

## MINUTES

**Executive Committee Meeting  
Academic Senate  
Wednesday, October 3, 2001  
Commons 206  
12 noon**

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**Present:**        **Bud Morris, Chair**                      **Dick Montanari, Vice Chair**    **Sharon Hamill, Secretary/GEC**  
                       **Shaun-inn Wu, APP**                      **Janet McDaniel, FAC**            **Bonnie Biggs, for LACAC**  
                       **Kathy Norman, NEAC**                      **Jackie Borin, SAC**                **Sandy Parsons, ASCSU**

**Ex-Officio:**        **Robert Sheath, Provost; George Diehr, CFA**

**Absent:**            **Alexander Gonzalez, President**

**Staff:**             **Marcia Woolf, AS Coordinator**

**I.        Approval of Agenda**

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

**II.       Approval of Minutes 9/26/01**

**CHANGE:**        XI. A. "It was recommended..." rather than "decided"

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

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

**A.       Academic Roundtable:** The Academic Roundtable held its first meeting last Tuesday. Cherine Heckman representing Richard Riehl gave a presentation on plans for improving enrollment. These include a direct-mail campaign, sending out letters of acceptance earlier, conducting a phonathon, and strengthening department liaisons in order to provide more information about programs.

Wayne Veres provided a report on the CMS PeopleSoft conversion. It is anticipated that the human resources module will be implemented in February of 2002, the finance module in 2004, and student records in 2005 or 2006. Benefits of switching to PeopleSoft include increased cooperation and collaboration between campuses, leveraging limited resources, and adopting best practices. CSUSM is part of the second wave of campus implementations and will benefit from lessons learned in the first wave.

Sandy Parsons noted that no financial assistance was provided to campuses by the Chancellor's Office for these implementations. Dick Montanari noted that this appears to be part of a move to coordinate and centralize campuses. Several committee members expressed concern about several aspects of the PeopleSoft conversion.

Peter Zwick gave a brief report on the recruiting and retention of international students. He noted that Sen. Dianne Feinstein is proposing a bill which would place a six-month moratorium on student visas. The senator is receiving much pressure to back off of this proposed bill. If it were to pass, it could have dramatic consequences, including reduced income from out-of-state tuition.

The members of the Academic Roundtable are David Barsky, Laura Coad, Beth Dobkin, Bettina Huber, Steve Lilly, Spencer McWilliams, Bud Morris, Mo Moustafa, Norm Nicholson, Marion Reid, Richard Riehl, Robert Sheath, Robert Stakes, Mary Elizabeth Stivers, Ed Thompson, Pat Worden, and Peter Zwick.

**C. Announcements:** The University Niche Committee will meet again on Monday. The University Budget Committee will meet tomorrow and will look at budget process from the time it comes to campus, and begin benchmarking process.

**IV. Vice Chair's Report:** No report.

**V. Secretary's Report:** No report.

**VI. President's Report:** The provost reported that the president is out of town.

**VII. Provost's Report:** Today's power outage was due to a broken tie breaker on the main panel. Reason for failure is being investigated. The outage has brought down the network temporarily.

The University Budget Committee plans to collect best practices from a variety of perspectives including universities outside the CSU.

Academic Blueprint efforts are underway and will include 6 to 8 faculty focus groups, student groups, community college groups, and high schools. Ed Thompson is leading this effort.

George Diehr asked whether there was any statement from the administration regarding the Teach In. The provost indicated that there would be no official statement from the Chancellor's Office, but that instructors were asked to use their discretion in terms of the pedagogical needs of the students.

**VIII. Statewide Senate Report, Sandy Parsons:** No report. A written report will be provided by email.

George Diehr asked about the report entitled The California State University at the Beginning of the 21<sup>st</sup> Century. Sandy Parsons believes the report is in final form and has been presented to the Board of Trustees, although it may have been in an abbreviated form during the Trustees' recent teleconference. Bud Morris invited interested parties to request a copy from the Senate office, and indicated that a town hall meeting or similar forum could be arranged to allow for a presentation on the report to the faculty.

**IX. CFA Report, George Diehr:** No report.

**X. Committee Reports:**

**FAC:** Committee is preparing a proposal regarding a Collegial Governance Task Force for next EC meeting.

Committee is continuing its efforts on the RTP document and hopes to be able to bring it to Senate in November or December.

**LACAC:** Committee is awaiting staff at-large and student representative; committee had no continuing faculty member in attendance at its first meeting.

Committee is researching past Intellectual Property policy efforts, which appear to have halted in 95/96, and is seeking clarification of its and FAC's charge. Janet McDaniel indicated her concern about the committees' lack of expertise regarding intellectual property law and that legal assistance would probably be needed. Bonnie Biggs offered to begin looking at existing policies from other campuses. Marcia Woolf offered to locate the draft and provide to FAC and LACAC. The chair requested the committees look at the draft and compare it to current policies at other campuses and then EC will decide how to proceed.

