



SAN DIEGO STATE  
UNIVERSITY

## San Diego State University Senate Minutes

April 3, 2018

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SAN DIEGO STATE  
UNIVERSITY

## San Diego State University Senate Minutes

April 3, 2018

AL 101

2:00 to 4:30 pm

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The April 3, 2018 Senate meeting was called to order 2:02 pm.

**Officers:** Bober-Michel (Chair), Attiq (Secretary)

**Arts and Letters:** Abdel-Nour, Blanco, Christakos, Cló, Urzua (for Csomay), Foad, Penrose, Putman, Roberts, Werry

**Business Administration:** DeBoskey, Fleming, Gill, Peter

**Coach:** Crawford

**Education:** Brandon

**Engineering:** Engin, May-Newman, Morsi

**Health and Human Services:** Gates, Kressler, Mahar, Maluf, Rauh

**Imperial Valley:**

**Lecturers:** Justice, Moberly

**Library:** Bliss, Weston

**MPP I & II:** Acfalle

**Parliamentarian:** Eadie

**Professional Studies & Fine Arts:** Durbin, Hopkins, Humphrey, Sasidharan, Sha

**Sciences:** Atkins, Baljon, Interlando, Lewison, Love, Ponomarenko, Ulloa, Vaughn, Zeller (for Waters)

**Staff:** Chie, Preciado

**University Services:**

**Administration:** Enwemeka, Shultz, Welter

**Ex-Officio / Emeritus Faculty:** Shackelford

**Associated Students:** Thomas

**CFA:** Toombs

**ASCSU:** Butler-Byrd

**Guests:** Ed Balsdon, James Frazee, Gina Jacobs, Eugene Olevsky, Patrick Papin, Radmila Prislín, Reza Sabzehgar, Larry Verity, JD Wicker

1. Agenda (Attiq)  
**MSP** To approve the Agenda for April 3, 2018.
2. Minutes (Attiq)  
**MSP** To approve the Minutes from February 6, 2018.  
**MSP** To approve the Minutes from March 6, 2018.
3. Announcements (Bober-Michel)
  - 3.1 Update: Council of Chairs (April)  
**Bober-Michel** noted that the Chairs meet the following week; nearly everyone is attending online via Zoom.
  - 3.2 Update: Aztec Mascot / Identity Task Force  
According to **Bober-Michel**, President Roush will receive the Task Force's report on Monday, April 30; obviously, she won't be able to report her decision(s) to us at the Senate meeting set for the next day (May 1). Instead, we'll hold a special *informational* meeting on Thursday, May 17; details about time and location are forthcoming.
  - 3.3 Update: Academic Misconduct Policy / staff and faculty  
**Bober-Michel** noted that a meet-and-confer on the *staff* version of the Academic Misconduct Policy has concluded, but discussions on the faculty version are stalled. She has prepared an Action Memo for President Roush's approval.
  - 3.4 Update: Senate's Excellence in Teaching Award  
**Bober-Michel** announced that the Senate's *Excellence in Teaching* reception is set for April 19 (2:30 to 4:30 pm) at the Faculty/Staff Club (Conference Rooms A and B, and a portion of the patio). Invitations will be distributed soon with MarComm handling send-out to faculty, lecturers, and staff while the Alumni Association and Associated Students are handling alums and students, respectively. We have a fire marshal cap of 75 in that facility.
  - 3.5 Update: ASCSU and Senate elections  
**Bober-Michel** noted that ASCSU elections closed on March 22—with Eniko Csomay elected as our third Senator. Senate elections begin April 2 with nominations; actual balloting begins April 16. This year, elections affect nine units (all seven Colleges, staff, and lecturers).
  - 3.6 Update: Shared Governance discussions (w/ Lewison and Conaty)  
**Bober-Michel** shared feedback from the survey; though the response rate was quite low, submissions reflect the range of views (from eagerness to get involved to fierce

cynicism) we might expect on this topic. The group is next set to meet on Friday, April 6.

### 3.6 Audit – and Committee charges/mission statements

**Bober-Michel** explained that the CSU and four campuses are being investigated by the California State Auditor's office for safety issues primarily associated with labs. Several different people are assigned to it – and it's hard to determine how coordinated their efforts actually are. The Environment and Safety Committee got caught up in it because its description (available on the Senate website) suggests it has oversight over labs. It took some time, but that part of the audit is now fully resolved. However, it does illustrate that many of our policies and descriptions are woefully out of date and that must be addressed in the near future. With a full-time staff person on-board, the Officers will be better able to coordinate a project of that scope and size – which will involve *all* the Committee/Council/Board Chairs and CBL.

### 3.7 Bike share

**Bober-Michel** announced Parking and Transportation will pilot a dockless bike program; ofo is the vendor (<https://www.ofo.com/us/en/for-universities>). It runs through Fall 2018, at which time we'll assess its impact (usage, bike clutter, etc.) and determine if the Policy File (Active Transportation) needs updating yet again.

### 3.8 Class Size task force

**Bober-Michel** noted that several Senators had expressed interest in continued conversations on class size, using the Task Force report as a starting point. The idea would be to use data from ASIR to better understand class size patterns in GE, different majors, and even at the graduate level. Bober-Michel offered to set up a lunch meeting within the next 7 to 10 days to brainstorm ideas for moving forward.

**Lewison** would like to see representation (at such a meeting) from different areas around campus.

## 4. Academic Affairs (Enwemeka; report appended to the Minutes)

**Enwemeka** updated Senate on Dean Searches.

- The College of Education has hired Dr. Barry Chung, who will start June 29.
- The College of Health and Human Services negotiation is in process.
- The College of Extended Studies search is ongoing.
- The charge meeting for the College of Sciences Search Committee is set for April 13.
- The College of Engineering search will start next fall.

The Provost also noted that faculty searches have been activated.

**Preciado** asked again about staff hires and spoke about AB 1231, which focuses on staff merit raises. Below is an overview of the legislation; for more information please see: [http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=201720180AB1231](http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201720180AB1231).

AB 1231, as amended, Weber.

Public postsecondary education: California State University: support staff employees: merit salary adjustments.

Existing law establishes the California State University, under the administration of the Trustees of the California State University, as one of the segments of public postsecondary education in this state. The California State University system comprises 23 institutions of higher education. Existing law authorizes the trustees to provide by rule for the government of their appointees and employees, as specified.

This bill, notwithstanding any other law, would require, after completion of the first year in a position, and after completion of each subsequent year thereafter, each support staff employee of the California State University to receive a merit salary intermediate step adjustment of 5% when he or she meets the standards for satisfactory performance of the position, as determined by the employee's appropriate administrator. The bill would provide that, if a provision of the bill is in conflict with a provision of a memorandum of understanding, but is not in conflict with a provision of a collective bargaining agreement, the provision of the memorandum of understanding would prevail. The bill would provide that, if a provision of the bill is in conflict with a provision of a collective bargaining agreement, or a provision of a collective bargaining agreement and a provision of a memorandum of understanding, the provision of the collective bargaining agreement would prevail.

**Enwemeka** acknowledged the need for more staff and said there are ongoing discussions about how to make that happen.

5. SEC Report (Bober-Michel for Ornatowski)

5.1 Referral chart

**Bober-Michel** reviewed the Referral Chart, noting which three items were continued from Fall 2017. She specifically called out the two new Officer referrals to CBL – one focused on a change in the Constitution related to supervision of Senate Office staff, and the other focused on a Bylaws change reducing the balloting time from eight days to five; today is the second reading for both referrals. She also explained the two “consultation only” referrals from DAESA to CBL. Finally, she differentiated the two referrals (from Fall 2017) to AP&P – one targeting the curriculum approval process (to be discussed today) and the other focused on the GE course identification process.

6. Old Business

7. New Business: Action Items

### 7.1 Resolution (recognizing Monte Mehrabadi)

Special guest **Eugene Olevsky** read the resolution Officers prepared for Dean Monte Mehrabadi (with significant input from Engineering faculty).

**MSP**

### 7.2 AP&P (Hopkins)

**Hopkins** outlined recommendations in his report for the referral focused on SDSU's curriculum approval process; they are briefly summarized here:

- For the University Senate to constitute a task force to review the current process and then identify/realize opportunities to clarify expectations and workflow.
- Concurrently, for the Provost (as Chief Academic Officer) to:
  - Set an 8-month timeline from course proposal submission to inclusions in the General Catalog or Graduate Bulletin.
  - Move to web-based, fully accessible formats for the General Catalog and Graduate Bulletin.
  - Authorize cost-benefit and fit-gap analyses for improving CurricUNET or migrating to an alternative third-party solution.
  - Resource the development of training and support for proposal originators as well as those involved in the curriculum proposal process.

