

MINUTES

**Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, March 20, 2002
Commons 206
12 noon**

Present: **Bud Morris, Chair** **Dick Montanari, Vice Chair**
 Shaun-inn Wu, APP **Janet Powell, BLP** **Bonnie Biggs, LACAC**
 Kathy Norman, NEAC **Jackie Borin, SAC**

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

Absent: **Alexander Gonzalez, President; Sharon Hamill, Secty.; Sandy Parsons, ASCSU**

Staff: **Marcia Woolf, AS Coordinator**

I. Approval of Agenda

ADD: **X. Committee Reports, SAC (following NEAC)**

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

II. Approval of Minutes of 3/13/02

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

III. Chair's Report, Bud Morris:

A. Announcements: The new Academic Blueprint Committee will meet for the first time this Friday. We will discuss the charge of the committee, as well as set up the process. We will also review the data generated by the previous blueprint committee.

The Collegial Governance Task Force has been approved by the President and Provost with the notation that the timetable seemed overly ambitious, since a report is due in March. The representative from the College of Arts and Sciences has yet to be determined. NEAC will contact Don Barrett regarding this.

We have learned of a student grievance recently filed, and have requested that the administrative review of the new Student Grade Appeals Policy be expedited in case it is needed for this matter. It is expected that the student will be required to complete the informal grievance process at the college level before proceeding. NEAC is directed to constitute a student grievance committee, starting with the last known members. The merits of the formal grievance are being investigated.

B. Referrals to Committees:

NEAC Constitute Student Grievance Committee

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

V. Secretary's Report: Sharon Hamill Absent.

The following Academic Senate/Executive Committee items have been documented for the University and have been forwarded for Presidential approval or response:

FAC Faculty Awards Policy
SAC Student Grade Appeal Policy

We have received presidential approval of the following item:

FAC Collegial Governance Task Force

VI. President's Report Graham Oberem has been named the Brakebill award winner for this year. We have also nominated professors for the Wang award, including Dr. Oberem. There will be an article in an upcoming edition of Tracks regarding these awards.

Library construction may be delayed in order to repair or replace the steel girder which fell yesterday. It is likely that the construction will be finished on time.

Preparation has begun for the new Field House and Student Union. In addition, the student housing project is expected to begin in the next couple of weeks.

The business building has been put on hold, since it is tied to the Governor's economic stimulus package which has now stalled. Therefore, the business building may need to be included as part of a bond election. The other building to be included in a bond issue is the humanities and social sciences building, to be built on the other side of the arts building. Chances for the bond issue passing are greater, since it is a gubernatorial election year which will result in a greater voter turnout.

President Gonzalez attended his first meeting of the President's Commission for Educational Excellence for Hispanic Americans, which was held last month in Washington. The Commission, which was chartered about eleven years ago, has already issued many reports and the current membership is reviewing those. Within the year, it hopes to provide the President and the Secretary of Education with recommendations on how to close the achievement gap for Hispanic Americans. The existing reports cover a broad range of areas including basic literacy and parent involvement, and deal with K-12 and higher education. The president will remain involved with the Commission through March of 2003. The Commission meetings are scheduled in different locations around the country.

Duke Cunningham recently helped secure for the campus a \$300,000 FIPSE grant for the Center for Books in Spanish and the Library.

Regarding the budget, the estimated budget cut figure of \$577,000 provided in January is now confirmed. In addition, we will not achieve the revenue from student fees as a result of the enrollment shortfall of approximately 200 FTES. There is some possibility of another reduction between now and June, but it appears unlikely at this time. Finally, in 2002/2003, we will experience a permanent reduction as a result of the permanent systemwide reduction of \$29.5 million.

There followed a discussion regarding the effects on the budget of not meeting and of exceeding estimated FTES.

The President thanked the Senate and Janet McDaniel for their work in reviewing and nominating faculty for the two presidential awards for teaching and creativity in research. Within a week or so the winners will be announced.

VII. Provost's Report: Robert Sheath The Academic Blueprint Committee will meet for the first time on Friday. Robert Sheath and Bud Morris will be co-chairs, each chairing portions of the discussion to maintain a true partnership.

The budget task force will be visiting the CSU Long Beach next Tuesday to learn about their budget development process, which appears to be a good model for our campus.

