

## MINUTES

**Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, December 4, 2002  
President's Board Room  
11 a.m.**

---

**Members Present:**    **Dick Montanari, Chair**            **Bonnie Biggs, V. Chair**            **Glen Brodowsky, Secretary**  
                                 **Al Schwartz, APC**                    **Vicki Golich, BLP**                    **Janet McDaniel, FAC Sharon Hamill,**  
                                 **GEC**    **Kathy Norman, NEAC**                    **Zulmara Cline, SAC**  
                                 **Bob Yamashita, UCC**                    **Sandy Parsons, ASCSU**

**Ex-Officio Present:**    **George Diehr, CFA; Alexander Gonzalez, Pres.; Robert Sheath, Provost & VPAA**

**Guests:**                    **Terry Allison**

**Staff:**                      **Marcia Woolf, Academic Senate Coordinator**

**I.        Approval of Agenda**

**ADD:    XI. G.    GEC    Upper Division General Education Requirement**

**Motion #1**            M/S/P\*  
To approve the agenda as amended

**II.       Approval of Minutes of 11/20/02**

**CHANGE:**            **Page 3, Item XI. A., Motion #3, last line:**

“...recommendations for streamlining the procedures for complaints on campus”

**Motion #2**            M/S/P\*  
To approve the minutes as amended

**III.      Chair's Report, Dick Montanari**

**A.       Announcements:** The Spring Academic Assembly will be held January 15, 2003, from 8:30 – 10:30 a.m. in ARTS 240.

Nominations for the Wang Family Award are due in the Senate Office by Monday, December 9.

**B.       Referrals to Committees:**

Creation of EC Subcommittee on Campus “Whistleblower” Procedure

**IV.      Vice Chair's Report, Bonnie Biggs:** No report.

**V.       Secretary's Report, Glen Brodowsky:** No report.

**VI.      President's Report, Alexander Gonzalez:** The legislature will meet with the governor on Monday to discuss the State's \$23 billion deficit. There is some indication that the CSU will get a mid-year reduction, but the amount is yet unknown. A reduction is also expected in 2003/04 (both of these are expected to be permanent reductions). These reductions, coupled with the increasing demand for enrollment, put the campus in a difficult situation. It is hoped that the campus's current planning efforts will prove adequate to address at least the expected mid-year reduction. There is some possibility of a systemwide fee increase.

**VII.     Provost's Report: Robert Sheath:** We may be announcing shortly an early cutoff for enrollment applications for Fall 2003. We are already well above projections for freshman applications for next year, as well as this. The outcomes of next week's

meetings of the CSU presidents and of the legislature with the Governor will determine the types of enrollment management strategies we employ.

**VIII. Statewide Senate Report:** Parsons or Montanari will send out the official minutes of the recent ASCSU plenary session, including the resolutions which were passed.

**IX. CFA Report, George Diehr:** Current issues which may require EC and/or Senate discussion include the imposition of grading standards, collegiality as a criterion for retention/tenure/promotion/reappointment, departmental evaluation processes for lecturers, and range elevation procedures for lecturers. Many of these issues directly impact lecturers, which make up about half of the faculty head count, and which have very little representation in faculty governance at CSUSM. A lecturers' council is being formed and is expected to bring the representation issue to the EC for discussion. Montanari requested that Diehr itemize the issues in writing for the EC's consideration.

McDaniel noted that some of these issues are currently under discussion in FAC, and that a range elevation policy was developed in the past year or so. Montanari requested that FAC provide the EC a copy of a memo to be sent to deans regarding inconsistencies in procedures used for evaluating temporary faculty.

## **X. Committee Reports**

**APC:** The committee is revising our catalog language to be consistent with E.O. 823 regarding probation and disqualification of students. They have also discussed summer class meeting times for 2003; Barsky will distribute the scheduling information to the colleges.

**LATAC:** A subcommittee formed to develop a survey to assess faculty interest in bibliographic management software will be sending the survey out electronically shortly. Parsons has asked the systemwide academic technology committee whether there might be interest in a systemwide license, and suggested sharing with them the results of our campus survey.

**SAC:** The committee heard a presentation from representatives of the new residence halls regarding the nature of a possible faculty-in-residence position. Gonzalez clarified that this would be rent free (subsidized by the University), and that no pets are allowed on CSU campuses. General input from SAC is being sought to help structure the position. The student units will be available next fall and are expected to fill up quickly.

**UCC:** No report.

## **XI. New Business**

**A. Incentives for Student Committee Members** ASI President Jocelyn Brown has suggested that providing incentives to students may help to encourage their participation on campus committees. It was proposed that, due to the lack of resources, providing a letter of appreciation was the most appropriate option. Sheath noted that he has suggested to Brown that she survey her counterparts on other CSU campuses regarding the incentive issue, and that he suggested she promote to students the advantages of participation in the University governance process. Montanari suggested the Senate chair attend an ASI meeting to encourage participation. Golich suggested the possibility of providing some type of credit to students for service. The EC decided to refer the matter of incentives for student committee members to SAC for consideration.