**Chie** provided an update on CurricUNET and its possible replacement (within the next 12 to 18 months). She also described potential challenges in moving to a completely web-based structure for the General Catalog and Graduate Bulletin; she was particularly concerned about ensuring students always “know” the catalog version to which they're bound. **Humphrey** would like to be part of any dialogue about new systems. Similarly, **Preciado** wants to ensure that AR&P has an opportunity to review bids we receive.

**Baljon** offered ideas for modifying the submittal time-frame.

**Chie** added that modifications to the current curriculum approval schedule must take staffing into consideration.

**MP**

### 7.3 Constitution and Bylaws (Sabzehgar)

**Sabzehgar** reviewed the referral requesting a reduction in balloting from eight to five days (Section 4.13/Bylaws). A second change calls for online balloting only; currently, that's accomplished via Qualtrics.

**MP**

**Sabzehgar** next reviewed the referral calling for removal of the statement that the Senate Secretary supervise the Senate staff (Section 5.3(f)/Constitution). [Note that in accordance with the Policy File, approval was confirmed by a vote of the faculty (tenured/tenure-track) conducted via Qualtrics the following week.]

**MP**

**Sabzehgar** next spoke to DAESA's request to re-integrate the Graduation and Retention Subcommittee into Undergraduate Council; by extension, Subcommittee members would become members of the Undergraduate Council. After discussion, CBL members concurred with the request.

**Abdel-Nour** asked for clarification of committee membership and member roles, which **Shultz** provided.

**Shackelford** proposed that the two at-large faculty members be *elected* by the Senate, rather than appointed.

**MSP**

**MP** (as amended)

Finally, **Sabzehgar** noted DEASA's request to replace *Director of Composition* with *Chair of Rhetoric and Writing Studies or designee* as a member of the Undergraduate Writing Subcommittee of the Undergraduate Curriculum Committee (which itself is a subcommittee of Undergraduate Council). After discussion, CBL members concurred with the request.

**MP**

#### 7.4 Faculty Honors and Awards (Ozturk)

**Bober-Michel** (on behalf of Chair Ozturk and Committee members) recommended emeritus status for the following faculty:

George N. Dionisopoulos, Professor of Communication; August 1, 2018, 33 years

Charles J. Friedrichs, Associate Professor of Music and Dance; June 1, 2018, 35 years

Sue A. Hadley, Associate Professor of Nursing; August 21, 2018; 33 years

Stuart D. Henry, Professor of Public Affairs; August 20, 2018, 11 years

Yoshiko Higurashi, Professor of Linguistics and Asian/Middle Eastern Languages; August 21, 2018, 35 years

Robert F. McGivern, Professor of Psychology; August 1, 2018, 27 years

Brian H. Spitzberg, Professor of Communication; July 1, 2018, 29 years

**MP**

#### 8. New Business: Consent Calendar (Committee Reports)

**MSP** To receive reports on the Consent Calendar.



8.1 ASCSU (Butler-Byrd, Ornatowski, Peter)

8.2 CFA (Toombs)

**Toombs** announced a rally in Sacramento on Wednesday, April 4; attendees will be advocating for increased state funding. Chancellor White and others from the Chancellor's Office will join forces with CFA for this event.

8.3 Committees and Elections (Vaughn)

8.4 Student Learning Outcomes and Program Assessment (Schellenberg)

8.5 University Relations and Development (Carleton)

**MSP** To accept reports on the Consent Calendar.

9. Other Information Items

9.1 GE Reform

**Shultz** provided updates on EO 1100-Revised and EO 1110. More specifically, she explained how GE reform on our campus will move forward via a 29-member Steering Committee to be in place (and, hopefully, charged) by the close of the Spring 2018 semester. Members will ultimately be organized into three subcommittees—local focus, regional focus, national focus.

**Abdel-Nour** advocated for several changes, including more elected and fewer appointed members and more faculty and fewer administrators. **Shultz** said that she would consider his requests before moving forward.

**Enwemeka** wants the Steering Committee to depart from the silo approach. He reminded us that the Senate would approve recommendations before their implementation.

10. Other Business

10.1 Athletics (Putman, Papin, Wicker) – **3:30 pm time certain** (*see slides and charts appended to the Agenda packet*)

**Putman** began the presentation by summarizing the role of the Intercollegiate Athletics Council; he also briefly discussed academic expectations of the NCAA.

**Wicker** then spoke about the success of our athletic programs—highlighting graduation rates in particular. He also outlined the success of the Aztec Warrior Wellness and Aztecs Going Pro programs—each targeting different aspects of personal and career development.

**Papin** focused on the top five majors for student athletes (Kinesiology, Social Science, Criminal Justice, Management, and Psychology) and why those fields are particularly attractive to them.

**Butler-Byrd** and **Toombs** asked for data breakdowns by majors and ethnicity—with a focus on African-American students. **Papin** agreed to forward that information as soon as possible.

10.2 ITS/Canvas pilot (Frazee, Pastor) – **4:10 pm time certain** (*see slides appended to the Agenda packet*)

**Frazee** provided an overview of the upcoming Canvas pilot. He noted that our contract with Blackboard (Bb) runs another three years—but this is the time to determine whether or not we should move to a different platform. At the end of the contract, we'll be transitioned into a fully online version of Bb that is stripped of some features on which many users rely. Frazee referred to it as Bb “light.”

Canvas is known to be mobile-friendly and easy to use, but it does cost more than Bb. Even if the pilot is successful, we'll need to weigh program benefits against costs.

The Advisory Committee will include faculty, TAs, librarians, and other unit representatives. Canvas testers will feature faculty from all the Colleges and Imperial Valley—whether or not their courses are hybrid, traditional, or fully online. More information is available at: <https://its.sdsu.edu/canvas/>.

10.3 Mission Valley West (Jacobs) – **3:50 pm time certain**

**Jacobs**, along with **Senator Damon Fleming**, presented on Mission Valley West; Fleming serves as a financial advisor. Together they focused on the initiative's guiding principles, the site plan (which includes affordable housing for different campus groups and conference facilities), high-level funding (public/private partnerships), and stadium features (including the ease with which the structure could be expanded should San Diego be selected as a site for a new NFL team).

**Bober-Michel** announced an important change in Senate staffing—thanking Tanya Calienta for her two years of service as the Senate's Administrative Analyst. She then welcomed Dania Brett who will start on April 16—full time.

11. Adjournment

**MSP** To adjourn the University Senate's April 3 meeting at 4:34 pm.



SAN DIEGO STATE UNIVERSITY

**San Diego State University Senate  
Agenda**

April 3, 2018

AL 101

2:00 to 4:30 pm

**COPY OF AGENDA**

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**Senate Academic Affairs Report**  
**Chukuka S. Enwemeka**  
**Provost and Senior Vice President**  
**April 3, 2018**

## 1. Update On Dean Searches

- **College of Education**
  - Dr. Barry Chung has been appointed as the next Dean of the College of Education effective June 29, 2018.
  - Thank you to all the College of Education Dean Search Committee Members for their commitment and excellent work throughout this process.
    - Ms. Marilyn Bredvold, Dr. Sandra Cook, Dr. Laura Hall, Ms. Karen Huie, Ms. Tanesha Moore, Dr. Karen S. Myers-Bowman, Dr. Isidro Ortiz, Dr. Chris Rasmussen, Dr. Brent Taylor, Dr. Kathryn Valentine and Dr. J. Luke Wood, and especially the committee chairperson, Dr. Jim Marshall
- **College of Health and Human Services**
  - Negotiations in process.
- **College of Extended Studies**
  - The last 2 Finalists are interviewing on campus this week:
    - Radhika Seshan - April 2-3
    - Alex Hwu - April 4-5
  - Committee is meeting on Friday to prepare a recommendation, please be sure to complete the feedback survey to provide the Committee with input.
- **College of Sciences**
  - First meeting is April 13th
  - Committee will be offered the assistance of a search firm.
- **College of Engineering**
  - A search will begin in fall 2018.

## 2. Faculty Searches

- We have opened a search for 88 new faculty searches this academic year; i.e., 70 new searches plus the 18 that failed during 2016-17 and 5 BIE hires.
- All searches have been activated.

- 50 searches have been successfully completed, and 10 offers are pending.
- Other searches are at different stages.
- 3 searches are officially closed as unsuccessful.

### 3. **New Cycle for Tenure/Tenure-Track Hiring**

- Meeting with the Tenure/Tenure-Track Planning Committee is being scheduled for April 19<sup>th</sup>.
- Committee is charged with reviewing requests from the Colleges and making a recommendation to the Provost.
- Announcement on the allocations for the new positions is scheduled for May 11.

