

### 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 [01/20/2026](#)

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### **4.5. Principles of Community (Graubart) [TIME CERTAIN 3:00PM]**

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**6. REPORTS**

**6.1. Senate Chair (Schellenberg)**

**6.2. Provost Report (Tong)**

[TIME CERTAIN 3:15PM]

**6.3. Associated Students President Report (AS) (Holstrom)**

[TIME CERTAIN 3:45PM]

**7. ADJOURN**

To: SEC / Senate

From: Cristina Alfaro, AVP of International Affairs, SDSU  
Mei Zhong, Director of COIL Program, SDSU

Date: January 28, 2026

Subject: ACTION: Request to add COIL to Global Learning Designation in Section 4 of the Curriculum Guide

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**ACTION:** The International Affairs University Senate Council moves that the Senate approve the following changes (in red) to the Curriculum Guide (pp. 94-95).

### **Requirements to Obtain a Global Learning Designation**

Senate Approval (May 2021): The Senate approved the new Global Learning Course designation at the end of the 2020-2021 academic year.

### **SDSU Global Learning Course**

A Global Learning Course (GLC) designation may be approved for an academic course in which all offered sections require student participation in organized learning activities that

- evidence at least one of the SDSU Global Learning Outcomes as integral to the academic focus and objectives of the course,
- include a minimum of 15 hours engaged in global learning experiences that address one of the Global Learning Outcomes, and 95
- at least 15% of the course grade (and ideally 20% or more) is directly related to the global learning component.

### **Global Learning Course (GLC) Designation Guidelines**

**1. Syllabus Language:** Provide draft syllabus language that explains how at least one of the SDSU Global Learning Outcomes (GLOs) (<https://www.sdsu.edu/internationalaffairs/glos>) is integral to and supports the academic focus and objectives of the course. This explanation may be presented within the general overview of the course, as a separate description of the global learning component of the course, and/or within the Course Learning Outcomes.

**2. Mechanism(s) of Global Learning:** Describe the mechanism(s) used to introduce the Global Learning component to students. This may be done through various methods including but not limited to: facilitated class discussions, guided readings, guest speakers or panelists (in-person or virtual), including through participation in Collaborative Online International Learning (COIL) activities, experiential class periods, field trips, structured out-of-class engagements such as volunteering as language tutors, or written assignments focusing on critical and cultural reflections. Utilize the Faculty Resources through International Affairs (<https://www.sdsu.edu/internationalaffairs/faculty-resources>) as a resource.

...

**Rationale:** Since the Covid pandemic, Collaborative Online International Learning (COIL) has

gained much attention and momentum in higher education across the world. SDSU is proud of our international engagement by providing high-impact learning experiences to our students, many of our faculty have been involved in adopting the COIL methodology in their teaching practices.

COIL methodology involves two or more professors from different corners of the world and different cultures, leading their students in interactive educational activities, virtually. Students engage in dialogues, discussions, and sometimes work together on the same assignments during the course. As a result, they

1. study together on their subject matter,
2. learn about each other's cultures, language(s), and
3. improve intercultural communication competencies.

Similar to study abroad, COIL participation is a high-impact learning experience. Moreover, COIL participation allows access to global education for students who are unable to participate in study abroad programs.

Therefore, we request that COIL participation be acknowledged, in a clear way, as our students' global learning experience. Adding the sentence (in red) to the Mechanism(s) of Global Learning will make it unquestionable that by participating in a COIL course, students are engaged directly in international collaboration with university students around the world, and that this experience is recognized as global learning.

To: SEC / Senate  
From: Pamella Lach, Chair, Academic Policy and Planning Committee (AP&P)  
Date: February 9, 2026  
Subject: ACTION: Referral 21/22\_04: Five-Year Review of Academic Administrators

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

## **UNIVERSITY POLICIES: Administration**

### **Academic Administrators**

- 1.0 “Academic administrator” shall refer to personnel holding full-time administrative positions in the division of Academic Affairs.
- 2.0 Tenure for Academic Administrators: When an individual is being considered for appointment to a full-time academic administrative position, the President shall request and consider the recommendations of the relevant department(s) or school(s) from which the person has requested a tenured position. In arriving at these recommendations, the unit(s) shall consider appropriate rank and tenure status, were that person to be considered at that time for appointment as a faculty member in the unit(s).

### **~~Annual~~ Review of Academic Administrators**

- 1.0 **Annual Review:** The Provost or designee shall conduct an annual review of all academic administrators, including Associate and Assistant Vice Presidents, Deans, and Associate Deans. Chairs and Directors shall undergo periodic review as specified in section 4.0 of University Policies: Organization: Chairs of Departments or Programs and Directors of Schools.
  - 1.1. The Provost shall consult with appropriate representatives of the college, to include the department and program chairs, school directors, and Senators of the college.
  - 1.2. A faculty or staff member may provide information through a representative as defined in sec. 1.1.
  - 1.3. The conclusions of the recommendations of the Provost shall be reported to the President.

### **2.0 Five-Year Review of ~~Deans and the Provost~~ Academic Administrators**

- 2.1. The review shall be a cooperative effort by the administration, faculty, students, and administrative office under review (a) to appraise the administrator and the administrative office in meeting the leadership and

management objectives, (b) to report to the President the results of the review, and (c) to recommend action to be taken to improve the effectiveness of the administrator and office. The President shall carefully weigh the results in the continuing evaluation of the administrator and office. The review shall be collegial and shall effect a periodic renewal of understanding among the administrator's several constituencies about the goals and responsibilities of the office, and it shall provide the occasion to consider educational philosophies, interpretations of goals, and expectations for leadership and management within the office; at the same time, it shall require examining the conditions in which the administrator and the office must operate. The report shall focus on issues that have been resolved and are yet to be resolved by the administrator and the faculty. In summary: (a) the review panel shall be both representative of and acceptable to all parties (faculty, staff, administration, students, and the administrative office); (b) the review process shall ensure the full participation of these parties; (c) the report shall be timely, respectful of persons, but specific in its recommendations; (d) a report shall follow on the implementation of specific recommendations.

2.2 Initiation: The periodic review process shall occur in the fifth year of the administrator's tenure in the office and every five years thereafter unless the review is initiated earlier by special request. ~~The special request to advance the review may be initiated by the administrative office to be reviewed, the faculty, or the administration. Circumstances warranting such a request shall be unusual but compelling from the point of view of the constituency requesting the review. The scheduling of reviews shall be the responsibility of the Provost or the President.~~

2.2.1. A request for early review may be initiated by faculty, staff, or administrators, including members of the administrative office to be reviewed. Circumstances warranting such a request shall be unusual but compelling from the point of view of the constituency requesting the review.

2.2.2. In order to request early review of a dean, a simple majority (50+1) of the eligible voting constituency in the college must approve the request. The vote may be handled internally within the college in accordance with the college's voting policies and procedures.

2.2.3. In order to request early review of the Provost, a simple majority (50+1) of voting University Senators must approve the request. The vote shall be taken at either a regular meeting of the Senate or at a special meeting according to Bylaw 7.1.

- 2.2.4. The request for early review shall include a summary of the vote taken along with a summary of the circumstances warranting the request.
- 2.2.5. A request for early review can be made at any time. The Provost or the President shall initiate the review process within one month of receiving the request. If the request is received during the summer, the process shall be initiated within one month of the start of the Fall semester.

### 2.3. Composition of Review Panels

- 2.3.1. Eligibility. Unless otherwise specified, the following eligibility and selection procedures shall apply to all review panels:

- 2.3.1.1. Faculty: All faculty, as defined in Bylaw 1.1, are eligible to serve on review panels.

- 2.3.1.2. Staff: All staff, as defined in Bylaw 1.2, are eligible to serve on review panels. The Staff Affairs Committee shall oversee the nomination and election process for each panel, in coordination with the CCE.

- 2.3.1.3. Students: Associated Students shall oversee the nomination and election process for each panel, in coordination with each college's student organization when applicable.

- 2.3.2. Nominees to and the members of review panels should be perceived by the unit's constituencies as objective, discreet, and representative of the diverse educational philosophies within the unit.

- 2.3.3. For deans of the Colleges of Arts and Letters, Education, Engineering, Fowler College of Business, Health and Human Services, Professional Studies and Fine Arts, Sciences, the SDSU Imperial Valley Dean, the Dean of the Library, ~~and their offices:~~

- a) Internal faculty (six): For college deans, the department and program chairs and school directors shall arrange for the nomination and election of 12 nominees by the faculty; six of the 12 nominees shall be selected by the Provost in agreement with the dean being reviewed and the college faculty committee determined by the college. Nominees to and members of the review panel should be perceived by the college's constituencies as objective, discreet, and representative of the diverse educational philosophies

within the college. For the dean of SDSU Imperial Valley and for the Dean of the Library, three faculty members shall be selected from a pool of six nominated respectively by the full-time faculty of SDSU Imperial Valley or of the Library. Faculty, as defined by Bylaw 1.1, are eligible to serve. Chairs and directors from the college in question are eligible to serve on the review panel.

- b) External faculty (one): **In years when a review is expected to occur, the Senate Executive Committee shall establish a pool of up to 14 faculty members, with at least one from each college and the library. In early fall, an open call for nominations shall be distributed to all faculty. SEC shall take a vote to determine which of the nominees will be selected for the pool. The vote may take place at a regular SEC meeting, or be run by CCE outside of a regular meeting.** ~~For college deans the Senate Executive Committee shall determine the Senate procedures whereby a pool of up to 14 faculty members, with at least one from each college and the library, can be established annually (in years when a review is expected to occur) in the early fall to be on call to serve as external members of review panels;~~ **For college deans,** the external member of the panel shall be selected from the pool by the Provost in agreement with the dean being reviewed and the college's appropriate faculty committee. For the Dean of SDSU Imperial Valley and the Dean of the Library, two external members shall be selected for the review panel from the Senate pool.
- c) Students: **For college deans,** two (usually one undergraduate and one graduate). The college's student organization(s) shall **coordinate with Associated Students to** nominate four students (usually two undergraduates and two graduates); two (usually one undergraduate and one graduate) shall be selected by the Provost in agreement with the dean being reviewed and the college's appropriate faculty committee. For the Dean of SDSU Imperial Valley, there shall be one student member on the panel, to be selected as above from two nominees. For the Dean of the Library, the Associated Students shall nominate two students, one of whom shall be selected by the Provost in agreement with the Dean of the Library and with Library members of the reviewing panel.
- d) Administrators: **For college deans and the Dean of the Library,** one dean from the ~~San Diego State University~~

Academic ~~Deans~~ ~~Deans~~<sup>2</sup> Council and one administrator from another university with similar responsibilities. The member of the Academic ~~Deans~~ ~~Deans~~<sup>2</sup> Council shall be selected by the Provost in agreement with the dean being reviewed and the college's appropriate faculty committee. The external administrator shall be selected by the Provost in agreement with the administrator being reviewed and the college's appropriate faculty committee. For the Dean of SDSU Imperial Valley, the panel shall include one member of the Academic ~~Deans~~ ~~Deans~~<sup>2</sup> Council, to be selected as above. Associate and Assistant Deans from the same college are ineligible to serve.

- e) Internal staff member: For college deans, the Dean of SDSU Imperial Valley, and the Dean of the Library, ~~the Staff Affairs Committee shall run~~ an election among staff ~~to shall~~ determine four nominees from whom one shall be selected by the Provost in agreement with the dean being reviewed and the college's appropriate faculty committee. ~~Nominees to and the member of the review panel should be perceived by the college's constituencies as objective, discreet, and representative of the diverse educational philosophies within the college.~~
- f) Community member outside the university: for college deans and the Dean of SDSU Imperial Valley, one community member outside the university shall be selected by the Provost in agreement with the dean and the appropriate faculty committee within the college as determined by that unit.

