

## MINUTES

**Executive Committee Meeting  
Academic Senate  
Wednesday, May 9, 2001  
Commons 207  
12 noon**

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**Present:**      **G. Gonzalez, Chair**                      **B. Morris, Vice-chair**  
                   **D. Garcia, APP**                                      **G. Diehr, BLP**                                      **L. Stowell, FAC**  
                   **M. Roark, GEC**                                      **D. Formo, LACAC**                                      **J. Powell, NEAC**  
                   **A. Styles, SAC**                                      **S. Thompson, LIS**

**Ex-Officio:**      **Pat Worden, VPAA; K. Trujillo, CFA**

**Absent:**            **D. Montanari, Secretary/ASCSU Rep., Alexander Gonzalez, President, T. Allison, Asst. to the President; Humberto Garcia, Jr., ASI rep.**

**I.            Approval of Agenda**

**ADD:**            XI. Committee reports: FAC  
                       XII. New Business  
                       A. Election of Senate Officers  
                       B. On-line Course Evaluations  
                       C. APP COAS Supervision Courses  
                       D. PAC Resolution on PEP Process  
                       E. NEAC Nominations  
                           BLP  
                           YRO  
                           Leadership Planning Task Force

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

**II.           Approval of Minutes 4/18/01**

**CHANGE:**        Header to May 2, 2001

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

**III.          Chair's Report, Gerardo Gonzalez:**

**A.           Report from Cabinet**

Marc Mootchnik, from the CSU Office of General Counsel, has been assigned to provide legal counsel to CSUSM. Among Mr. Mootchnik's areas of expertise are personnel matters. The Cabinet discussed a new proposal to save energy costs for Summer 2001. The new proposal includes a utility cost analysis of 9/80 and 4/10 staff schedules. The proposal would not be mandatory for faculty and may not be feasible for units, such as Instruction & Information and Technology Services (IITS) and the Library. The YRO Steering Committee reviewed campus requests for the one-time transition funds for 2001-02. The recommendations have been forwarded to Cabinet. Cabinet will consider the recommendations at a later meeting. IITS is gathering feedback on the current campus website. Many concerns have been voiced about the navigability of the campus website. Please direct feedback to Teresa Macklin from IITS. During the year, several important campus events have been scheduled at the same time. An event scheduler software application will be available to the university community via the web by the end of the year. The goal is to reduce the number of schedule conflicts between campus activities.

**B. Referrals to Committees**

NEAC Institutional Review Board.

**C. Announcements**

Please RSVP for the Academic Senate Executive Committee retreat on Wednesday June 6 from 8:30 AM to 3 PM. The retreat will be held at the Bridge Room, Quail's Inn, Lake San Marcos. Invited administrative representatives will join the retreat at noon for lunch and dialogue. President Gonzalez invites the EC an end-of-the-year dinner. The dinner is scheduled for Wednesday, May 23 at 6:30 PM at the Bellefleur in Carlsbad. Please RSVP to Carol Ensley by May 16. All documents for the May 16 Senate agenda including standing committee annual reports are due in the Senate Office as soon as possible.

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

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

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

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

The committee for Extended Studies Dean interviewed two candidates. The search committee will meet tomorrow and hope to wind up the search in two weeks.

**VIII. Student Report, Humberto Garcia:** Absent

**IX. Statewide Senate Report, Dick Montanari:** Absent

**X. CFA Report, Keith Trujillo:** No report

**XI. Committee Reports: APP/BLP/FAC**

**LACAC:** Seeking Senate endorsement of resolution on Intellectual Freedom Principles. LACAC is interested in collaborating on a policy regarding "Intellectual Property." Chair Gonzalez indicated that a joint referral to LACAC and FAC on an intellectual property policy for next year is appropriate.

**NEAC** Annual report submitted. Clarification is needed concerning History faculty representation on GEC. Currently, History faculty can elect to be a Humanities or Social Science representative on GEC. This has caused some confusion. Ballots for the faculty referendum on proposed amendments to the Academic Senate Constitution & Bylaws did not meet the minimum requirement. NEAC may consider the issues for the next referendum. Incoming Senate Standing Committee chairs are Kathy Norman for NEAC and Janet McDaniel for FAC.

**FAC** Annual report submitted. FAC noted disagreements over particular points of the Administrative Faculty Search Procedures. Disagreement centered on Equal Opportunity Assistants (EOA), Dean sitting on faculty search committees, and AVPAA approval of qualifications. With respect to Department Chairs responsibilities, there was disagreement on the procedures for chair's election and the term for chairs.

**XII. Old Business****A. FAC Retention, Tenure, and Promotion (RTP) Procedures**

EC provided further feedback. Discussion focused on collective bargaining agreement compatibility, confidentiality, size of WPAF, and conditions for continuing to serve on the PRC/RTP committee.

**XIII. New Business**

**A. Election of Senate Officers**

L. Stowell brought to EC's attention that the Senate should consider a ballot process for senators to elect senate officers. The matter was referred to NEAC for review as a possible referendum issue.

**B. On-line Course Evaluations**

The process for evaluating on-line courses needs to be reviewed. The current procedure does not preclude faculty from having access to evaluations before grades are submitted. The discussion turned to procedures for evaluating all courses and the modifications to evaluation forms that are underway. The matter needs to be considered by FAC and LACAC next year.

**C. APP COAS Supervision Courses**

APP proposal updates accounting of COAS supervision courses. There was brief discussion of a possible referral item for APP to consider an equitable assignment of CS numbers to supervision courses within the various colleges.

**Motion #3** M/S/P (Roark/Stowell)

To agendize the APP proposal for Consent Calendar on May 16 Senate agenda

**D. PAC Resolution on Program Evaluation Policy (PEP) Process**

EC received PAC proposal for Senate consideration. No representative of PAC was available today. Chair Gonzalez will invite PAC representative to EC and Senate meetings next week.

**E. NEAC Nominations****Budget & Long-Range Planning**

Kit Herlihy (LIS)

**YRO Academic Policy, Calendar, and Curriculum Team**

Michael McDuffie (COAS)

Kamo Ng-Alston (At-large)

Janet Powell (COE)

**Leadership Planning Task Group**

Rajnandini Pillai

**University Computing & Telecommunications Committee**

Graham Oberem (At-Large) 01-03

Sandy Parsons (COE) 01-03

Sue Thompson (LIS) 01-03

Motion was made to approve the NEAC Nominations.

**Motion #4** M/S/P (Roark/Stowell)

To approve the NEAC Nominations

The meeting was adjourned at 2:02 PM.

The next Executive Meeting will be May 16, 12:00-1:15 PM in Commons 206

Gerardo Gonzalez and Bud Morris

Chair and Vice-Chair, respectively, Academic

Senate