

**ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
May 15, 2002**

Minutes

Attendance

- Present:** Bud Morris – Chair, Dick Montanari – V. Chair, (underline denotes 2002/03 Senators)
Peter Arnade, Mark Baldwin, Don Barrett, Kristin Bates, Katrina Baughman, Bonnie Biggs, Rochelle Boehning, Glen Brodowsky, David Chien, Margret Crowdes, Vicki Fabry, Gina Grimshaw, Rocio Guillen, Mary Thomas Keim, Kara Kornher, Janet McDaniel, Michael McDuffie, Ofer Meilich, Yvonne Meulemans, Dreama Moon, Kathy Norman, Graham Oberem, Youwen Ouyang, Sandy Parsons, Raj Pillai, Janet Powell, Patricia Prado-Olmos, Michael Schmidt, Wesley Schultz, Laurie Stowell, Susan Thompson, Jill Watts, Shaun-inn Wu, Zhiwei Xiao
- Not Present:** Sharon Hamill – Secretary, Roger Arnold, Vivienne Bennett, Robert Black, Maria Luiza Dantas, George Diehr, Sharon Elise, Soheila Jorjani, Carmen Nava, Brian Norris, Jill Pellettieri, Amber Puha, Liliana Rossmann, Linda Shaw, Keith Trujillo, Kathleen Watson, Laura Wendling, Anibal Yañez-Chavez
- Ex-Officio:** Steve Lilly – Dean COE, Spencer McWilliams – Dean COAS, Norm Nicolson – Dean IITS, Marion Reid – Dean Library, Robert Sheath – Provost
- Guests:** David Barsky – AVPAP, Bettina Huber – Director Analytic Studies, Steve Nichols – Assoc. Dean COAS, Eileen Oliver – Assoc. Dean COE, Richard Riehl – Exec. Director Enrollment Services, Mary Elizabeth Stivers – AVPAR
- Staff:** Marcia Woolf, AS Coordinator

I. Approval of Agenda

ADD: XII. Consent Calendar

APP/GEC Curriculum Calendar

**NEAC Recommendations
Academic Council on International Programs
Oliver Berghof, 2002/05**

XIV. New Business

**A. NEAC Changes to Election Standing Rules – 1st Reading, waiver requested
(Renumber remaining items under New Business)**

DELETE: XII. Consent Calendar

**NEAC Recommendations
Faculty Center Advisory Council
Alyssa Sepinwall**

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

II. Approval of Minutes: 5/1/02

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

III. Chair's Report: Bud Morris

A. Welcome to New Senators: Bud Morris welcomed new Senators attending this joint meeting, noting that only 2001/02 Senators would have voting rights during the course of the meeting. Morris noted that 8 Senators were re-elected, and 19 new Senators were elected.

B. Announcements: The RTP timetable for 2002/03 provided by FAC is attached as an information item. Mary Elizabeth Stivers indicated that the timetable requires Presidential approval.

FAC RTP Timetable 2002/03 (added to agenda and taken out of order)

Morris asked whether there were any substantive changes made to the calendar other than the assignment of dates. Janet McDaniel responded that the dates were arranged to align as closely as possible to this year's dates, even though the academic year is changed next year.

Motion #3 M/S/P (Schmidt/McDuffie)
To approve the RTP Timetable for 2002/03 as presented

Morris encouraged faculty to vote on the referendum. We have received 54 ballots so far, and will need 97 ballots for a successful referendum. The deadline to vote is 5 p.m., Tuesday May 21.

IV. Vice-Chair's Report, Dick Montanari: No report.

V. Secretary's Report, Sharon Hamill: Morris reported on behalf of Sharon Hamill that the following Academic Senate/Executive Committee items have been documented for the University and have been forwarded for administrative approval or response:

FAC Faculty Personnel Policies and Procedures for Promotion, Tenure, and Retention
FAC Application for Salary Increase for Market or Equity Purposes

VI. President's Report, Alexander Gonzalez: Robert Sheath noted that the President is attending a systemwide meeting.

VII. Provost's Report, Robert Sheath: Sheath welcomed Mary Elizabeth Stivers back to work on a part-time basis. He also noted that the recent rumor that the copy center was moving is unfounded.

The Budget Task Force is starting to develop a budget protocol, and will be presenting a first draft to BLP tomorrow morning. The President and VP for Finance & Administrative Services will also present budget information to BLP at that meeting.