#### 2.3.42. Dean of Global Campus, ~~and their offices.~~

- a) Faculty (six): The faculty of each college and SDSU Imperial Valley shall nominate two faculty members; six of the nominees shall be selected by the Provost in consultation with the President and in consultation with the Dean of Global Campus and the Chair of the Senate. To ensure sufficient time for election, the Provost shall give at least one month's notice of the deadline for submitting the names of those elected.
- b) Administrators (two): one member of the ~~San Diego State University~~ Academic ~~Deans~~ ~~Deans~~<sup>2</sup> Council and one administrator with similar responsibilities from another university. Both shall be selected by the Provost in

agreement with the administrator being reviewed and the Chair of the Senate.

- c) Students (two): one undergraduate and one graduate both with recent experience in Global Campus. Four nominees shall be chosen by the Associated Students; two shall be selected from the nominees by the Provost in agreement with the administrator being reviewed and the Chair of the Senate.
- d) Staff members (two): An election among staff shall determine four nominees (usually two represented and two non-represented) from which two (one represented and one non-represented) shall be selected by the Provost in agreement with the Dean of Global Campus and the Chair of the Senate.

### 2.3.53. Dean of Graduate Studies

- a) Faculty (six): The faculty of each college and SDSU Imperial Valley shall nominate two faculty members; six of the nominees shall be selected by the Provost in consultation with the President and in consultation with the Dean of Graduate Studies and the Chair of the Senate. Procedures for the nominations shall be determined by the faculty of each college. To ensure sufficient time for election, the Provost shall give as much notice as possible, but no less than one month's notice, of the deadline for submitting the names of those elected.
- b) Administrators (two): one member of the ~~San Diego State University~~ Academic ~~Deans~~ ~~Deans'~~ Council and one administrator with similar responsibilities from another university. They shall be selected by the Provost in consultation with the President, the Dean of Graduate Studies, and the Chair of the Senate.
- c) Students (two): one master's student and one doctoral student. Four nominees shall be chosen by the Associated Students; two of the nominees shall be selected by the Provost in consultation with the Dean of Graduate Studies and the Chair of the Senate.
- d) Staff member: An election among staff shall determine four nominees from whom one shall be selected by the President

of the university in agreement with the Provost and the Chair of the Senate.

#### 2.3.64. ~~Provost and the Academic Affairs Office~~

- a) Faculty (eight): The faculty of the Colleges of Arts and Letters, Professional Studies and Fine Arts, and Sciences shall nominate and elect three nominees from each of these units; the faculty of the Colleges of Business Administration, Education, and Health and Human Services shall elect two nominees from each of these units; and the faculty of the College of Engineering, the Library, and SDSU Imperial Valley shall nominate and elect one nominee from each of these units. Eight of the nominees shall be chosen by the President of the university in agreement with the Provost and the Chair of the Senate. The faculty members shall be broadly representative. To ensure sufficient time for election, the Provost shall give at least one month's notice of the deadline for submitting the names of those elected.
- b) Administrators (two): one member of the ~~San Diego State University~~ Academic ~~Deans~~ <sup>Deans</sup><sup>2</sup> Council and one provost or vice president for academic affairs from another university. Both shall be selected by the President of the university in agreement with the Provost and Chair of the Senate.
- c) Students (two): one undergraduate and one graduate. Four nominees shall be chosen by the Associated Students. Two shall be selected by the President of the university in agreement with the Provost and the Chair of the Senate.
- d) Staff member: An election among staff shall determine four nominees from whom one shall be selected by the President of the university in agreement with the Provost and the Chair of the Senate.

### 3.0 Procedures and Responsibilities

- 3.1. **Timeline.** The Provost shall announce in early Fall which individuals will undergo a five-year review. Review panels shall be finalized by the end of the Fall semester. The review panel shall conduct its work during the Spring semester. The review must be completed by the end of the Spring semester.

- 3.1.2. Since requests for early review can occur at any time per 2.2.5, these panels shall have an equivalent length of time in which to conduct their work regardless of when the process begins.
- 3.2. The Provost or President shall call the first meeting of the review panel at the beginning of the Spring semester, or soon after forming the review panel in the case of early review. At that meeting, the panel shall elect a chair, who shall be either a faculty or staff member from the college/unit in question.
- 3.1.3. The review panel shall work primarily from the published job description of the administrator, from the self-study (which shall address at a minimum the duties of the published job description), and from “ideal” descriptions of the role of the administrator solicited from faculty members by the review panel, in combination with the data that define performance in office and the constraints within which the possibilities for performance are defined. Both written statements developing an argument and interviews shall be employed. Groups (e.g., departments, committees) as well as individuals shall be invited to participate.
- 3.2.4. The review panel shall ensure access to all members of the administrative unit’s faculty, student body, and staff (a) to communicate representative views and (b) to provide the administrator with the opportunity to discuss issues and concerns, and the panel ensure the confidentiality of all communications. The review panel may also seek feedback from the peer group of the administrator under review.
- 3.4.1. The review panel shall utilize a range of mechanisms to solicit feedback from constituents. Such mechanisms include, but are not limited to, survey instruments, focus groups, individual interviews, and email. The review panel shall seek to be as inclusive as possible when soliciting feedback, both in terms of feedback modalities and striving to represent the broadest range of voices.
- 3.4.1.1. The Provost or President’s Office shall support the deployment of survey instruments, and ensure that members of the review panel have access to aggregated and disaggregated data. All individuals handling the data shall adhere to current data privacy and security standards and requirements.
- 3.4.2. For the reviews of deans whose unit’s work typically extends beyond their individual college (in particular the Dean of the Library, the Dean of Graduate Studies, the Imperial Valley Dean, and the Dean of Global Campus), the review panel shall actively solicit feedback among faculty, staff, and students from outside the

unit in question. All other review panels are encouraged to solicit feedback from constituents outside the unit in question.

- 3.3-5. To promote an honest and constructive assessment, confidentiality shall be honored throughout all aspects of the review panel's work. Raw survey data, individual comments from feedback forums or interviews, and committee deliberations shall not be shared beyond the panel. All data and feedback shall be anonymized, aggregated, and shared only in summary form with the administrator undergoing review. Per Title IX and EEOC laws and regulations, review panel members, as well as all participants in the assessment process, shall be protected from future retaliation. The Center for the Prevention of Harassment and Discrimination shall ensure compliance with anti-retaliation laws. This confidentiality policy shall be shared with all participants in the process, including committee members and those providing individual feedback about the administrator.

#### 4.0 Reporting Process

- 4.1. The review panel shall submit a written report to the Provost or, as appropriate, to the President. The report shall contain a description of the review process, data collected, findings, and specific recommendations for future action by the administrator and the office, the faculty, and the university. **The report shall also include a summary of findings and recommendations, to be shared according to 4.2.**
- 4.2. The complete report shall be made available to the administrator immediately after it is reviewed by the Provost or, as appropriate, the President. **Once reviewed and approved, the Provost or the President shall distribute the review panel's summary to all faculty and staff in the unit in a timely manner.** ~~The faculty of the unit shall receive a timely summary of the report prepared and issued by the review panel after approval by the Provost or the President.~~ This summary shall contain major findings and specific recommendations for action. **The summary shall be filed with the Provost's Office and be made available to any member of the college and/or unit who requests it for at least as long as the person under review serves as an administrator.**
- 4.3. The administrator and the person to whom they report, in consultation with the appropriate faculty committee of the organizational unit, shall recommend a plan of action to respond to the recommendations of the panel.

- 5.0 **Post-review:** The administrator who has been reviewed shall in the annual report comment specifically on the progress toward the plan of action, which comments shall be made available to the faculty **and staff** of the unit. The Provost or, as

appropriate, the President shall discuss the report with the review panel. A further report may then be issued to the faculty **and staff** by the Provost or the President.

**6.0 Legal Restrictions:** All aspects of the review shall be consistent with requirements of state and federal law and with university policy. The Associate Vice President for Faculty Advancement and Student Success shall provide specific instructions.

**7.0 Review of the Review Procedure:** Each review panel shall recommend changes in the procedure to the Committee on Academic Policy and Planning.

### **Rationale**

This action item represents the second phase of revisions in response to Referral 21/22\_04: Five-Year Review of Academic Administrators, following revisions approved by the Senate in AY 24-25. These revisions respond to a range of feedback provided by recent review panels.

Section 2.2: We added language to clarify the process for requesting early review, including who may make such a request, what the electoral threshold is for approving an early review, and when such requests can be made. Section 3.1.2 addresses the timeline for conducting an early review.

Section 2.3: We clarified the composition of Review Panels with respect to eligibility, nomination, and selection procedures. We further revised how the SEC forms the pool of external faculty (2.3.3.b).

Section 3.0: We expanded and clarified the review procedures and responsibilities. We specified the review timeline, including the convening of the first meeting; the election of review panel chairs; the range of feedback mechanisms permitted; and the types of constituents who should be included in the process, including individuals from outside the unit when appropriate. We specify that the Provost or President's Office shall support the deployment of survey instruments.

Section 4.0: We clarified the reporting process to ensure that the review panel's summary is distributed in a timely manner to all members of the administrator's unit. We further specified responsibilities for maintaining and providing access to review summaries for the duration of the administrator's time in that position.

AP&P further recommends that the Provost's Office regularly review the standard survey instrument, particularly in years when no five-year reviews are scheduled.

To: SEC/Senate  
From: Briana Cartmill, Chair, Staff Affairs Committee  
Date: February 24, 2026  
Subject: ACTION: Staff Emeritus Nominations

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

Name	Division/College	Department	Jobcode Name	Years of Service
Linman, Terri			Currently works for global campus but has about 11 years of stateside service from August 1998 to March 2020-confirmed years of service with HR.	10+

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

TO: Senate Executive Committee / Senate  
 FROM: Keven Jeffery, Chair, Committee on Committees & Elections  
 DATE: 02/20/2026  
 RE: Action Item: CC&E Nominations for Senate Vacancies

Senate seat calculations for the 2024/2025 academic year were not implemented correctly. As a result, a number of College/Units were not allocated additional Senate seats to which they were entitled.

Under Policy File Bylaws 6.2.2, such vacancies are filled first by nominees who received the next highest number of votes in the 2024/2025 elections. If no such nominee is available, the affected electorate may recommend a replacement. Any temporary replacement will serve the remainder of the current term, ending in 2028.

As required by Policy File Bylaws 3.5.2, the Committee on Committees & Elections submits for confirmation by the Senate its nominees for members and chairs of Senate and Senate-appointed university committees.

**Nominations to fill vacant Senate seats**

SSP-AR	Vanessa Chapa	Nominated - Complete Term
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**Nominations for the College Representatives to the Tenure Track Planning Committee**

Representatives from PSFA, ENG, SDSU IV, COE, FCOB, and CHHS are nominated to complete representation from all academic colleges and units.

