Academic Senate of the California State University

Academic Affairs Committee

Agenda, Meeting of March 8-9, 2006

Present:

Invited Guests:
- Christine Hanson, Associate Dean, Academic Program Planning
- Marshall Cates (in his CO-sponsored role in implementing LDTP)
- John Tarjan (chair, GEAC; Chair, LDTP oversight)

1. Call to order at 10:15 a.m.

2. Approval of the agenda.

3. Approval of the minutes from the meeting of January 25-26, 2006.
   Thank you Darlene Yee (SFSU) for recording the minutes.

4. Announcements, information items, general discussion.
   EDD. It is anticipated that there will be a formal communication from the
   Chancellor’s Office re: introduction of new EDD programs.
   Peer Team Campus Visits.
   CO response to resolutions from January.

5. Liaison reports.
   a. CSSA. 22 points. GE survey. Advising.
   b. GEAC. Final GE survey was due to GEAC Mar. 1. GEAC plans to meet March
      7th to analyze the campus responses.
   c. LDTP. List of LDTP contacts from Cates. Update on referrals from LDTP to AA.
   d. COEE. CO directive to reduce continuing enrollment funds retained at the
      campuses.

6. Items of business

6.1. CSU SECOND READING AS-2730-06/AA Provision of E-Text Material to the Center
     for Alternative Media.

     Provision of E-Text Material to the CSU Center for Alternate Media
     RESOLVED: That the Academic Senate of the California State University (CSU)
     endorse the work being done by the CSU Center for Alternate Media (CAM) in making
     learning resources available to students with disabilities; and be it further:
RESOLVED: That the Academic Senate CSU urge publishers to provide e-text materials to CAM at the time a textbook is adopted; and be it further
RESOLVED: That the Academic Senate CSU recommend to faculty of the CSU that, when selecting a textbook for course adoption, they use as one of their criteria the willingness of the publisher to provide e-text material to CAM upon course adoption; and be it further
RESOLVED: That the Academic Senate CSU call upon the Chancellor’s Office to use its position as leader of the largest system of higher education in the United States, to encourage publishers to routinely create e-text materials as part of a course learning package.
RATIONALE: It is not uncommon for students with disabilities to wait up to five weeks to receive alternative media for course textbooks. By having e-text material available before the start of a course, students with disabilities will be immediately able to get a full learning experience from the course. It was estimated by the director of CAM that the average cost of developing learning material for a disabled student exceeds $650. By having publishers provide e-text materials, there would therefore be significant cost savings to the CSU.

SECOND READING – March 9-10, 2006

6.2. CSU fee structure.
Response to resending the referral on the CSU fee structure to the ASCSU Executive Committee, Fiscal and Government Affairs Committee, and Faculty Affairs Committee...

Supporting a Student Fee Policy that better Educational Outcomes.

Resolved, that the Academic Senate of the CSU (ASCSU) continues to support initiatives focused on facilitating graduation; and be it further

Resolved, that the ASCSU requests that the Chancellor’s office undertake a study of CSU Student Fee Policy to determine if changes in this policy course serve to facilitate graduation efforts.

Rationale: How do we change the CSU tuition/fee structure to maximize efficiency? “Front-Loading” of fees versus a flat (two-step) function for most campuses. An alternative model is provided by CSU Monterey Bay. It is believed that such structures encourage students from enrolling in courses that do not contribute to meeting graduation requirements.

NOTE: LAO report suggests a cap on fees at some unit count to encourage taking additional courses. Also suggests option of lower summer fees and/or increased access to impacted campuses for summer entry.

6.3. Registration priority
At some campuses, registration priority is determined by number of units completed rather than units to graduation. With the increasing precision of the
various degree audit modules, it seems that a change from units completed to units to graduation would seem prudent. This may be more of an implementation, rather than policy, issue and thus may not be pursued further by the committee. A request for campus feedback on how registration priority is established on each campus was sent out in late December. Mark Van Selst will summarize the campus responses.