The Committee is also looking at Fair Use training opportunities and will be bringing a recommendation.

**NEAC:** Committee has additional recommendations (attached on goldenrod), and also adds Val Callanan who has volunteered for the University Space Committee and University Student Scholarship Committee as COAS representative. There are still a few vacancies to be filled.

Committee is also looking at reviving the Committee Data Sheet. This might help with the idea of having qualifications for

committee membership which the committee is considering.

Finally, the committee is working on revisions to the Constitution, as well as the policy on faculty membership on University committees.

## **XII. New Business, Items A and B were taken out of order by consensus**

### **A. NEAC Recommendations**

#### **Motion #3** M/S/P

To forward the following NEAC recommendations to the Senate.

#### ***Lecturers:***

##### **Outstanding Professor Award Selection Committee**

Open Seat, 01-02—Donna Goyer

##### **Faculty Center Advisory Committee**

Open Seat, 01-03—Judith Downie

#### ***Tenure Track Faculty:***

##### **Academic Senate**

Open Seat, COBA 01-02—Soheila Jorjani

##### **Academic Policy & Planning (APP)**

Open Seat, COE 01-03—Gilbert Valadez

##### **General Education Committee (GEC)**

Open Seat, COAS, HUM/FA 01-02—Michael McDuffie

##### **Library and Computing Advisory Committee (LACAC)**

Open Seat, LIS 01-02—Bonnie Biggs

##### **Budget & Long Range Planning Committee (BLP)**

Kamo Ng, At-Large 00-02

##### **Retention, Tenure & Promotion Committee (RTP)**

Kathleen Watson, COBA 01-03

##### **Program Assessment Committee (PAC)**

Open Seat, LIS 01-02—Mark Stengel

##### **University Global Affairs Committee (UGAG)**

Open Seat, LIS 01-03—Hua Yi

##### **Professional Leave Committee (PLC)**

Open Seat, At-Large 01-03—Miriam Schustack

Open Seat, COAS-SS 01-03—Vivienne Bennett

Open Seat, COAS 01-02—Zhiwei Xiao

##### **Faculty Center Advisory Committee**

Open Seat, COAS-ID Studies 01-03—Charles J. De Leone

##### **Internal Review Board for Human Subjects**

Open Seat, COE 01-03—Joan Hanor

##### **Substance Abuse Advisory Council**

Open Seat, Faculty—Dreama Moon

**Disability Issues Advisory Committee**

Open Seat, Faculty –Carlos von Son

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

Open Seat, Faculty---Ruben Mekenye

Open Seat, Faculty---Zhiwei Xiao

**University Niche Committee**

Open Seat, COE---Jennifer Jeffries

**University Student Scholarship Committee**

Open Seat, COE---Toni Hood

Open Seat, COAS---Val Callanan

**University Space Committee**

Open Seat, Faculty---Rosario Diaz Greenberg, COE

Open Seat, Faculty---Val Callanan, COAS

**B. YRO Academic Calendar**

Sandy Parsons wanted to ascertain that this language would not preclude tenure track faculty from having first option to teach during a third term. Robert Sheath commented that the administration wanted maximum flexibility and that he had asked the president to clarify the Chancellor's office position regarding trimesters. George Diehr noted that the CFA is currently bargaining regarding the issue of faculty who teach during a third term being credited with 12 months toward retirement.

Kathy Norman expressed concern regarding the unresolved issues, and the impact that changing the calendar would have on students and enrollment. Dick Montanari also expressed concern regarding the unresolved issues. Shaun-inn Wu responded that the calendar would have to be decided upon before it would be known what all the other issues are.

Robert Sheath noted that this is the only workable calendar given the constraints, and that it would be some time before another type of calendar might be considered. Shaun-inn Wu noted that the calendar would be presented to the president by the YRO committee and that if the Senate does not act on this calendar, it may be approved without input from the Senate.

Janet McDaniel asked how the elimination of the winter session would affect our FTE. Robert Sheath responded that he believes the calendar was student friendly and would increase our FTE.

Janet McDaniel asked whether this calendar was more in line with the community colleges calendars; the response was that it was more in line.

George Diehr expressed concern regarding COBA's ability to run six-week classes; the response was that there was nothing in the calendar to preclude COBA from running six-week classes.

**Motion #4** M/S/P (1 abstention)

To forward the YRO Academic Calendar to the Senate as presented.

The meeting was adjourned at 1:15 p.m.

The next Executive Committee meeting will be held October 10, 12:00-2:00 in Commons 206

Marcia Woolf, Academic Senate Coordinator

APPROVED:

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Sharon Hamill, Secretary 01-02

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Date