

## MINUTES

**Executive Committee Meeting  
Academic Senate  
Wednesday, February 14, 2001  
Commons 206  
12 noon**

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<b>Present:</b>	<b>G. Gonzalez, Chair</b> <b>G. Diehr, BLP</b> <b>D. Formo, LACAC</b> <b>S. Thompson, LIS</b>	<b>B. Morris, Vice-chair</b> <b>L. Stowell, FAC</b> <b>J. Powell, NEAC</b>	<b>D. Garcia, APP</b> <b>M. Roark, GEC</b> <b>A. Styles, SAC</b>
<b>Ex-Officio:</b>	<b>Pat Worden, VPAA; Terry Allison, Asst to the President; K. Trujillo, CFA; Reanna Wertz, ASI Rep.</b>		
<b>Absent:</b>	<b>D. Montanari, Secretary</b>		
<b>Guest:</b>	<b>Liliana Castañeda-Rossmann</b>		

**I. Approval of Agenda**

**ADD:** VIII. ASI Rep. Reanna Wertz substituting for Humberto Garcia  
 XV. New Business  
 B. Student Records Task Force Liliana Castañeda-Rossmann Time Certain 12:45  
 C. NEAC Recommendations  
 D. FAC Wang Family Excellence Award

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

**II. Approval of Minutes 2/7/01**

**ADD:** D. Garcia

**DELETE:** Currently FTES is low.

**Motion #2** M/S/P (Diehr/Roark)  
 To approve the minutes as amended

**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 1/30<sup>th</sup> of academic year salary for each unit taught in the summer. YRO forums for faculty and staff were held this Monday and Wednesday. Details on the forums will be deferred to VPAA Worden. A discussion of YRO issues for the senate is on the agenda today. The campus Capital Outlay plan was discussed. The prospects for Building 13 (the Business Building) appear promising, if the bond for funding the buildings is passed. The President's Office has more details.

**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 system-wide issues. The Academic Senate CSU (ASCSU) is requesting feedback on the latest response to the Master Plan (on the EC agenda for today). 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 system-wide 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 FMI's). 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 system-wide). 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 has passed. The chairs distributed and discussed shared governance practices on their respective campus.

#### **IV. Vice-Chair's Report, Bud Morris:**

Task Force on Accounting for Faculty Work met last week. They discussed the issue of workload and accounting for faculty work. It is anticipated that the Task Force's report will encourage flexibility, and certain specific recommendations about scholarship and creative activity, and writing. A call will go out next week to schedule another meeting.

#### **V. Secretary's Report, Dick Montanari: Absent**

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

President Gonzalez sponsored two members of the Academic Senate Executive Committee, Janet Powell and Alan Styles, as well as Mary Elizabeth Stivers and T. Allison to attend the annual American Association for Higher Education meeting, Faculty Roles and Rewards. The participants will provide an update about what was learned during the meeting. Major themes were the use of technology in education and the changing generations of faculty, but the group attended a number of sessions on other topics as well. The forum will be from 2-3 pm on Wednesday, February 21 in Commons 207.

#### **VII. VPAA Report, Pat Worden:**

Governor Davis has allocated an \$8,000,000 to a natural gas conversion project for several campuses. CSUSM will construct a co-generation plant. The power will be able to support a one million sq. ft. campus.

#### **VIII. Associated Students Report, Reanna Wertz:**

Black History Month will be celebrated this month. R. Wertz distributed copies of ASI-sponsored events on campus..

#### **XI. Statewide Senate Report, Dick Montanari: Absent**

#### **XII. CFA Report, Keith Trujillo:**

Collective bargaining for next year's contract will begin shortly. CFA survey will be distributed soon, please encourage colleagues to fill out the survey.