**E. UCC Course & Program Change Proposals (taken out of order)** Yamashita noted that the items listed on the attachment to the agenda are slated for consideration in today's Senate meeting. He also noted that UCC has completed its review of 70% of the items it has received so far this year. The EC unanimously approved the items for today's Senate Consent Calendar.

**G. GEC UEDGE Requirement (taken out of order)** Hamill noted that Title 5 and campus policy require that our GE program provide students with breadth, and, specifically, an opportunity to learn about areas of study outside of the chosen academic major. However, students regularly take their upper division GE courses *in* their major, as electives. It is proposed that the policy be changed to clearly state that no student may use a course from their major to satisfy the upper division GE requirement in a particular area. This issue is time sensitive since planning is underway for the fall 2003 schedule, and may affect enrollments. The item was unanimously approved for inclusion on today's Senate agenda for a first reading.

**B. BLP University Planning Officer Position** Golich noted BLP was asked to quickly provide a list of questions they might have concerning the creation of this office, and did provide those in time for last week's meeting. However, the item is just now coming up for discussion, and the position has already been appointed.

In response, Gonzalez distributed a document containing an excerpt from a University policy on administrative appointments which describes the process for consultation with the faculty, which was followed in this matter. He noted that, at this stage in our growth, it is critical that we align our budgeting process with our planning process, and that this model is used on many campuses nationwide. No new Assistant to the President appointment will be made in the foreseeable future; however, he may opt to buy out an interested faculty member's time at some point, to serve as an assistant. He outlined some of Allison's experience and training, and noted that the position will be involved in strategic planning and accreditation activities, in addition to budget matters. Allison added that we currently have an interim budget officer: Linda Richter, retired from SDSU. He has met with her, and notes that the campus budget staff is very positive about this change and hopes to provide more meaningful budget information to the campus.

Montanari noted the importance of the separation of duties between those who plan budgets and those who report spending, and the importance of linking the budgeting and planning processes.

Diehr noted that the questions raised by BLP are still pertinent, and Allison agreed that many of these issues need to be worked out, and some within the structure of the University budget process committee. Allison added that his goal is for the office to be a source of neutral, accurate, available information.

**C. Required Grading Guidelines** After a brief discussion about the problems inherent in a guideline which prescribes acceptable course GPAs, it was noted by Sheath that the college involved has been advised that such a guideline is inappropriate, and at that the EC agreed to drop the matter.

## **XII. Old Business (taken out of order)**

**A. Proposed Charter Status for CSUSM** Montanari suggested that, in the interest of time, the group focus on developing a list of pros and cons, questions and concerns to facilitate later debate on this topic.

Brodowsky asked for clarification on what exactly charter status means. Gonzalez responded that this status gives the campus the flexibility to do things which do not strictly adhere to the language of an Executive Order or Title 5 regulation, provided we produce appropriate rationale. It is a vehicle which allows for some creativity in the design of our curriculum. Allison stressed that this status does *not* allow for flexibility with regard to collective bargaining issues.

Hamill asked what benefit the Chancellor's Office (or CSU system) would derive from assigning CSUSM this status. Gonzalez responded that it was not a contract, but rather an accommodation of a request by him to allow us to try some different and innovative things on this campus. It would allow us to try some alternative delivery systems. Allison added that our ability to demonstrate that students are learning at a superior level would provide further support for the change to Charter status as well as assist us in our WASC efforts.

Brodowsky raised the issue of number of units versus number of courses, and the effect this will have on COBA faculty which primarily teach two- and four-unit courses. Gonzalez noted that this matter would require discussion, as would many other issues which might be impacted by the proposed change to charter status. However, he added that the current and ongoing budget issues necessitate that we address the issues of teaching load and assigned time, and make changes to our current practice which is no longer feasible.

Sheath noted that this provides an opportunity to address the WASC requirement of improving student outcomes by getting innovative and at the same time finding ways to budget for instruction and creating a universal assigned-time policy.

Golich noted that COAS department chairs are concerned about the impact on students with regard to our ability to provide the appropriate breadth and depth of instruction. Reducing the number of courses required may not only negatively impact the level of instruction, but also faculty staffing and thus delivery options.

Other comments included concern about addressing differentials in methods and policies among colleges, other opportunities we may be afforded, and the possible impact on the library and other divisions on campus.

Gonzalez noted that he would not move forward without the support of the faculty. Sheath stated his belief that we can be innovative without "watering down" content. Montanari suggested that a written "white paper" be developed by faculty to provide a starting place for broader discussions. Sheath suggested a joint committee of Academic Affairs and faculty be formed for this purpose.

The meeting was adjourned at 1:10 p.m.  
Marcia Woolf, Academic Senate Coordinator

APPROVED: \_\_\_\_\_  
Glen H. Brodowsky, Secretary 02/03

Date: \_\_\_\_\_