

1 **Arts and Lectures at Cal State San Marcos**
2 **Guiding Principles**
3 **A&L Committee 2004 – 2005**
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6 The following guidelines have been adopted by the Arts and Lectures Committee pending formal
7 endorsements by the President, Academic Senate and ASI.
8

9 **Arts and Lectures seeks to *invoke, provoke, and support learning* for our students and the**
10 **community.**

11
12 **Invoke: to create desire, bring forth**

- 13 • Arts and Lectures provides diverse offerings of artistic, cultural, and scholarly events all
14 based on input and proposals of students, faculty, staff, administration, alumni, and
15 community members.
16 • Arts and Lectures events are designed to enhance, enrich, and expand the learning
17 opportunities of Cal State San Marcos students and our community.
18 • Arts and Lectures provides a forum for learning that falls outside the realm of campus
19 expertise and taps into the wisdom and talent of guest lecturers, artists, and performers
20 • Arts and Lectures brings the community onto campus to engage in artistic, cultural and
21 scholarly activities, discussions, and debates.
22

23 **Provoke: To stir up, to stimulate, to challenge**

- 24 • Arts and Lectures provides a venue that stimulates discussion and debate on important,
25 relevant, political, historical, scientific, and cultural issues.
26 • Arts and Lectures introduces new and varied perspectives and provides access to events that
27 might not otherwise have been offered to our students and community.
28 • Arts and Lectures provokes thoughtful and critical reflection through its offerings and
29 subsequent forums for continuing discussion in classrooms, student associations, clubs,
30 centers, etc.
31

32 **Support: sustain, aid in learning, create a foundation**

- 33 • Arts and Lectures supports the University's instructional goals of intellectual engagement,
34 learning, teaching, discovery, and application of knowledge
35 • Arts and Lectures reinforces the University's mission to expand access to an excellent
36 education
37 • Arts and Lectures mirrors the university statement on values including innovation, creativity,
38 openness to change, flexibility, responsiveness, and future focus.
39 • Arts and Lectures builds community by bringing diverse groups of people together and
40 diverse perspectives to light
41

42
43 The opinions and content expressed through the Arts and Lectures series represent the
44 viewpoints of the presenters alone and are not an endorsement of any campus entity or
45 individual.

1 **Resolution to Endorse the Support of Civic Engagement at CSUSM**

2
3 WHEREAS, a key component of Cal State San Marcos’ mission statement is to create a
4 distinctive university known not only for academic excellence, but also for playing a vital
5 role in its broader community; and

6
7 WHEREAS, a key aspect of our community involvement requires training students to
8 become responsible and engaged participants, volunteers, and leaders within the
9 community; and

10
11 WHEREAS, becoming engaged community members demands that individuals learn to
12 examine issues, voice opinions, and participate civilly in social and political discourse;
13 and

14
15 WHEREAS, the American Democracy Project, a non-partisan initiative promoted by the
16 American Association of State Colleges and Universities (AASCU), has provided
17 leadership and support toward these ends; be it therefore

18
19 RESOLVED, that the Academic Senate reaffirms its commitment to guide students in
20 their development toward taking the social responsibility expected of educated men and
21 women through a range of activities on campus including, but not limited to the
22 following:

- 23
24 Continually encouraging on-campus mechanisms for voter registration;
- 25
26 Providing an academic environment conducive to civil political discourse;
- 27
28 Bringing civic issues inside the classroom while encouraging students to increase
29 their civic engagement beyond the classroom; and
- 30
31 Voicing its support for CSUSM's joining of the American Democracy Project,
32 support which entails
- 33
- 34 • coordinating a campus conversation to develop our institution’s
35 vision of civic engagement and developing CSUSM’s own goals
36 toward the advancement of that vision.
 - 37
 - 38 • developing and planning programs and activities to achieve our
39 established goals. These may incorporate curricular, co-curricular, and
40 extra-curricular campus activities.

EMERITUS FACULTY POLICY**POLICY**

Implementation Date: 04/17/00

Revised: 00/00/00

I. Preamble

Emerita/emeritus status is an honorary title awarded for distinguished service to the academic community. The President shall bestow the title on a tenured faculty member who is entering permanent retirement from CSUSM and who has served the University with distinction. It is expected that emerita/emeritus status will be granted to faculty members who have contributed continuously throughout their career and have a distinguished professional record.