Role	Representative	College	Status
Faculty (College Representative)	Joshua Chanin	PSFA	Nominated
Faculty (College Representative)	Gustaaf Jacobs	ENG	Nominated
Faculty (College Representative)	Shiloh Williams	SDSU IV	Nominated
Faculty (College Representative)	Bonnie Kraemer	COE	Nominated

Faculty (College Representative)	<b>Paula Peter</b>	<b>FCOB</b>	Nominated
Faculty (College Representative)	<b>Shirin Hooshmand</b>	<b>CHHS</b>	Nominated
Senate Chair	Stephen Schellenberg (Chair)	COS	Ex Officio (Info Only)
Chair: Academic Policy and Planning	Pamela Lach	LIB	Ex Officio (Info Only)
Chair: University Resources and Planning	Brian Hentschel	COS	Ex Officio (Info Only)
Chair: Faculty Affairs	Kathryn Edgerton-Tarpley	CAL	Ex Officio (Info Only)
Chair: Diversity, Equity, Inclusion	Roberto Hernandez	—	Ex Officio (Info Only)
Provost	Sonja Pruitt-Lord	—	Ex Officio (Info Only)

To: SEC/Senate

From: Jonathan Graubart, Senator

Date: February 16, 2026

Subject: ACTION: Request to affirm required Senate approval of all revisions in the Principles of Community

ACTION: Senators Graubart, Edgerton-Tarpley, Hernández, and Lach, and Parliamentarian Shultz move that:

The University Senate affirms that the SDSU Principles of Community are a formal shared governance document, which resides on the Senate website under “Guiding Philosophies” ([https://senate.sdsu.edu/02\\_principles-of-community](https://senate.sdsu.edu/02_principles-of-community)). As such, all revisions shall be reviewed and approved by the Senate through the regular process of bringing items for consideration to the body.

**Rationale:**

The Principles of Community aspire to convey the shared values of the many diverse perspectives, beliefs, and identities of the SDSU community. While originally developed by the “Strategic Planning Activity 39 Working Group,” these principles are intended to “[reflect] the ideals we are encouraged to uphold in our interactions with one another,” and thus serve as a de facto document of shared governance. As such, the University Senate, which comprises elected faculty, staff, and students, is the most representative body to approve these principles and ongoing revisions.

Appropriately, the University Senate was asked on December 7, 2021, to approve a prior version of the Principles of Community, which it did.<sup>1</sup> This version is still hosted on the Senate web page under its “Guiding Philosophies.”

Yet the Principles of Community were recently revised at the presidential level without Senate review or notification. These revisions were of sufficient import to warrant broader deliberation. This new version is hosted on a separate web page

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<sup>1</sup> 12/7/2021 SDSU Senate Minutes

“7.9. Principles of Community statement, as part of Activity 39 of the Strategic Plan implementation (Lewison) TIME CERTAIN 3:00PM We Rise and We Defy-Strategic Plan, Activity 39, Principles of Community Statement of SDSU. Co-Chair Lewison prepared a report on process and policy that led to the development of draft “Statement” document that was shared broadly with campus constituencies for input and revisions. The group is presenting the report to the Senate for its information. Vice President Wood noted that the document will be published at various places on the campus for all to see (including campus visitors and guests). Chief of Staff Santos-Derieg described that such campus documents are updated on a regular basis. Fuller/Preciado moved to receive the report. The report was received with the following votes- 53 yes, 3 no, 18 abstentions.”

(<https://www.sdsu.edu/community-principles>) and conflicts with the approved Senate version.

The above action item seeks to restore the principle of shared governance by affirming the Senate's primary role in approving matters of broad community importance at SDSU.



SAN DIEGO STATE  
UNIVERSITY

TO: SEC/Senate  
FROM: William Welsh, Chair, Faculty Honors and Awards Committee  
DATE: Feb 17, 2025  
SUBJECT: ACTION: Emeritus Request

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

- **Peter Herman**, Professor of English and Comparative Literature,  
Retirement date: August 18, 2026  
30 years of service
- **Lisa Lamont**, Librarian  
Retirement date: April 30, 2026  
20 years of service
- **Sergio Rey**, Professor of Geography  
Retirement date: August 18, 2026  
31 years of service

**\*UPDATED 2/19/2026**

To: SEC / Senate

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

Date: February 19, 2026

ACTION: Update to the Awards Policy (University Policies>Faculty>Awards), Senate Excellence in Teaching Award

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

## **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. Each 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 or **Associate Vice President** shall nominate two distinguished faculty members from their respective ~~College~~-unit (**Colleges of Arts and Letters, Education, Engineering, Fowler College of Business, Health and Human Services, Professional Studies and Fine Arts, Sciences, the SDSU Imperial Valley, the Library, Academic Affairs, Student Affairs and Campus Diversity**), as follows:

1.2.3.1. One nomination shall be drawn from the tenured and probationary faculty, including library and FERP faculty.

1.2.3.2. One nomination shall be drawn from the contingent faculty (e.g. Lecturer, SSP-AR, Assistant Librarian).

1.2.3.3. For College units that do not regularly have at least five tenure track (Academic Affairs) or contingent faculty (Library), the same faculty member shall not be nominated for consecutive years.

1.2.3.4. From this slate of candidates, faculty nominees shall be selected by the University Honors and Awards Committee and honored by the university.

### 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.

13.2.1. 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) . . . .*

## **RATIONALE**

Contingent faculty teach more than half of all courses on campus. However, there is currently no university-wide award to recognize contingent faculty excellence in teaching. The above action item addresses this sharp inequity by proposing the establishment of a Senate Excellence in Teaching Award to recognize distinguished contingent faculty, in parallel to the existing award for tenured, probationary, or FERP faculty.

The above proposal also explicitly includes instructional Library faculty, thus making the Senate Excellence in Teaching Award more inclusive. Moreover, it clarifies for College units that may not have a pool of tenured and probationary or contingent faculty in a given award cycle. In particular, as demonstrated in the chart below Academic Affairs lacks a pool of tenured and probationary faculty, and the Library lacks a pool of contingent faculty.

This proposal was reviewed in detail by Faculty Affairs, Lecturer Affairs, and Undergraduate Council, who all strongly 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.

### **Faculty by classification in each college for Fall 2025**

College	Contingent/ Temporary	T/TT Total	Overall Total
Library Administration	1	29	30
Student Affr Campus Diversity	16	26	42
Athletics	45	0	45
Academic Affairs (FASS & Inter Affairs)	66	0	66
Imperial Valley Campus	85	30	115
College of Engineering	58	81	139
Fowler College of Business	126	90	216
College of Hlth Human Srvcs	171	106	277
College of Sciences	112	179	291
College of Education	235	75	310
College of Prf Stds Fine Arts	276	114	390
College of Arts and Letters	257	193	450
Grand Total	1448	923	2371

2026-2027 University Catalog - Action - Graduate Courses - Deleted TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: February 24, 2026 / March 10, 2026									
Prefix	Course #	Course Title	Action (Deleted)	Units	Level	Effective	Proposal Link	Notes	
ACCTG	661	Seminar in International Accounting	Deactivated - Action	3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6230/form">https://sdsu.curriculog.com/proposal:6230/form</a>		
CHEM	732	Mechanism of Pharmaceutical Synthesis	Deactivated - Action	3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6241/form">https://sdsu.curriculog.com/proposal:6241/form</a>		
CHEM	763	Cellular Regulation	Deactivated - Action	1-3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6242/form">https://sdsu.curriculog.com/proposal:6242/form</a>		
E E	685	Micro-Electro-Mechanical Systems (MEMS) Design and Applications	Deactivated - Action	3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6222/form">https://sdsu.curriculog.com/proposal:6222/form</a>		
MIS	705	Communication Strategies	Deactivated - Action	3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6263/form">https://sdsu.curriculog.com/proposal:6263/form</a>		
TFM	612	Seminar in Writing for New Media	Deactivated - Action	3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6239/form">https://sdsu.curriculog.com/proposal:6239/form</a>		
THEA	673	Advanced Graduate Playwriting	Deactivated - Action	3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6227/form">https://sdsu.curriculog.com/proposal:6227/form</a>		
ACCTG	657	Accounting for Income Taxes	Deactivated - Action	3	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6231/form">https://sdsu.curriculog.com/proposal:6231/form</a>		

2026-2027 University Catalog - Action - Undergraduate Courses - Deleted TO: SEC / Senate FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee DATE: February 24, 2026 / March 10, 2026							
Prefix	Course #	Course Title	Action (Deleted)	Units	Effective	Proposal Link	Notes
ANTH	312	Archaeological Field Techniques	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6205/form">https://sdsu.curriculog.com/proposal:6205/form</a>	
E E	434	Electronic Materials and Devices	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6221/form">https://sdsu.curriculog.com/proposal:6221/form</a>	
ENS	138	Swim Fitness	Deactivated - Action	1	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6244/form">https://sdsu.curriculog.com/proposal:6244/form</a>	
ENS	368	Clinical Evaluation of Sports Injury Part II	Deactivated - Action	2	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6247/form">https://sdsu.curriculog.com/proposal:6247/form</a>	
ENS	368L	Clinical Evaluation of Sports Injury Part II	Deactivated - Action	1	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6251/form">https://sdsu.curriculog.com/proposal:6251/form</a>	
ENS	389D	Practicum in Athletic Training	Deactivated - Action	1	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6253/form">https://sdsu.curriculog.com/proposal:6253/form</a>	
ENS	463	Principles and Techniques in Therapeutic Exercise	Deactivated - Action	2	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6248/form">https://sdsu.curriculog.com/proposal:6248/form</a>	
ENS	463L	Principles and Techniques in Therapeutic Exercise Laboratory	Deactivated - Action	1	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6255/form">https://sdsu.curriculog.com/proposal:6255/form</a>	
ENS	465	Seminar in Organization and Administration in Athletic Training	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6249/form">https://sdsu.curriculog.com/proposal:6249/form</a>	
JAPAN	480	Business Japanese	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6259/form">https://sdsu.curriculog.com/proposal:6259/form</a>	
JMS	410	Media and Sexuality	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6235/form">https://sdsu.curriculog.com/proposal:6235/form</a>	
JMS	424	Media in Latin America	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6236/form">https://sdsu.curriculog.com/proposal:6236/form</a>	
JMS	482A	Fashion Public Relations	Deactivated - Action	1	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6237/form">https://sdsu.curriculog.com/proposal:6237/form</a>	
LING	250	Directed Language Study	Deactivated - Action	1-4	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6261/form">https://sdsu.curriculog.com/proposal:6261/form</a>	
LING	253	Grammar and Usage for Writers	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6260/form">https://sdsu.curriculog.com/proposal:6260/form</a>	

MIS	406	Information Systems Design	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6262/form">https://sdsu.curriculog.com/proposal:6262/form</a>	
RWS	412	Issues in Gender and Rhetoric	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6226/form">https://sdsu.curriculog.com/proposal:6226/form</a>	
RWS	280	Academic Reading and Writing	Deactivated - Action	3	08/19/2026	<a href="https://sdsu.curriculog.com/proposal:6225/form">https://sdsu.curriculog.com/proposal:6225/form</a>	

2026-2027 University Catalog - Action - 500-level Courses  
 - Deleted  
 TO: SEC / Senate  
 FROM: Tracy Love, Chair, Graduate Council;  
 Marie Lachance, Chair, Undergraduate Curriculum  
 Committee  
 DATE: February 24, 2026 / March 10, 2026

Prefix	Course #	Course Title	Action (Deleted)	Units	Level	Effective	Proposal Link	Notes
ANTH	561	Archaeological Laboratory Methods	Deactivated - Action	3	Ugrad/Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6210/form">https://sdsu.curriculog.com/proposal:6210/form</a>	
CCS	548	Race and Ethnicity in United States History	Deactivated - Action	3	Ugrad/Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6218/form">https://sdsu.curriculog.com/proposal:6218/form</a>	
CCS	554	United States-Mexico Transborder Populations and Globalization	Deactivated - Action	3	Ugrad/Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6217/form">https://sdsu.curriculog.com/proposal:6217/form</a>	
CCS	572	From Haciendas and Plantations to Prisons	Deactivated - Action	3	Ugrad/Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6220/form">https://sdsu.curriculog.com/proposal:6220/form</a>	
CFD	565	Best Practices of Care for Infants/Toddlers	Deactivated - Action	3	Ugrad/Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6228/form">https://sdsu.curriculog.com/proposal:6228/form</a>	
STS	590	Capstone in Science, Technology, and Society	Deactivated - Action	3	Ugrad/Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6229/form">https://sdsu.curriculog.com/proposal:6229/form</a>	

To: SEC / Senate  
 From: Joanna Brooks, Chair, Undergraduate Council  
 Date: February 2, 2026  
 Subject: INFORMATION: UGC Report

The Undergraduate Council met February 2, 2026 in AD 101. In attendance were members Brooks, Cota, Dean, Hyman, Lozada-Santone, Hansen, Donyanavard, Torre, Alves.