Committee	Date	Item	Referred by
Constitution and Bylaws	May 2018* <sup>1</sup>	Review Senate committee structure, specifically: duties, roles, and responsibilities of committees, length of appointment of members and chairs, and related issues. Are all the standing & other committees needed?	SEC
Constitution and Bylaws	February 2018 <b>In process, 2<sup>nd</sup> reading</b>	Eliminate the final sentence of Section 5.3(f) of the Constitution, which focuses on duties of the Senate Secretary. Subsection (f): <i>shall supervise the work of the administrative staff in the Senate Office.</i>	SEC
Constitution and Bylaws	February 2018 <b>In process, 2<sup>nd</sup> reading</b>	Part 1: Revise Section 4.13 of the Bylaws, reducing the period for casting ballots to five working days (from eight currently). Part 2: Modify Section 4.13 as follows: Only ballots received <del>in the Senate Office or</del> at the online polling site by the poll closing time shall be counted.	SEC
Constitution and Bylaws	March 2018 <b>Consultation only</b>	Review DAESA's request to move the functions of the Graduation and Retention Subcommittee into the Undergraduate Council itself, which means that (by default) Subcommittee members would become Council members.	SEC
Constitution and Bylaws	March 2018 <b>Consultation only</b>	Review DAESA's request for a membership change to the Undergraduate Writing Subcommittee of the Undergraduate Curriculum Committee (also a subcommittee of the Undergraduate Council)—specifically, to replace Director of Composition with Chair of Rhetoric and Writing Studies or designee.	SEC
Academic Policy and Planning	May 2018*	Consider SDSU's curriculum approval process, with particular attention to questions of efficiency and timeliness.	SEC

<sup>1</sup> \* = extended timeframe for completion

<b>Committee</b>	<b>Date</b>	<b>Item</b>	<b>Referred by</b>
Academic Policy and Planning	May 2018*	Consider SDSU's GE course identification process, both in general and with specific attention to a) course proposals that may be perceived to cross into another department or school's disciplinary purview and b) double-counting of courses for major and GE.	SEC



**SAN DIEGO STATE UNIVERSITY SENATE**  
**RESOLUTION HONORING THE MEMORY OF MORTEZA (MONTE) MEHRABADI, DEAN OF THE**  
**COLLEGE OF ENGINEERING (2014-2018), PASSED MARCH 13, 2018**

April 3, 2018

1. **WHEREAS:** Monte Mehrabadi had served San Diego State University with distinction as Professor and Chair of the Department of Mechanical Engineering (2007-2014) and as Dean of the College of Engineering (2014-2018); and
2. **WHEREAS:** Monte Mehrabadi received his B.S. degree in Mechanical Engineering from the University of Tehran and M.S. and Ph.D. degrees in Mechanical Engineering from Tulane University, where he was promoted to the rank of Associate Professor in 1985 and Professor in 1992 and where he served as Department Chair from October 1998 until June 2007; and
3. **WHEREAS:** Monte Mehrabadi was a scholar with broad international recognition, including serving as Visiting Faculty at the Laboratoire de Mecanique des Solides, Ecole Polytechnique, Palaiseau, France; at Tohoku University, Sendai, Japan; and at the Naval Research Laboratory in Washington, D.C.; and
4. **WHEREAS:** Monte Mehrabadi's publications in the areas of materials behavior have received thousands of citations, while he developed basic theorems in anisotropic elasticity, expanded understanding of micromechanical aspects of deformation and failure of materials, and made remarkable contributions to the modeling of the liquid phase sintering, to tissue mechanics, to the development of conservation laws and constitutive equations of density-gradient-dependent fluids, as well as to kinematics of continua; and
5. **WHEREAS:** Monte Mehrabadi's research has been supported by many federal agencies, national laboratories, and private industry; and
6. **WHEREAS:** Monte Mehrabadi was a member of the Editorial Boards of *Mechanics of Materials* and the *International Journal of Plasticity*, a Fellow of the American Society of Mechanical Engineers, a member of Tau Beta Pi, Pi Tau Sigma, and American Society of Engineering Education (ASEE), as well as a recipient of multiple teaching awards, including the Society of Tulane Engineers and Lee H. Johnson Award for Teaching Excellence; and
7. **WHEREAS:** During the four years of Monte Mehrabadi's leadership, the San Diego State University's College of Engineering experienced a dramatic - almost 50% - growth in the number of enrolled students and in the College faculty members' research productivity; and
8. **WHEREAS:** Monte Mehrabadi's contributions to the creation of the new Engineering and Interdisciplinary Sciences Complex were essential for the success of that landmark project; and
9. **WHEREAS:** Monte Mehrabadi's kind nature, focused determination, and leadership will be sorely missed and remembered by his students, colleagues, and friends; be it therefore
10. **RESOLVED:** That the San Diego State University Senate honor the memory of Dean Monte Mehrabadi for his distinguished record of service to San Diego State University; and be it further
11. **RESOLVED:** That the San Diego State University Senate extend its heartfelt condolences to Dean Monte Mehrabadi's family upon his passing.

Date: 29 March 2018  
To: The Senate  
From: D.J. Hopkins, Chair, Academic Policy and Planning Committee  
Subject: ACTION: Move Recommendations Regarding SEC Referral on Curriculum (Sept. 2017 #1)

---

Academic Policy and Planning (AP&P) received the following referral from the Senate in September 2017: *Consider SDSU's curriculum approval process, with particular attention to questions of efficiency and timeliness.* This report presents the committee's strategy, findings, and recommendations regarding this referral.

AP&P moves that the University Senate endorse the recommendations contained in the report.

*Strategy:*

AP&P interviewed the following faculty and administrators with years of experience in the curriculum review process and past efforts at reform:

Cathie Atkins, Associate Dean, College of Sciences

Norma Bouchard, Dean, College of Arts and Letters

Sandra Cook, Associate Vice-President Academic Affairs – Enrollment Management

Eniko Csomay, Chair, Senate General Education Curriculum and Assessment Committee (Fall 2017)

Bey-Ling Sha, Chair, Senate General Education Curriculum and Assessment Committee (Spr. 2018)

Larry Verity, Chair, Senate Committee on Undergraduate Curriculum

In addition, AP&P collected accounts from faculty with recent experience creating and submitting curriculum proposals for review, and the committee members reflected upon and shared their own experiences as curriculum proposal originators and/or evaluators.

*Findings:*

Currently, the minimum time from initial entry of a proposal in CurricUNET to its appearance in the General Catalog or Graduate Bulletin is approximately 20 months (<https://curriculum.sdsu.edu/PDF/004-Curricular%20Processing%20Deadlines.pdf>), which is substantially longer than that at many other institutions. AP&P finds that this schedule frustrates faculty and discourages innovation in the curriculum, not merely delays it. There is no single explanation for such a slow process, but rather a combination of factors that have conspired to produce the status quo. These factors include:

1. The time required to set and print the General Catalog and Graduate Bulletin as hard copy adds several months to the process.
2. CurricUNET is not an optimal workflow solution for the curriculum development process. Curriculum committee members report generally finding their way in the system well enough with repetition; greater frustration exists among occasional users, leading to delays in required action.
3. Apart from CurricUNET itself, the forms and templates dictating what information is required to propose a given change are complex, while the Curriculum Guide lacks coherence and alignment with the curriculum development process.
4. The academic community at SDSU lacks shared expectations for what constitutes a fully-developed and robust course/curriculum proposal. For example, while CurricUNET requires the uploading of a sample syllabus, originators may not be familiar with what syllabus components are required by the Policy File and therefore expected by the evaluators. In addition, one interviewed committee chair estimated that evaluators' perceived shortcomings of proposed learning outcomes and assessments likely accounted for ~70% of proposals returned to the originator for revision.

*Recommendations:*

1. The University Senate should constitute a task force of appropriate faculty, staff, and administrators to (1) review the current curriculum development process and (2) identify and realize opportunities to clarify expectations and improve workflow. This effort should be informed by a broad understanding of not only best practices in course and curricular design, but also those operational requirements for ensuring curricular continuity, cohesiveness, and articulation through time. An explicit set of process improvements should be presented for discussion within the University Senate by the first meeting of the Spring 2019 semester.
2. Informed by and, where possible, *concurrent with* the work of the above task force, the Provost, as Chief Academic Officer, should prioritize, fund, and facilitate the following:
  - a. Set a goal of an eight month timeline from the submission of a course proposal to its inclusion in the General Catalog and / or Graduate Bulletin. For example, course proposals submitted by the end of a calendar year should be reflected in offerings the following Fall semester. Similarly, for program proposals, expedite their evaluation and approval to the degree possible given required approval processes at the Chancellor's Office.
  - b. Move to web-based, fully-accessible formats for the General Catalog and Graduate Bulletin that allow updating of course listings each semester while preserving the catalog year rights of students.
  - c. In light of process improvements and needs assessments emerging from Recommendation 1, authorize cost-benefit and fit-gap analyses for improving CurricUNET or migrating to an alternative third-party solution. This selection / migration process should be (1) transparent, with opportunities for input from diverse users, and (2) timely, given the impending expiration of the current CurricUNET contract.
  - d. Resource the development of training and support for proposal originators as well as those involved in the curriculum proposal process (i.e., committees, administrators, staff), including the wholesale revision and ongoing maintenance of the Curriculum Guide as a shared resource and reference. Organizationally, responsible parties for such training and support efforts could include, but are not limited to, the Center for Teaching and Learning, Curriculum Services, and/or College-specific units/individuals.