II. Eligibility

Emerita/emeritus status is limited to those individuals who:

1. for instructional faculty, hold the rank of full professor with tenure and have at least 10 years of service to CSUSM, or
2. for librarians, hold the rank of full librarian with tenure and have at least 10 years of service to CSUSM, or
3. for ~~SSP, AR~~SSP-AR, hold the rank of ~~SSP, AR~~SSP-AR III with tenure and have at least 10 years of service to CSUSM.

III. Procedures

- ~~1. Each academic unit, department, or its representative committee shall receive a list during the fall semester of eligible faculty members who have informed the President of their intention to retire, anticipated date of retirement, and status with respect to service retirement.~~
- ~~2. The academic unit, department, or its representative committee shall review the list and make a recommendation list to the Dean by the end of the fall semester.~~
 1. The academic unit, department, or its representative committee shall forward a recommendation letter and curriculum vitae for each candidate ~~on the recommendation list~~ to the Dean outlining why the faculty member should be granted emeritus status based on the recommendation criteria.
 2. The Dean shall review the recommendation and state in writing whether s/he concurs with the recommendation, ~~by the end of the second week of the spring semester.~~
 3. Both recommendations shall then be forwarded to the ~~Vice President for Academic Affairs~~ Provost who shall make his/her recommendation, ~~by the end of the fourth week of the spring semester.~~
 4. The President or designee based on his/her review of the recommendations shall make final determination, ~~by the end of the sixth week of the spring semester.~~
 5. Emerita/emeritus status may be bestowed posthumously.

EMERITUS FACULTY POLICY**POLICY**

Implementation Date: 04/17/00

Revised: 00/00/00

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42 **IV. Recognition and Privileges**
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44 1. Emeriti faculty are considered an important and integral part of the university
45 community.
46 2. Emeriti faculty shall be recognized through:
47 (a) listing of the name of emeriti faculty in the campus commencement program at the
48 time of retirement,
49 (b) issuing a permanent ID card indicating status as an emerita/emeritus member of the
50 faculty,
51 (c) listing of name and title of all emeriti faculty in all university catalogues,
52 (d) listing of name and title in the CSUSM phone directory.¹
53
54 3. All emeriti faculty shall be accorded the following privileges:
55
56 (a) eligibility to propose research projects/creative endeavors, compete for and
57 administer grants from agencies outside the CSU system,
58 (b) Emeritus level ~~L~~ibrary privileges (to be determined by the ~~L~~ibrary in consultation
59 with ~~LACAC~~ LATAAC and reviewed annually),
60 (c) free parking privileges,
61 (d) Emeritus level ~~C~~omputing ~~P~~rivileges (to be determined by ~~Computing Services~~
62 ~~IITS~~ in consultation with ~~LACAC~~ LATAAC, and reviewed annually)
63 (e) invited participation in selected department, school and university functions,
64 (f) attendance at public university functions and celebrations affirming the academic
65 mission of the university,
66 (g) invitations to participate in seminars, lectures, and scholarly meetings and ceremonies
67 both as contributors and attendees.
68
69 **V. Criteria for Recommendation**
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71 The academic unit, department, or its representative committee may decide not to
72 recommend the faculty member for emeritus status on the basis of the criteria below. When
73 formally recommending faculty for emeritus status, the following criteria should be
74 considered and incorporated into the recommendation letters:
75
76 1. For faculty, a history of positive evaluations to include:
77 • effective teaching,
78 • research/creative endeavors, publications, and presentations at professional meetings,
79 • contributions to the development of their academic program, the University, the
80 community, and/or their profession.
81
82 2. For ~~L~~ibrarians, a history of positive evaluations to include:

¹ At the request of the emerita/emeritus faculty, he or she will be listed in the CSUSM phone directory.

EMERITUS FACULTY POLICY

POLICY

Implementation Date: 04/17/00

Revised: 00/00/00

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- effective professional performance and growth, as well as effective leadership, supervision, and administrative responsibilities,
 - research/creative endeavors, publications, and presentations at professional meetings,
 - contributions to the University and profession, locally, nationally, and internationally.
3. For ~~SSP-AR~~'s SSP-ARs, a history of positive evaluations to include:
- effective professional performance,
 - professional development,
 - service to the department, division, university, and community.

Resolution Concerning Minor Policy Revisions

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WHEREAS, there are many minor revisions to policies and procedures previously passed by the Academic Senate; and

WHEREAS, Academic Senates on other California State University campuses usually meet twice per month; and

WHEREAS, the technology exists via email and web forums to speedily communicate information about minor policy changes to all senators and solicit comment; now, therefore, be it

RESOLVED, that whenever a policy change is deemed unanimously by the Executive Committee (EC) to be insignificant enough not to require discussion by the full Senate, the information will be sent out to all Senators by email for review. If no objection is raised concerning these changes within two weeks of the email communication, the EC may approve the change on behalf of the Senate. In this case, the EC shall inform the full Senate.