The Academic Blueprint Committee has met several times and has produced the draft document attached to today's agenda. They are still in the formative stages and welcome feedback (direct comments to Sheath or co-Chair Morris). The draft will also be discussed with BLP tomorrow.

The Collegial Governance Task Force had its initial meeting and will meet again prior to semester's end. Sheath and Bonnie Biggs are co-Chairs of that committee. Their initial efforts are to determine the parameters on how to proceed in defining collegial governance, and setting some goals for future efforts.

The Commencement Committee is desperately in need of faculty marshals for commencement on June 1 (there are three separate ceremonies). They need a minimum of 24 (30 preferred), and currently only have 15.

Montanari asked whether the recent announcement by the Governor regarding a doubling of the shortfall would have any effect on our budget situation. Sheath responded that it may not have an immediate effect, but there may be change

in the future as a result. Rick Moore indicated that yesterday's news release indicated no effect on this year's budget, and that it may be too early to tell whether there might be an impact to next year's budget.

VIII. ASCSU Statewide Senator's Report: Sandy Parsons: She and Montanari attended the last plenary session of the year on May 1-3, and a report of that meeting is attached to today's agenda. Highlights included a resolution requesting that the administration to allow campuses more leeway in implementation of the CMS (PeopleSoft) Student Administration Module, since campus resources over the next couple of years will likely be limited; a resolution opposing SB 1646 (Alpert) which would mandate an undergraduate major at every public postsecondary institution in California; and a resolution requesting that the administration rectify the apparently inadvertent omission of the domestic partner benefits item from the newly ratified CBA. Finally, the Intellectual Property Task Force is continuing its efforts to develop a policy and hopes to have one ready in the Fall. A report from that committee was provided to our campus LACAC, which is also considering development of an IP policy.

IX. CFA Report: George Diehr: No report.

X. ASI Report: Katrina Baughman: A fashion expo is being held today from 11 a.m. to 2 p.m., and is enjoying a high turnout. In addition, the student leadership awards night was held May 3, and four clubs were recognized for their activities. Graham Oberem suggested that potentially noisy events, such as today's fashion expo, be held away from classroom areas to lessen disruption to teaching.

A member of the student advisory panel for the College of Business Administration offered a recommendation that evaluations of professors be conducted mid-semester to allow professors to address concerns before the semester's end. Janet McDaniel suggested that a student member be added to the FAC subcommittee which will be addressing student teaching evaluations next year.

XI. Committee Year-End Reports: Morris noted that the reports, which are used for planning in the succeeding academic year, are important records of work completed and items which should be addressed in future. (The reports for APP and SAC were made available at the meeting; the other committee reports were attached to the agenda.)

BLP: Janet Powell noted that page 4 of the BLP report contains a typographical error: Under the heading "BA in Physical Education and Kinesiology," the date in the first sentence should read "May 9, 2002."

Montanari indicated that the BLP Committee has developed a revision to the scheduling flow chart for UAMP (a hard copy was distributed). They moved submission of anticipated programs from Spring of the previous year to Fall of current year. This allows for program development efforts during Spring and Summer, and fits with the CAMP schedule better. This revision is an interim change to be used for the 2003/04 UAMP; a formal revised policy proposal will be brought to the Senate by BLP next year if the revised calendar appears to be working. A form to be used for submitting abstracts (Form A) will be available in a week or so on the Academic Programs website under Curricular Forms.

XII. Consent Calendar: The following 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 vote.

APP/GEC Curriculum Calendar

APP Course & Program Change Proposals Shaun-inn Wu noted that only items 58 through 118 are subject to approval today.

NEAC Recommendations:

Academic Council on International Programs
Oliver Berghof, 02/05

Parking Advisory Group
Karno Ng, 02/03

University Computing & Telecommunications Committee

Robert Black, COBA 02/04

Motion #4 M/S/P (unanimously)
To approve the consent calendar as amended

XIII. Old Business

A. GEC LDGE Area C Revision – 2nd Reading

Peter Amade re-introduced the item on behalf of GEC, noting that the chairs in the Humanities fully support the revision.

Motion #5 M/S/P (unanimously)
To approve the LDGE Area C Revision as amended

B. GEC LDGE Area C New Course Proposal Form – 2nd Reading

Amade noted two changes which should be made to the form. Under Item A, at both C1 and C2, the sentence preceding the bullets should read “...~~should~~ shall serve....” In addition, under Item B, the first line should read “... requirement in your course....”

