

**ACADEMIC SENATE
Of
California State University San Marcos
Wednesday, March 5, 2014
1 – 2:50 p.m. (approx.)
Commons 206
Minutes**

Voters Present: Jocelyn Ahlers, David Barsky, Staci Beavers, Deborah Bennett, Vivienne Bennett, Jonathan Berman, Eliza Bigham, Glen Brodowsky, Palash Deb, Annette Daoud, Larry Detzel, Sandra Doller, Anne Rene Elsbree, Matthew Escobar, Merryl Goldberg, Chrystal Hady (staff), Lori Heisler, Linda Holt, Deborah Kristan, Chet Kumar, Andre Kündgen, Michael McDuffie, Reuben Mekenye, Yvonne Meulemans, Salah Moukhli, Carmen Nava, Jeff Nessler, Karno Ng, Moses Ochanji, Toni Olivas, Vincent Pham, Pamela Redela, Jay Robertson-Howell, Jason Saude, Shahed Sharif, Linda Shaw, Pat Stall, Laurie Stowell, , Paul Stuhr, Theresa Suarez, Qi Sun, Richelle Swan, Jackie Trischman, Wenyuh Tsay, Matthew Walsh (student), Jill Watt, Marshall Whittlesey, Camilla Williams, Yuan Yuan

Not present: Matthew Atherton, Bonnie Bade, Rocio Guillen, Greig Guthey, Rebecca Lush, Jessica Mayock, Karina Miller, Ed Price, Thomas Spady, , Pamela Stricker, Kathleen Watson

Parliamentarian: Not present

Ex Officio: Regina Eisenbach – Int. AVP-AP, Katherine Kantardjieff, Dean CSM, Gerardo González - AVP-R & Dean Grad. Studies, Sharon Lightner - Dean CoBA, Mike Schroder, Dean, EL, Adam Shaprio, Dean CHABSS, Graham Oberem - Provost & VP- AA, Wayne Veres - Dean IITS & CIO/Dean Library

Guests Ann Fiegen, CFA, Scott Greenwood - Assoc. Dean CHABSS, Patty Seleski, Assoc. Dean CHABSS, Cherie Vinopal – IITS, Sarah Villareal, Assoc Dean, EL, Ian Chan, Library, Mary Jo Poole, CFA lecturer rep.

Staff Marcia Woolf, Senate Coordinator

I. Approval of agenda

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

II. Approval of minutes of 02/05/2014 meeting emailed on 03/03/2014

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

III. Consent Calendar*

NEAC Recommendations
UCC Course/program change proposals & reconciliations

Motion #3 M/S/P*
To approve the items as presented

III. Action items

A. GEC GE program mission statement

Number of changes suggested since first reading. Whittlesey discussed suggestions and GEC's rationale for accepting or rejecting changes.

Motion #4 M/S/P*

To approve the item as presented

B. SAC Field trips policy, new

Robertson-Howell discussed changes to the policy from first reading.

Motion #5 M/S/P

To approve the policy as presented

44 approve, 1 oppose, 2 abstain

C. BLP/UCC Minor in Quantitative Biology & Biostatistics program proposal

No changes since first reading

Motion #6 M/S/P

To approve the program as presented

42 approve, 0 oppose, 5 abstain

V. Discussion items

A. APC Graduate probation, disqualification, and reinstatement policy revision (2)

APC Chair Kumar explained that revisions to this policy are in response to EO 1078. Send feedback to APC Chair.

B. FAC Sabbatical leave policy revision (4)

Concerns were raised about how to provide information to the Professional Leave Committee that a candidate had had prior sabbatical (s) and whether reports were turned in. Suggestion was made to the Provost that a spreadsheet be kept by Faculty Affairs of awarded sabbaticals and reports submitted. The Provost said he would look into this idea. Send feedback to FAC Chair.

C. FAC Faculty awards policy revision (5)

M/S/A (Trischman)

To treat as a second reading

Motion #7 M/S/P

To approve the program as presented

41 approve, 1 oppose, 1 abstain

D. LATAC Resolution in support of CALM (6)

Send feedback to LATAC Chair.

E. BLP Resolution on restructuring (7)

BLP's recommendation about how for restructuring process. The principles that guide restructuring decisions were recommended by the Restructure Task Force. Send feedback to BLP Chair.

F. EC Resolution on presidential search process (8)

This resolution endorses a resolution from September from other CSUs.

M/S/A (Nava)

To treat as a second reading

Motion #8 M/S/P

To approve the program as presented

G. BLP Self-support delivery of existing programs policy & procedure, new (3)

CSU policy does not allow self-support programs to supplant state-supported programs. The proposed policy concerns extension of existing state-supported programs to self-support... This policy is not about extending existing state-supported to online programs. Send feedback to BLP Chair.