Sheath visited the College of Education for a discussion regarding workload, and characterized the meeting as a lively discussion and healthy debate. Specifically, the discussion was regarding administration support for faculty

development and the notion of providing assigned time for research. Janet Powell noted that the COE faculty have now formed a committee to address this issue. Sheath commented favorably that all three colleges are now addressing the issue of workload and assigned time and accounting for research.

VIII. Statewide Senate Report: Sandy Parsons Attending a conference.

IX. CFA Report: George Diehr Voting continues this afternoon and tomorrow, and faculty may vote via e-mail. It is expected that results will be known on Monday, March 25th. If ratified, the agreement must then be signed by the parties, at which time it will go into effect. A couple of issues within the contract have yet to be worked out: the effect of YRO on lecturers, and the faculty rights section as affected by SB 1212. Sheath asked whether the issue of untenured faculty members participating in faculty searches would be addressed. Diehr responded that he believed this would must wait to be addressed in the next full round of negotiations.

XII. New Business

B. Senate Office Budget (taken out of order)

Bud Morris indicated that Dick Montanari has expressed concern about the Senate budget in light of the significant reduction this year. Marcia Woolf prepared a brief document showing budget changes over the past few years and a substantial cut in course release funds this year. Salary savings totaling \$18,000 and a budget transfer correction in the amount of \$8100, both carried over from last fiscal year, have helped to provide additional funding for course releases. The current concern is that adequate funds be made available next year for course releases.

Montanari noted that there would be very little if any carryforward from this year into next. He noted that while other parts of the budget have remained fairly constant, there was a large increase in course release line in 2000/2001. Gonzalez noted that the office received funding for WASC in prior years. Woolf noted that WASC funding that could readily be identified was eliminated for this document, and that it was not apparent that course releases in prior years were in part for the WASC effort.

Montanari requested a meeting with Sheath and Morris in the near future to discuss the budget further, rather than try to take any action at this meeting. Morris noted that the budget is also related to the new business item regarding the Executive Committee Retreat. Sheath agreed to meet, but cautioned that the budget for next year is as yet unknown. He also noted that the Senate office, along with several other small units within Academic Affairs, was required to pay only about one-third of its due share of the recent fee revenue shortfall.

Janet Powell indicated that she understood she would receive a course release this year. Morris said that none was budgeted for her because the committee was not up and running until recently.

X. Committee Reports

BLP: No report.

LACAC: The committee will meet with the Director of Campus Enterprises tomorrow to discuss the copy center and its application of the campus fair use guidelines.

NEAC: The committee will begin working on language for the Constitution dealing with how to fill vacancies for Senate and for standing committees when faculty go on leave or leave the University. They are also revising a separate policy regarding faculty on leave, as well as procedures for election of officers. The committee is also moving forward with the spring election process as well as the election for a statewide Senator and the proposed revision to statewide Senate Constitution. It is hoped that the spring elections will be handled electronically. To this end, the committee is proposing changes to the standing rules for elections.

Norman requested confirmation of her understanding that both tenured/tenure track and full-time temporary faculty are eligible to run and to vote in Senate elections for Senate seats, standing committees and the statewide Senate. Shaun-inn Wu noted that when he was chair of NEAC he interpreted the Constitution that way. Morris asked whether temporary faculty should receive compensation for service on committees, and Diehr noted that at one time a stipend was made available.

SAC: The Student Research Competition was held last week, and six students/teams presented their research, all in the areas of psychology and biology. There was one community judge and three faculty judges. Two of the presentations are being combined and will go forward with the other four to the statewide competition at CSU Long Beach in May. Historically, entrants have drawn heavily from psychology and biology, and the committee has heard from some arts and humanities faculty that the statewide guidelines seem to discourage entries from their areas. The committee is looking at ways to encourage entries from those areas on our campus in future.

XI. Old Business

A. FAC RTP Document

In an effort to ensure that the RTP document passes this spring, Morris asked that the EC limit its discussions to items which may be critical for FAC to consider as it prepares the document for a second reading in the Senate in April.

Powell stated her belief that it is very important that the EC members do everything they can to assist in getting the document passed through the Senate. Morris agreed, and noted that there is general consensus regarding the major changes to the WPAF language, and that it would be a shame if another issue came up that prevented the document from passing.