1 Fair Use Guidelines Training
2 LATAC Recommendation to the EC
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6 LATAC was charged with implementing the training component to the campus Fair-Use Policy.
7 The charge further specified that this training was to be web-based and made mandatory for
8 campus faculty and staff. A tutorial has been developed in the WebCT learning management
9 system and is ready for review by the Academic Senate.

10 LATAC recommends

- 13 (a) that this tutorial be released for implementation after review by CSU legal counsel;
- 14 (b) that on implementation, Human Resources and Equal Opportunity should take
15 responsibility for monitoring individual compliance with this mandatory tutorial.
16

1 **MEMO**

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3 **From: UCC Chair, Carmen Nava**
4 **To: Senators**
5 **Re: Proposed Minor in Cognitive Science**
6 **Date: 11/1/04**
7
8

9 In October, the UCC approved this proposed minor. In the process of its review, UCC members
10 from last year informed the new members about UCC’s review and approval of this proposed
11 program last year. The committee noted that the originator of the program has worked with the
12 comments generated at the senate last year, and made appropriate changes on the P-Form and in
13 the catalog copy. The UCC finds the minor to be strong and expects that students will find it a
14 valuable interdisciplinary addition to the curriculum.
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22 **Statement from BLP concerning the**
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24 **Minor in Cognitive Science**
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28 The BLP Committee approved the minor last year on the basis of its budget and long-range implications.
29 It was again reviewed by BLP this year in light of the concerns brought forward by Senators last year.
30 Recognizing the need to provide some form of financial support to meet the needs of the minor, the
31 COAS Dean's Office has agreed to provide a basic level of support, including a small budget, to the
32 minor. BLP is encouraged both by the recognition from all parties involved in the proposing and review of
33 new programs that new programs almost always have some financial implications, however minimal, and
34 by the willingness of all parties to address these issues. BLP supports the proposed minor in Cognitive
35 Sciences and encourages senators to do the same.

36 **MINOR IN COGNITIVE SCIENCE**

37

38 **Office:**

39 TBD

40

41 **Telephone:**

42 (760) 750-XXXX TBD

43

44 **Program Director:**

45 TBD

46

47 **Faculty:**

48 Jocelyn Ahlers, Ph.D. (Linguistics)

49 Katherine Brown, Ph.D. (Communication)

50 Jule Gomez de García, Ph.D. (Linguistics)

51 Gina Grimshaw, Ph.D. (Psychology)

52 Rocio Guillen-Castrillo, Ph.D. (Computer Science)

53 Alicia Munoz Sanchez, Ph.D. (World Languages and Hispanic Literatures)

54 Barry Saferstein, Ph.D. (Communication)

55 Miriam Schustack, Ph.D. (Psychology)

56 Shaun-inn Wu, Ph.D. (Computer Science)

57 Robert Yamashita, Ph.D. (Liberal Studies)

58 Rika Yoshii, Ph.D. (Computer Science)

59 Lorna Zorman, Ph.D. (Computer Science)

60

61 **Program Offered:**

- 62 • Minor in Cognitive Science

63 The Cognitive Science Minor at Cal State San Marcos offers students the opportunity to broaden their
64 academic experience through systematic study of the interdisciplinary field of Cognitive Science.

65 Cognitive science has a variety of definitions, but one simple one is that it is the interdisciplinary
66 scientific study of mind. The field involves contributions from the disciplines of psychology, computer
67 science, linguistics, communication, biology, neuroscience, philosophy, anthropology, and social science.

68 The minor in Cognitive Science allows students to focus on the domain of Cognitive Science from
69 multiple perspectives, and to customize their course selections in accordance with their individual
70 interests within the field. The program requires courses from at least four different disciplines, and allows
71 courses from several more. Students choosing to pursue the minor in Cognitive Science will get exposure
72 to some of the breadth of this emerging field of study. The minor is appropriate for students in any major,
73 but may be especially of interest to students majoring in one of the disciplines that are related to the
74 cognitive sciences. This minor helps to prepare students for graduate study in related fields, as well as for
75 a variety of careers in both public and private sectors.

