

**ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
March 7, 2001**

Draft Minutes

Attendance

Present: Gerardo Gonzalez, Chair, Bud Morris, Vice-chair, Dick Montanari, Secretary, Roger Arnold, Don Barrett, Vicki Fabry, Ann Fiegen, Dawn Formo, Denise Garcia, Rocio Guillen, Sharon Hamill, Soheila Jorjani, Kimberly Knowles-Yáñez, Ofer Meilich, Janet McDaniel, Michael McDuffie, Carmen Nava, Graham Oberem, Patricia Prado-Olmos, Janet Powell, K. Brooks Reid, Margo Roark, Laurie Stowell, Alan Styles, Susan Thompson, Jackie Trischman, Sharon Ulanoff, Kathleen Watson, Anibal Yañez-Chavez, Rika Yoshii

Absent: Loni Berry, Robert Black, Rochelle Boehning, David Chien, George Diehr, Sharon Elise, Linda Holt, Fritz Kreisler, Juan Necochea, Steve Nichols, Brian Norris, Sandy Parsons, Marcia Sawyer, Jill Watts, Laura Wendling, Shaun-inn Wu, Youwen Ouyang, George Vourlitis, Emets Wendt

Ex-Officio: Pat Worden, Interim VPAA; Miriam Schustack, Interim Dean COAS, Marion Reid, Dean LIS; Mohamed Moustafa, Dean COBA; Keith Trujillo, CFA, Humberto Garcia, ASI

Guests: Terry Allison, Assistant to the President; David Barsky, AVPAP; Mary Elizabeth Stivers, AVPAR; Bettina Huber, Institutional Research; Paul Jasien, Assoc. Dean CA&S; Beverlee Anderson, COBA; Peter Zwick, Global Affairs

I. Approval of Agenda

ADD: XIII. New Business
APP Resolution on Course Expectations
APP Course Change

Motion #1 M/S/P (Barrett/Stowell)
To approve the agenda as amended

II. Approval of Minutes: 2/7/01

Motion #2 M/S/P (Reid/Barrett)
To approve the minutes as presented

III. Chair's Report, Gerardo Gonzalez:

A. Report from Cabinet

The cabinet approved several YRO steering committee operating decisions. For Summer 2001, the student fee structure, college enrollment targets, principles for building course schedules, and faculty compensation have been determined. Faculty will receive 1/30th of academic year salary for each unit taught in the summer. YRO forums for faculty and staff were held. Beverlee Anderson will report on the status of YRO recommendations at today's senate meeting. The campus Capital Outlay plan was discussed. The prospects for Building 13 (the Business Building) appear very promising, if the bond for funding the campus buildings is passed. The President's Office will offer more details. Commencement 2002 ceremonies will be held off campus because of space constraints on campus. The most suitable venue is the Del Mar Fairgrounds. There will be a review of options to return commencement exercises to campus in 2003 or 2004 after the completion of new construction.

B. Referrals to Committees

None.

C. Announcements

Chair Gonzalez attended the Academic Senate Chairs' meeting in Long Beach on February 8. The gathering is one of a series of meetings for senate chairs to report campus activities and discuss systemwide issues. The Academic Senate CSU (ASCSU) requested feedback on the latest response to the Master Plan (EC responded). The Workload Group comprised of CFA, ASCSU, and CSU representatives finalized a survey on faculty workload. The survey will be distributed to faculty in March. A systemwide Faculty Flow committee is studying the impact of faculty retirements in the next few years. The exodus of retiring faculty will require increased recruitment and hiring of new faculty. Two senate chairs distributed campus resolutions responding to the FMI process (one censuring Chancellor Reed and the other calling for CFA and CSU to abandon FMIs). The senate chairs sent a resolution to the ASCSU requesting that the Chancellor's Office provide a detailed accounting on the impact of CMS for each campus (estimated to be \$350-450 million systemwide). The chairs also forwarded a resolution for the ASCSU to request an investigation by the Chancellor's Office and ASCSU when a vote of no confidence of a campus President prevailed. The chairs distributed and discussed shared governance practices on their respective campus. Chair Gonzalez attended a portion of the 2001 CSU Academic Conference held February 28 to March 2 in San Diego. The conference is a gathering of academic senate chairs, statewide academic senators, and administrators from throughout the CSU to discuss strategies for facilitating partnerships between the CSU, K-12, community colleges, and the community at large. CSUSM sponsored a presentation on the partnership between the North County Professional Development Federation and our campus. In light of possible YRO changes, the academic senate chairs passed a resolution reaffirming campus academic senate's primary role in determining the campus academic calendar. The call for Discretionary Lottery Funds proposals has been distributed. Proposals are due to the College/LIS/Unit Dean or Director by March 26. A survey of interest in faculty/staff housing has been distributed. Surveys should be returned to the President's Office by March 16. Faculty are encouraged to take the time to complete the survey. The Senate Office is received official notice of the resignation of Barbara Ivis. Barbara served as the senate's Executive Director since 1997. She was on leave since last April. Our office wishes Barbara the best of luck and thanks her for her service. Preference forms for senate committees and positions are being distributed this week. Forms are due in the senate office by Monday March 19. Faculty are encouraged to self-nominate.