To: Senate Executive Committee / Senate **(2nd reading)**

From: Reza Sabzehgar, Chair, Constitution and Bylaws Committee

Re: Action item: Revision to Section 4.13 of the Bylaws

Date: February 20, 2018

### **Rationale**

CBL was charged with revising Section 4.13 of the Bylaws to reduce the period for casting ballots to five working days (from eight currently) and remove mention of the "Senate Office," since there will be no mailed ballots and ballots will be received electronically, via an online survey application (currently, Qualtrics).

### **Proposed Revision to the Bylaws, Section 4.13, page 17 of the Senate Policy File** (proposed deletions and addition marked in track changes)

4.13 The period of time for casting ballots shall be ~~eight~~eight-five working days with the deadline at noon on the last day. The poll closing time shall be clearly stated on the ballot. Only ballots received ~~in the Senate office or~~ at the online polling site by the poll closing time shall be counted.

To: Senate Executive Committee / Senate **(2nd reading)**

From: Reza Sabzehgar, Chair, Constitution and Bylaws Committee

Re: Action item: Revision of Section 5.3(f) of the Constitution

Date: February 20, 2018

### **Rationale**

CBL was charged with approving the elimination of the final sentence of Section 5.3(f) of the Constitution, which focuses on duties of the Senate Secretary. CBL approved the change, since the office of senate secretary is open to staff, and supervision of one represented staff member by another potentially violates the collective bargaining agreement.

### **Proposed Revision to the Constitution, Section 5.3, page 7 of the Senate Policy File** (proposed deletions and addition marked in track changes)

5.3 The Secretary of the Senate shall be an elected senator. The Secretary shall be annually elected to office by the majority of the elected senators. The Secretary (a) shall prepare the agenda for all Senate meetings and notify all senators of these meetings; (b) shall keep roll and report in a manner prescribed by the Bylaws when, in accordance with Senate policy, a seat has become vacant through repeated absence; (c) shall maintain a complete record of Senate meetings and prepare summaries of Senate minutes; (d) shall supervise the distribution of copies of Senate resolutions and decisions to appropriate persons; and (e) shall annually compile and publish an index of Senate actions.; ~~and (f) shall supervise the work of the administrative staff in the Senate Office.~~

To: Senate Executive Committee / Senate

From: Reza Sabzehgar, Chair, Constitution and Bylaws Committee

Re: Action item: Modification of Subcommittee Structure/Undergraduate Council  
(UNIVERSITY POLICIES-Committees and Councils)

Date: March 20, 2018

### **Rationale**

CBL was consulted by the Division of Academic Engagement and Student Achievement (DAESA) regarding moving the functions of Graduation and Retention Subcommittee into the Undergraduate Council itself. Undergraduate Council is currently comprised of 16 members, and has two permanent subcommittees. The Graduation and Retention Subcommittee, responsible for analysis of retention and graduation data, is actually larger than the parent Council; given the critical role it plays, several Subcommittee members regularly attend Undergraduate Council meetings. DAESA's request was to move the functions of this Subcommittee into the Council itself—which, by extension, means that members of the Subcommittee would become members of the Undergraduate Council.

CBL committee reviewed and discussed this request, and agreed to the proposed changes.

### **Current Language of University Policies-Committees and Councils, Graduation and Retention Subcommittee (Undergraduate Council) Policy File p. 124, and Undergraduate Council, p. 131**

#### **Graduation and Retention Subcommittee (Undergraduate Council) Policy File p. 124**

- 1.0 This shall be a permanent subcommittee of the Undergraduate Council.
- 2.0 Membership (20): all members of the Undergraduate Council; the Vice President of Student Affairs or designee; the Executive Director for Leadership Initiatives and Campus Life or designee; the Director of Institutional Research or designee, the Director of Testing, Assessment, and Research; and two additional, at-large faculty members appointed by the Senate.
- 3.0 Functions: The Subcommittee
  - 3.1 Shall oversee a systematic approach to the retention and timely graduation of undergraduates;
  - 3.2 Shall recommend to the Undergraduate Council policy changes that promote the timely progress of undergraduate students to graduation;
  - 3.3 Shall produce an annual report on retention and graduation during the fall semester.

### **Undergraduate Council (Policy File p. 131)**

- 1.0 Membership (16): eight faculty, one from each college, the Library and the SDSU-IV Campus; Associate Vice President for Academic Affairs - Student Achievement or designee, who shall chair; Associate and Assistant Deans of Undergraduate Studies; Vice President of Student Affairs or designee; Director of Enrollment Services; two undergraduate students.
- 2.0 Functions: The Council
  - 2.1 Shall oversee an integrated approach to undergraduate excellence at San Diego State University
  - 2.2 Shall recommend policy for the Division of Academic Engagement and Student Achievement
  - 2.3 Shall propose changes in policy for undergraduate programs
  - 2.4 Shall supervise specific university-wide undergraduate programs such as, but not limited to, the Undergraduate Writing Subcommittee and the Graduation and Retention Subcommittee
  - 2.5 Shall forward to Senate the annual report on retention and graduation in the fall of each academic year

**Proposed Revision to University Policies-Committees and Councils, Graduation and Retention Subcommittee (Undergraduate Council) Policy File p. 124, and Undergraduate Council, p. 131** (revisions marked in track changes)

*Eliminate the **Graduation and Retention Subcommittee (Undergraduate Council)** in its entirety*

### **Undergraduate Council**

- 1.0 Membership (19): **nine** faculty, one from each college, the Library and the SDSU-IV Campus; Associate Vice President for Academic Affairs - Student Achievement or designee, who shall chair; **Assistant Dean of Academic Engagement & Student Achievement; Assistant Vice President for Educational Effectiveness;** Vice President of Student Affairs or designee; **Associate Vice President for Student Affairs-Student Life; Director of Student Affairs Assessment and Research; Director of Analytic Studies and Institutional Research; Associate Vice President for Academic Affairs – Enrollment;** two undergraduate students.
- 2.0 Functions: The Council
  - 2.1 Shall oversee an integrated approach to undergraduate excellence at San Diego State University

- 2.2 Shall recommend policy for the Division of Academic Engagement and Student Achievement
- 2.3 Shall propose changes in policy for undergraduate programs
- 2.4 Shall supervise specific university-wide undergraduate programs such as, but not limited to, the Undergraduate Writing Subcommittee
- 2.5 Shall oversee a systematic approach to the retention and timely graduation of undergraduates;
- 2.6 Shall recommend policy changes that promote the timely progress of undergraduate students to graduation;
- 2.7 Shall forward to Senate the annual report on retention and graduation in the fall of each academic year



To: Senate Executive Committee / Senate

From: Reza Sabzehgar, Chair, Constitution and Bylaws Committee

Re: Modification of Subcommittee Structure/Undergraduate Council (UNIVERSITY POLICIES-Committees and Councils)

Date: March 20, 2018

### **Rationale**

CBL was consulted by the Division of Academic Engagement and Student Achievement (DAESA) regarding replacing the “Director of Composition” with “Chair of Rhetoric and Writing Studies or designee” among the membership of the Undergraduate Writing Subcommittee of the Undergraduate Curriculum Committee (a subcommittee of the Undergraduate Council).

CBL reviewed the request and agreed on the proposed changes.

### **Proposed Language of University Policies-Committees and Councils, Policy File, p. 131**

#### **Undergraduate Writing Subcommittee of Undergraduate Curriculum Committee**

- 1.0 This shall be a permanent subcommittee of the Undergraduate Council.
- 2.0 Membership (13): the eight faculty members of the Undergraduate Council; the **Chair of Rhetoric and Writing Studies or designee**, the Director of the Test Office, the Associate Vice President for Academic Affairs - Student Achievement; two students from the Undergraduate Council.
- 3.0 Functions
  - 3.1 The Subcommittee (a) shall encourage the development of courses and programs designed to improve the writing of undergraduate students, (b) shall monitor lower division writing competency and upper division writing proficiency in order to ensure consistent standards, and (c) shall coordinate campus efforts to improve student writing.
  - 3.2 The Subcommittee shall approve and forward to the Undergraduate Curriculum Committee courses for review.

