

**ACADEMIC SENATE  
OF  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
October 3, 2001**

**Minutes**

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**Attendance**

**Present:** Bud Morris – Chair, Dick Montanari – V. Chair, Sharon Hamill – Secretary, Peter Amade, Mark Baldwin, Don Barrett, Vivienne Bennett, Bonnie Biggs, Glen Brodowsky, Maria Luiza Dantas, George Diehr, Sharon Elise, Vicki Fabry, Gina Grimshaw, Rocio Guillen, Kara Kornher, Janet McDaniel, Michael McDuffie, Ofer Meilich, Carmen Nava, Kathy Norman, Graham Oberem, Youwen Ouyang, Sandy Parsons, Jill Pellettieri, Patricia Prado-Olmos, Liliana Rossman, Michael Schmidt, Linda Shaw, Laurie Stowell, Susan Thompson, Kathleen Watson, Shaun-inn Wu

**Absent:** Roger Arnold, Bonnie Bade, Robert Black, Rochelle Boehning, David Chien, Soheila Jorjani, Brian Norris, Amber Puha, Wesley Schultz, Keith Trujillo, Jill Watts, Laura Wendling, Anibal Yañez-Chavez

**Ex-Officio:** Robert Sheath – Provost, Francine Martinez – Vice President Student Affairs, Spencer McWilliams – Dean COAS, Steve Lilly – Dean COE, Marion Reid – Dean LIS, Candie Halstead – Staff

**Guests:** David Barsky – AVPAP, Mary Elizabeth Stivers – AVPAR, Pat Worden – Dean Graduate Studies, Bettina Huber – Institutional Research, Norm Nicholson – IITS, Steve Nichols – Associate Dean COAS, Regina Eisenbach – Associate Dean COBA, Ed Thompson – AVPAR, Gerardo Gonzalez – Past Chair 00-01

**Staff** Marcia Woolf, AS Coordinator

**I. Approval of Agenda**

**ADD: XI. Consent Calendar, NEAC Recommendations**

**Budget & Long Range Planning Committee**

Karno Ng, At-Large 00-02

**Retention, Tenure & Promotion Committee**

Kathleen Watson, COBA 01-03

**Professional Leave Committee**

Zhiwei Xiao, COAS 01-02

**University Space Committee**

Rosario Diaz Greenberg, COE  
Val Callanan, COAS

**University Student Scholarship Committee**

Val Callanan

**Search Committee, Director of Financial Aid & Scholarships**

Zhiwei Xiao

**ADD: XII. D. Resolution Endorsing the Teach-In**

**CORRECT: XI. Consent Calendar, NEAC Recommendations**

Spelling of Bonson – should be von Son

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

**II. Approval of Minutes: 9/5/01**

**CHANGE: Motion #3**  
Should be “To approve the consent calendar”

**XI. Consent Calendar**

Should be “APP Course and Program Change Proposal”

**VII. Provost’s Report, paragraph 3**

“Other members are Bud Morris, Mary-Elizabeth Stivers, Sandra Punch, Carol Bonomo and Suzanne Green. Robert Sheath is the chair and Stephen Garcia is co-chair.”

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

**III. Chair's Report, Bud Morris:**

**A. Reports**

The Niche Committee met again and continues its efforts to narrow the focus of the niche alternatives. Another forum was held which was attended primarily by staff. University staff generally find the signature program approach more compelling than the other approaches.

The Academic Roundtable held its first meeting. Wayne Veres gave a presentation on CMS PeopleSoft including a timetable for conversion from Banner, how the transition will occur, and the benefits to be gained from converting. Peter Zwick discussed the issue of international students and their impact on campus diversity, graduate programs, and enrollment fees. The low Fall enrollment was also discussed, including plans for improving enrollment in the Spring.

Don Barrett asked about the COAS faculty's request that the Executive Committee look into the matter of the faculty absence form. Bud Morris responded that the matter has been discussed in Executive Committee, and that a campus risk management specialist would be addressing the Executive Committee at its next meeting.