Motion #6 M/S/P (unanimously)
To approve the new Area C Course Proposal Form as amended

C. GEC LDGE Area D New Course Proposal Form – 2nd Reading

Amade noted two changes which should be made to the form. Under Item A, at both C1 and C2, the sentence preceding the bullets should read “...~~should~~ shall serve....” In addition, under Item B, the first line should read “All ~~Humanities~~ Social Sciences core courses...requirement in your course....”

Motion #7 M/S/P (unanimously)
To approve the new Area D Course Proposal Form as amended

D. GEC Recertification Resolution – 2nd Reading

Michael McDuffie re-introduced the item on behalf of GEC, noting that the committee hopes this revised approach to recertification and review of upper division general education will not only streamline the process for both the department and the reviewers, but also provide more meaningful information for GEC’s review.

Motion #8 M/S/P (unanimously)
To approve the Recertification Resolution as presented

E. APP Certificate Policy – 2nd Reading

Wu re-introduced the proposed policy revision on behalf of APP.

Motion #9 M/S/P (unanimously)
To approve the Certificate Policy revision as presented

XIV. New Business

A. NEAC Changes to Election Standing Rules – 1st Reading, waiver requested

Motion #10 M/S/P (Parsons/Stowell)
To waive the rules for a 1st reading

Kathy Norman introduced the item, explaining that the changes proposed to the Rules reflect current practice, as well as the movement of language regarding election procedures from the Constitution and Bylaws to this document. Ofer Meilich offered the following friendly amendment, accepted by NEAC:

Page 5, Statewide Academic Senate Representative Elections, #2, second sentence:

“~~Each spring~~ When appropriate, NEAC shall put out a call....”

Sandy Parsons offered the following friendly amendment, accepted by NEAC:

Page 5, Statewide Academic Senate Representative Elections, #4:

“The statewide academic senator shall be elected by March 1 of each election year.”

An oral vote was taken.

Motion #11 M/S/P (one abstention)
To approve the revised Election Standing Rules as amended

B. BLP Academic Blueprint

Powell introduced this information item, noting that no action need be taken. The Academic Blueprint Committee has been working on this draft, still in its planning stages. Questions should be directed to your departmental representative on the Committee. Sheath noted that it is considered a ten-year planning document and he expects there to be changes. The final document will bear a footnote which explains that new program proposals will be entertained in the usual manner. The blueprint will feed the UAMP.

C. APP/BLP P.E. & Kinesiology Major – 1st Reading, waiver requested

Motion #12 M/S/D (Chien/Korner) 8 for/9 against/5 abstentions
To waive the rules for a 1st reading

Although the motion to waive the rules was defeated, Morris invited discussion for the purpose of providing input to the committees.

Steve Nichols provided a history of the efforts behind the proposed major, noting that it was the product of ten years of work. In 1992, the founding faculty discussed such a major and had formed an exploratory committee. The proposed major is academically rigorous, and was designed with teacher preparation in mind at least initially. Other campus faculty involved in the project include Betsy Read and Joe Keating. Outside consultants include a professor emeritus from CSU Los Angeles, a NASA Ph.D., and a professor of exercise science from Grossmont College. The proposal has benefited from extensive review, including review by many COAS faculty including department chairs Vivienne Bennet and Vicki Fabry, CAP, BLP and APP. He added that there exists a high demand for such a major by students. He noted that references to a physical education department could be changed to read "physical education program." Finally, for he noted that an additional chemistry course should be added, which is a prerequisite for one of the biology courses. He discussed this matter with Paul Jasien who supports the proposal, but suggested to chemistry department design a more suitable course for the program.

Michael Schmidt stated his concern that, were the new major to create a large influx of students, it could change the nature of that prerequisite chemistry course which is used to prepare chemistry and biology majors. While conceding that a new course could be developed, Schmidt expressed concern that it was only recently discovered that one of the required upper division biology courses had a lower division prerequisite, and that in the past month several challenging biology and chemistry courses have been added to the program.

A CSUSM student who hopes to teach martial arts spoke in favor of adding the major.

Nichols responded to Schmidt by stating that the lower division biology and chemistry courses were added to

address concerns that the major was not academic or rigorous enough. The developers' oversight in this regard, he added, was not indicative of the process throughout.

Parsons described the program as well rounded, and expressed her appreciation for the inclusion of two courses on adaptive physical education.