Friday, March 16, 2018

TO: SEC/Senate

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

SUBJECT: Emeritus Status

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

- George N. Dionisopoulos, Professor of Communication, August 1, 2018, 33 years
- Charles J. Friedrichs, Associate Professor of Music and Dance, June 1, 2018, 35 years
- Sue A. Hadley, Associate Professor of Nursing, August 21, 2018, 33 years
- Stuart D. Henry, Professor of Public Affairs, August 20, 2018, 11 years
- Yoshiko Higurashi, Professor of Linguistics and Asian/Middle Eastern Languages, August 21, 2018, 35 years
- Robert F. McGivern, Professor of Psychology, August 1, 2018, 27 years
- Brian H. Spitzberg, Professor of Communication, July 1, 2018, 29 years

Sincerely,

Yusuf Ozturk  
Chair, Faculty Honors and Awards Committee



TO: SEC / Senate

FROM: Nola Butler-Byrd, Cezar Ornatowski, Paula Peter  
Academic Senate, CSU

DATE: March 20, 2018

SUBJECT: Information: Report from the March 14-16, 2018 plenary meeting of the Academic Senate CSU

### **CSU Budget**

The budget allocation proposed by the governor in January leaves the CSU with a deficit of \$171 million (the difference between the \$263 million BOT ask and the \$92 million designated by the Governor in his January preliminary budget proposal). The deficit would be devastating to the CSU (CSU's basic operating bills alone amount to \$61 million). In the event that more funds are not allocated, the CSU Chancellor's Office sees two options: another tuition increase or a reduction in academic and non-academic programs and services. At this point, a tuition increase is not regarded favorably by the Trustees (as they indicated at their January BOT meeting). Should a tuition increase be absolutely inevitable, they indicated a preference for a multi-year plan of gradual increases over sudden and large increases (the idea of such a plan is also supported by the ASCSU resolution AS-3316-18/FGA Tuition Increases in the California State University, listed below).

The Legislative Analyst's Office (LAO) suggests that the CSU return to the 33 percent admission rate for high school students (admitting the top 33 percent of CA high school graduates, as specified in the 1960 Master Plan), down from the current 44.8 percent. The problem, as Executive Vice Chancellor Loren Blanchard indicated in his meeting with the ASCSU, is the potential impact of such a reduction on underserved students.

The CSU has for major goals in the current situation:

- Maintaining fair compensation for faculty and staff (as Chancellor White indicated in his presentation to the ASCSU, the recent raises for faculty and staff merely kept up with inflation and matched the raises given to other state employees, except that in CSU's case the State does not reimburse the CSU for the amount of the compensation settlement, as it does for other state agencies).
- Improving degree completion by students
- Hiring 400 additional faculty to guarantee student success
- Increasing access to the CSU to help the State reach the goal of 1.1 million new degrees by 2025, as predicted by the recent report by the Public Policy Institute of California (PPIC)

Chancellor White appealed to the CSU community to rally around those four goals in their public messaging and lobbying for more funds to maintain consistency in

messaging. The major message the CSU community needs to project publicly and to the Legislature and the Governor is that “CSU matters.”

### **On the Implementation of EO 1110**

The CSU Admissions Advisory Council indicated at its meeting that for implementation of EO 1110 all admitted first year students will be grouped into one of four categories based on their apparent readiness for college-level work in English and Math:

Group I-- students who will have already completed the GE requirements

Group II—students who will be ready for the work

Group III—students who will require additional support, and

Group IV—students who will require “stretch courses” to complete the needed work during their first year.

Multiple measures of readiness will be employed to place the students in these groups. Fall 2018 will be the beginning of the trials with upgrades to evaluating preparation and the use of multiple measures will be fully implemented by Fall 2019. The goal is to help all students be able to complete 30 college-level units by the end of their first year of study.

### **On Tenure Density**

Chancellor White indicated that while increasing tenure density is highly desirable, a 1 percent increase in tenure density would require an investment of an additional \$100 million—an unattainable goal in the current budget situation. The CSU is open exploring other options of improving faculty-to-student ratios, including improving the position of and giving some form of permanent status to lecturing faculty.

### **CSU Symposium on University Teaching**

The CSU Symposium on University Teaching will take place on April 13-14 at Cal Poly Pomona. The theme is “Productive Disruption” and one of the featured plenary speakers is Uri Treisman (for more information and registration, see <http://www.cpp.edu/~csusymposium/>).

### **Resolutions**

At the March 14-16, 2018 ASCSU plenary meeting, seven resolutions were passed:

#### **AS-3315-18/EX (Rev) Revisions to Faculty Trustee Recommendations: Criteria and Procedures**

Proposes revisions to the criteria and procedures for selection of nominees for the position of Faculty Trustee.

**AS-3316-18/FGA Tuition Increases in the California State University**

Recognizes that predictable, gradual, incremental, and reasonable tuition increases are preferable to intermittent, sudden, and large increases in times of financial emergency and encourages the Board of Trustees to develop a long-term tuition policy in consultation among relevant stakeholders, including students, faculty, and staff.

**AS-3317-18/FA (Rev) Counseling Support Services and Student Success**

Urges the Chancellor and the Board of Trustees to secure sufficient funding from the Legislature to ensure that mental health services are available on all campuses and urges the Chancellor, campus Presidents, campus Vice Presidents for Student Affairs, and relevant campus administrators to increase support for student mental health services, and specifically, for increased staffing levels of full-time tenure-line Counselors.

**AS-3318-18/FGA (Rev) Legislative Advocacy Positions of the Academic Senate of the California State University (ASCSU)**

Spells out ASCSU's provisional positions on bills currently under consideration in the California Legislature in preparation for Advocacy Day in Sacramento on April 23.

**AS-3319-18/FGA (Rev) Call for Continued Advocacy for Adequate Funding of the CSU in Lieu of a Tuition Increase**

Calls for continued joint advocacy by ASCSU, CSSA, CSU, and other parties to forestall a tuition increase.

**AS-3320-18/APEP Participation in Peaceful Protests**

Recommends that the ASCSU endorse and commend the CSU Chancellor's statement that "Peaceful participation in demonstrations will have no impact on applicants for admission to California State University campuses. As a university, we encourage the peaceful exchange of diverse viewpoints and are committed to free speech rights." (March 1, 2018)

Seven resolutions received first reading:

**AS-3321-18/EX Academic Senate of the CSU 2018-19 Calendar of Meetings****AS-3322-18/AA Endorsement of the "White Paper on Student Success"**

Urges that the ASCSU endorse the "White Paper on Student Success" that recognizes that student success is the degree to which students possess the skills, knowledge, habits, attitudes, values, and credentials necessary to attain their academic, career, and other life goals; asserts that student success requires that students develop intellectually, emotionally, aesthetically, physically, socially and ethically, and that this development stems from the overall quality of student experience including the quality and quantity of interactions with faculty and peers; and urges the Chancellor's Office and Board of Trustees to adopt the same definition of student success.

**AS-3323-18/FA Condemning the Intrusion of Outside Groups into Development of Curriculum in the CSU**

Requests that the Chancellor's Office be transparent about sources (e.g., Complete College America) of curriculum changes found in revised EO 1100 and EO 1110.

**AS-3324-18/APEP Equity and Responsibility in Admissions to the Distinctive Universities and Campuses of the California State University**

Endorses practices that give an admission advantage to applicants from the local admission areas of the individual campuses while balancing the ability for other students from outside of the local region to access "out of local area" campuses and programs.

**AS-3325-18/AA The State University Grant Program: A Call for Full Funding from the State**

Encourages the California Legislators, the Governor of California, the CSU Board of Trustees, and the CSU Chancellor's Office work in concert to ensure the full funding of the State University Grant (SUG) Program from the State of California.

**AS-3326-18/FA Protecting Faculty from Attacks by Outside Groups**

Urges the Chancellor's Office to appoint an ad hoc committee to draft a policy for addressing circumstances where CSU students or employees come under attack for their professional work or political stances.

**AS-3327-18/FA Appreciation for the American Association of University Professors' (AAUP) Support of Shared governance at the California State University (CSU)**

Expresses ASCSU appreciation for the efforts of the AAUP and the California Council of the AAUP in advocating for genuine shared governance in public higher education.

One resolution was withdrawn:

**AS-3314-18/FGA (Rev) Resolution of Concern Related to the Governor's Proposal for a State Education Online Learning Lab**

**Additional Information**

Copies of these and other resolutions may be found at <http://www.calstate.edu/AcadSen/Records/Resolutions/>. Faculty are encouraged to provide feedback on the above resolutions (as well as on any other matters of potential concern) to the CSU Academic Senate via our SDSU academic senators: Nola Butler-Bird ([nbutler@mail.sdsu.edu](mailto:nbutler@mail.sdsu.edu)), Cezar Ornatowski ([ornat@mail.sdsu.edu](mailto:ornat@mail.sdsu.edu)), and Paula Peter ([ppeter@mail.sdsu.edu](mailto:ppeter@mail.sdsu.edu)).

The ASCSU website (<http://www.calstate.edu/AcadSen/?source=homepage>) includes committee information, approved agendas/minutes, reports, resolutions, and current senator contact information.