H. UCC Flow chart re opposition (1)

UCC Chair explained that this flow chart delineates the steps to be taken when there is opposition to a curricular proposal. Send feedback to UCC chair..

VI. Presentation

Institute for Palliative Care, Helen McNeal *Time certain 2:15-2:30 pm*

Reports began at 2:30 pm

VII. Chair's report: Vivienne Bennett

Bennett reports on the ROTC Forum for Faculty and Staff held on 3-4-14 and said that a survey on ROTC and MILS courses would be sent to all faculty and staff by March 7, 2014.

- Diversity mapping update

VIII. Vice chair's report: Laurie Stowell

- Advancement news: Each college has advancement liaison and they meet with various members of colleges. The liaisons and fundraising request form can be found at <http://www.csusm.edu/advancement/facstaffservices.html>.
- Community interest in developing Hospitality Management degree and CoBA faculty were interested. Member of our Foundation Board secured \$75,000 to support development of curriculum. Provost Oberem is involved in all decision points regarding curriculum.
- Faculty representative to the Foundation Board, Jill Watts has stepped down. Sue Moineau of CEHHS was asked to join the board and she accepted.
- Call for faculty participation on the 25th anniversary planning committee has gone out. The committee will determine audiences and purposes for events.
- EL news: EL very supportive of senate committee's work. EC brought a proposal of providing ongoing support from EL and Dean Schroder was supportive. Vice Chair and El Dean will revisit how much of senate workload involves EL on a year-by-year basis.

IX. President's report: Karen Haynes

Chose the calendar year 2015 as the year to celebrate our 25th anniversary because we first had students 25 years ago. President talked to UT Editorial board and the editor was on campus today. They are enticed by our story and where we fit into array of institutions of higher ed in SD cCounty. Will be conferring two honorary degrees: Dr. Terrance Roberts, one of the Little Rock Nine, and Ambassador Orfila, founding member of the Foundation Board. We submitted the application for NCAA. Clarke expansion will allow us to have a full basketball court.

X. Provost's report: Graham Oberem

At census: 8247 FTE. For the year we are at 8700 FTES. Target was 7741 FTES. We are allowed to go over by 5% and that would be 8,128 FTES. We're in line for a penalty due to overenrollment. President is advocating that this was beyond our control. Classes are more available for students due largely to the Student Success Fee. Target for next year is 8390 FTES. Our allowance to go over target is 3.5%. That would be 8684 FTES and that is very close to what we did this year. Super STEM Saturday very successful event on campus. Celebration of Faculty Research coming up.

XI. ASCSU report: Glen Brodowsky

Academic Conference will be November 13 and 14.

XII. CFA report, Darel Engen (Report given by Mary Jo Poole)

Equity conference in L.A. this weekend.

XIII. ASI report: Matthew Walsh

Next meeting, Walsh hopes to introduce his successor.

XIV. Standing Committee reports

Academic Policy Committee (APC)

APC is currently working on the following policies:

1. Extended Learning's Roles and Responsibilities Policy
2. Centers and Institutes Policy
3. Grad. Student Probation, Disqualification, and Reinstatement Policy
4. Guidelines for Syllabi Policy
5. Policy that defines online and hybrid courses
6. Academic Freedom Policy
7. Policy on Winter Intersession
8. Dual Listing of LD and UD Courses Policy
9. Policy on Curriculum Originating Off Campus
10. Credit Certificate Policy

Budget & Long-Range Planning Committee (BLP)

P-form Reviews: Biology's proposed Quantitative Biology & Biostatistics minor is scheduled for a second reading on today's Senate agenda. We are currently reviewing P-forms for a certificate in Applied Behavior Analysis (from CEHHS), a B.S. in Speech Language Pathology (from CEHHS), an M.S. in Speech Language Pathology (from CEHHS), and a post-bac certificate in Pre-Health Professions (CSM).

Review of 3-year Rolling Plans: BLP met with AALC (the Provost's direct reports) in February to review proposals for next year's anticipated growth funds. This meeting focused on strategizing how best to present Academic Affairs' needs to the University Budget Committee (UBC) and the President's Executive Council.

Extended Learning documents: BLP's proposed policy/procedures document for expanding existing stateside programs to EL delivery is on today's Senate agenda for a first reading.

Faculty Affairs Committee (FAC)

As a reminder, FAC has approved a meeting time for the entire Academic Year 2014/2015: M 10am-12pm. The decision to schedule for the entire year was made to assist both continuing and new members in planning their schedules. Because FAC has consistently been using up all the time in its weekly, one and a half hour meetings, FAC voted to increase the weekly meeting to two hours.

FAC is currently reviewing: (1) Post Tenure Periodic Evaluation; (2) CHABSS Lecturer Evaluation Policy; and, (2) CHABSS Department of Psychology RTP.