IV. Vice-Chair's Report, Bud Morris: No report

V. Secretary's Report, Dick Montanari: No report

VI. President's Report, Alexander Gonzalez/Terry Allison:

T. Allison reported that the VPAA/Provost search is in its final stage. The weeks of March 19th – 26th there will be 5 or 6 candidates on campus. The interview process should be completed by Spring Break. EC members will be included in the interview process of the VPAA/Provost finalists.

VII. VPAA Report, Pat Worden:

There were 58 applications for the Dean of CA&S. Four finalists have been scheduled for interviews. Flyers will be circulating the campus indicating the times of the open forums.

IX. Associated Students Report, Humberto Garcia JR.:

The ASI board approved on-line voting. On-line voting will occur this semester. Last year 10% of the student population voted. ASI hopes that this will increase the number of students voting. It will also serve as a source of revenue if others use ASI's system.

X. Statewide Senate Report, Dick Montanari: No report

XI. CFA Report, Keith Trujillo:

CFA will have a new staff person for 1 to 2 days a week on campus. The CFA office has moved to the 1st floor of ACD next to ACD 102. All faculty are encouraged to express their opinion regarding Chancellor Reed's evaluation.

XII. Committee Reports: APP, BLP, FAC, GEC, LACAC, NEAC, SAC

APP: No report.

BLP: Absent.

FAC: FAC is revising the University RTP policy. They plan to bring this to the senate sometime in the spring, hopefully by the April meeting. They are looking at performance plans from other campuses and how this idea might be integrated into the procedures. FAC is finished providing input and are now asking the Academic Senate for feedback on Job Description of Department Chairs Procedures. This is not a senate policy, it is an administrative policy. Therefore the senate will not approve it but rather provide feedback. FAC is also reviewing the policies and procedures for faculty searches. They have also finished discussing this policy and would now like feedback from the academic senate. This also is not a senate policy, but rather an administrative policy. Therefore the senate will not approve it but rather provide feedback. They are revisiting the Sabbatical Leave Policy. They plan to may make changes about rank ordering within the categories of recommendation (highly recommended, recommended subject to funding and recommended against). FAC will be working on writing a policy for the Wang Excellence Award to make recommendations from CSUSM. Bettina Huber from the Office of Analytic Studies came and spoke to FAC about gathering campus wide information about research and creative activity for the campus accountability report. She would like to begin to create a database about faculty activity. She also spoke to us about the course evaluation forms. Her recommendation is that they come to her office to compile and then she will send them back to the colleges. FAC will also discuss revising the evaluation form. She will make some initial revisions and bring them to FAC. FAC received a total of 30 Research and Creative Activity Grants and University Professional Development Grants requesting a total of roughly \$132,000. We are reviewing these and hope to make recommendations to the VPAA's office by spring break.

GEC: GEC has approved the revised GEL course for CCR (computer competency graduation requirement) credit, effective as of summer session this year. Please advise your students accordingly. GEC is working on alternative to GESS. The committee is still hoping to approve a few existing courses for LDGE-area D credit in time for that designation to appear in the fall schedule of classes. For others, the approval may come too late for the printing deadline, but in time for credit to be applied next fall. We still urge departments in the social sciences to submit new courses or course changes to meet the new area D requirements to the regular curriculum committees. GEC can then consider them next year. GEC is working in assessment of CT courses. The committee has received materials from departments who offer courses with CT (critical thinking). We are assessing how well our courses are meeting the learning outcomes specified in EO595 of Title V and our GE document of 1995. GEC is revisiting the CCR requirement. They have received the final report of the fall 2000 task force of GEC on the CCR. Considering recommendations for possible changes to the CCR that might serve our students well in our second decade. Working in strategic planning for Goal 3A, objective 2, action 2. Assessing current CT and CCR course will help to meet this goal. Also, LDGE-area C. They are discussing how to increase the choices for students through other course options besides GEH (also done for area D).