Oberem expressed his concern about the academic content of the program, in particular the lack of an introductory physics course on force and motion. He also noted that the description of the PE 300 course, Biomechanics of Human Movement, is that of an upper division physics course, and there is no preparation for that at the lower division. He also questioned the categorization of this course as a PE rather than physics course. Betsy Read responded that it is common within the CSU to place biomechanics courses within Physical Education. Nichols noted that a lower division preparation course could be added, but that the major is currently down to five or six units of upper division free electives.

After some additional comments, the discussion was concluded and no action was taken on the item.

F. IRB IRB Policy Revision – 1st Reading (taken out of order) Gina Grimshaw

The old Institutional Review Board (IRB) working document was never formalized, and it is proposed that the revised document be formally adopted as policy. It consists primarily of language prescribed by the federal government and not subject to modification. It also proposes a change to the board's structure; namely, that the five faculty members – which served staggered two year terms – are recommended by NEAC, and appointed by the Provost. Other board members include a student, a community member, a Foundation representative, and the AVP for Research as our institutional representative. A friendly amendment was offered and accepted to change references to “teaching faculty” to “faculty.” A friendly amendment was offered and accepted to explicitly state which member of the IRB shall have voting privileges.

Motion #13 M/S/P (Schmidt/Parsons) (unanimously)
To waive the rules for a 1st reading

An oral vote was taken.

Motion #14 M/S/P (unanimously)
To approve the IRB Policy as amended

D. NEAC Faculty Service while on Leave Policy – 1st Reading

Norman reviewed the proposed policy which states that faculty on leave may not serve on the Senate nor on college PRCs nor University-wide committees during the period of leave, but may run for such an office while on leave in order to serve upon their return. Further, the policy states that faculty may vote while on leave (except in the case of personal leaves of absence without pay) provided they notify the Senate office prior to their leave. Norman noted that the policy, if approved, would be amended to refer to the “Promotion and Tenure Committee,” rather than the “Retention, Tenure and Promotion Committee,” in order to be consistent with the newly approved tenure policy.

Motion #15 M/S/P (Schmidt/Brodowsky) (unanimously)
To waive the rules for a 1st reading

An oral vote was taken.

Motion #16 M/S/P (unanimously)
To approve the Faculty Service while on Leave Policy as amended

E. APP Resolution regarding Originators of Proposals – 1st Reading

Wu introduced this proposed resolution which states:

“Whereas, The curriculum is within the purview of the faculty; now,
therefore, be it

“Resolved, That any changes to, deletions, or additions to curriculum must be initiated by a faculty member.”

Motion #17 M/S/P (Parsons/Schmidt) (1 abstention)

To waive the rules for a 1st reading

After a brief discussion, a friendly amendment was offered to change the wording to “must have a faculty member as originator.”

Oral votes were taken.

Motion #18 M/S/P (Schmidt/Stowell) (unanimously)

To amend the resolution

Motion #19 M/S/P (2 noes)

To adopt the resolution as amended

G. APP Student Summer Course Load Policy – 1st Reading

Wu distributed copies of a proposed policy which addresses how to determine course overload during a summer term, and procedures for securing approval for additional courses. The new policy, if approved, would take effect Summer of 2003. Following a brief discussion, a motion was made to waive the rules.

Motion #20 M/S/P (Brodowsky/Schmidt) (unanimously)

To waive the rules for a 1st reading

Motion #21 M/S/P (1 no)

To approve the Student Summer Course Load Policy as presented

Bud Morris thanked the 2001/02 Senate, Executive Committee, and Marcia Woolf for their efforts throughout the year, and acknowledged the incoming officers: Dick Montanari, Chair; Bonnie Biggs, Vice-Chair/Chair Elect; and Glen Brodowsky, Secretary. McDuffie expressed his appreciation for Morris’s efforts during his term as chair, which was met with a round of applause.

H. EC Recognition of New Officers & New Senators Dick Montanari

Montanari thanked Morris for his good work and noted that Morris had fulfilled his role as chair with dignity, collegiality and civility, and noted that he hoped to continue in his new role as chair in that same tradition. He also noted that the annual Executive Committee retreat would be held in the Fall this year, and is scheduled for August 27. The first Senate meeting and new Senator orientation would be held August 29, following the morning convocations.

He asked those new Senators present to introduce themselves.

Meeting adjourned at 3 p.m.
Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Glen Brodowsky, Secretary 02/03

Date: _____