Next in the queue are:

Emeritus Policy (Referred 8/14/13)

CSM Policy and Procedures for the Nomination and Election of Peer Review Committees (Referred 11/4/13)

CEHHS Speech Language Pathology RTP (Referred 11/11/13)

CEHHS Social Work RTP (Referred 2/19/14)

RTP Documents from Economics, Literature & Writing, History have been received by CHABSS Faculty Development Committee. Still expected: Political Science; Sociology; Liberal Studies; Women's Studies

The FAC chair and Lecturer Representative are participating in a joint task force with NEAC on lecturer inclusion. The task force hopes to bring to the senate this AY a proposal to increase lecturer representation in the senate.

General Education Committee (GEC)

- _New GE Mission statement, to replace the introduction to the 1994 GE Philosophy statement on today's agenda for a second reading.
- _Preparing updated guidelines on syllabi content – working with APC
- _Processing lower division GE recertifications
- A working list of GE programs student learning outcomes is given as an information item on today's agenda. These are student learning outcomes that are intended to be assessed as a measurement of the broad function of the GE program. GEC asks for feedback on them, but does not propose to make them policy, so as to avoid a struggle over

exact wording. It seems to make more sense to have more flexibility to alter them if that appears helpful in the assessment process. The proposed assessment plan will involve assessing one of these outcomes across campus (but not in every course) per semester over the next five years.

- _Golden Four Task Force being put together to study challenges surrounding raising the minimum grade in Golden Four courses from D- to C.
- _Directions for filling out GE forms available on Academic Programs curriculum forms web page
- _Created appeal process by which BIOL 210 may be used for the B2 requirement
- _Involved in looking at Halualani and Associates for purposes of mapping diversity in the GE program
- _GE town hall on assessment occurred on Feb. 11.
- _HIST 304A and 304B approved for DD and CC certification, respectively
- _Working on GE assessment plan for the coming years
- _Considering a proposal from the Nursing program whereby its student may clear area E with a combination of courses instead of an officially certified area E course.

Library & Academic Technology Advisory Committee (LATAC)

No report.

Nominations, Elections, Appointments & Constitution Committee (NEAC)

NEAC has worked to help recruit and recommend faculty for vacant committee seats through its eighth call for volunteers. Two NEAC members continue working with members of the Faculty Affairs Committee on the Lecturer Committee taskforce. We have worked on making small editing changes to the Election Rules and are preparing the various Constitutional referenda for an upcoming faculty vote. We are also drafting language for a possible graduate curriculum committee.

Program Assessment Committee (PAC)

PAC is in the process of completing work on the following Program Reviews: Professional Master's of Science in Biotechnology, Literature and Writing Studies, B.A., Master of Arts in Sociological Practice, School of Education M.A., and Joint Doctoral Program in Educational Leadership.

Student Affairs Committee (SAC)

SAC has met three times during the Spring semester. We received feedback from the Senate on the field trip policy, made revisions accordingly, and have resubmitted the policy to Senate for a Second Reading. We have also continued SAC's collaboration on Engaged Education with the President's Task Force (headed by Scott Gross). After identifying activities that would fall under the umbrella of Engaged Education, SAC submitted draft definitions to the Task Force. Co-chairs Robertson-Howell and Daniels will meet with Scott Gross to review feedback from the task force and proceed from there.

University Curriculum Committee (UCC)

- Work completed since the Feb. Senate meeting: Following review and consultation with proposing faculty, UCC recommended approval of 25 C-forms (new courses), 3 C-2 forms (course changes), 1 P-2 form (program change), and 1 P-form (new program), all of which are reflected on the Senate consent calendar or as current/future discussion items. A P-form for a Minor in Quantitative Biology and Biostatistics is on the current Senate agenda for a second reading, and a separate UCC report has been provided for this discussion item. UCC will also present a new proposed workflow for reviewing curriculum that is opposed by a department or unit, and how this opposed curriculum will be presented to the Senate.
- Continuing work: UCC is currently reviewing curriculum which was originally received by UCC in Oct. 2013. Curriculum is typically reviewed in the order received (i.e. the earlier the submission date, the higher the review priority). Current status of curriculum review can be monitored by faculty at the Academic Programs Curriculum Review Website at: http://www.csusm.edu/academic_programs/curriculumscheduling/catalogcurricula/2013-14_curriculum.html

XV. Information item

- A. GEC Program Student Learning Outcomes (SLOs)
- B. Response to CHABSS department chairs re: Dec. 2013 ANTH discussion

Letter drafted by Senate Chair and reviewed by EC.

XVI. Senators' Concerns and announcements

Adjourned at 3:10

Prepared by Laurie Stowell, Vice Chair

Approved by the Academic Senate _____
Linda Holt, secretary Date