

A C A D E M I C S E N A T E
O F
C A L I F O R N I A S T A T E U N I V E R S I T Y
S A C R A M E N T O

Minutes

Issue #20

April 19, 1990

ROLL CALL

Present: Bach, Barnes, Brackmann, Cajucom, Campbell, Clark, Cross, Decious, Dillon (Parliamentarian), Figler, Glovinsky, Gonzalez, Hallinan, Haq, Herman, Holl, Huff, Kando, Kelly, Kornweibel, Lewis, Low, Marsh, Martell, D. Martin, L. Martin, McClure, McGeary, McGowan, Nicola, Pacholke, Reinelt, G. Shannon, Shek, Sullivan, Summers, Toder, Tooker, Torcom, Tzakiri, Wade, Wheeler, Whitesel, Winters, Wright, Yousif

Absent: Amos, Barrera, Cooper, Freund, Harriman, Hayashigatani, Jakob, Johnson, Kho, Kutchins, Mattos, Joan Maxwell, John Maxwell, Meyer, Miller, Moore, Palmer, Pyne, W. Shannon, Stroumpos, Swanson, White

ACTION ITEMS

*AS 90-34/G.E., Ex., Flr. G.E. COMMITTEE, MEMBERSHIP AND CHARGE
[responds to AS 89-75]

The Academic Senate adopts the following revision of Senate statute 3.07.01 on the General Education Committee. By adoption of this action, the Senate nullifies preceding Senate actions 76-92, 77-61, 77-62, 82-11, 83-03, and 83-27.

3.07.01 General Education Committee

Consistent with CSU regulations, particularly E.O. 338 and 342, the University shall establish the aims, distribution of units, total number of units, and the administrative structure of the General Education Program. The General Education Committee may propose policy for consideration by the Academic Senate and the President. In addition, the General Education Committee may propose policy on other university-wide degree requirements.

a. Membership

The General Education Committee is a standing committee of the Academic Senate. Its membership shall be composed of an appropriate academic administrator designated by the Vice President for Academic Affairs, as a non-voting ex officio member; the general education administrator as a

non-voting ex officio member; six faculty members elected by and from the School of Arts and Sciences: two from arts and humanities, two from social science, and two from science and mathematics; four faculty members elected by and from the other schools of the University (i.e., one by and from each of the four professional schools); two senators, appointed by the Academic Senate; a faculty member appointed by and from the University Curriculum Committee; and three students selected by A.S.I. All elected faculty members must be from different departments. Appointed faculty members should also be chosen, as often as possible, from departments not otherwise represented on the committee. If there are two faculty members from the same department only one will have a vote.

Elected faculty members for election to the committee shall be self-nominated or shall have consented to having their names placed in nomination by one or more of their colleagues. Elected faculty membership on the committee is for three years, with overlapping terms of service, to ensure that a core of experienced members provide continuity in the committee's work. Replacements to fill unexpired terms will be elected in an appropriate school election at the same time as the annual elections for expired terms. The Academic Senate may select replacement members to serve until the next annual election. The terms of senators will be for two years or the remainder of the senator's term in the Senate. The liaison member will have a one year term.

b. Committee Responsibilities

1. Recommends to the Academic Senate changes in the G.E. Program as well as changes in other non-major degree requirements.
2. Recommends to the G.E. administrator on general goals related to resource allocation and administrative procedure in the areas of student orientation and advising, special tutorial and remedial course offerings, student and faculty awareness of the G.E. Program, diagnostic testing, outcome assessment and any other university non-major graduation requirements.
3. Recommends to the G.E. administrator concerning the desirability of seeking future increases or decreases in section offerings by area, based on program objectives and perceived student needs. Outcome assessment instruments, if appropriate and reliable, should be among the criteria used in making these kinds of recommendations.

4. Hears appeals on course listing or review decisions and may recommend revised action to the G.E. administrator.
5. Conducts a periodic review of courses which are listed in the G.E. Program following procedures approved by the Academic Senate (to be specified elsewhere).
6. Proposes to the G.E. Administrator and reviews with the G.E. administrator studies, research and research agendas relating to all aspects of G.E.
7. Monitors (through liaison membership and/or annual reports) the procedures and criteria used by other faculty committees (such as Arts and Sciences Curriculum and University Curriculum) which may take actions which substantially affect course offerings in the G.E. Program or other non-major graduation requirements, to insure that these conform to existing policies and procedures the implementation of which are the responsibility of the G.E. Committee. Recommendations for changes in the procedures are to be made to that committee or to the appropriate constituting authority for the committee.

