

MINUTES

Annual Retreat
Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Tuesday, August 27, 2002
Commons 206
9 a.m.

Present: **Dick Montanari, Chair** **Bonnie Biggs, Vice Chair** **Glen Brodowsky, Secretary**
 Janet Powell, BLP **Janet McDaniel, FAC** **Sharon Hamill, GEC**
 Kathy Norman, NEAC **Zee Cline, SAC** **Sandy Parsons, ASCSU**

Ex-Officio: **George Diehr, CFA; Robert Sheath, Provost & VPAA**

Not Present: **Alexander Gonzalez, President**

Guests: **Bud Morris, Past Senate Chair; David Barsky, AVP-AP; Mary Elizabeth Stivers, AVP-AR**

Staff: **Marcia Woolf, AS Coordinator**

I. Approval of Agenda

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

II. Approval of Minutes of 5/15/02

ADD: Members Present: Bonnie Biggs, LACAC

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

III. Chair's Report, Dick Montanari

A. Welcome: Montanari welcomed the new and continuing members of the Executive Committee and guests.

B. Introduction of Members: Montanari invited those present to introduce themselves. Several members have served on the Executive Committee for a number of years in varying capacities. It was noted that the LATAC committee is having difficulty identifying a chair, and that the two new committees resulting from the split of APP – the APC and UCC – have yet to fill their seats and elect chairs.

C. Announcements: Montanari noted that IITS has offered to design and support an on-line voting system for the Senate to use as a test site for a voting system to be marketed to other CSU entities, at no cost to the Senate. After a brief discussion, David Barsky suggested that the new on-line system be used this Fall to fill the vacant seats on the newly formed APC and UCC committees, and that other Senate seats remaining open be filled by NEAC appointment, per the Election Standing Rules.

Motion #3* M/S/P (Brodowsky)
 To use the new on-line voting system to fill vacant APC and UCC seats, and to fill all other open seats via appointment by NEAC, per the Election Standing Rules.

D. Referrals to Committees: Montanari shared a resolution passed recently by the CSULA Senate opposing Senate Bill 1646 (Alpert) on Teacher Credentialing. The matter is politically sensitive, since Sen. Alpert has been a strong supporter of the CSU. One concern centers around the bill's mandate that an undergraduate major in elementary education be offered at all California public colleges, a matter within the purview of the University faculty. In addition, the bill may

negatively impact 5th year student access to Pell Grants. It was noted that the ASCSU passed a resolution regarding this bill at their final Spring meeting. After some discussion, it was decided that the matter was too time sensitive to refer to committee.

Motion #4* M/S/P (Norman)

To review the ASCSU resolution at the next EC meeting for possible action

Committee Workload: Montanari noted that committee work should be endorsed by the EC, although it may originate from any number of sources. Issues brought to committees or committee members should ideally be discussed and referred by the EC prior to beginning work on the item.

Agenda Items: The Senate officers meet each week on Mondays at 11:30 to set the agenda for the Wednesday meeting. Montanari requested that items to be placed on an EC agenda be transmitted electronically to Marcia Woolf in the Senate office by 11 a.m. on the Monday preceding the meeting (email to mwoolf@csusm.edu or to senate@csusm.edu).

Due Dates: Montanari requested that chairs avoid using Wednesdays as a due date for items to be turned in to the Senate office. When selecting due dates and times, please consult with Marcia Woolf in the Senate office.

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

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

VI. President's Report: Alexander Gonzalez (Attending systemwide meetings.)

VII. Provost's Report: Robert Sheath Sheath provided copies of a PowerPoint presentation concerning the status of efforts to date on the Academic Blueprint, the budget process, the composition and charge of the Academic Roundtable, and other pertinent issues. The Blueprint committee will be conferring with college curriculum committees to discuss program plans and hear arguments relating to the current draft (version 6.02). Summits are planned on campus this Fall to address new Biotechnology and Nursing programs. Input from all campus and community sectors and individuals regarding any aspect of the Blueprint is welcomed by the committee.

The Budget Committee continues to work toward developing a budget process to be implemented in FY 2003/04. Members may visit the University of Western Florida this Fall, which is part of a state university system and experiencing growth similar to ours. In addition, the UWF has integrated its budget and strategic planning processes, which we also plan to do. EC members encouraged the addition of faculty to the budget committee, and in particular the chair of BLP. Sheath indicated this suggestion would be considered.

The Academic Round Table is developing projections through 2010, including the possible addition of new colleges, and the development of partnerships to support new programs. It is looking at the opportunities and challenges the campus will face as it expands, and ways to meet growing resource needs. Sheath noted that Don Barrett has been appointed director of the Southwest Riverside campus, and strategic planning for that program is underway.

