

MINUTES

**Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, February 19, 2003
Commons 206
12 – 2 p.m.**

Members Present: **Bonnie Biggs, V. Chair** **Glen Brodowsky, Secretary**
Al Schwartz, APC **Vicki Golich, BLP** **Janet McDaniel, FAC**
Sharon Hamill, GEC **Kathy Norman, NEAC**

Ex-Officio Present: **Janet Powell, CFA; Robert Sheath, Provost & VPAA**

Not Present: **Zulmara Cline, SAC; Alexander Gonzalez, President; Dick Montanari, Chair;**
Carmen Nava, UCC; Sandy Parsons, ASCSU

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

I. Approval of Agenda

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

II. Approval of Minutes of 2/12/03

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

III. Chair's Report, Dick Montanari

A. Announcements: Biggs, chairing in Montanari's absence, requested that EC members respond to Woolf's emails today regarding the description of the Pilot Campus Task Force and the matter of including a CFA representative.

Golich requested that the EC be provided a copy of the letter from David Spence to the president regarding the pilot campus initiative. She also noted that COAS faculty are confused about the nature of this initiative and are seeking any information available; some are characterizing it as a challenge to Title 5, with regard to GE. She and Norman indicated that there is a concern about the need for broader representation on the task force from COAS (NEAC's COAS representative suggests one faculty member from each of the three divisions), especially if the GE requirement will be at the heart of the discussions. Hamill expressed GEC's concern that the COAS is taking on the role of the GEC by attempting to oversee the GE curriculum, and that their concerns should be addressed to the Senate rather than pursued independently. Biggs encouraged all comments be sent via email to Woolf for compiling to send to Montanari.

The Senate Office has emailed eligible faculty, seeking self-nominations for the role of statewide academic senator. Nominations are due by February 25.

B. Referrals to Committees:

NEAC Innovation in Teaching Committee, 1 at large
NEAC Inclusion of Role of University Planning Officer in Constitution & By Laws
SAC Review of Academic Honesty Policy

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

V. Secretary's Report, Glen Brodowsky:

The following items have been forwarded to University administration for approval, response, or information:

APC Guideline on Maximum Number of Units
 GEC Resolution on UDGE Breadth

VI. President's Report, Alexander Gonzalez: No report.

VII. Provost's Report, Robert Sheath: The realignment committee will hold a town hall meeting this Friday in Arts 240.

The searches are proceeding for Deans of COBA and IITS.

The blueprint committee hopes to finalize its report this week and present it to the campus and BLP.

The budget process task force plans to visit the University of West Florida next week to discuss how they link budgeting and planning.

The collegial governance task force met this week, and hopes to present an interim report to EC shortly. They plan to meet once more to finalize the report based on input from the EC.

Regarding the pilot campus initiative, Sheath noted that he perceived the matter as exploratory at this stage and offered to develop a summary of the information he has received to date, as well as provide a copy of the letter from David Spence mentioned above. He noted that he believes Spence perceives this as an opportunity for us to help streamline the curriculum and facilitate access and time to completion for students, and that other CSUs may follow suit.

Regarding CFA inclusion on the pilot campus task force, Sheath expressed a serious concern about the lack of civility and collegiality recently exhibited by a representative of CFA in responding to Sheath's office's attempts to schedule a meeting regarding the assigned time issue. Powell responded that she was unaware of the matter, that she found it unfortunate, and that she would look into it. All agreed that civility and collegiality should be expected of all members of the campus community, and office staff should not be subjected to rudeness under any circumstances.

Finally, the provost reported that current projections for enrollment growth through 2011 are being tied to the addition of buildings. This will allow us to gradually build up to the Chancellor's Office projections for our growth which are less conservative than ours currently. It was noted that planning for faculty growth will also be critical as new buildings – and students – are added.

VIII. Statewide Senate Report, Sandy Parsons: No report.

IX. CFA Report, Janet Powell: No report.

X. Committee Reports

BLP: The committee is formulating questions for Allison regarding the role of BLP in the planning & budgeting processes, in light of BLP's charge as described in the Senate Constitution and By Laws. Another question is the relationship of the blueprint committee to these processes, and whether it remains an ad hoc committee or is intended to become permanent.

The committee also has questions regarding the status of the Foundation's goal to become self supporting, since the timeline for this goal has now been exceeded. Sheath noted that there are two positions (the Director and Business Manager) currently supported through the General Fund, and he believes all other aspects are self supported. He suggested that BLP invite the Director to address the committee on this matter.

