

MINUTES

**Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, March 12, 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 Zulmara Cline, SAC
Carmen Nava, UCC Sandy Parsons, ASCSU

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

Not Present: Alexander Gonzalez, President; Dick Montanari, Chair

Guests: Merryl Goldberg, Pat Worden

Staff: Marcia Woolf, Academic Senate Coordinator

I. Approval of Agenda

ADD: XI. Committee Reports NEAC

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

II. Approval of Minutes of 3/5/03

DELETE: Page 1, Guests list (there were no guests in attendance this date)

CHANGE: X. Committee Reports, BLP 2nd paragraph:

The committee is waiting for information on Biochemistry before that review can be completed, ~~and has not yet received~~ will soon review the Native Studies minor, ~~or~~ and has not yet received the Mass Media program proposals.

CHANGE: X. Committee Reports, GEC 3rd paragraph:

Huber addressed the committee regarding the need for data regarding the writing assessment for the WASC process, and ~~will be working the committee supports her efforts to work~~ with the Literature and Writing Studies faculty and the Faculty Center to devise a plan for collecting data.

CHANGE: X. Committee Reports, NEAC 3rd sentence:

This item will be presented for EC consideration ~~shortly~~.

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

III. Chair's Report, Bonnie Biggs

A. Announcements: Woolf has been having e-mail difficulties, and may not have received recent e-mail messages. Please follow up with her on important matters to ensure she has received your messages. She will advise the EC when the problem has been resolved.

B. Referrals to Committees:

NEAC Pilot Campus Initiative Task Force, 1 each from COAS, COBA, COE, Library

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

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

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

VII. Provost's Report, Robert Sheath: Regarding the question on lottery funds raised last week, the provost indicated that the funds will be made available at about the same level as last year.

Regarding the dean recruitments, we have 72 candidates for the COBA dean position. The files are being reviewed now and the committee will meet next week to begin ranking the candidates. There are 73 IITS dean candidates. Nine were selected for phone interviews, however one has withdrawn having found another position. Four have been interviewed and three more will be interviewed tomorrow.

The report of the blueprint committee was made available electronically, and it is requested that the provost and co-chair Bud Morris address the EC on this topic next week.

Reports of the realignment subcommittees are due next Monday. The steering committee will then work to create sub-organizations and a management structure. A proposal is expected to be available in April.

We may wish to explore bringing an Extended Studies version of the CSU Long Beach social work program, which is fully accredited and being offered now at three other campuses. This idea, fully supported by the Sociology program, would allow us to offer the program immediately while we transition gradually to offering our own program over the next few years. This matter could be discussed next week during the blueprint discussion.

There is no announcement yet regarding the President's candidacy at CSU Sacramento.

VIII. Statewide Senate Report, Sandy Parsons: Parsons distributed summary notes from last week's plenary session. The Senate received the report of the Task Force on Intellectual Property; Parsons will e-mail everyone today a URL for the report which will be finalized within the next few weeks. The report addresses faculty, staff and student rights. Reed addressed the Senate regarding the budget; he has included faculty representation on the systemwide budget advisory committee and has encouraged campus presidents to do the same locally. The system expects an increase of almost 35,000 students and there is broad concern about meeting the demands of this increase in the face of budget reductions. The student trustee addressed the Senate, expressing opposition to a student fee increase. The Senate recommended Kathleen Kaiser (Chico) and Jacquelyn Kegley (Bakersfield and ASCSU Chair) to the Governor for the faculty trustee position.

Resolutions endorsed included one which reaffirmed faculty authority in developing curriculum. Parsons noted that Alpert's SB 81 is now an action item in the state senate. This legislation proposes to institute a baccalaureate in educational studies. Additional legislation is proposed regarding maximum number of credit hours, and the number of hours allowed for pedagogy vs. subject areas.

A Budget Analysis Task Force has been formed to coordinate Senate recommendations on budget issues facing CSU.

Brodowsky thanked Parsons for her thorough and conscientious efforts in carrying out her duties as statewide senator over the past three years and acknowledged the time and effort involved, and the EC applauded in agreement.

IX. CFA Report, Janet Powell: No report.

X. Committee Reports

APC: No report.

LATAC: The committee looks forward to reading the ASCSU's report on Intellectual Property as it devises a draft policy for this campus. The subcommittee on copyright and fair use is working with IITS staff to further develop the tutorial project.