Summary: widely varied methodologies are used. Some are student controlled (SLO allows students to select up to three terms to have “priority” for themselves), most use a “disabled ➔ athletes ➔ grad ➔ graduating seniors ➔ … ➔ freshmen” type model. One difficulty in such models is the lag in transfer evaluations. At SJSU some transfer transcripts were only being evaluated when the student applied for graduation, and thus the student was chronically labeled at a lower level of progress. Electronic transcript transfer has been proposed as a solution to automate this process (BTW, other than this exception, the degree audit module at SJSU is otherwise working well to facilitate effective advising).

6.4. Doctorate of Audiology
A coded memo from Keith O. Boyum, Associate Vice Chancellor, Academic Affairs, was sent to six campus presidents regarding joint programs with the University of California leading to the Au.D. degree. This memo requested regional discussions and a joint letter of intent, which is due on January 18, 2006.

6.5. Workload (EDD/graduate faculty)
report back from referral to FA. Mark met with FA during the Interim meeting to discuss the workload issues. FA understands the concerns over the risks and benefits of having a two-tiered faculty (“graduate faculty”) and is pursuing the referral.

6.6. 21st century report
• Graduation Initiatives: Edelman
• Introduction: Yee
• Evolving Missions: Yee
• Curriculum Development: Thompson
• Changing Patterns of Faculty Hiring: Pasternack/Swerkes
• LDTP: Van Selst
• Enrollment Projections: Hood
• Others? Silvis, Arroyo, Anagnoson, …

6.7. CSU one life science, one physical versus any two
At the January AA meeting, it was voted to drop the specificity of the life science requirement (any two laboratory sciences). Potentially awaiting feedback on this decision prior to writing a resolution.
Feedback from Biology Council thus far has confused the GE life science requirement with the CSU freshman entry requirement. Clarification was sent, awaiting further feedback.
6.8. OPT-OUT PROPOSAL
College students in Arizona may be able to opt out of required reading assignments they consider personally offensive, under a bill approved on Wednesday by the State Senate's Higher Education Committee. The measure would allow students to decline assignments that "conflict with the student's beliefs or practices in sex, morality, or religion." Critics say the legislation is too broad and could undermine the integrity of courses. It would seem a response is in order to tackle this "Horowitz-esque" legislative intrusion. The response may well be the resolution on academic freedom passed at the last plenary.

6.9.
CAL POLY SLO

Registration policies/practices at CPSLO are the responsibility of the Registration & Scheduling Committee, a campus-wide body that reports/recommends to the Provost. Current registration practice follows:

* Disabled
* Special Exceptions (approved/monitored by R&S Comm)
* New Students
* Priority & Graduate Students (Note: students have three *3* terms that they can use during their undergrad career to "move to the front of the line"; the student decides when to use the priority based on his individual/unique program needs. CP found that unit based, senior status was not reliable).
* All other continuing students -- based on revolving alpha rotations that change each quarter.

Margret Camuso
Academic Senate
CAL POLY
San Luis Obispo, CA 93407
805.756.1258

DOMINGUEZ HILLS

At CSUDH grad students register first, then graduating seniors, and down thru first time freshmen. This is determined by units completed. There are also some additional priority regs such as disabled students, student athletes, honors students and special programs such as SPARK! a retention program for first time freshmen.

Margaret Blue, Chair
Academic Senate
CSUDH

Humboldt:

Prior to this semester:
Continuing students: Students with disability followed by other continuing students in order by units (the breakdowns are in 20 units increments). The highest units register first in order to the lowest units. New students/new transfers/returning students who were inactive: generally register after continuing students. Returning students (from ed leaves) and second bachelor degree students: register after continuing students but are eligible prior to the new student registration times

This spring the new transfers who were eligible for online orientation were able to register at the end of the juniors and seniors if they were upper division. They were eligible to register with the freshmen if they were lower division and were part of the online orientation program (HOOP). All other
registration priorities were the same. I have looked and I can find no information that dictates how we assign registration (not that there isn't an HSU policy, I just have been unable to find one). I do have responses from other CSUs from a recent poll taken of CSU Registrars if you would like them at some later point in time as well.

>Hillary A. Dashiell
>University Registrar
>Humboldt State University
>Phone: 707-826-6203
>hd7002@humboldt.edu

CSU LONG BEACH

At CSULB, the registration date is determined by class level and units within the class level. A limited group of students receive "priority" registration ahead of all other groups -- this used to be a very large group that included just about everyone in a special program, but now is primarily NCAA athletes, President's Scholars, and (I think) some disabled students who may need particular facilities.