76 **Cognitive Science Minor Requirements**

77
78 Completion of nineteen (19) units, at least twelve (12) of which must be at the upper-division level.
79 Students are advised that some optional courses have prerequisites, and should plan accordingly.
80

81 Core Courses

- 82 CS 111 Computer Science I (4 units)
83 PSYC 100 Introduction to Psychology (3 units)*
84 PSYC 362 Cognitive Processes (3 units)
85

86 Brain and Mind

- 87 Select at least one course:
88 BIOL 348 Brain and Mind (3 units)
89 CS 573 Artificial Neural Networks (3 units)
90 PSYC 361 Brain and Mind (3 units)
91 PSYC360 Biopsychology (3 units)
92 PSYC 465 Human Neuropsychology (3 units)
93

94 Language and Mind

- 95 Select at least one course:
96 LING 300 Introduction to Linguistics (3 units)
97 LING 360 Cognitive Linguistics (3 units)
98 LING 371 Language and Culture (3 units)
99 LING 371B Language and Culture (3 units)
100 LING 381 Language and Gender (3 units)
101 LING 450 Language Acquisition (3 units)
102

103 Communication and Distributed Cognition

- 104 Select at least one course:
105 COMM 355 Communication and Collaboration (3 units)
106 COMM 400 Discourse Analysis (3)
107

108
109 Electives

- 110 Select at least one course:
111 ANTH 315 Human Origins (3 units)
112 CS 571 Artificial Intelligence (3 units)
113 CS 574 Natural Language Processing (3 units)
114 CS 575 Machine Learning (3 units)
115 LBST 361 The Social Construction of Science (3 units)
116 LBST 361B The Social Construction of Science (3 units)
117 PHIL 210 Symbolic Logic (3 units)
118 PSYC 392 Laboratory in Sensation and Perception (3 units)
119 PSYC 393 Laboratory in Cognitive Psychology (3 units)
120

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125 * Per Gina Grimshaw and UCC.

1 **RESOLUTION SUPPORTING RENOMINATION OF**
2 **PROFESSOR KATHLEEN E. KAISER**
3 **AS FACULTY TRUSTEE**
4 **Nov. 3, 2004**

5
6
7 **WHEREAS**, Professor Kathleen E. Kaiser has been an honored faculty colleague for the last **32** years
8 at California State University, Chico and has been recognized for her outstanding teaching and
9 advising, successful grant writing and scholarly activities, and her remarkable record of service to
10 students and faculty; and.

11
12 **WHEREAS**, Professor Kaiser has long been dedicated to the principles of shared governance and
13 academic excellence as reflected in her fifteen years of service to the CSU, Chico Academic Senate
14 and her twelve years of service on the Academic Senate, CSU, and

15
16 **WHEREAS**, Professor Kaiser has served in significant Systemwide leadership positions and
17 developed a broad knowledge of California's system of higher education through her participation on
18 the Executive Committee of the ASCSU, the GE Breadth Committee, on which she served as chair, the
19 Academic Affairs Committee, on which she served as vice chair, and the Intersegmental Committee of
20 Academic Senates where she worked with colleagues from the University of California and the
21 California Community Colleges in developing intersegmental transfer and articulation programs in the
22 state; and

23
24 **WHEREAS**, Professor Kaiser has demonstrated time and again that she is a dedicated and trustworthy
25 colleague who has the ability to articulate and represent the faculty's perspective in shared governance
26 but recognizes, understands and values the necessity to work collegially and constructively with other
27 bodies who have also been entrusted to carry out the Master Plan for Higher Education; and

28
29 **WHEREAS**, Professor Kaiser in her first year of service as Faculty Trustee visited 14 campuses,
30 attended 9 graduations, was the first trustee to accompany the CSU Maritime Academy's T.S. Golden
31 Bear on cruise, including presiding at the 'at-sea' graduation, serves on four BOT committees and as a
32 CPEC alternate, and was recognized by CSSA as the Outstanding Trustee of the Year in 2004; and

33
34 **WHEREAS**, Faculty Trustee Kaiser has been an effective voice for students, faculty and staff on the
35 Board of Trustees and has become a respected force on the board that should be continued for another
36 term, therefore be it

37
38 **RESOLVED**: That the Academic Senate of California State University San Marcos supports the
39 renomination of Professor Kathleen E. Kaiser for the position of California State University Faculty
40 Trustee.



California State University San Marcos

Instructions for Administering Student Evaluation of Course Instruction

Instructions for the TWO (2) STUDENTS administering this evaluation.