SAC: The student research competition was held March 7 and went very well, and Worden has been helping to coordinate this effort. Because individual projects were scheduled for specific times, some faculty advisors could not attend; next year, specific times should be set. Also, it is planned to take photos of the statewide competition so students will have an idea of how the presentations are conducted. The provost requested that in future the budget be considered prior to promises being made regarding student's travel funding. Cline indicated that SAC has been discussing budget issues with Worden.

UCC: The committee is currently looking at a group of program proposals. The committee attempts to work through the proposals in the order received, but has received emergency requests to review. Nava noted that the COBA seat on UCC is still unfilled, which creates a burden for the remaining members.

Golich raised the issue of BLP and UCC sharing information about recommendations regarding proposals, and it was agreed that these recommendations should be shared between the committees as they become available.

NEAC: Norman sent out a call last Friday for faculty to serve on the Pilot Campus Initiative Task Force. The call included the task force's charge including development of a proposal to the chancellor's Office, which is being questioned by Nava. This matter will be discussed at next week's EC meeting.

This Friday, a call will be issued for nominations for officers of the Senate for 2003/04, with one week for response. Voting will be conducted electronically.

It was noted that UCC, the FAC subcommittee on student evaluations, the Faculty Center Advisory Council, GEC, and BLP all lack COBA representation. Brodowsky will look into this matter.

XIII. New Business

A. NEAC Referendum 2003 (taken out of order for time certain)

Norman walked through the suggested changes to the faculty constitution and by laws. Many of the changes are "housekeeping items," or are being made for clarification. In the case of changes to committee descriptions or duties, committees have been consulted and concur.

The only item which generated substantive discussion was Article 6.4.1 with regard to the EC acting on behalf of the Senate, and the Chair acting on behalf of the EC and Senate. The consensus was that this is advisable and necessary to facilitate year-round academic and administrative efforts, and chairs are elected and trusted to represent the faculty responsibly. NEAC will add language to this article stating that it is common practice for chairs to consult with as many EC members as possible to inform any decision.

The EC also recommended changing Article 6.12.1 regarding duties of the Promotion and Tenure Committee to reference the university policy rather than the Faculty Handbook. In addition, BLP's duties will be further modified to more accurately reflect the nature of recommendations regarding resources for new programs, based on language which will be provided to Norman by Golich. NEAC will share a final document with the EC.

XII. Old Business

A. Center ARTES Changes have been incorporated to the proposal based on comments from the first presentation to EC. Goldberg will be presenting the proposal to the College of Education on March 20. Some minor editing changes were suggested. In addition, changes were suggested (1) for the section concerning center governance to make the language more broad and to reference a hiring process involving the advisory board, and (2) to include all campus entities in the section regarding relationship of the center to instructional programs. Goldberg noted that it was challenging to develop a proposal which addresses so specifically an entity which is not yet created.

It was noted that the new centers and institutes policy requires that the Senate respond within six weeks with a recommendation; however, this timing would preclude the opportunity for two readings in the Senate. The provost stated that the good faith effort to review the proposal should move forward despite the timing issue, since it would result in only a two-week

delay. Worden suggested the policy remain as worded to encourage expeditious consideration of proposals, and that the provost grant extensions as needed.

Motion #3 M/S/P*

To forward the proposal as amended to the Senate for a first reading on April 9.

B. NEAC Election Standing Rules Norman walked through the committee’s suggested changes to the Election Standing Rules. Many of the changes are “housekeeping items,” or are being made for clarification.

There was a discussion regarding the method for replacing Senators and standing committee members (other than “at-large” members) who go on leave or resign. Current language states that governance units conduct elections for replacements. The committee suggests that governance units be allowed to appoint rather than elect if desired. This suggested change resulted from a concern by a COAS associate dean that it is not appropriate for the Senate to ask a college or unit to conduct an election for Senate or committee seats.

Norman noted that a recent discussion in NEAC brought the suggestion that faculty who go on leave be required to give up their appointments entirely rather than temporarily. Such a change in policy would require modification to the Faculty Service while on Leave policy as well as the Election Standing Rules.

Discussion issues included (1) concern about NEAC and the Senate relinquishing their election authority to the college governance units, (2) whether the CBA addresses faculty retention of committee posts while on leave, and (3) the need to clarify and make consistent the language at page 3, #7 and page 4, #9 once these issues are decided.

NEAC will research the service issue and bring a revised version of the Election Standing Rules to a future EC meeting for further discussion.

Agenda items not attended to were postponed to a future EC meeting.

The meeting was adjourned at 2:00 p.m.
Marcia Woolf, Academic Senate Coordinator

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

Date: _____