

April 22, 2010

MEMORANDUM

TO: Members of the Academic Senate

FROM: Michael Caldwell, Vice Chair
Academic Senate

RE: Academic Senate Agenda – April 26, 2010

There is a meeting of the Academic Senate scheduled for Monday,
April 26, 2010 at 4:00 p.m., in the University Center, Room #200.

~(APM) Attachments are on the Academic Senate Website~
<http://www.csufresno.edu/senate/committees/index.shtml>

AGENDA

1. Approval of the Minutes of 4/12/10.
2. Approval of the Agenda.
3. Communications and Announcements.
4. Election – Nominations - Nominating/Elections Committee.
(Attach #1)
Chair/Vice Chair – Academic Senate.
(Nominating/Elective Ballot)
Executive Committee Member-at-Large.
(Nominations from the floor)
5. New Business.
6. Parking Policy – Facilities & Campus Environment
Liaison Committee (FACEL). (Attach #2)
7. Policy on Assessment of Teaching
Effectiveness (APM 322) – Personnel
Committee – Second Reading - Continued.

**SENATORS WHO WISH TO MAKE AMENDMENTS, ADDITIONS,
OR DELETIONS TO DOCUMENTS BEING DISCUSSED ON THE
ACADEMIC SENATE AGENDA SHOULD PLEASE MAKE
CHANGES IN WRITING.**

**Academic Senate Agenda
April 26, 2010
(Attach #1)**

4. ELECTION - NOMINATIONS - Nominating/Elections Committee.

A Statement of Qualifications is attached below for the position of Chair of the Academic Senate.

- A. As a result of the Nominating Petition distributed to the Academic Assembly, the following individuals have been nominated for the position of Chair and Vice Chair:

CHAIR: Michael Caldwell (Arts & Humanities)

VICE CHAIR: Dawn K. Lewis (Health & Human Services)

Note: If no one else is nominated, then the two individuals listed above will be declared elected.

- B. Nominations for Executive Committee Member-at-Large will be as follows:

**Member-at-Large: Vacancy
(a three-year term through 2013)**

Note: Only University-Wide Senators are eligible to be nominated for the Executive Committee Member-at-Large position.

Eligible Members are: Thomas Holyoke, David Kinnunen.

Nominations for the Executive Committee Member-at-Large position requires a nomination and second from the floor of the Senate. After the nomination has been placed and seconded, the Chair of the Nominating/Elections Committee, shall call upon the nominee, if present, to state their intention to fill the position if elected. If in the affirmative, they shall be declared a candidate. If the nominee is not present, the nomination shall be noted. A written declaration of intent to fill the position will be required of the nominee by Wednesday, April 28, 2010 in the A.M. The nominee "...shall forward a Statement of Qualifications to accompany the ballot..." Upon receipt of the Declaration, the nominee shall then be certified as a candidate. A list of candidates will be forwarded to the Senators prior to the May 3rd meeting.

Note: If one person is nominated, then that individual listed above will be declared elected.

ELECTION

- A.** A secret ballot containing the names of the nominees will be distributed to each Senator at the May 3rd meeting.
- B.** Upon completion of voting, the ballots will be collected by the Nominating/Elections Committee and tallied.
- C.** A majority of the votes cast is required for election to each position.
- D.** A run-off ballot, if needed, will be conducted at the conclusion of the first tally.

NOTE: Newly elected members will take seat at the last scheduled meeting of the academic year.

**The Executive Committee meets on Mondays at 3:00 p.m.
The Academic Senate meets on Mondays at 4:00 p.m.,
(when called).**

Statement of Qualifications
Chair

Dr. Michael Caldwell

It would be my pleasure to have the opportunity to serve as Chair of the Academic Senate at California State University, Fresno. As a graduate of this institution (B.A. Music, 1984), it has been very fulfilling to return, many years later, to serve in my present capacity as Associate Professor of Music (2002-present). I previously served in the Academic Senate at the University of South Alabama (Mobile), which was an interesting and satisfying experience. I have been serving on the Executive Committee of the Academic Senate since Spring 2006. In addition, I have served three terms as Vice-Chair from 2007-present.

I have sought leadership positions in areas that have significant meaning to my life, including serving as: Chair of the University High School Board of Directors for the past three years (2007-2010) with three prior years of service as a board member (2004-2007); President of the California Music Educators Association (CMEA)—Central Section (2007-2009) and member of the statewide CMEA Board of Directors; Faculty Fellow with the Center for the Scholarly Advancement of Learning and Teaching (CSALT) for the current academic year; Faculty Director of the Fresno State Alumni Association (two-year term, 2009-2011); Faculty Representative on the Fresno State Centennial Committee (2008-2011); Assistant Director of the Smittcamp Family Honors College (2008-2009); and member of the steering committee for the Fresno State First-Year Experience (2008-2010), a program for first generation college students funded by a grant from the Wal-Mart Foundation. In addition, I was recently appointed by Provost Covino to serve as the Faculty Chair for the Western Association of Schools and Colleges (WASC) accreditation process on our campus, beginning with this academic year.