*Faculty-to-Faculty*, the ASCSU Newsletter, is published approximately two weeks after each Plenary. It includes the ASCSU Chair's report, committee reports, invited articles

on current events, and committee recommendations. To have the newsletter delivered automatically via email, subscribe at <http://www.calstate.edu/AcadSen/Newsletter/>.

To: Senate  
From: Charles Toombs, Chapter President, CFA  
Date: 27 March 2018  
Re: Information Item

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CFA Report:

### **Rally at the State Capitol, April 4**

On Wednesday April 4, CSU students, faculty, and community allies will converge on the State Capitol in Sacramento to fight for increased state funding for the CSU and advocate for free public higher education in California. We will tell Gov. Jerry Brown to #FundTheDream and #FreeTheCSU from:

- Disinvestment
- Student fee increases
- Racism and discrimination
- Threats to academic freedom
- Corporatizing the university
- Fear of deportation amongst undocumented students

### **Faculty Salary Equity Pay**

CFA is beginning a push for a new round of Faculty Salary Equity Pay for all SDSU faculty members. Since we will all need to work together in order to achieve this, I want to ask for your participation in this effort. Our faculty Collective Bargaining Agreement provides the authority for a campus-based Salary Equity program. It can address inequities such as inversion (when new hires are brought in at higher rates of pay than longer-term faculty) and salary compression (an experience penalty against long-term faculty at the top of their salary ladder who are not eligible for progression). In addition to increases to address inversion and compression, CFA's position is that ALL faculty members at SDSU should receive an Equity increase to keep up with pay at comparable institutions.

In the years since the last Equity program, SDSU completed a \$750 million capital fundraising campaign, and in that time, new salary inequities have been created and existing salary inequities have grown worse. And, of course, SDSU is currently highlighting its financial strength as it commits to provide financial resources for an "SDSU West" campus. These factors demonstrate that our proposal for Faculty Salary Equity Pay is both timely and something that the university can afford.

You should have received a petition from CFA, in support of a new Faculty Salary Equity Pay program, in your department mailbox. It's important to show, in a tangible way, that we are unified as a faculty union and willing to stand up for Equity Pay. When you receive the petition, please add your name and return it to the CFA office via campus mail or in person (we're in



Education 106). I look forward to our efforts together to achieve a new Faculty Salary Equity Pay program.

**CFA Contact Information**

Please feel free to contact our campus California Faculty Association office at any time if we can provide assistance, whether on a contract rights issue or other matter. Our campus CFA chapter has a Faculty Rights Committee, composed of faculty volunteers, and we are available to talk with faculty colleagues about individual situations and assist in resolving issues. We can be reached at [cfa@mail.sdsu.edu](mailto:cfa@mail.sdsu.edu) or x42775.

TO: SEC/Senate  
FROM: Allison Vaughn, Chair, Committee on Committees and Elections  
DATE: March 14, 2018  
RE: Information Item

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

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### **EXISTING COMMITTEE CHAIRS**

#### Academic Policy and Planning

Chair: DJ Hopkins

#### Academic Resources and Planning

Chair: Donna Conaty

#### Bookstore Advisory

Chair: Glen McClish

#### Campus Development

Chair: Laura Shinn

#### Committee on Committees and Elections

Chair: Allison Vaughn

#### Constitution and Bylaws

Chair: Reza Sabzehgar (Spring 2018 - Eniko Csomay on sabbatical)

#### Copy Rights and Patents

Chair: Douglas Grotjahn

#### Disability Access and Compliance

Co-Chairs: Jessica Rentto and Pamela Starr

#### Diversity, Equity, and Outreach

Chair: Beth Chung

#### Environment and Safety

Chair: Sridhar Seshagiri

#### Faculty Affairs

Chair: Jennifer Imazeki

Faculty Honors and Awards

Chair: Yusuf Ozturk

Fee Advisory Committee (Campus)

Chair: David Ely

Freedom of Expression

Chair: Mark Freeman

GE Curriculum and Assessment

Chair: Bey-Ling Sha (Spring 2018 - Eniko Csomay on sabbatical)

Graduate Council

Chair: Stephen Welter

Honorary Degrees

Chair: Provost Chukuka Enwemeka

Instructional and Information Technology

Chair: Mark Siprut

Intercollegiate Athletic Council

Chair: John Puttman

Liberal Studies

Chair: Virginia Loh-Hagan

Library and Information Access

Chair: Edward Beasley

SDSU Press Editorial Board

Chair: William Anthony Nericcio

Staff Affairs

Chair: Debra Bertram

Student Grievance

Chair: Estralita Martin

Student Learning Outcomes

Chair: Stephen Schellenberg

Student Media Advisory

Chair: Giselle Luevanos

Sustainability

Chair: Keven Jeffrey

Undergraduate Council

Chair: Nora Shultz

Undergraduate Curriculum

Chair: Larry Verity

**COMMITTEES WITH NO ROSTER INFORMATION**

Extended Studies

Student Affairs

International Programs

Student Health Advisory Board

Scholarships Committee

Teacher Education Advisory Council

**FACULTY/STAFF/STUDENT APPOINTMENTS AND REAPPOINTMENTS & NEED**

\*reappointments or new appointments

*Academic Policy and Planning (roster complete)**Academic Resources and Planning*NEED IVC faculty*Bookstore Advisory (roster complete)**Campus Development (roster complete)**Committee on Committees (roster complete)**Constitution and Bylaws (roster complete)**Copyrights and Patents (roster complete)**Disability Access and Compliance (roster complete)**Diversity, Equity, and Outreach (roster complete)**Environment and Safety*NEED 1 student*Faculty Affairs (roster complete)*

***Faculty Honors and Awards***

NEED 1 student

NEED 1 former recipient of alumni award

NEED 1 alumnus

***Fee Advisory Committee (Campus) (roster complete)******Freedom of Expression***

NEED Provost or designee

***GE Curriculum and Assessment***

NEED 1 IVC faculty

***Graduate Council (roster complete)******Honorary Degrees (roster complete)******Instructional and Information Technology (roster complete)******Intercollegiate Athletic Council (roster complete)******Liberal Studies (roster complete)******Library and Information Access (roster complete)******SDSU Press Editorial Board (roster complete)******Staff Affairs (roster complete)******Student Grievance***

NEED 1 full-time administrator

NEED 1 full-time staff member

NEED 1 student (alternate)

***Student Learning Outcomes***

NEED 2 students

***Student Media Advisory***

NEED 1 AS VP of Finance or designee

NEED 2 students (AS appointed)

***Sustainability (roster complete)******Undergraduate Council***

NEED 1 IVC faculty

*Undergraduate Curriculum (roster complete)*

*University Research Council (roster complete)*

\*reappointments or new appointments

Senators not currently represented on a committee:

EDU

Nan Hampton

MPP I & II

Jennifer Acfalle

SCI

Tao Xie

Staff

Norma Aguilar

University Services

Manuel Rivera

Carrie Sakai

Date: 27 March 2018

To: Senate

From: Stephen Schellenberg, Chair, Student Learning Outcomes and Program Assessment Committee

Re: Information – Program Assessment Awardees for Spring 2018

The Student Learning Outcomes and Program Assessment Committee (SLOPAC), in collaboration with the Division of Academic Engagement and Student Achievement (DAESA), is pleased to announce the following auxiliary-funded Spring 2018 Program Assessment Awards in recognition and support of program assessment in degree-conferring academic units.

Please join us in congratulating these individuals and their programs for their efforts to increase student engagement, success, and achievement as well as enhance the quality, meaning, and integrity of their degrees.

**Track 1** – Recognition of exemplary examples of program assessment “loop-closing” (e.g., an established *Target* was met, an implemented *Action Plan* improved student achievement):

Tamara Collins-Parks, Department of Dual Language and English Learner Education, College of Education, *Use of Academic Language Components from a National Teacher Performance Assessment to Promote Inclusive Learning Environments for Emergent Bilinguals*, \$1,000

Gary Grudnitski and Kathleen Krentler, Fowler College of Business, *Development of a New Upper-Division Business Course to Close-The-Loop on Building Global Perspectives*, \$1,000

Gary Grudnitski and Kathleen Krentler, Fowler College of Business, *Successfully Closing the Loop on Writing*, \$1,000

Kate Swanson, Department of Geography, College of Arts and Letters, *High-impact Practices and Project-Based Geographic Research Methods*, \$1,000

**Track 2** – Funding for implementation of an established *Action Plan* intended to improve student achievement (e.g., costs of professional development, curricular changes, equipment, etc.):

Edward Blum, Department of History, College of Arts and Letters, *Workshop on Applying Historical Approaches and Methods: Building Capacity to Assess a Key DLO*, \$500

Heather Canary and Brian Spitzberg, School of Communication, College of Professional Studies and Fine Arts, *Review and Refinement of a Comprehensive Assessment Program*, \$3,000

Doreen Mattingly, Department of Women's Studies, College of Arts and Letters, *Critical Reading Skills: Development of Instructor Training Materials and Student Workshop*, \$500