I know that each class level is sliced rather finely. Within each group, registration appointments (which are the earliest time a student can register) are spread throughout the day to keep the system from crashing.

Students are allowed to register for up to 16 units on the first go-round, and can expand their schedules out to 18 units at a date a few weeks before classes start (this date is after our new student orientations, which are the first opportunity for new freshmen and transfer students to register).

Margaret Merryfield
Senate chair, CSULB
Professor, Chemistry and Biochemistry

SONOMA STATE:

Our Student Affairs Standing Committee is currently working a policy on priority registration; we expect it to come before our Senate in the early spring.

Laurel Holmstrom
Academic Senate Analyst

CAL POLY --------------------------------------------------

-----Original Message-----
From: sur-owner@calstate.edu [mailto:sur-owner@calstate.edu] On Behalf Of tzuur@calpoly.edu
Sent: Wednesday, November 09, 2005 2:26 PM
To: Suzy Babikan; sur@calstate.edu
Subject: RE: Registration Priority Survey
Suzy & CSU Records-Types/Colleagues:
Re: Priority Registration
At CPSLO we do the following:

* Qualified students w/disabilities;
* Specials (participating athletes/permission granted by Committee review --
  can give lots of stories on this);
* New Students;
* Priority & Grads (we give undergrads three terms of "by choice priority" so
  students can move to the front of the line) & then;
* Continuing Students (by rotating alpha rotations).

Given that we will have to analyze what we have been doing vis-a-vis our
PeopleSoft implementation coming up in '06, I'd love to hear what you all
have done/what worked/didn't work with PS.

The best to you all from the Central Coast;

TZ

==========================

Thomas L. Zuur
Registrar/Director
Office Of Academic Records
Cal Poly State University
(805) 756-6016

EAST BAY

-----Original Message-----
From: sur-owner@calstate.edu [mailto:sur-owner@calstate.edu] On Behalf Of
Bruce Purcell
Sent: Wednesday, November 09, 2005 3:23 PM
To: 'Suzy Babikan'; sur@calstate.edu
Subject: RE: Registration Priority Survey

Here's the order we use for reg appointments. Once your classification is
determined, you would get a random time within that group -- we do 250
appointments per hour. We also do 2 passes -- we allow students to register
for 14 units in Pass 1 and then up to the max of 22 units in Pass 2, open and
late reg.

1. Priority "A" -- disabled students, athletes. They can register for the 22
max load even in Pass 1.
2. Priority "B" -- anyone else designated for priority reg. Their reg times
are the same as the first group, but they only get 14 units in Pass 1 and 22
units in Pass 2. One example is students who came here from Louisiana after
the hurricanes -- we gave them Priority B reg.
3. Graduating undergrad seniors and graduating grad students
4. Freshmen
5. Grad students
7. Juniors
8. Sophomores

Regards,

Bruce Purcell
Executive Director,
Enrollment Services
California State University, East Bay
bruce.purcell@csueastbay.edu
510 885 4494

---

SACRAMENTO

From: sur-owner@calstate.edu [mailto:sur-owner@calstate.edu] On Behalf Of
Hall, Anita
Sent: Wednesday, November 09, 2005 4:52 PM
To: Suzy Babikan; sur@calstate.edu
Cc: Trigales, Kristine W
Subject: RE: Registration Priority Survey

Suzy,
At Sacramento, newly-admitted students register at the same time as
continuing students of the same class level or priority category.
Registration appointments are scheduled in accordance with University
priority policy in this order in the initial 16-day registration period:
students qualified to receive services from the Office for Services to
Students with Disabilities,
retention programs (MESA Engineering program, Alliance for Minority
Participation, student government officers, intercollegiate athletes,
cheerleaders, athletic trainers, residence hall RAs, blended Liberal Arts
degree majors, debate team, president's scholars)
graduation candidates (must have submitted a graduation application by the
deadline. Graduating priority is granted only one time per career. Second
bachelor's degree candidates are considered unclassified graduates except
during the one semester for which they file to receive graduating priority.)
freshmen attending orientation (fall semesters only)
seniors,
other freshmen,
classified graduates,
juniors,
sophomores
unclassified graduates.
Within each class level or category, students with the highest units
completed are scheduled earliest.