I care deeply for the students, faculty and staff on our campus, and I am concerned about issues affecting the quality of life in the Central Valley. I also consider university governance and the energetic representation of colleagues a very important facet of faculty involvement. I will enthusiastically, ethically and responsibly serve this institution if elected to the position of Chair of the Academic Senate.

**Academic Senate Agenda
April 26, 2010
(Attach #2)**

6. Parking Policy.

**RECOMMENDATIONS FOR IMPROVEMENT OF VISITOR PARKING
California State University, Fresno
Forwarded by FACEL for Faculty Senate to Consider**

Recommendation 1

Beginning with the Fall 2010 semester, all departments are required to use coupon codes or permitted parking for events. Coupon codes and permits will be free during the 2010/11 academic year.

Previous Circumstance:

Parking for events and visitors was provided in the manner of relaxing entire lots, often multiple lots at the same time. The total number of relaxed spaces typically far exceeded the parking spaces actually needed. The system was easily abused by students and confusing to visitors in regards to where it was "safe" to park. Also, overly relaxing spaces causes loss of revenues when all citations are suspended.

Implementation Steps:

- Publish new informational materials in print and online for campus departments.
- Provide an online training video for visitors.

Recommendation 2

Provide "hosted parking" instead of relaxed parking for Theatre Arts events. Event attendees will be personally greeted, handed a permit to park, and directed into a specific lot where they can park. This approach will be piloted with the College of Arts and Humanities at no cost to the attendees or the college.

Previous Circumstance:

Entire lots were relaxed. Too many spaces were relaxed. Shelby permit dispensers did not sufficiently accommodate a large number of visitors arriving at the same time.

Implementation Steps:

- During summer 2010, coordinate with the College of Arts and Humanities regarding which lots to use for each event in fall 2010 for inclusion in promotional materials.
- Develop a new procedure between the College of Arts and Humanities and Traffic Operations for coordination of permit printing and staffing the hosted events.

Recommendation 3

Relaxed parking is only available for large, officially sponsored university events when approved in writing by the President. Examples include Commencement, Vintage Days, FFA Field Day, or other authorized university-wide events.

Previous Circumstance:

Excessively relaxed parking caused revenue loss.

Implementation Steps:

- Implement a Policy on Relaxed Parking as a part of the MAPP.

Recommendation 4

Validate that the current vendor for the Shelby dispenser machines has the ability to correct reoccurring malfunctions, and make other user interface improvements.

Previous Circumstance:

Permit machines have malfunctioned but no data exists on how often. Shelby machines were purchased because the old dispensers were beyond their useful life and replacement parts were no longer available.

Implementation Steps:

- Have the vendor provide a written assessment of what solutions are in process and provide estimates of completion based on their March 23 and 24, 2010 site visit.
- Determine if recent changes to the language prompts on the machines—and text on printed permits—have increased usability.
- Traffic Operations shall implement a procedure to report and track machine maintenance, malfunctions and breakdowns.

Recommendation 5

UBC visitors will use the newly installed Shelby permit machine in the UBC parking lot. Beginning in 2011, the UBC should contribute revenues to the parking fees trust fund for their use of those parking spaces.

Previous Circumstance:

- *The UBC had the benefit of using dedicated parking spaces for visitors, without paying to park as required by Title 5.*
- *The UBC lot was either relaxed for large events or guests were given UBC-issued, UBC-specific daily permits.*

Implementation Step:

Coordinate with UBC a procedure whereby their visitors are obtaining a coupon permit when parking in the UBC lot.

Recommendation 6

Only the President can approve issuance of honorary parking permits. Honorary permits are no longer available to non-emeriti retirees. Emeriti will continue to receive honorary permits.

Previous Circumstance:

Honorary permits were approved by the President or Traffic Operations. Too many permit requests were automatically processed without adequate control. Recipients included community members, advisory boards, and retirees. It was an ad-hoc process with unclear delegation of authority.

Implementation Steps:

- Implement a Policy on Honorary Parking Permits as a part of the MAPP.
- No change to APM regarding Emeriti parking.

Recommendation 7

Begin a study of weekend parking lot utilization including classes, events, and individual visitors (exclusive of Save Mart Center events).

Previous Circumstance:

The impacts of unregulated weekend parking are unknown.

Implementation Step:

Through estimates and gathering of actual data, attempt to determine the frequency of visitors who park on campus on the weekends.