LACAC: LACAC is continuing to explore how to inform the campus about the fair use policy.

NEAC: Absent

SAC: Student Research Competition Presentations will send 6 students and one faculty member to San Jose State. Phi Kappa Phi application will be in effect Fall 2001. SAC has created a sub-committee that will review and create guidelines for handling Student Records.

XI. Consent Calendar: Consent Calendar items are presented to the Senate for a single vote of approval without discussion. Any item can be removed for particular consideration by request of a senator prior to the vote.

Statewide Student Research Competition Judge

Jackie Trischman

Institutionally-Related Activities Committees

Jackie Trischman

University Space Committee

Kristine Diekman CA&S

Jackie Borin LIS

Sharon Ulanoff COE

General Education Committee (GEC)

Anne Lombard SS 99-01

Sharon Hamill SS 00-02

Bill Bradbury HUM/FA 00-02

Motion #3 M/S/P Unanimous

To approve the preceding NEAC recommendations

XII. Old Business**A. Evaluation of the President**

The Chancellor's office recently completed an evaluation of the President. R. Arnold proposed that the President be evaluated by the entire faculty instead of a group chosen by the president. R. Arnold suggested that a majority of the faculty be included in the process. R. Arnold reasoned that including the faculty in this process would provide more accurate information to the President, Chancellor, and Board of Trustees. T. Allison stated that CSU campus president's evaluation is a system-wide issue and not a local campus matter. All CSU presidents are evaluated every three years by the Board of Trustees and the Chancellor.

Motion to refer to FAC to devise a procedure for the President to undergo a separate evaluation by the faculty. This evaluation would serve as a formative assessment, not part of the employment evaluation.

Motion #4 (Roark/Fabry)

Motion withdrawn

R. Arnold proposed a revised motion to be considered for a second reading

The Academic Senate will conduct an evaluation of the president. The evaluation will occur in March of every third year of the president's tenure. The evaluators will consist of full-time tenure-track faculty. A process for maintaining the anonymity of evaluators will be instituted. All evaluations will be returned to the Academic Senate Office and Senate officers will provide a detailed summary report of the evaluation to the Chancellor's Office and to the president of the University. In addition, the detailed summary report will be placed in the Senate Office for any member of the campus community to review.

Motion # 5 M/S/P (Arnold/Montanari)To return to Senate with a 2nd reading**B. Year Round Operation (YRO) Report Beverlee Anderson Time Certain 2:30**

Summer 2001 is finalized with only a few minor details. Decisions regarding faculty participation in YRO will apply only to summer 2001. Faculty teaching courses during the summer will be paid 1/30th per unit. Colleges have the flexibility to pay faculty for other instructional activities. Faculty will be paid immediately after completing their teaching assignments: at the end of 4 weeks or the end of 8 weeks. YRO Executive Committee is referring the issue of Independent Studies to the Academic Senate for consideration. This appears the appropriate body to deliberate the issue. A well-attended forum was held for students on March 1st. YRO Executive Committee is recommending there be a formal assessment of this summer to determine what worked and what didn't. We are also beginning work on a successor structure to look at the long-term issues for 2002 and beyond. Of particular focus is a desirable/workable calendar. YRO EC wants the Senate to be actively involved in this discussion, but will work with the Senate to determine the appropriate structure for the Senate involvement. For more information please visit the YRO website at www.csusm.edu/yro.

XIII. New Business**A. Report on University Niche Process**

Defer to next AS meeting.

B. FAC Faculty Searches

Taken out of order. FAC chair L. Stowell presented an administrative policy on faculty searches for feedback. Considerable discussion ensued about the equal opportunity assistant (EOA). L. Stowell will make revisions and faculty will have another opportunity to review the policy at the next senate meeting.

C. FAC Department Chair Job Descriptions

Taken out of order. L. Stowell also presented the draft administrative policy on department chairs roles and responsibilities. Faculty provided feedback on term limits. Stowell will consider revisions and return to the senate for a second reading.

D. Campus Accountability Goals for 2002-03 and 2004-05

Defer to next AS meeting.

E. APP New Course Proposals 1st Reading

Defer to next AS meeting.

F. APP Course Expectations Resolution 1st Reading

Defer to next AS meeting.

Meeting adjourned at 3:03 p.m.

The next Senate meeting will be on April 11, 2001, 1:15-3:00 p.m. in Commons 206.

Flora Aguiña

Staff Secretary, Academic Senate