrad/Grad	8/19/2026	https://sdsu.curriculog.com/proposal:5620/form

2026-2027 University Catalog - Information - 500-level Courses - New TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council; Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: November 18, 2025 / December 2, 2025									
	Prefix	Course #	Course Title	Information (New)	Units	Level	Effective	Proposal Link	Notes
	ECON	596	Applied Microeconomics and Israeli Public Policy Research	New - Information	3	Ugrad/Grad	Spring 2026	https://sdsu.curriculog.com/proposal:4780/form	

To: Senate

From: Sridhar Seshagiri, Chair Environment & Safety (E&S) Committee

Date: November 13, 2025

Subject: INFORMATION: Annual Agenda of the E&S committee

Memo approved (informally) by E&S committee 13 Nov 2025

As requested by the Senate Officers, the Environment and Safety Committee is informing the Senate that the committee has identified the following items as priorities E&S members aim to address or advance during the 2025-26 academic year:

Agenda 2025 – 2026

- Discuss and update committee charter and if need be, membership (Senate referral 20/21_03).
- Work on “Smoking and Smudging Policy Bylaws and Updates” (Senate referral 21/22_10).
- Work on concerns about deferred maintenance and building upkeep and safety (Senate referral 24/25).
- Report on Implementation of campus emergency preparedness and evacuation, and associated training for faculty & staff, and discuss any possible extensions to students in coordination with Lisa Peumsang, Director of Emergency Management, University Police Department (UPD).
- Survey of faculty/staff/student concerns and advocate for a SDSU version of the San Diego [Get it Done](#) app.

Color Legend	
Red:	Two years ago
Yellow:	Last year
Green:	Current year
List Name	Card Name
*Academic Policy & Planning (AP&P)	20/21_06: ASCSU Resolution: FACULTY EMERITUS/EMERITA STATUS: REVOCATION AND APPEAL
*Academic Policy & Planning (AP&P)	21/22_04: Five-Year Review of Academic Administrators
*Academic Policy & Planning (AP&P)	21/22_28: Review & Update Search Committees for University Admin Bylaws
*Academic Policy & Planning (AP&P)	23/24_08: Updating Definition of Faculty in Constitution
*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
*Academic Policy & Planning (AP&P)	24/25_06: Review of CO-Mandated Minimum Course Enrollments and Related Policies
*Committee on Committees & Elections (CCE)	22/23_09: Review & Update Policies Related to Senator Committee Assignments
*Committee on Committees & Elections (CCE)	23/24_02: Senate Elections: Methodologies for Voting
*Constitution & Bylaws (CBL)	22/23_19: Update Policy Language related to Committees
*Constitution & Bylaws (CBL)	22/23_18: Bylaws 11.0 and 13.0 Updates
*Constitution & Bylaws (CBL)	23/24_15: Review Process for Filling Vacancies
*Constitution & Bylaws (CBL)	23/24_16: Union Representation on Senate Executive Committee
*Diversity, Equity & Inclusion (DEI)	21/22_16: Senate Diversity Plan
*Diversity, Equity & Inclusion (DEI)	21/22_06: Policy File Review re 4.0 Diversity--regarding Global Campus & Nondiscrimination & Equality Opportunity Bylaws
*Diversity, Equity & Inclusion (DEI)	21/22_22: Condemning Hostile Teaching Environments
*Diversity, Equity & Inclusion (DEI)	23/24_14: Senate Principles of Shared Governance
*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?
*Faculty Affairs Committee (FAC)	23/24_11: State of Student Course Evaluations
*Faculty Affairs Committee (FAC)	24/25_12: Support and Compensation for Faculty Serving as Dissertation Chairs
*Staff Affairs Committee (SAC)	22/23_07: Charter a New "Staff Planning Committee"
*University Resources & Planning (URP)	23/24_03: Alcohol Products Co-Branding at SDSU
*University Resources & Planning (URP)	23/24_13: Contextualizing the Fiscal Cost/Benefit of Athletics
*Undergraduate Council (UGC)	21/22_14: Undergraduate Council Bylaw Review and Update
Environment and Safety	20/21_03: Update Environmental & Safety Committee Charter.
Environment and Safety	21/22_10: Smoking and Smudging Policy Bylaws and Updates
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.
Faculty Honors and Awards	22/23_10: Update Committee Charge and Clarify Responsibilities
Faculty Honors and Awards	24/25_11: Addressing the Inequity in University-Wide Awards for Contingent Faculty
Freedom of Expression	20/21_01: Review Freedom of Expression policy and bring it up-to-date with digital age.
Freedom of Expression	21/22_11: Academic Freedom Policy Review.
International Affairs Council	22/23_01: ACIP Representative & Meeting Payment
International Affairs Council	22/23_02: Tracking Undergraduate, Masters, Doctoral Proposals for Impacts on International Students
Instructional and Information Technology	22/23_21: Provide Report on Impact of AI
Instructional and Information Technology	23/24_10: Anti-Doxxing Policy
Instructional and Information Technology	24/25_07: Development of a Campus-Wide Classroom Recording Policy
Instructional and Information Technology	24/25_08: 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
Research Council	21/22_07: Integrity in Research and Scholarship Policy Review
Student Media Advisory	21/22_13: Student Affairs & Student Media Advisory Committees Reviews and Updates
Bookstore Advisory	22/23_12: Add Librarian to Bookstore Advisory
Bookstore Advisory	23/24_09: Removing Bookstore Advertising Items Not Approved by Faculty
Teacher Preparation Advisory Council	21/22_32: Teacher Preparation Advisory Council Bylaw Review and Update
Honorary Degree	22/23_20: Update Honorary Degrees Policy
Campus Fee Advisory Committee	23/24_07: Assessment and Report of Student Success Fee Proposals Funded

AY2025-26

Posted Date	\$2,891.64	Payee	Purpose / Justification / Notes
11/5/2025	\$259.68	SDSU Catering	Catering: E13694 - Senate Meeting
10/2/2025	\$259.68	SDSU Catering	Catering: E13693 - Senate Meeting
9/2/2025	\$463.33	SDSU Catering	Catering: E13538 - Senate Meeting
8/25/2025	\$259.00	N AND D AWARDS	Gifted Plaques
8/19/2025	\$400.00	Faculty Staff Club	Kickoff Luncheon for SEC and Senate Committee Chairs
8/19/2025	\$250.00	Faculty Staff Club	Room Reservation for SEC Meeting
8/13/2025	\$400.00	AS - Union Programs & Services	Senate meeting reservation - September 2, 2025
8/10/2025	\$599.95	Trello	Management software for: Senate Referral Chart