The Council received standing reports from Joanna Brooks on advising, including the upcoming Campuswide Advising Retreat and GI 2025 Celebration, scheduled for 2/27/2026.



Continuing its conversation of the new CSU [Systemwide Student Success Framework](#), the Council continued to think through various opportunities to mitigate obstacles, including

- User experience assessment of current degree evaluation format
- Review with chairs & directors of Do Not Articulate list to ensure currency
- Major impaction consequences and other obstacles designed to manage enrollment

Additional information will be gathered by AVPs Hyman and Brooks and Professor Donyanavard to inform next steps, with interest in focusing on the last.

Finally, on referral from the YMOC Study Group, the Council reviewed the Federal Work-Study (FWS) program at SDSU. FWS is a need-based,

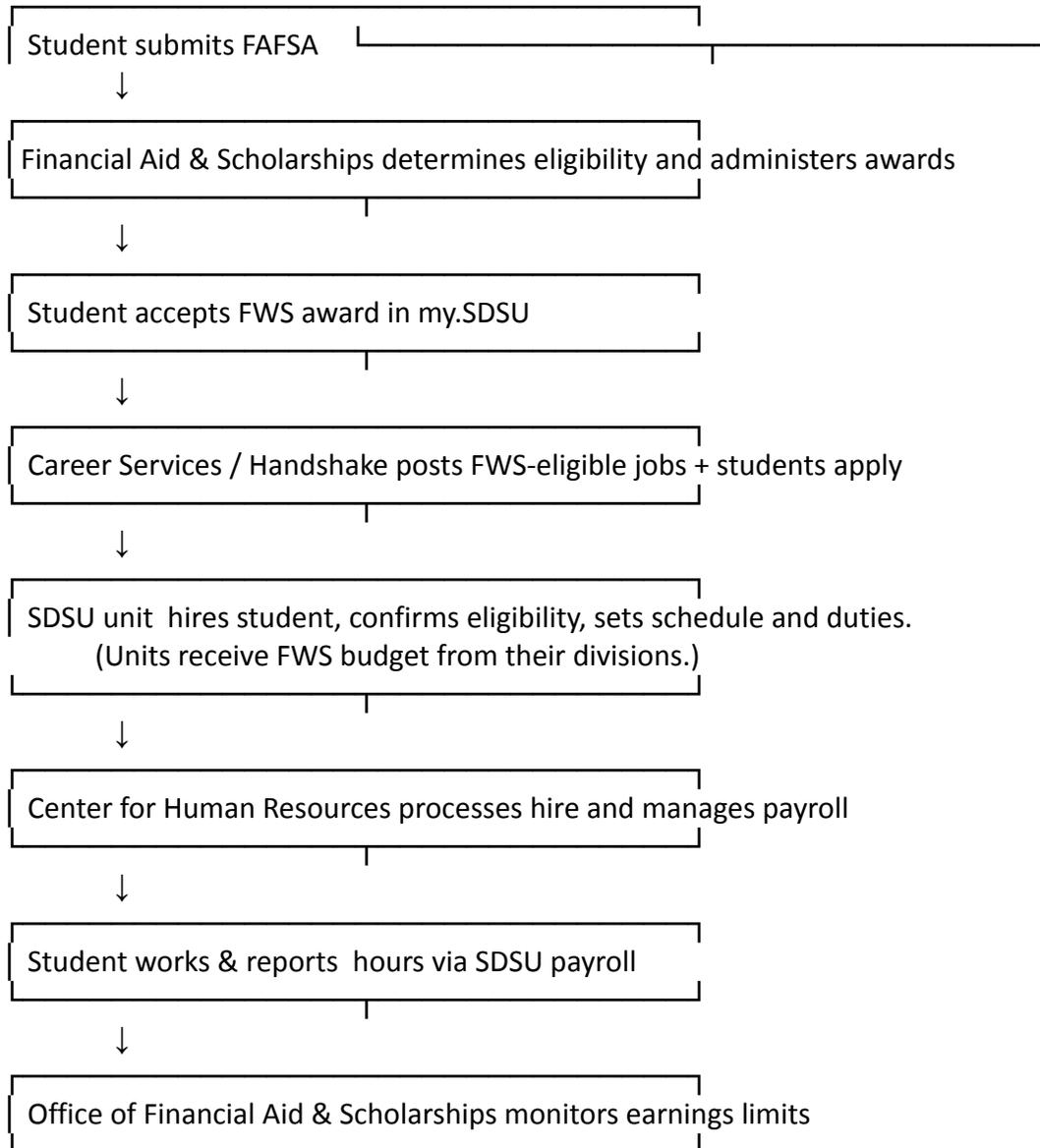
part-time employment program funded in part by the U.S. federal government. It allows eligible students to earn money through part-time jobs to help offset education and living costs while gaining work experience. SDSU's total federal work study allocation for FY 24 - 25 was \$2.1M; sources indicate last year saw a 17% carryforward (about \$367K off the \$2.1M). ([SOURCE](#))

Students must file FAFSA, demonstrate financial need, and be awarded Work-Study funding in the financial aid package (visible via AidLink or my.SDSU Financial Aid tile). The FWS award amount in the financial aid package represents the maximum a student can earn during the award period.

Guidance on FWS for students and advisors is available here:

<https://sacd.sdsu.edu/financial-aid/financial-aid/types-of-aid/work-study>

HOW IT WORKS:



Sources have reported some gaps in the system to be explored by the Council

- Not all jobs advertised on Handshake
- Some units source FWS students through established relationships rather than advertising open positions
- Students don't know how and where to find their FWS award amount, or where to look for FWS jobs

The Council considered opportunities to improve outreach to students, advisors, and hiring units.

TO: SEC/University Senate

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

DATE: February 11, 2026

RE: Information: SDSU Impact of Philanthropy Report

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See report on following page.

# SDSU Donor Relations Senate Report - February 2026

## Impact of Philanthropy

The URAD Donor Relations team recently completed the campuswide SDSU Impact of Philanthropy report, "A New Aztec Era," for fiscal year 2024-25, which shares how philanthropy has shaped SDSU and impacted lives over the past fiscal year.

### Highlights include:

- Message from President Adela de la Torre
- Campus accolades and milestones, student and faculty achievements, R1 classification highlights, newly created and impactful program and scholarship funds, SDSU Athletics success and Pac-12 transition, \$1M transformational gifts
- FY 2024-25 Year in Giving stats, AY2024-25 scholarship stats

**Audience:** Shared electronically and in print, with nearly 75,000 donors

### Printed Version

- Donors with cumulative giving of \$10K+ during FY23-24 and/or FY24-25
- Tower Society members (lifetime giving \$50K+)
- Heritage Society members (planned gifts)
- TCF Board members
- Deans and Senate Executive Committee
- Newly Added: College Advisory Committees

### Digital Version (links to videos/stories included)

- All donors of \$1+ from past 10 years with valid email on file
- Athletics season ticket holders

### Recipient Activity Highlights:

- Within 60 days of receiving the print version, 13% of households made gifts, with 60% of those giving \$1K-\$50K
- Average email open rate 54% (across industries, successful rates vary between 30-40%)

### Email sample:



## A New Aztec Era

Donors like you help shape a brighter, more vibrant future for our San Diego State University family. With you in their corner, students are encouraged to pursue personal growth, career readiness, and lifelong success through educational and extracurricular experiences.

Thank you for supporting our campus community through the years and into the new Aztec era, where SDSU is thriving as a leader in public higher education. **We hope you enjoy this year's Impact of Philanthropy report, which highlights donor generosity, student and faculty achievements, and the continued growth of SDSU.**



Left to right: Sammie, '25, B.S. in Statistics; Dorian, Geography Major; Evelyn, '25, B.S. in Management Information Systems; Honey, Accounting Major; David, '25, B.S. in Aerospace Engineering

[View Your Impact of Philanthropy Report](#)

To: SEC / Senate

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

Date: January 27, 2026

Subject: INFORMATION: Report on management of classroom spaces

Members of the Committee on University Resources & Planning (URP) raised concerns relating to availability and scheduling of classroom spaces, which have become increasingly limited. On 9 December 2025, URP received a report from AVP Stefan Hyman, Vice Provost Sonja Pruitt-Lord, and University Registrar Stephanie Anderson and had ample opportunity to ask questions and discuss related issues. This memo is designed to share the knowledge and insights gained by members of URP to the Senate and broader SDSU community. We include a summary the most important information exchanged during the December 9<sup>th</sup> discussion, and a copy of the slides presented to URP are attached.

- Scheduling of classrooms strives for efficient classroom utilization, with enrollment being close to room capacity and sections being offered evenly during a week.
- Class schedules are built on a rollover basis, rather than from scratch (e.g., Fall 2025 schedule begins with the Fall 2024 schedule). Departments then edit that schedule for the upcoming term, making adjustments for changes in curricula, faculty assignments, enrollment statistics and projections, etc.
- Room inventory uses three categories
  - *Permanent Inventory* rooms are restricted to a department or college
  - *Rolled-over Inventory* rooms are general purpose classrooms that are scheduled for a specific department at a specific time based on the previous year (e.g., Fall 2025 based on Fall 2024).
  - *Second-pass Inventory* rooms are general purpose classrooms that are released after rolled-over rooms are unclaimed by departments.
- Most of the classroom scheduling occurs within departments and colleges. Instructors who are considering changing the schedule of their courses or scheduling new courses must begin by discussing the situation within their department leadership.
- Department Coordinators and Chairs and College Associate Deans have access to Astra, SDSU's event scheduling system for general purpose classrooms.
- Planning for **changes** to class schedules typically begins 1.5 years before a given semester.
- In general, classrooms are over 90% booked between 9am-6pm Monday-Thursday, with some time slots having all general purpose classrooms being fully utilized. Time slots

before 9am and after 7pm M-Th tend to have greater vacancies. Friday mornings are approximately 50% booked, with greater vacancies Friday afternoons.

- The University does not allow off-module scheduling of classrooms, **with very limited exceptions** (i.e., class start and end times that deviate from the standard MWF or TuTh time slots), but some flexibility and greater efficiency of classroom utilization can be achieved by, for example, hybrid courses scheduling in-person meetings during times of lesser room utilization (e.g., Fridays) and online class meetings occurring asynchronously or synchronously on days when classroom availability is very limited (e.g., M,W). Such unusual schedules should also take care to ensure there are no conflicts within the Final Exam Schedule.
- Student disabilities are considered when classrooms are assigned. It is critical that students register their disabilities with Student Disability Services (SDS) and work with SDS if concerns arise.