Jong Won Min, School of Social Work, College of Health and Human Services, *Social Work Policy Practice: Building a Toolkit for Field Instructors in Service to Student Success*, \$2,000

**Track 3** – Funding for implementation of a planned *Measure* designed to assess student achievement with respect to one or more DLOs (e.g., costs of a third-party instrument, etc.):

Andrew Baker and Heather Honea, Department of Marketing, Fowler College of Business, *Establishing DLO Benchmarks for Marketing Based on Industry Standards*, \$2,000

Arlette Baljon, Department of Physics, College of Sciences, *Vertical Assessment of Quantum Physics through Three Major-Required Courses*, \$500

Heather Canary and Brian Spitzberg, School of Communication, College of Professional Studies and Fine Arts, *Implementation of an Optimized Assessment Plan*, \$1,500

Hisham Foad, Department of Economics, College of Arts and Letters, *Developing a Survey of Economic Literacy*, \$2,000

David Kahan, Department of Exercise and Nutritional Science, College of Health and Human Services, *Are ENS Graduates Working In and Prepared for Employment as an Exercise/Health Practitioner or Professional?*, \$2,000

Jo Ann Lane, Department of Computer Science, College of Sciences, *Aligning DLOs and Professional Accreditation in Service to Student Achievement*, \$1,500

Lisa Linder, Department of Child and Family Development, College of Education, *Enhancing Reflective Capacity, Regulation, and Self-Awareness in Early Childhood Mental Health for Licensed Professional Clinical Counseling*, \$2,000



TO: SEC/Senate

FROM: Mary Ruth Carleton, Vice President, University Relations and Development

DATE: March 20, 2018

RE: Information

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**The Campaign for SDSU:**

The following are gifts received since our last report:

Gifts from Peter Seidler totaling \$200,000 will provide scholarship support to student veterans and the Guardian Scholars Program in the Fowler College of Business.

Kenny Key made the following gifts totaling \$100,000: \$50,000 to provide scholarship support to students in the School of Music and Dance in the College of Professional Studies and Fine Arts and \$50,000 to provide scholarships in the Office of Financial Aid.

Ingrid Niesman made gifts totaling \$11,000 to support The Heart Institute & the Microscopy and Imaging facility in the department of Biology in The College of Sciences.

Alumna Dr. Jo Ann Lane made a \$92,682 gift to provide scholarship support to international students from the Caribbean and African countries pursuing majors in the College of Sciences, the College of Engineering or the College of Health and Human Services.

Aztec Athletics received the following gifts: \$40,000 from Mike Biggs; \$30,000 from alumnus Jeffery A. Smith, and his wife, Wendy and a \$10,000 gift from Campanile Foundation board member Jeff Jeffrey, and his wife, Katherine.

The Moss Adams Foundation made a gift of \$10,000 to support the Fowler College of Business.

The College of Sciences received a gift in the amount of \$67,500 from the ARCS Foundation to provide support for scholarships to graduate students with a GPA of 3.5 or higher within the College of Engineering.

Marilyn Newhoff has named SDSU as 100% beneficiary of her retirement account for approximate market value of \$256,658.

Ed Marsh made a gift-in-kind of \$123,785 to support the Library Special Collections.

A \$15,000 gift was made by Duane Morris LLP to support various programs in the Fowler College of Business.

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

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

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

Alumnus and TCF Board Member Patti Roscoe made a gift of \$25,000 to the College of Professional Studies and Fine Arts in support of the student concert performance of “SDSU Downtown.”

We received \$685,171 from the Estate of Alumnus Robert Lando. SDSU is named as the sole beneficiary to benefit the Baylor Brooks Endowed Scholarship, College of Sciences.

### **Regional Initiatives**

The Regional Initiatives Program continues to expand its grassroots level engagement strategy. The Regional Initiatives team worked with key volunteers in The Bay Area, Chicago and Denver to host basketball watch parties. Through this event connections were established with alumni and current parents who are eager to get involved with the Aztec Mentor Program and to learn more about supporting scholarship programs.

### **Campaign, Presidential & Special Events:**

President Roush and Vice President Carleton hosted the 6<sup>th</sup> annual Evening Celebrating Philanthropy on Monday, February 26 at the Parma Payne Goodall Alumni Center. This stewardship event is designed to recognize the critical role of philanthropy and donors to the success of San Diego State University and to honor those who have contributed one-million dollars plus to SDSU. Fourteen presidential medallions were presented at this year’s event and over 70 past and current awardees were in attendance. Over 130 Summa Cum Laude honorees have received their presidential medallions since 2012.

On Thursday, March 1, President Roush and Vice President Carleton hosted the dedication of the Jack McGrory Bunker. As a Marine veteran, Jack McGrory is a tremendous supporter of the Joan and Art Barron Veterans Center and our student veterans across campus. The Jack McGrory Bunker was dedicated in his honor and over 100 campus, community and student veterans were in attendance for the celebration.

On Monday, March 12, President Roush and Vice President Carleton welcomed over 300 guests to the 9<sup>th</sup> Annual Scholarship Donor Appreciation Luncheon. This stewardship event brings together scholarship donors and their scholarship recipients. Attendance at this year’s event was the highest yet.

**Media Relations:**

**2017-18 Marketing and Communications Key Metrics Goals**

**2017-18 Marketing and Communications Key Metrics Goals**

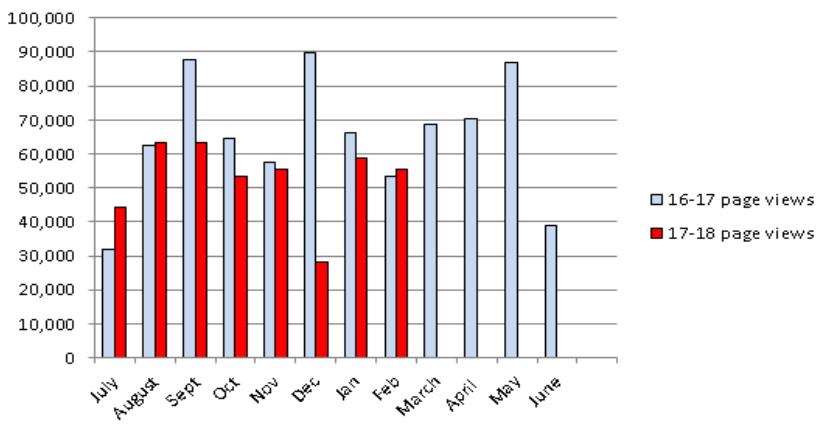
	<i>Month</i>	<i>Year to Date</i>	
<b>SDSU NewsCenter</b>			
Visitors	33,331	294,352	
Page Views	55,393	422,149	
<b>Twitter</b>			
Followers	840	8,685	
Impressions (paid)			
Clicks (organic)	1,245	18,296	
Clicks (paid)			
<b>Facebook</b>			
Fans	366	121,739	(Total fans)
Impressions (paid)			
Likes/Comments (organic)	6,262	131,613	
Clicks (paid)			
<b>YouTube</b>			
Views (organic)	8,881	68,127	
Views (paid)			
<b>Instagram</b>			
Followers	300	28,800	(Total followers)
Likes (organic)	23,626	156,430	
Impressions (paid)			
Video views (paid)			
<b>Media Relations *</b>			
Total Clips	3,390	22,669	
National Hits	376	4,208	
Major Hits	33	361	
<b>Merit</b>			
Students with Merit Pages	-	9,992	(Total pages)
High Schools reached		39	
Social Media Impressions		42,926	
<b>Community Relations</b>			
Community Members brought to campus for event or activity	6	69	
Significant individual meetings and interactions in the community	47	396	

*\*(Note: The Media Team is using new tracking and analytics tools for more timely and accurate reporting of earned news coverage placed in local, regional, national and international markets.)*

**Detail**

**SDSU NewsCenter Top Stories This Month**  
 Adela de la Torre Appointed President of San Diego State University (7,049), A Gift From Tony (2,037), New Interactive Map Rolled Out (1,980)

**Traffic Sources to SDSU NewsCenter this month** Google (14,698), Facebook (2,697), Twitter (1,747)



**Media Relations National Hits**  
 SDSU secured several major media hits in the month of February including coverage of the Center for the Study of Women in Television and Film’s annual “It’s a Man’s (Celluloid) World, which explores the role of female protagonists in films, by USA Today, The Los Angeles Times, The Washington Post, The Daily Mail UK and SF Gate; The Daily Mail UK, Science Daily and New York Daily News covered the recent research by SDSU professors on the effects of third hand smoke by way of toxic residue on walls, furniture and carpets; and EdSource, The Mercury News and The Orange County Register highlighted the co-authored study by J. Luke Wood and Frank Harris III, co-directors of SDSU’s Community College Equity Assessment Lab, which looks into the suspension rates of black male students in rural counties and those in foster care.