#### **XIII. Committee Report: FAC/GEC**

**FAC:** FAC is revising the University RTP Policy & Procedures page-by-page and point-by-point. We will bring to the Senate sometime in the spring. We are looking at performance plans from other campuses and how this idea might be integrated in the procedures. We are still working on the job description of department chairs and will bring it forward to the Senate as an information item. FAC is also reviewing the policies and procedures for faculty searches. Discussion about EOA continues. The President's office would like this EOA to be from the outside elected search committee. The concern is that there are still a lot of violations occurring on search committees and everyone who is involved in a search needs to be trained regarding proper procedures. We are again revisiting the Sabbatical Leave policy. We may make changes about rank ordering within the categories of recommendation (highly recommended, recommended subject to finding and recommended against). FAC endorses the Wang Family Excellence Award

recommendations made by the subcommittee and we will work on drafting a policy this spring. Bettina Huber from the Office of Analytical Studies 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 FAC about the course evaluation forms. Her recommendation is that they come to her office to compile then she will send them back to the colleges. Also discussed was revising the evaluation form. She will make the initial revisions and bring them back to FAC. We have received a total of 30 University Professional Development and Research and Creative Activity Grants requesting a total of approximately \$132,000. We will be reviewing these over the next couple of weeks and making recommendations to the VPAA's office.

**GEC:** GEC completed changes to the LDGE-Area D goals and objectives last semester. GEC is contacting the chairs of departments who have expressed an interest in having existing LD courses considered for area D credit. GEC will be beginning the approval process in the near future. Departments that want to propose new courses for area D credit under the new guidelines, should submit them first to the CAP committee of CA&S. This semester GEC will complete a similar revision of the LDGE-area C goals and objectives. The purpose is the same as it was for the area D revision - to make more area C courses available to students. GEC will bring the proposal to the EC and Senate. GEC is beginning a review of all existing courses which are currently approved for meeting the Critical Thinking requirement, to see how well they are meeting the goals and objectives set out for these courses. GEC set up a task force last semester to consider how our students are currently fulfilling the Computer Competency requirement, and to suggest possible ways to improve the process. GEC has received the report of the task force, and is now considering it. GEC hopes to bring recommendations for changes to the senate before the end of the academic year. Peter Amade will be completing his term as GE Coordinator at the end of this AY. A replacement will need to be appointed. GEC will be crafting a job announcement for an internal search for a new coordinator.

#### **XIV. Old Business**

##### **A. AS CSU Draft Report on "CSU at the Beginning of the 21<sup>st</sup> Century"**

Important issues of discussion at the Senate Chair's meeting last week were freshman preparation, the proportion of adjunct faculty, independent doctoral degrees, the impact of faculty retirement, and funding of growth. Senator Dee Dee Alpert has put forward an amount of time into the Master Plan discussion. There was discussion at EC about the appropriateness of independent doctoral degrees. It was also noted that the report does not effectively address the recruitment and retention of underrepresented groups including women in specific disciplines. One recommendation was that the CSU should be given the right to hire the Forgivable Loan Program recipients without conducting national searches. It was suggested that the report ought to give more recognition to the contributions of non-tenured faculty. It was recommended that CSU explore ways to enable students to transfer to UC campuses. Chair Gonzalez has asked EC to forward any comments regarding the draft report to him, V-chair Morris, or Flora Aguiña, Senate staff support. In approximately two week the Senate plans to forward all responses to ASCSU Chair Kegley.

#### **XV. New Business**

##### **A. YRO Issues for Senate**

Chair Gonzalez raised questions of about the impact of Year Round Operations (YRO) on faculty governance. Potential changes will not occur immediately but standing committee chairs should be aware of issues. Copies of current YRO operating decisions were distributed. Operating decisions that will require academic policy will involve the senate.

##### **B. Student Records Task Force Liliana Castañeda-Rossmann Time Certain 12:45**

There is no official policy in place regarding the issue of retaining, storing, and disposing of student records. Facility Services indicates that there is abundant amount to store student records rather than in faculty offices. However, each box must contain an account number along with date to destroy. It will cost the university a fee to destroy student records. SAC has created a sub-committee that will review and create guidelines for faculty and students to refer to. This task force seeks input from EC.

**Motion #4** M/S/P (Styles/Thompson) Unanimous  
To endorse a SAC Task Force to establish guidelines regarding Storage of Student Records.

**C. NEAC Recommendations**

**Statewide Student Research Competition Judge**

Jackie Trischman

**Institutionally-Related Activities Committees**

Jackie Trischman

**Motion #5** M/S/P Unanimous

To approve the preceding names

**D. FAC Wang Family Excellence Award**

FAC endorses the Wang Family Excellence Award recommendations made by the Wang Award Nominations Committee and we will work on drafting a policy this spring.

The meeting was adjourned at 2:02 PM.

The next Executive Committee Meeting will be February 21, 12:00-2:00 in Commons 206

Flora Aguiña

Staff Secretary, Academic

Senate