# Instructional Space Management

Enrollment Services  
December 9, 2025



# Scheduling Principles

Efficient Classroom Utilization - Enrollment Capacity of a section should at least be close to the Room Capacity

Weeklong Parity - Sections should be offered evenly across the week

- Provides students course options and scheduling flexibility
- Prevents time conflicts between courses
- Minimizes classroom use bottlenecks (i.e., the “T/R prime-time crunch”)

# General-Purpose Classrooms

Classroom	Seat Count	Classroom	Seat Count	Classroom	Seat Count	Classroom	Seat Count
Adams Humanities 2103	42	Hardy Tower 022	52	North Education 060	167	Student Services East 1401	123
Adams Humanities 2107	30	Hardy Tower 140	228	North Education 073	44	Student Services West 1500	128
Adams Humanities 2108	150	Hardy Tower 183	98	North Education 085	32	Student Services West 2500	30
Adams Humanities 2111	32	Hepner Hall 122	30	North Education 172	36	Student Services West 2501	49
Adams Humanities 2112	40	Hepner Hall 128	26	North Education 173	40	Student Services West 2512	30
Adams Humanities 2113	41	Hepner Hall 130	170	North Education 175	40	Student Services West 2514	30
Adams Humanities 2116	30	Hepner Hall 134	40	North Education 271	52	Student Services West 2522	30
Adams Humanities 2134	30	Hepner Hall 146	32	North Education 273	34	Student Services West 2532	51
Adams Humanities 3110	60	Hepner Hall 150	40	North Education 278B	36	Student Services West 2650	42
Adams Humanities 3113	50	Hepner Hall 206	42	Peterson Gym 153	220	Student Services West 3620	50
Adams Humanities 3127	30	Hepner Hall 210	42	Peterson Gym 242	125	Student Services West 3630	30
Adams Humanities 3130	30	Hepner Hall 214	100	Peterson Gym 244	45		
Adams Humanities 3150	30	Hepner Hall 216	32				
Adams Humanities 3177	60	Hepner Hall 218	32	Physical Sciences 130	100		
Art North 300B	30	Hepner Hall 221	108	Physical Sciences 140	35		
Art North 412	70	Hepner Hall 222	48	Physics 144	72	<b>Fields/Activity Spaces</b>	<b>Type</b>
Art North 512B	40	Lamden Hall 245	20	Physics 145	50	Peterson Gym 152	Volleyball Gym
Arts and Letters 101	108	Lamden Hall 247	42	Physics 146	60	Peterson Gym 400	Grass Field
Arts and Letters 102	60	Lamden Hall 249	26	Physics 147	40	Peterson Gym 610	Turf Field
Arts and Letters 104	41	Lamden Hall 251	26	Physics 148	50	Peterson Gym 620	Turf Field
Arts and Letters 105	80	Lamden Hall 254	38	Physics 149	42	Peterson Gym 630	Baseball Stadium
Arts and Letters 201	500	Lamden Hall 256	35	Physics 244	42	Peterson Gym 660A	Attrack
Arts and Letters 204	60	Lamden Hall 258	35	Physics 249	50	Peterson Gym 660B	Attrack Grass Infield
Bernstein Theatre 161	184	Lamden Hall 260	40	Professional Studies and Fine Arts 136	42	Peterson Gym 680	Softball Stadium
Communication 105	70	Lamden Hall 339	68	Professional Studies and Fine Arts 300	49	Tennis Courts 1 -12	
Communication 205	30	Lamden Hall 340	40	Professional Studies and Fine Arts 308	49		
Communication 206	45	Lamden Hall 341	50	Professional Studies and Fine Arts 310	75		
Communication 207	123	Lamden Hall 343	90	Professional Studies and Fine Arts 318	49		
Ellen Ochoa Pavilion 201	100	Lamden Hall 345	80	Professional Studies and Fine Arts 325	60		
Ellen Ochoa Pavilion 220	159	Lamden Hall 347	80	Professional Studies and Fine Arts 326	48		
Ellen Ochoa Pavilion 230	100	Lamden Hall 408	49	Professional Studies and Fine Arts 350	80		
Engineering 201	50	Lamden Hall 412	40	Professional Studies and Fine Arts 358	30		
Engineering 300	49	Lamden Hall 437	70	Professional Studies and Fine Arts 374	30		
Engineering 328	49	Lamden Hall 439	49	Professional Studies and Fine Arts 413	35		
Engineering 423B	52	Lamden Hall 441	36	Professional Studies and Fine Arts 437	30		
Engineering 427	40	Lamden Hall 442	32	Speech, Language and Hearing Sciences 149	35		
Exercise and Nutritional Sciences 106	40	Lamden Hall 443	41	Speech, Language and Hearing Sciences 220	44		
Exercise and Nutritional Sciences 280	512	Lamden Hall 445	20	Speech, Language and Hearing Sciences 247	40		
Exercise and Nutritional Sciences 291	75	Life Sciences North 111	49	Storm Hall 101	70		
Geology, Math and Computer Science 301	111	Life Sciences North 132	49	Storm Hall 104	40		
Geology, Math and Computer Science 305	40	Life Sciences North 134	49	Storm Hall 105	70		
Geology, Math and Computer Science 306	40	Life Sciences South 244	45	Storm Hall 109	70		
Geology, Math and Computer Science 307	40	Life Sciences South 246	44	Storm Hall 113	40		
Geology, Math and Computer Science 308	40	Life Sciences South 248	75	Storm Hall 119	70		
Geology, Math and Computer Science 309	60	Life Sciences South 365	60	Storm Hall 123	70		
Geology, Math and Computer Science 310	60	Love Library 408	50	Storm Hall 127	70		
Geology, Math and Computer Science 313	60	Music 120	80	Storm Hall 213	40		
Geology, Math and Computer Science 314	60	Music 206	40	Storm Hall 216	40		
Geology, Math and Computer Science 324	65	Music 207	47	Storm Hall 221	40		
Geology, Math and Computer Science 325	42	Music 215	36	Storm Hall 316	40		
Geology, Math and Computer Science 327	42	Music 245	65	Storm Hall 320	40		
Geology, Math and Computer Science 328	40	Music 261	47	Storm Hall West 011	252		
Geology, Math and Computer Science 329	42	Music 265	70	Storm Hall West 012	435		
Geology, Math and Computer Science 333	300						



# Introduction

Class Schedules are built on a rollover basis, rather than from scratch

- E.g., Fall 2025 schedule of classes started as a copy of the finalized Fall 2024 schedule

From there, departments review...

- Historical enrollment stats,
- Enrollment demand forecasts (and registration trends as they come in),
- Faculty availability changes,
- Curricular changes, and more

to edit the class schedule for the upcoming term



# Enrollment Demand Forecasts

Possible adjustments if enrollment demand is high (low):

- Raise (lower) enrollment capacity
- Add (cancel) sections
- Move sections to larger (smaller) room
- Change meeting patterns/times
- Enforce (remove) prerequisites



# Faculty Availability Changes

Update faculty workload to reflect their availability for the upcoming term

- Course release
- Sabbatical
- Faculty Early-Retirement Program (FERP)
- Retirement
- Transfer

Possible adjustments if faculty assignment is TBD:

- Turn off Schedule Print



# Room Inventory Types

Permanent Inventory - rooms restricted to your department (or college, if approved)

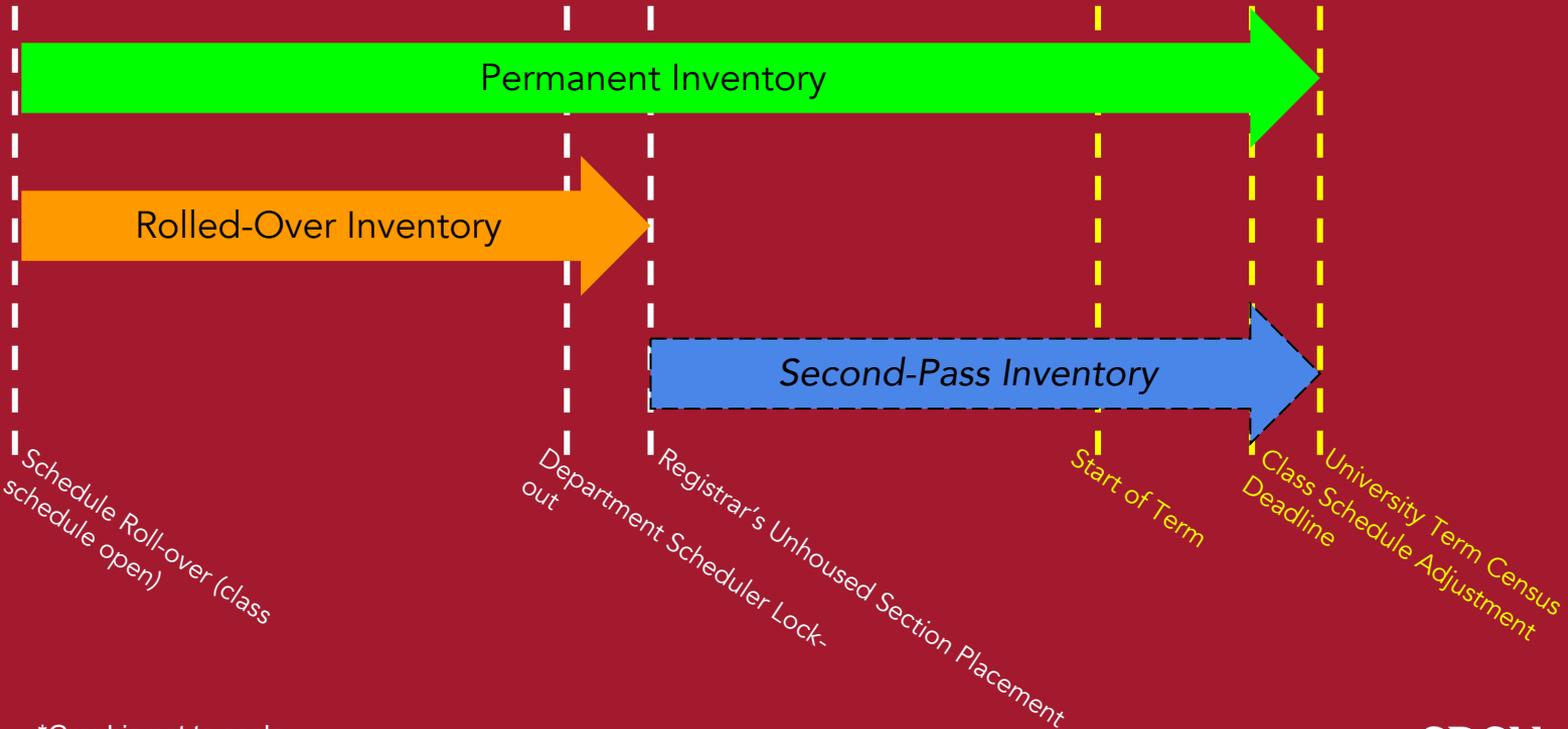
Rolled-Over Inventory - (general-purpose) classrooms *and specific times* that your department has a section scheduled in from the rolled-over term

- E.g., MWF 9 - 9:50 am in SSW 1500

Second-Pass Inventory - (general-purpose) classrooms *and specific times* that are released after rolled-over inventory from other departments is left unclaimed

- E.g., whatever is left open in SSW 1500 after Registrar homeless section placement

# Room Inventory Access Timeline



\*Graphic not to scale



# Room Swap Roles

Room Swap Type \ Party/Person Involved	Requestor	Swap Partner	Registrar Scheduling Unit
Inter-departmental (same college)	R	R	N/A
Inter-college, without general-purpose classrooms	R	R	N/A
Involving general-purpose classrooms	Provide 3 options	R	R

\*Check for classroom accommodations and instructor schedules (for back-to-backs)

# TRAINING WEBSITE



This site serves as a resource for Scheduling Coordinators, Associate Deans, Department Chairs, Directors, and other [SDSU](#) staff involved in academic scheduling or events scheduled in academic [spaces](#). The job aids and documentation available on this site are meant to establish foundational policy and procedures for class/event scheduling.