Golich noted that, thanks to rescheduling efforts, Serpe will now be able to attend many of the University Budget Process Committee meetings.

BLP will likely propose eliminating the resources question from the course proposal form, since it is not likely that resources for one course would be excessive, and BLP currently reviews resource information for new programs.

Finally, the committee is awaiting some formal degree proposals, such as Mass Media, for review.

FAC: The committee is currently reviewing University Professional Development and Research/Creative Activity grant proposals. There are many more proposals than there are funds available.

FAC is also reviewing the Library's revision of the temporary employee evaluation policy, as well as a draft of new instructions for student evaluation of teaching.

Finally, the committee is planning to conduct a follow-up survey on the current year's RTP process.

GEC: GEC is currently in the midst of a special review cycle for Humanities courses.

The committee will soon be considering a proposal by Peter Zwick on how to address concerns about ESL student learners in sections of GEW and will invite Zwick to present information on this topic. GEC was unable to consider this item last academic year due to time constraints.

The CCR exam has been taken by some 600 students and Mary Atkins reports it is working well. There is still some confusion on the part of some faculty who believe their courses meet this requirement, though no courses do. The committee will now be considering the Computer Intensive Requirement, in light of the information received regarding the CCR.

Regarding the Pilot Campus Initiative, GEC is very concerned about the impact that current campus discussions are having on the work GEC is trying to do. All of the members are putting a tremendous amount of effort into their reviews of courses and had to suspend recertification discussions because of this initiative. The concern is that the COAS is independently planning a review of the GE curriculum, and that this effort will undermine the committee's University-wide charge. Requests for information have filtered down from COAS to the GE Coordinator and to the GEC, and Hamill is unsure about how best to respond and seeks the EC's guidance. The COAS faculty plans to meet again on March 14. It was agreed that the EC would discuss the Pilot Campus Initiative further next week and try to clarify some of the issues raised today.

NEAC: The committee will bring a line-numbered version of their proposed changes to the Constitution and By-Laws as well as the Election Standing Rules next week. The committee is also awaiting revised wording from APC regarding that committee's duties.

Motion #3 M/S/P* (Brodowsky)

To take item XII. A. out of order to ensure that it is addressed prior to adjournment

XII. New Business (taken out of order)

A. Senate Chair for 2003/04 The EC discussed how best to handle Biggs' decision not to assume the role of Chair next year, and Montanari's willingness to serve a second term next year. Norman noted that neither the Constitution & By-Laws nor the Election Standing Rules speak to the issue of replacing a chair. Following a brief discussion, it was agreed that the chair position should be opened up to nominations and put to a vote, along with the other officer seats. The call for nominations would include a brief statement explaining the need for this action. NEAC plans to solicit nominations for officers beginning March 14.

XI. Old Business

A. Lecturer's Rights Sheath noted that the CSU AVP-ARs are currently sharing information via e-mail regarding representation for lecturers, and that our current level appears to be in line with the majority. He noted that Long Beach does have six lecturers on their senate, but that they employ 2000 lecturers (to our 250 or so). On some campuses, lecturers serve on committees but not on the senate, or serve on the senate but cannot vote. There are many variations across the system. He further noted that many campus senates include MPPs with retreat rights as voting members.

Golich remarked that there is already a lecturer seat on the Faculty Center Advisory Council. It was further noted that committee and Senate meetings are public, and all are welcomed to attend and comment on issues, though they may not vote. Also, our full-time temporary faculty (there are about 10 on our campus) are considered eligible faculty for voting and representation issues, and are invited to serve on the Senate and committees. Finally, it was noted that adjuncts are hired in order to relieve tenure-track faculty so that they may fulfill their service duties

It was agreed that, while the EC appreciates the lecturers' desire to become more involved, current representation is adequate. Further, it would be impossible in the current budget climate to provide release time to lecturers for service on committees. Finally, it was agreed that Montanari should bring a draft response to EC for the Lecturers' Council outlining the EC's conclusions.

B. Role of the Senate Parliamentarian The EC discussed the document written by Barrett who has served in the position for several years, and discussed how best to address his concerns about formalizing the role. It was agreed that NEAC should consider any necessary changes to the Constitution and By Laws resulting from Barrett's proposal, and develop a process for selection of the parliamentarian each year.

The meeting was adjourned at 1:55 p.m.
Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Glen H. Brodowsky, Secretary 02/03

Date: _____