**Media Relations Local Hits**  
 Local media coverage this month included coverage of the President designate Adela de la Torre’s visit to SDSU by The San Diego Union Tribune, KUSI and KNSD; The Times of San Diego, KUSI and KSWB ran a story about the University Towers Kitchen’s recent recognition for their blended-burger by the James Beard Foundation; and The San Diego Union Tribune, KUSI, KFMB and KNSD covered the verification of signatures for SDSU Mission Valley to be placed on the November ballot.

**Community Relations**

In February Community Relations met with some community members that have concerns for students who are have food and housing insecurities. These community members are working with the Agape House to try and help from a community perspective. I am also working with the business district to plan a tour of campus for their board members. I also spoke with library staff to see about hosting some tours of the library for community members this summer; so that they can learn that various amenities that are available to them. Meetings that were attended this month include: Mission Valley Community Planning Group, College Area Community Council, Rolando Community Group, the College Area Business District, and the Pacific Beach Planning Group.

**Report from the  
Initial General Education Reform Task Force  
to Provost Enwemeka  
Spring 2017**

I. Introduction

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

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

A related recommendation was:

4. Sustain and enhance progress in the assessment of educational effectiveness through the development of a manageable process of assessment:
  - a. Prioritize outcomes of greatest concern to the campus, for example, underrepresented student success, student success in courses with high rates of D's, F's, or Withdrawals, and the quality of high-impact practices.
  - b. Facilitate the full participation of all units and programs in the assessment process, including general education, graduate programs, and the Imperial Valley Campus.
  - c. Establish a platform (WEAVE or an alternative) that documents outcomes, results, and actions taken, that makes expectations and outcomes explicit and public, and that facilitates sharing (CFRs 2.2a, 2.2b, 2.3, 2.4, 4.2).

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

- Set the stage for a larger General Education Steering Committee to undertake the task of reviewing our GE courses in response to the findings of the WASC reaffirmation of accreditation report, and also to ensure that our GE courses are contemporary in meeting the GE requirements of the CSU.
- Help determine the size, composition and structure of the Steering Committee.
- Help determine the general timeline for the activities of the Steering Committee.
- Provide a framework for the Steering Committee to deliberate on the reform, for example:
  - The overall number of credit hours devoted to GE.
  - Integration of GE into the overall curriculum.

- Alignment of GE with the mission and goals of SDSU.
- Streamlining of GE requirements.
- Consideration of new paradigms of GE (interdisciplinary work, problem based learning, design thinking, study abroad, service learning, etc.).
- Provide a framework for the Steering Committee to discuss and recommend regular institutional assessment and reassessment of GE.
- Provide a framework for the Steering Committee to discuss and recommend methods of institutional assessment of the effectiveness of its curricula.
- Suggest ways to make GE relevant and clear to students—i.e., ways of ensuring that GE is indeed *general education* not isolated individual courses.
- Suggest guidelines for the outcomes of the reform efforts.

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

## II. Task Force Membership

First Name	Last Name	Department or Address	E-Mail	Mail Code	Phone
Peter	<b>Atterton</b>	College of Arts and Letters	<a href="mailto:atterton@mail.sdsu.edu">atterton@mail.sdsu.edu</a>	6060	X43007
Dani	<b>Bedau</b>	School of Theatre Television and Film	<a href="mailto:dbedau@mail.sdsu.edu">dbedau@mail.sdsu.edu</a>	7601	X43764
Marcie	<b>Bober-Michel</b>	Chair of the Senate	<a href="mailto:bober@mail.sdsu.edu">bober@mail.sdsu.edu</a>	4561	X40587
Michael	<b>Buono</b>	School of Exercise and Nutritional Sciences	<a href="mailto:mbuono@mail.sdsu.edu">mbuono@mail.sdsu.edu</a>	7251	X46823
Nola	<b>Butler-Byrd</b>	Counseling and School Psychology	<a href="mailto:nbutler@mail.sdsu.edu">nbutler@mail.sdsu.edu</a>	1179	X43128
Carolyn	<b>Baber</b>	Library and Information Access	<a href="mailto:cbaber@mail.sdsu.edu">cbaber@mail.sdsu.edu</a>		
Michelle	<b>Dean</b>	Department of Management	<a href="mailto:Michelle.Dean@sdsu.edu">Michelle.Dean@sdsu.edu</a>	8238	X46839
Doug	<b>Deutschman</b>	College of Sciences	<a href="mailto:ddeutschman@mail.sdsu.edu">ddeutschman@mail.sdsu.edu</a>	1010	X40859
Bill	<b>Eadie</b>	School of Journalism and Media Studies	<a href="mailto:weadie@mail.sdsu.edu">weadie@mail.sdsu.edu</a>	4561	X40642
Carlos	<b>Herrera</b>	Imperial Valley Campus	<a href="mailto:cherrer@mail.sdsu.edu">cherrer@mail.sdsu.edu</a>	0906	X65644
Doreen	<b>Mattingly</b>	Department of Women's Studies	<a href="mailto:mattingl@mail.sdsu.edu">mattingl@mail.sdsu.edu</a>	6030	X48033
Christy	<b>Samarkos</b>	Student Affairs	<a href="mailto:csamarko@mail.sdsu.edu">csamarko@mail.sdsu.edu</a>	7430	X45211
Stephen	<b>Schellenberg</b>	Division of Undergraduate Studies	<a href="mailto:saschellenberg@mail.sdsu.edu">saschellenberg@mail.sdsu.edu</a>	1623	X42132
Norah	<b>Shultz</b>	Division of Undergraduate Studies	<a href="mailto:nshultz@mail.sdsu.edu">nshultz@mail.sdsu.edu</a>	1623	X44167
George	<b>Youssef</b>	Mechanical Engineering	<a href="mailto:gyoussef@mail.sdsu.edu">gyoussef@mail.sdsu.edu</a>	1323	X46649
Chimezie	<b>Ebiriekwe</b>	Student Representative			



Meetings were held on the following dates:

November 18, 2016

January 20, 2017

February 3, 2017

February 17, 2017

March 3, 2017

March 17, 2017

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

Carolyn Baber

Chimezie Ebiriekwe

Bill Eadie

Stephen Schellenberg

Norah Shultz

George Youssef

### III. Recommendations

#### A. Timeline

The Task Force recommends that the reform be undertaken in three phases:

- Phase 1 is a review of General Education as recommended by WASC.
- Phase 2 focuses on the design of the reform based, of course, on the outcomes of Phase 1.
- Phase 3 attends to implementation of the revisions.

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

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

Phase 1: EMPATHIZE, DEFINE

Phase 2: IDEATE, PROTOTYPE

Phase 3: TEST

#### B. Committee Structure

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

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

We recommend that there be an overall Steering Committee and three Working Committees. The work of the Committees is focused in the following way:

- Local Working Committee: This Committee reviews General Education at SDSU. Topics under consideration include the seven capacities, any assessment completed to date, data collected from key stakeholders, budgetary considerations and logistical considerations.
- Regional Working Committee: This Committee reviews the General Education requirements as set forth in EO 1100, monitors the discussions and Committee work being done in relation to EO 1100 at the system level, and reviews how General Education has been interpreted at the other CSU campuses.
- National Working Committee: This Committee reviews national trends and details at comparable and aspirational institutions as well as national employer trends and desires in regard to competencies for college graduates.

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

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

Appointed Members (15):

7 appointed Faculty

3 representatives from Associated Students

3 Academic Advisors (one or two of whom might be **Faculty**)

2 members of the Senate Executive Committee (one or both of whom might be **Faculty**)

9 elected faculty across Colleges, IVC and the Library

**The Chair and co-chairs of the working committees will be selected from the 16 faculty.**

Members who Serve as a Function of Role (5):

Director of the Center for Teaching & Learning (**Faculty**)

Associate Vice President for Academic Affairs – Student Achievement

Chair of General Education Committee of the University Senate (**Faculty**)

1 representative from Student Affairs

1 representative from the Office of International Programs

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

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

Additional staff and faculty will be recruited to participate in the working groups as necessary.

### C. Activities of Phase 1

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

### D. Budget

<b>Graduate Student</b>		
	Fall semester = \$15 per hour/20 per week/17 weeks per semester	\$5100
	Spring semester	\$5100
	Winter, Spring, and Summer break at \$15 per hour, 20 hours per week, at 18 weeks	\$5400
	<b>TOTAL</b>	<b>\$15,600</b>
<b>Travel</b>		<b>\$15,000</b>
<b>Materials</b>		<b>\$2,000</b>
<b>Honoraria/Guest Speakers</b>		<b>\$13,000</b>
<b>TOTAL</b>		<b>\$45,600</b>

## E. Budget Narrative

### Graduate Student

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

### Travel

General Education & Assessment meeting in San Francisco for 6 members of the Steering Committee and local travel to other CSUs.

### Honoraria/Guest Speakers

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

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