Colleges may have additional internal policies that impact class scheduling; contact your Associate Dean or College Scheduling Coordinator for more information.

For questions regarding [Academic Planning Database \(APDB\)](#) reports, please contact the [Analytic Studies & Institutional Research \(ASIR\)](#) division and their [training documentation / job aids](#).

For questions regarding the [Published Catalog](#) and [curriculum updates](#), please contact [Curriculum Services](#).



# Astra

Astra Schedule ("Astra") - SDSU's event scheduling system and comprehensive calendar for *general-purpose* classrooms and select field locations

- General-purpose classrooms are overseen by the Registrar Scheduling Unit
- Events scheduling in college-/department-controlled spaces is managed by the respective colleges

# Scheduling Grid

Home Dashboards Calendars Analytics Academics Events Reporting Settings

Rooms Resources Day Week Rooms

Admin  
Color Selector  
Manage Calendars  
Help

Choose Calendar: SDSU Classroom Utilization Grid

Filter: SDSU

Add Event

Date: 08/26/2024

Room \*1

Room	Capacity	Time	Mon 08/26	Tue 08/27	Wed 08/28	Thu 08/29	Fri 08/30	Sat 08/31
© AH 2103	42	06:00 AM						
© AH 2107	30	07:00 AM						
© AH 2108	150	08:00 AM						
© AH 2111	32	09:00 AM						
© AH 2112	40	10:00 AM						
© AH 2113	41	11:00 AM						
© AH 2116	30							
© AH 2134	30							
© AH 3110	60							

# Additional Scheduling Grid Filters

The screenshot shows a scheduling grid interface with various filters and a search bar. The search bar is highlighted with a green box. The grid displays a list of rooms with columns for Room, Capacity, and a time slot. The filters are organized into sections: Location Filters, Resource Filters, and Event Filters. A 'Select Items' dialog box is open, showing a list of room types with checkboxes. The 'Done' button in the dialog is also highlighted with a green box.

Search: [Search] Date: 08/26/2024

Location Filters

- Campus 1 Clear +
- Building +
- Room +
- Region +
- Room Type 1 Clear +

Capacity:

Between: [ ] and: [ ]

Resource Filters

- Resource Type +
- Resource Category +
- Resource Group +
- Resource +

Event Filters

- Include Events
- Include Setup/Teardown
- Include Pre/Post
- Event Type +
- Event Meeting Type +
- Customer +

Select Items

Enter search text

- Arranged SDSU
- Classroom
- Computer Lab-IVC
- Court-Exercise & Nutritional Sciences
- Field/Activity Space
- Lab-Accountancy
- Lab-Aerospace Engineering
- Lab-Anthropology
- Lab-Art

1-103 of 103 Done

Room	Capacity	
⊙ AH 2103	42	06:00 AM
⊙ AH 2107	30	07:00 AM
⊙ AH 2108	150	08:00 AM
⊙ AH 2111	32	09:00 AM
⊙ AH 2112	40	10:00 AM
⊙ AH 2113	41	
⊙ AH 2116	30	

⊙ ARTN 500B	50	08:00 PM
⊙ ARTN 412	70	09:00 PM
⊙ ARTN 512B	40	10:00 PM
⊙ BT 161	184	
⊙ COM 105	70	
⊙ COM 205	30	



SDSU Classroom: Percent of Rooms in Use

by Day and Time

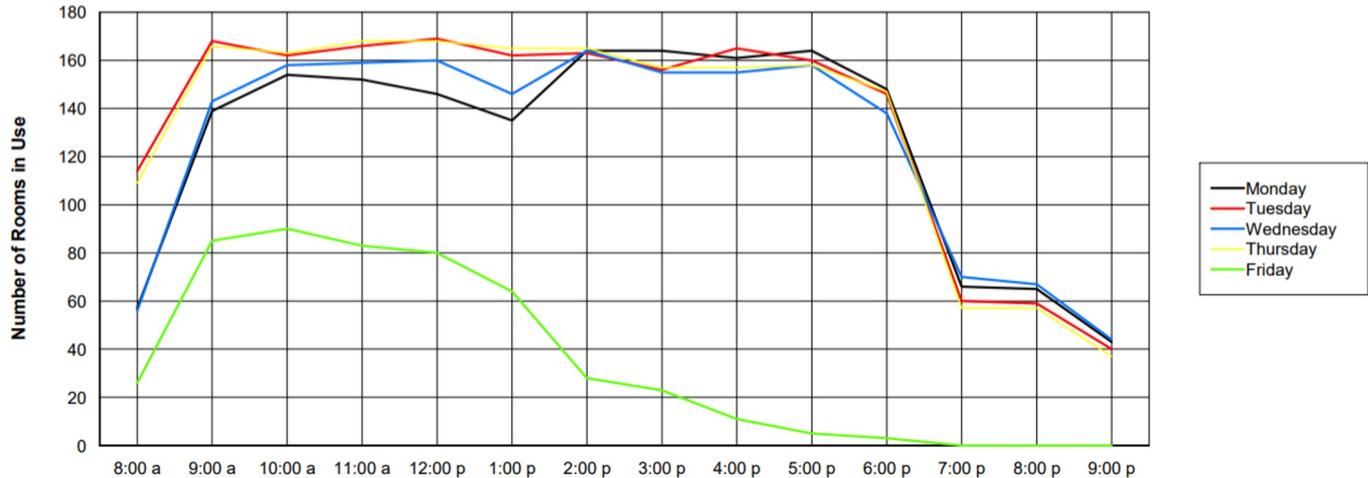
9/2/2025  
10:44AM

Number of Rooms: 169 For all sections occurring 8/25/2025 - 12/11/2025

	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM	9:00 PM
Monday	34%	82%	91%	90%	86%	80%	97%	97%	95%	97%	88%	39%	38%	25%
Tuesday	67%	99%	96%	98%	100%	96%	96%	92%	98%	95%	86%	36%	35%	24%
Wednesday	33%	85%	93%	94%	95%	86%	97%	92%	92%	93%	82%	41%	40%	26%
Thursday	64%	98%	96%	99%	99%	98%	98%	93%	93%	93%	87%	34%	34%	22%
Friday	15%	50%	53%	49%	47%	38%	17%	14%	7%	3%	2%	0%	0%	0%

SDSU Classroom Rooms in Use

by Day and Time



# COURSE MODALITIES

	Fall 2022		Fall 2023		Fall 2024		Fall 2025	
Modality	Sections	FTEs	Sections	FTEs	Sections	FTEs	Sections	FTEs
In-Person	3,530	23,382.4	3,512	24,599.4	3,750	25,876.1	3,779	27,056.8
Online	433	6,026.4	416	6,085.6	456	6,802.7	530	7,362.2
Hybrid	225	2,674.0	189	2,461.7	227	2,623.2	254	2,667.4
Total	4,188	32,082.8	4,117	33,146.7	4,433	35,302.0	4,563	37,086.4
	Fall 2022		Fall 2023		Fall 2024		Fall 2025	
Modality	Sections	FTEs	Sections	FTEs	Sections	FTEs	Sections	FTEs
In-Person	84.3%	72.9%	85.3%	74.2%	84.6%	73.3%	82.8%	73.0%
Online	10.3%	18.8%	10.1%	18.4%	10.3%	19.3%	11.6%	19.9%
Hybrid	5.4%	8.3%	4.6%	7.4%	5.1%	7.4%	5.6%	7.2%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Includes all lectures and lab sections at both SD and IV campuses. Excludes supervision courses.

Source: <https://tableau.sdsu.edu/#/views/CourseFTES/CourseFTESProgramAt-A-Glance?.iid=1>



# CHALLENGES & OPPORTUNITIES

- Course offerings remain concentrated M-Th, 9AM - 6PM
- Only 50% of space used on Friday mornings, <20% on Friday afternoons, and ~33% M-Th between 7PM and 10PM
- Rolling over the schedule from year-to-year does not optimize space utilization and often leads to late manual adjustments like classroom swaps when needs arise at the start of each term (Cal Poly SLO uses software to relocate all classes each year)



# Class Scheduling Unit

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Vacant

Associate Registrar, Academic  
Scheduling and Degree Audit

Jason Huynh

Academic & Events Scheduling Lead  
Analyst

Nick Lane

Classroom Services Coordinator

Dora Clarissa Torres

Academic & Events Classroom  
Scheduling Coordinator

To: SEC / Senate

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

Date: January 27, 2026

Subject: INFORMATION: Update on revenue generated by self-support strategies (Referral 24/25\_04)

In November 2024, the Committee on University Resources & Planning (URP) responded to a senate Referral (24/25\_04) concerning new State policies related to AB 2395 that provide greater flexibility for using revenue generated by self-support programs (e.g., SDSU Global Campus). At that time, SDSU was waiting to receive technical guidance before implementing any new policies, and URP noted that, at a future date, we would update the Senate with additional details related to the referral. We now include the April 17, 2025 memo from the CSU that clarifies the uses, processes and procedures for administering Professional and Continuing Education (PaCE) funds (see attached). College Deans and other administrators in Academic Affairs have been made aware of these specifics, and URP is submitting this Information Item to the Senate as a means to highlight and communicate these details more broadly to the SDSU community.

Financial resources from Global Campus programs come back to partnering colleges in two ways. First as Indirect Cost Recovery (9%) - based on the gross revenue generated by the program (without regard to expenses). Second as Gain Share – resources remaining after all expenses are allocated to the program are split 50/50 between Global Campus and partnering colleges.

AB 2395, passed in 2024, removed the requirement of revenues to only be used for self-supporting instructional programs. The university and the colleges can use the generated revenues for strategic purposes that support instructional programs. Establishing a clear, forward-looking strategy helps ensure funds are used to advance academic growth, promote financial stability, and sustain long-term program viability. These planned uses should align with both institutional and college priorities. They may include developing new Global Campus offerings, investing in existing programs, supporting non-Global Campus stateside instructional offerings, and addressing financial imbalances in instructional programs that are being sunsetted. Uses of these resources may include hiring tenure-track or clinical scholar faculty, supporting staff positions, covering operating expenses tied to Global Campus programs, and addressing operating deficits in instructional programs. Funds may be used for other college-level priorities, whether ongoing or one-time, that strengthen the college's overall strategic objectives that support instructional programs.

**Mandara D. Savage, Ph.D.**

**Assistant Vice Chancellor, Professional and Continuing Education**

CSU Office of the Chancellor

401 Golden Shore, Long Beach, CA 90802

[www.calstate.edu/pace](http://www.calstate.edu/pace)

April 17, 2025

**MEMORANDUM**

TO: CSU Provosts and Vice Presidents for Academic Affairs  
CSU Vice Presidents for Student Affairs  
CSU Vice Presidents for Finance and Business Administration

FROM: Mandara D. Savage, Ph.D.   
Assistant Vice Chancellor  
Professional and Continuing Education (PaCE)

  
Jeni Kitchell  
Assistant Vice Chancellor/Controller  
Finance and Business Administration

SUBJECT: AB 2395 and PaCE Funds Framework

This memorandum transmits the work completed by the California State University (CSU) 2024 Professional and Continuing Education (PaCE) Assembly Bill 2395 (AB 2395) Finance Subcommittee of the CSU PaCE Innovation Barriers workgroup regarding the technical aspects and implementation of AB 2395, effective January 1, 2025. This legislation provides increased flexibility for each CSU to expand its programs and better serve the needs of California.