Wu noted that McDaniel had sent a copy of the RTP document to RTP chair Richard Serpe. While the committee is currently working to complete its charge, it plans to meet to discuss the document and provide input to FAC. They have initial concerns regarding the definition of "item" as well as the notion of requiring a secret vote. Morris indicated that he appreciated the willingness of the RTP committee to provide input, but that it may not be possible to delay moving forward with the document in order to allow the committee time to provide input. He asked that the committee forward its recommendations to FAC as quickly as possible, even though it may mean a less thorough examination of the document.

Sheath noted that the document had received a favorable response from members of the Provost's Council. He also noted on behalf of Marion Reid that she had a concern regarding the language on the last page at number 4, item D, regarding departmental standards. It seems to provide a system of checks and balances for the College of Arts and Sciences, but not for the other two colleges and the library. This may not present a problem, however she wanted to point out the difference in standards.

Biggs told the committee that certain of the history faculty are concerned about the language "up to 7 items." Sheath noted that this concern is what prompted the change from the original language of "5 to 7 items." Powell noted that at some point, one must trust the process, the departmental standards, and the judgment of their colleagues.

Morris asked that additional concerns regarding the document be forwarded to FAC in time for their consideration prior to the second reading. Sheath recommended the EC members help to prevent the discussion in the Senate from drifting toward not trusting one's colleagues.

B. NEAC Constitutional Amendments 6-9

Amendment 6, Article 5.4: Norman noted a correction to the draft which should read, "during each of the fall and spring semesters." EC agreed to this amendment.

Amendment 7, Standing Committees: The question of adding the Faculty Center Advisory Council as a standing committee was discussed and decided against. In addition, Biggs proposed that LACAC be renamed "Library and Academic Technology Advisory Committee."

The discussion turned to the issue of splitting APP into two separate committees. Wu described the difficulty APP currently faces with its workload, and outlined the committee's proposal that the work be split between two committees: one to review curriculum (CRC) and one to address academic policies (APC). A written proposal outlining duties and composition of the committees was distributed.

Amendment 8, Article 6.1: NEAC will discuss this amendment (regarding filling vacant standing committee seats) at its meeting today. Please send any comments to Kathy Norman.

Diehr raised the issue of requiring the Colleges to elect replacement senators. The issue of electing alternate senators was discussed again. Morris suggested units elect two alternates.

Amendment 9, Article 6.4: Biggs provided arguments against removing LACAC from the Executive Committee. Sheath noted that Barsky strongly recommends that the PAC chair sit on the EC. Montanari argued against, in light of the routinized nature of that committee’s work. Diehr suggested that the new APC (proposed off shoot of APP) committee would be the policy making committee for assessment issues. Sheath noted that the new APC should have some linkage with the new CRC as well as with PAC. In this way, both CRC and PAC could be represented at EC through APC. Wu pointed out that committee chairs can be invited to EC as needed to address topics. Sheath argued for at least an indirect conduit between these committees and the EC. The group generally agreed to add the CRC chair to EC.

Morris suggested adding an Amendment 14 to address changes to APP duties. Next week, the EC will address amendments 11-12.

XII. New Business

A. NEAC Recommendation

Foundation Auxiliary Services Advisory Board

Youwen Ouyang, 01-03

Motion #3 M/S/P

To forward this recommendation to the Senate

B. Executive Committee Retreat 2002

This is both a budget issue as well as a timing issue. Morris suggested moving the retreat to the week prior to classes in the Fall, and using it for a planning retreat rather than a review of the prior year. Wu argued that outgoing chairs would have fresher information in the Spring, and that the beginning of Fall is a busy time for people. It would also be difficult to get the prior year’s chairs to attend. Montanari noted that the chairs’ annual reports would have captured the information needed for planning, and that the new chairs are asked to attend the Spring meeting, so in either case, “off-contract” chairs are required to attend. Morris noted that the summer break might allow for a different perspective on certain topics. The matter will be discussed again at a subsequent meeting.

The meeting was adjourned at 2:00 p.m.

The next Executive Committee meeting will be held March 27, 12:00-2:00 in Commons 206

Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Sharon Hamill, Secretary 01/02

Date: _____