**B. Referrals to Committees**

APP	Double Use of Courses Between Majors and Minors
FAC	Shared Governance
GEC	Computer Competency Requirement
	Course Recertifications
	GE Science Lab/Non-Lab Courses
	LDGE – Area C Revision
	GE Assessment
	GE Forms Revision
	Double Use of Courses for GE and Other Programs
LACAC	Fair Use Policy
	Intellectual Property Policy (with FAC)
NEAC	University Global Affairs Committee
	University Student Scholarship Committee
	Budget & Long Range Planning Committee
	Service While on Leave Policy
	Amendments to By-Laws
SAC	FROSH Task Force
	Use of Student ID Numbers

Disposition Schedule for Student Records  
Student Grievance Policy

**C. Announcements** None.

**IV. Vice-Chair's Report, Dick Montanari**

No report.

**V. Secretary's Report, Sharon Hamill**

No report.

**VI. President's Report, Alexander Gonzalez**

The Provost reported that the President is off campus today. The Cabinet has approved a four and a half-day workweek for next summer. Office hours will be Monday through Friday, 7:30 AM to 5:30 PM, and Friday, 7:30 AM to 11:30 AM. This work schedule should provide substantial power savings. This work schedule will be in effect after commencement on June 3rd and until the faculty return in August.

A task force has been formed for campus cultural events including the arts and lectures series. This task force will coordinate events and establish a University wide calendar on-line.

**VII. Provost's Report, Robert Sheath**

Enrollment for Fall is significantly down. Our target was 5160 and the campus has enrolled 4839 FTE. Our student average unit load is almost the lowest in the system. Efforts have begun to increase enrollment for the Spring. The President will meet with the systemwide Executive Committee and ask that efforts be made to coordinate enrollment with nearby campuses (San Diego State University took on an additional 1000 students this Fall). The effect of this lowered enrollment on our budget is the possibility of a \$1.6 million loss of state revenue next year. Many issues are being looked at including the fee payment system, average unit load, and marketing efforts.

The university budget committee continues to meet weekly and will be looking at models within and without the CSU system for best practices.

Efforts continue on developing an academic blueprint, incorporating students' interests and regional needs. Focus groups include faculty, students, and external constituencies.

Regarding the upcoming Teach-In, campus administration has consulted with the Chancellor's Office which asks that faculty use their discretion in terms of the pedagogical needs of the students. There are no plans to take punitive action.

**VIII. ASCSU Statewide Senator's Report, Sandy Parsons**

Sandy Parsons will send an e-mail report to all regarding the first plenary session of the statewide Academic Senate. The fall Academic Senate conference is scheduled for the end of November in San Diego, and its theme is "Quality Education through Diversity." The conference is attended by members of the statewide Academic Senate, campus chairs, the Board of Trustees, and Chancellor's Office staff.

**IX. CFA Report, George Diehr**

The Teach-In will be held on campus October 25th from 10 AM to 2 PM. Stanley Aronowitz will speak at noon. The Senate will be asked to adopt a resolution today endorsing the Teach-In.

**X. Committee Reports:**

**BLP:** No report.

**FAC:** The committee continues to work on revising the RTP document and hopes to present to full Senate soon. Prior to bringing it to the Senate, there will be two town hall meetings held to discuss the proposed policy in order to air issues and build consensus.

**LACAC:** No report.

**NEAC:** The committee continues to accept names of volunteers for committee openings, and is also working on revising outdated language in the Constitution and revising the policy regarding faculty on leave.