Carried.

Due to lack of a quorum, the following items were postponed to the May 3, 1990, Academic Senate Agenda:

AS 90-35, which was amended as follows [strikeover = deletion; underscore = addition]:

AS 90-35/Ex., Flr. G.E. ADMINISTRATOR, DUTIES AND RESPONSIBILITIES FOR THE [responds to AS 89-74]

The Academic Senate recommends that the administrative position with responsibility for G.E. (G.E. Administrator), regardless of location and title, be assigned primary responsibility for administration of the program in the areas of curriculum and policy implementation, coordinating support services, and ensuring adequate budgetary support of the program. The G.E. Administrator should also be responsible for providing intellectual leadership in the development and implementation of the General Education Program, for articulating its goals and objectives/maintaining the intellectual integrity of the program and upholding the academic standards inherent in program. The Academic Senate recommends that the position be defined to include the following specific duties and responsibilities*:

2. The ~~Director~~ G.E. Administrator shall annually identify the budgetary needs of the G.E. Program, and other non-major degree requirements, including necessary faculty positions, instructional support resources and resources for necessary student services. The ~~Director~~ G.E. Administrator and the Dean of Arts and Sciences, in consultation with other schools offering G.E. courses, shall prepare and request annually a combined budget to support the needs of the G.E. Program. When allocated, these resources will go directly to the schools and be administered in the departments.
21. The ~~Director~~ G.E. Administrator shall, in consultation with school deans, prepare an annual schedule for General Education courses and basic skills preparatory courses with special attention to offering sufficient number of such courses each semester, with sufficient sections at appropriate times to meet anticipated student needs and the stated objectives of the G.E. Program. The ~~Director~~ G.E. Administrator will have the authority to negotiate with the Deans and their appropriate departments to ensure the availability of G.E. courses which the ~~Director~~ G.E. Administrator, in consultation with the G.E. Committee, determines to be needed to accomplish the G.E. objectives. The ~~Director~~ G.E. Administrator also shall request and receive annually a supplemental faculty budget which shall be used specifically for enhancement and contingencies in the G.E. Program. The ~~Director~~ G.E. Administrator, in collaboration with the School Deans, shall monitor and can recommend changes in the G.E. allocations to the Vice President to ensure sufficient support for and balance between major degree programs and G.E. offerings.
3. The ~~Director~~ G.E. Administrator shall, with the appropriate academic committees, regularly review curricular offerings to ensure that the courses adhere to program objectives and criteria.
4. The ~~Director~~ G.E. Administrator shall monitor and promote special curricula and support services for high risk students in the G.E. Program.
5. The ~~Director~~ G.E. Administrator shall advise and provide budgetary assistance to units and groups on campus which offer support services for the G.E. Program. These services include but are not limited to registration, articulation, transfer evaluations, advising, tutoring, and mentoring activities.
6. The ~~Director~~ G.E. Administrator shall be responsible for implementation of system and campus G.E. policies,

including appropriate student outcomes assessment, and compliance with other current WASC standards for G.E.

*Note: The duties and responsibilities enumerated above are devised from recommendations set forth in the four administrative models proposed by Academic Vice President Burger (Attachment E, 3/15/90 Academic Senate Agenda) in response to AS 89-74, but are neutral on the question of where the position is housed.

AS 90-36/Ex. G.E. ADMINISTRATOR, LOCATION AND TITLE (responds to AS 89-74) [First Reading Item]

New Business

AS 90-53/Ex. G.E.--SEQUENCING OF COURSEWORK (responds to AS 89-77A)

AS 90-54/Ex. G.E.--SEQUENCING OF COURSEWORK (responds to AS 89-77B)

AS 90-55/Ex. G.E.--SEQUENCING OF COURSEWORK (responds to AS 89-77A and 89-77B)

AS 90-56/Ex. G.E. CONTENT AREA REVISION--LIBRARY COMPONENT (responds to AS 89-81)

The meeting was adjourned at 4:10 p.m.


Janice McPherson, Secretary

*Presidential approval requested.