- 1. Distribute one evaluation form and #2 pencil to each student in the class, including yourself.
2. If your instructor has not already done so, write the class CRN number on the blackboard.
3. Please read the statement enclosed in the forms packet to the entire class.
4. Collect the completed forms and place them in the envelope, along with the erasers, pencils, and any extra forms.
5. Sign the certification statement below, being sure to provide all information requested.
6. Place the envelope in one of the Evaluation Form Drop Boxes found in several on the first or second floor of one of the classroom buildings.

I certify that I am a student in the class being evaluated, have distributed and collected the course evaluation forms according to the procedures specified, and have read the enclosed statement to the class.

Signature: _____ Date: _____

Name (please print): _____ Telephone Number: _____

I certify that I am a student in the class being evaluated, have distributed and collected the course evaluation forms according to the procedures specified, and have read the enclosed statement to the class.

Signature: _____ Date: _____

Name (please print): _____ Telephone Number: _____



California State University San Marcos
**Instructions for Administering
Student Evaluation of Course Instruction**

Statement to be Read to the Entire Class

The forms being distributed to you are the official university course evaluation forms. Your careful completion of these forms will assist your instructor in strengthening this course the next time it is offered and will play a role in your instructor's future performance evaluations.

Please read the individual questions with care. They are not identical for all classes.

The anonymous evaluation forms you are completing will not be seen by anyone in the College or department until after the semester's grades have been submitted. Please follow these instructions carefully.

Do not talk with your classmates while completing the forms. All students must make independent judgments and express their own opinions.

Use **#2 pencils only**; forms filled out in ink cannot be processed. We have a few erasers and extra forms in case you want to change one or more responses in mid-stream.

Write the course CRN in the upper right hand corner of the form and fill in the bubbles associated with it. The CRN for this class is on the blackboard.

To insure the anonymity of your evaluation, **do not** put your name on the form.

Complete both sides of the form. One side contains most of the course evaluation items and the other side contains several open-response questions.

Question #~~7~~4 has a number of statements. Please indicate your reaction to each by fully darkening the appropriate bubble to the right of each statement.

Note that **number one (1)** on the right side of the form indicates that you STRONGLY DISAGREE with a statement and **number five (5)** on the left side of the form indicates that you STRONGLY AGREE with a statement. Zero (0) means that the item does not apply to this class. **DO NOT darken more than one bubble on each line**; if you do, your response to that item will be ignored.

When you are finished with your form, please give it to one of us. The only valid evaluation forms are those completed at this time; no one can ask for or return a form at a later date.

If you believe that proper procedures have **not** been followed during the administration of these evaluation forms, please contact the Dean's Office staff in the College responsible for offering this course. The appropriate telephone number is written on the board.



California State University San Marcos

Instructions for Administering Student Evaluation of Course Instruction

Instructions for the course INSTRUCTOR

Attached is the Evaluation Packet for one of the courses you are offering this semester. It contains: multiple copies of one version of the course evaluation form approved by the Academic Senate in May 2004 ~~scannable evaluation forms~~, #2 pencils, and a few erasers for students to share.

1. Using **#2 pencils only**, your students should complete the enclosed evaluation forms during one of the scheduled class sessions **prior to** the due date shown on the envelope containing your evaluation forms.
2. Please choose two students to administer the evaluation in class and alert them to any changes in the forms. The two students should be instructed to follow the Instructions for the Students Administering the Evaluation. They should read the Class Statement to the entire class, pass out the forms and pencils, collect the forms and pencils after completion, sign the statement on the Student Instructions, and deposit the completed packet in one of the drop-off boxes found in several classroom buildings (e.g., UNIV, ACD, SCI2, ARTS, Library entrance) or in the first floor lobby of Craven Hall Analytic Studies Office (CRA 5210).
3. **If you have additional items you wish to add (e.g., items ~~8a-8f~~ **1a and 1b** on the form)**, please list these on a separate sheet of paper and make sufficient copies for all students in the class. Be sure to give these sheets to the student proctors and retain a copy for your records. Also, be sure each question sheet includes directions for completing the additional items (i.e., directly on the sheet you have prepared or in the space provided for these items on the scannable form).
4. **The instructor must leave the room during the in-class evaluation process (15-20 minutes)**. *Before leaving, be sure to put the CRN number of the class on the blackboard in large letters (you will find the CRN on the envelope containing your evaluation forms).* It is essential that all students write the course/instructor CRN in the space provided in the upper right hand corner of the evaluation forms.
5. Once the forms have been collected, sealed in the envelope, and turned in, the evaluation process is completed. Students may not ask for an evaluation form at a later date (should they miss class) or ask to change their forms once they have been submitted.