1. **CALL TO ORDER** (Bill Verdini).

2. **UNIVERSITY PRESENTATIONS AND REPORTS**
   Reports that will be transmitted at this meeting*
   A. **Senate President's Report** (Bill Verdini)
      Faculty involvement in college/school strategic plans
   B. **University Provost's Report** (President Crow)*
   C. **Faculty Governance Document** (George Watson)* click on link below:
   D. **University Academic Council Report/West Senate Report** (Richard Gitelson)*
   E. **Polytechnic Assembly/Senate Report** (Linda Vaughan)*

3. **APPROVAL OF PREVIOUS MINUTES** (November 19, 2007) Draft Summary to be distributed when available.

4. **ADOPTION OF ALL CONSENT ACTION ITEMS, INFORMATION ITEMS, AND REPORTS**
   No consent items.

5. **CAPC report** (Duane Roen).

**New Business** – CAPC Agenda (from November 29, 2007)

**College of Design**
Department of Interior Design
Establishment of a graduate concentration CAPC recommendation required
MSD Design
Design of Healthcare & Healing Environments

Department of Visual Communication Design
Name change of a graduate concentration CAPC recommendation required
MSD Design
From Graphic Design to Visual Communication Design

**WP Carey School of Business**
Establishment of four undergraduate concentrations CAPC recommendation required
BA Business(pending approval by ABOR 12/07) Senate information item

   Communication
   Sustainability
   Tourism
   Urban Policy

6. **UNFINISHED BUSINESS**
7. NEW BUSINESS (Reports from Committees/New Motions/Resolutions)

A. Executive Committee (Bill Verdini)

B. Committee on Committees (Tory Trotta) – Preference Survey

C. Curriculum and Academic Programs Committee/Past President’s Report (Duane Roen).
   See item 5. CAPC Report
   Meeting: Thursday, November 29, 2007, 3:30-5:00 p.m.,

D. Student-Faculty Policy Committee (Jerry Kingston).
   The SFPC committee met 11/26/07, 1:45 – 2:45 p.m. in ADMB 36; report from the chair (attached).
   Delay presentation to ABOR of Code of Conduct changes

E. Personnel Committee (Bob McPhee)
   Next Meeting: Wednesday, December 5, 11:00 am -12 noon, ADMB 365

F. University Affairs Committee (Rojann Alpers)
   Next Meeting: In December by email. They are studying the ACD 112-01 Academic Constitution
   and Bylaws, for revision. Send your suggestions to Rojann@asu.edu.

G. University Academic Council Report/West Senate Report (Richard Gitelson) No Report

H. Parliamentarian’s Report/Senate President-Elect’s Report (Phil Vandermeer) No Report

I. Senate Secretary’s Report (Judy Grace) No Report

J. USG President’s Report (Liz Simonhoff)

K. GPSA President’s Report (Bree McEwan)

L. Polytechnic Assembly/Senate Report (Linda Vaughan) No Report

M. Downtown Academic Council Report/AFC Report (George Watson) at West Senate meeting

8 OPEN FORUM (Faculty Governance Document).
   1. December 3 Senate -- open forum discussion on the draft document, aiming to get Senate approval to
      use this document as the basis for crafting a specific constitution and bylaws proposals.
   2. January -- one or two open forums (on each campus?) for faculty to raise questions about the
      document and the basic rationale.
   3. February 18 Senate -- introduce a document for 1st reading
   4. March 17 Senate -- 2nd reading
   The UAC, in conjunction with the University Affairs committees, will create the document, in
   constitution and by-law form, in December and January (and maybe February). UAC can also consider
   modifications/amendments between the 1st and 2nd readings.

9. ADJOURNMENT.
Report to the December 3, 2007 Academic Senate Meeting

1. The Student Faculty Policy Committee last met on Monday, November 26.

2. The Committee has taken the following actions and is currently considering the following issues:

   A. A request has been sent to the ASU Bookstore for information related to the frequency with which required course-related materials (textbooks) are changed from one semester to the next.

   B. A request has been sent to the Office of Institutional Analysis for information related to the impact on cumulative GPAs of alternative methods of calculating a student’s cumulative GPA when repeated courses are involved. Information also is being collected about how repeated courses are treated in the calculation of a student’s cumulative GPA at our peer institutions.

   C. The Academic Senate approved in April of 2007 a resolution to extend the drop period by one week. This proposal was not adopted by the Provost’s office. An alternative proposal is being developed for consideration by the Senate.

   D. A proposal to provide disability/sick leave for graduate TAs and RAs is being developed.

   E. The proposed changes to the Student Code of Conduct, as reported to the Academic Senate by Deborah Sullivan at the November Academic Senate meeting, are being reviewed.

   F. A proposal to clarify permissible required class-related activities on Reading Day is being considered.

3. The committee adopted the following meeting schedule for the spring semester of 2008. Each meeting will begin at 3:00 PM and will adjourn at 5:00 PM (or earlier):

   A. February 11
   B. February 25
   C. March 24
   D. March 31
   E. April 7
   F. April 28

   Unless otherwise announced, all meetings will be in the B wing of the Administration Building, Room 365.
1. The next Personnel Committee meeting is Wednesday, December 5. Since the last Senate meeting, we have not met.

2. There is a Blackboard site we will be using to discuss important issues. However, we have created a special Discussion Board for online discussion of relatively narrow, committee-specific ACD manual section issues. Comments on each section will be overseen and summarized by one PC member, to speed discussion during the meetings.

3. We have begun our work on the ACD Manual by working on the 100 and 200 sections. One possible addition to the discussion on 12/5 is a draft section on ‘Procedures Implementing ACD Policies’. An initial guess of its content is that procedures must never violate the express intent of ACD Policies; notification of procedure changes must be made to the PC Chair for written report to the Senate, at least 2 weeks before the policy takes effect; actual implementation of the procedure change shall be delayed if a plurality of PC members take issue with it; Faculty with cases currently dealt with by changing procedures shall have a choice about whether old procedures will continue to apply to their cases; in the case of procedure change regarding T&P decisions, the grandfathering period shall be a minimum of perhaps 2 years.

4. George Watson and I met with Matthew McElrath to discuss retirement and health insurance issues. Matt indicated he thought the most likely plan to be accepted relatively quickly was a one-time change in retirement plan election, perhaps reserved for faculty 5 to 7 years into their ASU tenure. We have begun to gather information to support retirement/health proposal advocacy.