When late registration begins, enrollment opens first for new international
admits and disabled students, then for all eligible students, whether they
enrolled during the initial registration period or not.
Anita

Anita Hall
Registrar
California State University, Sacramento
(916) 278-7748 mailto:anitah@csus.edu
Hi Suzy,

We do it in 5 groups. Group 1 has the highest priority, so on.

Group 1, FTF, first year EOP, Housing residents, students with disabilities as recommended by our Office of Services to Students with Disabilities, honor groups, Presidential Scholars, and athletes depending on when they practice and play.
Group 2, seniors, classified graduates
Group 3, classified postbac's, juniors, 2nd bac's
Group 4, sophomores, continuing Freshmen
Group 5, unclassified postbac's and Over Sixty

Hope this helps.

At 04:37 PM 11/8/2005, you wrote:

Hello Colleagues,

I need your help. CSUN is reviewing how we assign registration appointments. I am interested in how you assign registration appointments at your campus. CSUN assigns registration priority as follows:

First-time-freshmen, hearing impaired, participating athletes
Graduating Seniors
Students with disabilities
Equity groups with less than 45 units earned
International Students
Special Student Groups
Freshmen
Classified graduates, credential students
Seniors (in descending order)
Juniors (in descending order)
Sophomores (in descending order)
PBU
Over sixty

I hope that you are all having a great Fall term!

Suzy

Suzy Babikan
Associate Director, Admissions and Records
California State University, Northridge
Here's some information about how things work at Chico. Unfortunately, there's no simple list I can send.

Please note below the spring 2006 Priority Registration Calendar for special groups and class levels (students may find their appointment day and time via their Portal account):

*Priority Registration Calendar

<table>
<thead>
<tr>
<th>GROUP</th>
<th>DATE</th>
<th>STUDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Groups</td>
<td>Oct 17-18</td>
<td>DSS/Grads/Graduating</td>
</tr>
<tr>
<td>Seniors/etc.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Senior Honors  | Oct 18   |                               |
| Seniors        | Oct 19   |                               |

| Junior Honors  | Oct 19   |                               |
| Juniors        | Oct 20   |                               |

| Soph Honors    | Oct 20   |                               |
| Sophomores     | Oct 20-21|                               |

| Freshman Honors| Oct 21   |                               |
| Freshman       | Oct 21 & Oct 24-25 |               |
Executive Memorandum 93-10

From:
Robin S. Wilson, President

Subject:
Executive Memorandum 93-10, Policy for Registration Priorities

Upon the recommendation of the Faculty Senate and Provost William Stephens, I approve this executive memorandum for immediate implementation.

-----------------------------------------------
Policy for Registration Priorities

All students will be assigned to a registration priority group based on one or more of the following:

A. Continuing priorities are based on general criteria or membership in a specific group.

1. General criteria include units completed, class standing, West test status, and post-baccalaureate status;

2. Specific groups include disabled, exchange, new Educational Opportunity program (EOP), and new freshman students.

B. The Provost or designee may extend temporary registration priorities to groups of students who meet temporary criteria. These priorities and criteria may be in effect for no more than two semesters.

Qualification details and the order of registration priority groups shall be determined by the Provost or designee. Registration priorities used during each semester shall be reported annually to the Educational Policies Committee.

Requests for modifications to continuing registration priorities shall be referred to the Educational Policies Committee prior to Faculty Senate action. Such requests may originate from faculty, staff, students, or the administration.

Marc Siegall, PhD
Chair
Academic Senate
California State University, Chico
Dear Senate Chairs,

The Academic Senate CSU would like your help. Mark Van Selst, Chair of Academic Affairs Committee, would like to know how registration priorities are established on your campus (Please see Mark's request below). His committee is considering a resolution on campus determination of registration priority.

Please send the information to Mark @ mvselst@email.sjsu.edu

Thank you,
Marshelle

AA would like to ask you to ask the various senate chairs how "registration priority" is established on their campuses.

It seems that the common model is ">90 units" (aka graduating seniors), an alternative would be "fewest units to completion" (with the degree audit functional this may be a better system to encourage those closest to graduation to actually get the courses they need to graduate).