Other issues to be addressed include revision of a campus organization chart and review of reporting lines; increased need for attention to shared governance issues as the campus grows; resolution of workload and assigned time issues; addressing the new WASC standards by implementing necessary processes; increasing community events; planning for newly built facilities; and conversion to becoming a residential campus.

VIII. Statewide Senate Report: Sandy Parsons The ASCSU's first plenary session of the Fall will be held September 12-13, 2002. Key issues to be addressed in the coming year are issues related to on-line teaching, Teacher Education and K-12 Relations, SB 1646 (Alpert), COE/COAS blended programs, teacher shortages, and the CMS audit and implementation. The Academic Technology Committee, chaired by David Spence, plans a conference in the Spring, to include the topic of on-line degrees.

Montanari noted that the ASCSU Faculty Flow Committee on which he serves continues to study the issues of faculty recruitment, retention and attrition, and make recommendations to the system administration.

IX. CFA Report: George Diehr Recent faculty pay warrants should by now have included the negotiated General

Salary Increases, and Service Salary Step Increases as appropriate.

There have been interpretation problems on some campuses with the new CBA language concerning Lecturers' rights, and it is planned that Diehr, Sheath and Stivers will conduct education sessions for campus administrators this Fall to ensure the new language is followed correctly.

ACR 73 called for a joint committee with representatives from the CSU administration, CFA, and the CSU Academic Senate to develop a plan to reach a goal of having 75% of the faculty in tenure-track positions. The committee's recommendation has now been submitted to the legislature, and reflects an 8-year plan at some additional cost to the State.

Reopener negotiations between the CFA and CSU on the issues of Salaries, Benefits, and Workload will begin in the Spring. (The full contract expires in Spring of 2004.) Input from faculty on priorities for the reopener negotiations will be sought, beginning with a meeting this Thursday, August 29, in Commons 206 from 12:15 – 2 p.m. CFA President Susan Meisenhelder and V. President Lillian Taiz will attend Convocation as well as the CFA meeting.

Diehr continues as campus CFA President, Janet Powell is the new V. President, Keith Trujillo continues as Treasurer, Mayra Besosa is the Lecturer representative, and Fritz Kreisler is Faculty Rights Grievance Officer. The Secretary office is currently vacant.

X. Committee Reports: Procedures and Format Reports will again be staggered by committee this year, in both the EC and the Senate. Written reports should be provided for each Senate meeting (send electronically to senate@csusm.edu by noon Thursday prior to the Senate meeting. It was agreed to stagger the oral reports in this manner:

Week A (beginning 9/4): APC, UCC, LATAC and SAC

Week B (beginning 9/11): BLP, FAC, GEC and NEAC

(Note: Woolf will email a list of report dates to committee chairs)

XI. New Business

A. Library Resolution The President has requested the Senate endorse a recommendation to name the new library building the Kellogg Library. The Kelloggs have made very generous contributions to the campus and for the new library in particular. The President will make the recommendation at the next Trustees' meeting in September.

Motion #5* M/S/P (Parsons)

To endorse a campus recommendation to name the new campus library Kellogg Library

The endorsement will be brought to the next Senate meeting as a point of information.

B. Disposition of Carry-over Items from 2002/03 Montanari noted that all items which remained unresolved at the conclusion of the last Senate's term are inactive and any continued efforts must be re-authorized by the EC. Parsons made a motion regarding the disposition of these items, and Montanari offered a friendly amendment, which was accepted, concerning new items of business.

Motion #6* M/S/P (Parsons)

To refer the listed items back to the appropriate committee (APC in the case of APP).

Committees are to report their decisions regarding the disposition of each item to the EC at the 9/11/02 meeting, along with any new items of business they wish to consider for the academic year.

C. Strategic Planning Montanari distributed copies of a PowerPoint presentation to generate discussion about strategic planning for the Senate this year and beyond. The EC discussed the possibility of developing a mission statement which would define the role of the Senate and EC with respect to the ongoing development of the University, faculty development, and student learning. The EC also discussed reviewing mission statements from other CSU campuses, and the need for the EC and Senate to occasionally step back from the day-to-day business of the campus in order to allow for a free flowing exchange of ideas. McDaniel moved to refer the matter to the Collegial Governance Task Force, and Montanari offered a friendly amendment, which was accepted, that the EC would meet in the near future to inform the CGTF

on some ideas about this topic.

Motion #7* M/S/P (McDaniel)

To refer to the CGTF the question of the EC and Senate's rolls in the University's strategic planning efforts, with input from the EC

Motion #8* M/S/P (Brodowsky)

To adjourn the meeting

The meeting was adjourned at 11:55 a.m.
Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Glen Brodowsky, Secretary 02/03

Date: _____