The 2024 PaCE AB 2395 subcommittee has developed the attached document, “*AB 2395 PaCE Funds Framework*” which clarifies the uses, processes and procedures for administering PaCE funds within the CSU system.

If you have any questions, please contact Dr. Mandara D. Savage, assistant vice chancellor, Professional and Continuing Education (PaCE) at [msavage@calstate.edu](mailto:msavage@calstate.edu).

MDS:ayo

Attachment

**CSU Campuses**  
Bakersfield  
Channel Islands  
Chico  
Dominguez Hills  
East Bay

Fresno  
Fullerton  
Humboldt  
Long Beach  
Los Angeles  
Maritime Academy

Monterey Bay  
Northridge  
Pomona  
Sacramento  
San Bernardino  
San Diego

San Francisco  
San José  
San Luis Obispo  
San Marcos  
Sonoma  
Stanislaus

AB 2395 and PaCE Funds Framework

April 17, 2025

Page 2 of 2

- c: Nathan S. Evans, Deputy Vice Chancellor, Academic and Student Affairs, and Chief Academic Officer
- Dilcie D. Perez, Deputy Vice Chancellor, Academic and Student Affairs, and Chief Student Affairs Officer
- CSU Presidents
- CSU Deans of Professional and Continuing Education

## **AB 2395 and PaCE Funds Framework**

### **Purpose:**

The PaCE Funds Framework provides clarity on the various uses, processes and procedures in administering funds for Professional and Continuing Education (PaCE) in the California State University (CSU) system. A clearly defined framework will identify consistent, and to the degree possible, standardized processes.

### **Implementation:**

Assembly Bill 2395, effective January 1, 2025, allows for increased flexibility for each of our universities to grow and better serve California. The Education Code is amended to allow universities more flexibility and local autonomy in deciding how best to pursue “the support and development of instructional programs of the California State University.” (AB 2395, Section 1 (b)). This created opportunities to:

- **Enhance, expand and elevate** PaCE as a core capacity. Universities have more options to create programs based on student and workforce needs.
- **Guarantee sustainability and continued growth** of PaCE self-supporting activities.
- **Increase and create** additional educational pathways for a wide range of learners. The dynamic higher education and workforce development landscapes challenge universities to become nimbler and more responsive to meet workforce demands.

### **Preparing for AB 2395 Implementation:**

Universities must determine how to further integrate PaCE self-supporting activities into core educational operations. Resources generated through self-support may lead to expanded capacity to facilitate the growth of instructional programs.

A consultative approach is recommended as an effective way to plan and implement changes resulting from the updated state law. Regardless of the change in law and implementation choices, all PaCE programs must maintain financial stability in the form of adequate reserves and positive cash flow.

### **Financial Reporting Changes in Fiscal Year 2024-25:**

Effective immediately, PaCE operations will stay in CSU fund 441. The rules for transfer codes are updated. When PaCE funds are used to support instructional programs in other funds, transfer codes must be used to track these transactions. For example, if PaCE contributes to university instruction, record it as a transfer out from CSU fund 441 and a transfer into the receiving fund. Systemwide teams will use the data reported in transfer codes to complete the required legislative reports.

With PaCE operations remaining in CSU fund 441, the following options are possible:

- Keep the current structure of PaCE operations and revenue share (partner) funds in CSU fund 441, or
- Move PaCE revenue share (partner) funds to the university operating fund using the transfer codes. If this option is chosen, future distributions should also be recorded as transfers between the CSU funds.

### **Next Steps**

A group will soon start evaluating options to reimagine state support enrollment to add PaCE to the figure. That evaluation may result in revisiting the financial reporting structure. If additional updates are needed, universities will be notified of the change.

2026-2027 University Catalog - Information - Graduate Courses - New TO: SEC / Senate FROM: Tracy Love, Chair, Graduate Council DATE: February 24, 2026 / March 10, 2026								
Prefix	Course #	Course Title	Information (New)	Units	Level	Effective	Proposal Link	Notes
NURS	824	Global Health Nursing Practicum	New - Information	1	Grad	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:4997/form">https://sdsu.curriculog.com/proposal:4997/form</a>	

2026-2027 University Catalog - Information - Undergraduate Courses - Modification  
 TO: SEC / Senate  
 FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee  
 DATE: February 24, 2026 / March 10, 2026

Prefix	Course #	Course Title	Information (Revised)	Modifications	Modification Details / Notes	Non-GE Designations	Units	Effective	Proposal Link
ANTH	111	Anthropology of the Night: Sleep, Dreams, and Demons	<a href="#">Revised - Information</a>	General Education (GE) Designation Request, Semester Course Offering	Adding it to Area 3 Arts/Hum GE Adding Spring and Summer to Typically Offered		3	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:5867/form">https://sdsu.curriculog.com/proposal:5867/form</a>
CON M	320	Construction Estimating	<a href="#">Revised - Information</a>	"C/S Codes, Course Credit Units, and Course Activity and Hours", Course Description, Prerequisite(s)			3	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:5996/form">https://sdsu.curriculog.com/proposal:5996/form</a>
CON M	401	Construction Planning and Scheduling	<a href="#">Revised - Information</a>	Prerequisite(s)			3	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:5997/form">https://sdsu.curriculog.com/proposal:5997/form</a>
CHEM	130	Elementary Organic Chemistry	<a href="#">Revised - Information</a>	Prerequisite(s)			3	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6204/form">https://sdsu.curriculog.com/proposal:6204/form</a>

2026-2027 University Catalog - Information - Undergraduate Courses - New  
 TO: SEC / Senate  
 FROM: Marie Lachance, Chair, Undergraduate Curriculum Committee  
 DATE: February 24, 2026 / March 10, 2026

Prefix	Course #	Course Title	Information (New)	Units	Effective	Proposal Link	Notes	GE
ASTR	305	The Dark Mysteries of the Universe	New - Information	3	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:5829/form">https://sdsu.curriculog.com/proposal:5829/form</a>		Physical and Biological Sciences [Upper Division 5]
BIOL	496	Biotechnology: Science and Careers	New - Information	3	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:6000/form">https://sdsu.curriculog.com/proposal:6000/form</a>		
MATH	296	Foundations of Mathematics	New - Information	3	8/19/2026	<a href="https://sdsu.curriculog.com/proposal:5709/form">https://sdsu.curriculog.com/proposal:5709/form</a>		

TO: SEC/Senate  
FROM: Gloria Rhodes, CFA-SDSU Chapter President and Executive Board  
DATE: February 24, 2026/ March 10, 2026  
RE: California Faculty Association (CFA) Membership Resources

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The California Faculty Association (CFA) is our faculty union, representing thousands of tenure-track faculty, lecturers, counselors, librarians, and coaches. CFA is dedicated to protecting academic freedom, faculty rights, student learning, fair pay, and safe, well-equipped workplaces, all while advocating for racial and social justice.

With membership, you have access to a variety of member-only advantages. Below is a list of some of those membership benefits. To learn more about these and other offers, please check out the links below. Be sure to identify yourself as a CFA or affiliate member when you contact the provider to take advantage of the benefits.

- ❖ **American Association of University Professors** CFA members can [request to become AAUP members](#).
- ❖ **CFA Member Free and Discounted Insurance Benefits** After faculty become members of CFA, they receive an email with instructions on how to designate beneficiaries for the complimentary Life and Accidental Death and Dismemberment (AD&D) insurance and how to participate in the discounted insurance programs.
- ❖ **CFA Disaster Relief Fund.** Disaster relief funds are available directly through CFA, and displaced members should contact CFA for further information.  
<https://www.calfac.org/join-cfa/#Disaster-Relief-Fund>
- ❖ **Bargaining** CFA members have returned to the bargaining table with CSU management to revisit all articles in our contract. For up-to-date bargaining, please visit [Proposals — CFA Bargaining](#)

### **Membership**

Thank you to everyone who has joined the California Faculty Association. **If you are not already a proud member of CFA, join [here](#).**

### **Upcoming Event**

The CFA Equity Conference 2026 is open to all CFA members. “Theme: *Thriving Through the Chaos: Resistance during Turbulent Time*” Virtual Conference: Thursday, March 12- Saturday, March 14, 2026. Registration link – <https://bit.ly/EquityConference2026>

Date: 16 February 2026  
 To: Senate  
 From: Senate Officers  
 Info: SDSU Senate Service Support Plan for AY26/27

The information below outlines the types, levels, and processes that will support Senate service in AY26/27 and is consistent with Collective Bargaining Agreements and university policy.

Classification	Options and Processes for Position-Specified Support
Tenured and Tenure-Track Faculty	<p>The Senate will transfer funds at the current Lecturer Replacement Rate to the T/TT faculty's managing unit, who will then assign the specified number of WTUs to the faculty member using Assigned Time Code 32.</p> <p>Alternatively, at the faculty member's request, the Senate will transfer \$5k per 3 WTUs to the managing unit, who will make these funds available to the faculty member for allowable operating expenses (e.g., travel, conferences, student assistants, equipment, software, etc.).</p>
Contingent Faculty	<p>The Senate will transfer funds at the contingent faculty's current salary rate to their dean's office (or equivalent), who will then assign the specified number of WTUs to the contingent faculty at their current salary rate using Assigned Time Code 32. Any WTUs that would exceed a full-time appointment will be converted into operating expenses, as described below, at a rate of \$1,666 per WTU. Instructional and other forms of WTUs within the contingent faculty member's primary department or equivalent unit shall not be reduced as a result of the contingent faculty member's service in the Senate unless requested in writing by the contingent faculty member.</p> <p>Alternatively, at the contingent faculty member's request, the Senate will transfer \$5k per 3 WTUs to their managing unit, who will make these funds available to the contingent faculty member for allowable operating expenses (e.g., travel, conferences, student assistants, equipment, software, etc.).</p>
Staff	<p>The Senate will transfer funds at the staff member's current salary rate for the approximate time-equivalent of the position-specified number of WTUs (i.e., 45 hours per WTU), and these funds will be provided as additional employment to the staff member over the fiscal year. Staff members and their administrative leads are responsible for developing a mutually-agreeable work schedule for this additional employment that minimizes disruption to the staff member's primary roles and responsibilities.</p>

Position	Number of WTUs per AY
Chair	18 WTUs
Vice Chair	9 WTUs
Secretary	6 WTUs
Treasurer	3 WTUs
Parliamentarian	3 WTUs
Core Committee Chair	6 WTUs

**Senate Service Support for Contingent Faculty Senators:** While full-time tenured and tenure-track faculty have an explicit accounting for university service within their contract, full-time and part-time contingent faculty do not. Therefore, contingent faculty elected to serve as a Senator shall receive one WTU per academic year to support their participation in the eight regular Senate meetings and all scheduled meetings of the Lecturer Affairs Committee. The Senate office will transfer funding for this WTU at the contingent faculty's current salary rate to their dean's office (or equivalent), who will assign to the contingent faculty the WTU at their current salary rate using Assigned Time Code 32. Instruction and other forms of WTUs within the contingent faculty member's primary department or equivalent unit shall not be reduced as a result of this service unless requested in writing by the contingent faculty.