**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.**

**NEAC Recommendations:**

**Academic Senate** Soheila Jorjani, COBA 01-02

**APP** Gilbert Valadez, COE 01-03

**GEC** Michael McDuffie, COAS (HUM/FA) 01-02

**LACAC** Bonnie Biggs, LIS 01-02

**PAC** Mark Stengel, LIS 01-02

**Other Committees:**

**University Global Affairs Committee**

Hua Yi, LIS 01-03

**Professional Leave Committee**

Miriam Schustack, At-Large 01-03

Vivienne Bennett, COAS (SS) 01-03

Zhiwei Xiao, COAS 01-02

**Faculty Center Advisory Committee**

Charles J. DeLeone, COAS (ID) 01-03

Judith Downie, LIS 01-03

**Institutional Review Board for Human Subjects**

Joan Hanor, COE 01-03

**Outstanding Professor Award Selection Committee**

Donna Goyer, 01-02

**Disability Issues Advisory Committee**

Carlos von Son

**Substance Abuse Advisory Council**

Dreama Moon

**Search Committee, Director of Financial Aid & Scholarships**

Reuben Mekenye

Zhiwei Xiao

**University Niche Committee**

Jennifer Jeffries, COE

**University Student Scholarship Committee**

Toni Hood, COE

Val Callanan, COAS

**Budget & Long Range Planning Committee**

Kamo Ng, At-Large 00-02

**Retention, Tenure & Promotion Committee**

Kathleen Watson, COBA 01-03

**University Space Committee**

Rosario Diaz Greenberg, COE

Val Callanan, COAS

**Motion #3** M/S/P (Schmidt/Hamill)

To approve the consent calendar

**XII. New Business****A. YRO Calendar**

Shaun-inn Wu reported that APP has discussed the YRO Calendar prepared by the YRO Calendar team and fully endorses it. Michael McDuffie, chair of the YRO calendar team, discussed the work that went into developing the calendar and the complex restraints imposed by various policy documents. He noted that, if a 12-week summer term were desired, this was the only calendar possible given these restraints.

**Motion #4** M/S/P

To waive the rules for a first reading

There was discussion regarding energy issues, eight-week courses, and using this summer term as one-half of an academic work year. The discussion was suspended for the following time-certain items.

**B. Service Learning, Lynda Gaynor (time certain 2:15 PM)**

Lynda Gaynor discussed the history of the service learning program at Cal State San Marcos and the recent decision by the governor to make funding available to develop service learning programs systemwide. A formal request will go out shortly inviting the faculty to submit course proposals to be funded by this program. Funding is available for any aspect of a service learning component within a course. A service learning subcommittee of APP will consider the proposals. Scholarships are also available for students to engage in a significant amount of service learning which is not related to a course.

**C. Regional and State Needs, Bettina Huber (time certain 2:30 PM)**

Bettina Huber has been meeting with associate deans to discuss emerging state and regional needs to be considered for academic program development. She distributed a document outlining existing or proposed programs addressing these needs. She is seeking feedback on this document. The document may be viewed at [http://www.csusm.edu/academic\\_affairs/stateregindex.htm](http://www.csusm.edu/academic_affairs/stateregindex.htm). The information will be used for strategic planning.

**A. YRO Calendar (discussion resumed)**

Concern was expressed regarding time available for turning in grades, specifically making them due by noon; David Barsky allowed that they could be turned in later than noon.

There was discussion regarding why the Senate was being asked to approve the calendar on such short notice. Several reasons for given including the need to print the catalog and the need to have the calendar in place for planning purposes.

**Motion #5** M/S/P (3 abstentions)

To extend the time for further discussion for 15 minutes

There was discussion regarding how this calendar relates to local community colleges' calendars. The calendar is similar, but summer starts a little earlier than many. This calendar provides the flexibility of variable length blocks. The calendar is also nearly the same as SDSU's.

**Motion #6** M/S/P (1 opposed, 3 abstentions)

To approve the YRO Calendar for 2002/2003 as presented

D. Resolution Endorsing the Teach-In

George Diehr introduced a resolution similar to those passed on the Fresno and Sonoma campuses.

**Motion #7** (McDuffie/Diehr)  
To waive the rules for a first reading

Laurie Stowell called for quorum. By show of hands it was determined that 24 out of 45 senators were present, constituting a quorum.

**Motion #8** M/S/P (McDuffie/Diehr)  
To waive the rules for a first reading

**Motion #9** (2 opposed, 1 abstention)  
To endorse the resolution on the Teach In

Meeting adjourned at 3:15 p.m.

The next Academic Senate meeting will be held November 7, 2001, from 1:15 – 3:00 p.m. in Commons 206.

Marcia Woolf, Academic Senate Coordinator

Sharon Hamill, Secretary

APPROVED:

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Sharon Hamill, Secretary 01-02                      \_\_\_\_\_ Date