Should this additional WTU cause the contingent faculty's contract to exceed full-time, then in lieu of this WTU the Senate will transfer \$1,666 to the contingent faculty's managing unit, who will make these funds available to the contingent faculty for allowable operating expenses (e.g., travel, conferences, student assistants, equipment, software, etc.). Contingent faculty may also elect to receive this alternative award in lieu of the WTU unit.

In alignment with Senate Policy File Bylaws, this Senator support is contingent on missing no more than two regular Senate meetings without substitutes and no more than four regular Senate meetings with or without substitutes over the academic year.

Contingent faculty who are subsequently elected to serve as a Senate Officer or Senate Core Committee Chair for the coming year will not be eligible for this WTU or operating fund amount as their senator role is subsumed within their broader support as an Senate officer or Senate Core Committee Chair.

**Senate Service Support for Staff Senators:** Senate service does not fall within the scope of staff contracts. Therefore, staff electing to serve on the Senate shall receive the time-equivalent of one WTU (i.e., 45 hours of effort) at their current salary rate as additional salary to support their preparation and participation in the eight regular Senate meetings and their Senator-required committee service. Staff and their administrative leads are responsible for developing a mutually-agreeable work schedule that accommodates this additional employment and minimizes disruptions to their normal roles and responsibilities. In alignment with Senate Policy File Bylaws, this Senator support is contingent on missing no more than two regular Senate meetings without substitutes and no more than four regular Senate meetings with or without substitutes over the academic year.

**Annual Process:** Following spring Senate officer elections and confirmation of Senate Core Committee Chairs for the next academic year, the Senate Treasurer shall confer with all eligible individuals to develop Senate Service Support Memoranda outlining their respective roles and levels of support, including the distribution of all WTUs across the fall and spring semester. All supported individuals are strongly encouraged to develop their support plan in consultation with their unit lead as a means to balance the individual's preferences and their primary roles and responsibilities along with the broader operational needs of their unit and the students it serves. The Senate Treasurer shall email Senate Service Support Memoranda to the dean or director of the individual's unit before the end of the spring semester and include the individual, their direct supervisor, their resource manager, the Senate Analyst, the incoming Treasurer, and the current and incoming Senate Chairs. The Senate Treasurer shall then ensure all support amounts from all distributed memoranda are incorporated in the formal Senate budget before the end of the spring semester.

### **Additional Guidelines and Information:**

- All compensation for Senate service is subject to the availability of funds; if the Senate does not receive full funding, then support levels may be reduced or canceled.
- Additional employment may be available outside of the fall and spring semesters at the discretion of the Senate Chair, and any such employment should be announced in advance at a regular Senate meeting and otherwise shall be reported at the next regular Senate meeting.
- Any individual may elect to decline their support in writing to the Senate Treasurer and Senate Analyst; in such cases, this declining of support shall be included in the *Senate Service Support Memoranda*.
- Additional employment above full-time work is excluded as an option for faculty because CBA Provision 36.5 limits additional employment to “(a) consists of employment of a substantially different nature from their primary or normal employment; (b) is funded from non-general fund sources; (c) is the result of the accrual of part-time employment on more than one (1) campus; or (d) is necessary to meet a temporary faculty employee’s entitlement to full-time work, or to offer work to a part-time temporary faculty employee up to full time under provision 12.29 (a) (8) or (b) (9).” Relevant to component (a) in Provision 36.5 above, “primary or normal employment” is defined for instructional faculty by CBA Provision 20.1a and defined for librarians by CBA Provision 20.9, both of which include service to the University or service on campus committees:
  - CBA Provision 20.1a: “*The primary professional responsibilities of instructional faculty members are: teaching, research, scholarship, creative activity, and service to the University, profession and to the community.*”
  - CBA Provision 20.9: “*The assignment of a librarian faculty unit employee may include, but shall not be limited to, library services, reference services, circulation services, technical services, on-line reference services, teaching in library subject matter, service on systemwide and campus committees and task forces, and activities that foster professional growth, including creative activity and research.*”

**Service Support for ASCSU Senators:** General information on available support for service on the Academic Senate of the CSU (ASCSU) is available [here](#) and inquiries should be directed to the ASCSU office ([ASCSUoffice@calstate.edu](mailto:ASCSUoffice@calstate.edu); 562-951-4013). Basic level of support for service as an ASCSU Senators is three WTUs per fall and spring semesters, with additional WTUs with greater service responsibility.

Date: 11 February 2026

To: Senate

From: Senate Officers

Info: Approved AY26/27 Senate Budget

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The AY26/27 Senate budget is provided on the following page and was approved by the Office of the President on 11 February 2026.

We appreciate the administration's partnership in supporting shared governance through additional funding to close a long-standing structural deficit, expand existing support for contingent faculty senators, and establish new support for staff senators.

**AY 26/27 SDSU Senate Budget Request - Approved by President de la Torre on 11 Feb 2026**

Officers, Chairs, and Parliamentarian Support (99 WTUs @ Lecture Replacement Rate (LRR)) [1]:	\$246,345
Contingent Faculty Senator Support (11 WTUs using LRR as estimate) [2]:	\$27,372
Staff Senator Support (90 hours of additional compensation using LRR as estimate) [3]:	\$4,977
Senate Excellence in Teaching Awards (T/TT & Contingent) + event catering [4]:	\$21,000
ITS Service Level Agreement:	\$5,000
Plaques, supplies, etc.:	\$2,000
Trello Subscription:	\$800
Total Proposed AY26/27 Operating Budget: \$307,493	
Total AY25/26 PBAC Allocation (Base of \$166,533; 1X of \$90,376) \$256,909	
<b>Structural Deficit [5]: -\$50,584</b>	

**Approved Increase in AY26/27 Base Funding to Close Structural Deficit [6,7]: \$50,584**

**Notes:**

[1] Net increase of six WTUs for AY26/27 given (a) the addition of 18 previously-unfunded WTUs awarded starting in AY23/24 to the chairs of Staff Affairs, Lecturer Affairs, and Sustainability and (b) the reduction of 12 WTUs through a three WTU reduction for each of the four Senate officers. Cost assumes all eligible individuals take Assigned Time (currently \$7,465 per three WTUs) versus less costly operating funds (\$5k per three WTUs).

[2] Contingent Faculty Senator support was partially implemented in AY24/25, but without funding and no formal expectations of meeting attendance. Line-item uses LRR as a working cost, but actual cost will be the summed cost of one WTU for each Contingent Faculty Senator at their respective salary or as operating funds (\$1,666).

[3] New line-item to establish Staff Senator support comparable to that for Contingent Faculty Senators. Line-item uses LRR as a working cost, but actual cost will be the summed cost of 45 additional work hours for each Staff Senator at their respective salary.

[4] Line-item has been doubled in anticipation of the addition of a Senate Excellence in Teaching Award for Contingent Faculty in AY26/27.

[5] For historical context, the structural deficit for AY25/26 was \$57,990 reflecting the AY24/25 addition of unfunded support for three Senate Core Committee chairs (Staff Affairs, Lecturer Affairs, and Sustainability) and unfunded support for Contingent Faculty Senators.

[6] At this time, the current structural deficit and funding request is based on two assumptions: (1) All T/TT faculty select the more costly WTU support option and (2) The use of LRR is a robust estimate for actual costs for Contingent Faculty and Staff support, which will be based on individual current salary rates. We anticipate that lower costs related to the first assumption will more than compensate for any cost overruns related to the second assumption. Finalized line-item costs and total budget will be determined before the end of Spring 2026 based on the compilation of all Senate Service Support Memoranda.

[7] Senate Officers also request that 1X funding for AY25/26 be converted to base funding starting in AY26/27.

Date: 17 February 2026

To: Senate

From: Senate Officers

Info: Access to University Senate Archives

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At its November 2024 meeting, the University Senate updated *Bylaw 13 Availability of Documents and Records* and added the following new subsection:

*13.4 Special Collections and University Archives will archive Senate agendas, minutes, resolutions, annual university policy file versions, and presidential action memos over two years old. These materials are publicly available in Special Collections & University Archives.*

The Special Collections and University Archives currently holds physical archives from 1935 to 2018 and is indexed at <https://archives.sdsu.edu/repositories/2/resources/310>.

These physical archives are now augmented with a new digital archive entitled “University Senate Documents, San Diego State University.” This digital collection currently includes material from 2015 through 2023, and is publicly available at <https://digitalcollections.sdsu.edu/university-senate-documents>.

We thank Mario Saldana for his meticulous curation of a relatively chaotic collection of digital agendas, minutes, and other materials that predates his service as Senate Analyst. We also thank Lisa Lamont (Head, Digital Collections), Devan McGirr (Digital Repository Specialist), and Eric Beck (Metadata and Digital Collections Specialist) for their partnership and efforts in developing, populating, and maintaining this new digital collection. This team will continue to expand this digital collection with additional material.

The Constitution and Bylaws Committee will be asked to modify Bylaw 13.4 to accommodate this combination of physical and digital archives.

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)	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)	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"
*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	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_02: Tracking Undergraduate, Masters, Doctoral Proposals for Impacts on International Students
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
Instructional and Information Technology	25/26_01: Review and Feedback on Draft SDSU Data Governance Guidelines
Library	22/23_04: Review & Update Policies Regarding Material Gifts Valued at over \$20,000
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	\$156,062.16	Payee	Purpose / Justification / Notes
12/3/2025	\$259.68	SDSU Catering	Catering: E13695 - Senate Meeting
12/2/2025	\$67.84	Amazon Business	X2 Power extension cords/ X2 Avery 5309 Tent cards
11/5/2025	\$259.68	SDSU Catering	Catering: E13694 - Senate Meeting
10/2/2025	\$259.68	SDSU Catering	Catering: E13693 - Senate Meeting
10/1/2025	\$18,333.00	Senate Chair	Operating funds to College of Sciences for Senate Chair
10/1/2025	\$14,930.00	Committee Chair: CBL	Senate Course Release Funding for Committee Chair CBL for Fall 2025 & Spr 2026 (0.20)
10/1/2025	\$14,930.00	Committee Chair: DEI	Senate Course Release Funding for Committee Chair DEI for Fall 2025 & Spr 2026 (0.20)
10/1/2025	\$14,930.00	Committee Chair: FA	Senate Course Release Funding for Committee Chair Faculty Affairs for Fall 2025 & Spr 2026 (0.20)
10/1/2025	\$14,930.00	Committee Chair: LAC	Senate Course Release Funding for Committee Chair Lecturer Affairs for Fall 2025 & Spr 2026 (0.20)
10/1/2025	\$14,930.00	Committee Chair: Sustainability	Senate Course Release Funding for Committee Chair Sustainability for Fall 2025 & Spr 2026 (0.20)
10/1/2025	\$14,930.00	Committee Chair: UCC	Senate Course Release Funding for Committee Chair University Curriculum for Fall 2025 & Spr 2026 (0.20)
10/1/2025	\$14,930.00	Committee Chair: UR&P	Senate Course Release Funding for Committee Chair UR&P for Fall 2025 & Spr 2026 (0.20)
10/1/2025	\$10,000.00	Senate Treasurer	Operating funds to College of Engineering for Senate Treasurer
10/1/2025	\$10,000.00	Committee Chair: CCE	Operating funds to Library for Committee Chair: Committees and Elections
10/1/2025	\$5,000.00	Senate Parliamentarian	Operating funds to Arts & Letters for Senate Parliamentarian
10/1/2025	\$5,000.00	Committee Chair: AP&P	Operating funds to Library for Committee Chair: Academic Policy & Planning
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