

## MINUTES

**Executive Committee of the Academic Senate**  
**CALIFORNIA STATE UNIVERSITY SAN MARCOS**  
**Wednesday, March 27, 2002**  
**Commons 206**  
**12 noon**

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**Present:**      **Bud Morris, Chair**      **Dick Montanari, Vice Chair**      **Sharon Hamill, Secty./GEC**  
                   **Shaun-inn Wu, APP**      **Janet Powell, BLP**      **Janet McDaniel, FAC**  
                   **Bonnie Biggs, LACAC**      **Kathy Norman, NEAC**

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

**Guests:**      **Carolina Cárdenas, Director ACCESS; Cherine Heckman, Director Enrollment Services; Richard Riehl, Executive Director Enrollment Services; Pat Worden, Dean Graduate Studies**

**Absent:**      **Jackie Borin, SAC; Alexander Gonzalez, President; Sandy Parsons, ASCSU**

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

**I. Approval of Agenda**

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

**II. Approval of Minutes of 3/20/02**

**CHANGE:**      **XI. Old Business, A. FAC RTP Document 4<sup>th</sup> paragraph, 1<sup>st</sup> sentence:**

“...from members of the ~~cabinet~~ Provost’s Council.”

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

**III. Chair’s Report, Bud Morris**

**A. Announcements:** On Monday, March 25, the Cabinet approved the new University identify statement, which Morris characterized as “simple, invigorating, a little something for everyone.” Under the heading of “Cal State University San Marcos,” it reads:

The higher education leader  
 fostering quality of life  
 through lifelong personal growth  
 and sustainable community development  
 in the Northern San Diego region

Morris noted that he was very happy with it, and proud to have been a member of the committee.

The academic blueprint committee met last week for the first time. They are planning for new kinds of data collection, including data pertinent to graduate programs. The committee will meet every other week, and through the summer.

**B. Referrals to Committees:**

FAC      Status of 91/92 Interim Policy on Research, Scholarship & Creative Activity Grants

NEAC Constitute an interim Student Grade Appeals Committee (through Spring only)

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

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

**We have received administrative approval of the following item:**

SAC Student Grade Appeal Policy

**VI. President's Report** Absent

**VII. Provost's Report: Robert Sheath** The budget task force committee visited Cal State Long Beach yesterday. Their process is broadly consultative and widely accepted throughout the university. There are several elements we may wish to use, with some modification.

Bud Morris noted that he was tasked with asking questions about the model's transparency. Everyone he spoke with was impressed with how open the process is, and with the opportunity to provide input. Morris also noted that their process allowed for a successful effort to maintain academic schedules during the recession of the '90s.

Sheath mentioned that one shortcoming of their model is that it is incremental, and they do not currently have a good mechanism for dealing with base budget issues.

Montanari asked whether there was a strategic planning process tied to the budget. Morris indicated that their Senate chair indicated that there was no strategic planning process tied to their resource planning, and they should consider implementing this even though they are built out. Montanari asked whether our own strategic planning was developed enough to guide us through the budgeting process. Sheath responded that WASC had recently identified a disconnect between strategic planning and resource planning at Long Beach, and that this was something we should pay attention to.

Sheath also reported that the blueprint committee met last Friday and had a good discussion.

**VIII. Statewide Senate Report: Sandy Parsons** Absent.

**IX. CFA Report: George Diehr** The tentative agreement has been ratified, and was overwhelmingly approved. Our campus had a better than 80 percent voter turnout, the best in the system. Ninety percent of our campus votes were positive.

**X. Committee Reports**

**APP:** A revised version of a document describing the proposed split of the APP committee into an Academic Policy Committee and a Curriculum Review Committee was distributed and will be discussed at an upcoming meeting.

The APP committee will recommend to the EC and Senate in April that it extend the current interim policy regarding Certificate programs for an additional three years, with a few modifications for the sake of clarity.

Certain College of Education programs are currently before APP, and are required to be offered beginning Fall 2002. However, the programs are currently under review by the state CTC and comments are not expected before May. This creates a timing problem for getting the programs passed through the Senate this Spring. The programs may be presented for approval in April, and then any necessary changes dealt with in the Fall.

**FAC:** The committee has completed its review of the UPD and RCA grant applications and is forwarding its recommendations to the Provost's office.

The committee has received significant feedback regarding the RTP document, and has asked the current RTP committee chair for input. Current and prior members of that committee have been invited to FAC's next meeting to provide feedback, and to assist the committee in building a persuasive case for adoption of the new policy.

A discussion ensued regarding whether to attempt a vote on the policy at the April meeting. Don Barrett advised McDaniel that a vote immediately following a second reading is not required by Robert's Rules, but has been the custom on

this campus. The idea of instituting the new policy in the Fall or waiting a year was also discussed, as was the issue of changing the rules midstream for faculty currently facing the RTP process and the possibility of some form of “grandfathering.” Finally, there was concern regarding the proposed requirement for development of departmental standards throughout the University, and the resulting liability in case no standards are available.

Sheath offered to ask for General Counsel advice regarding the notion of grandfathering. Diehr offered to find out about grievance activity.

The item will be placed on the April Senate agenda, and FAC may at that time determine whether to pursue a second reading or strike the item.

**GEC:** The committee is completing its work on the Area C revision and form and will bring both to the April Senate meeting. It plans to revamp forms for Areas B and D before year end. The committee is also reviewing the recertification process in an effort to streamline it, as well as the upper division computer competency requirement.

**XI. Old Business**

A. FAC Market/Equity Policy

The EC reviewed a new draft of the Market/Equity Policy and made some recommendations for revision. The policy will be presented at the April Senate meeting for a second reading.

**XII. New Business**

E. Enrollment Planning (taken out of order)

Morris welcomed guests Cárdenas, Heckman, Riehl and Worden, members of the campus Enrollment Management Team. They presented information regarding recent efforts to increase enrollment and to address customer service issues. An overview of outreach and retention strategies was provided, along with data regarding our Fall 2001 and Spring 2002 applications/enrollments.

The meeting was adjourned at 2:00 p.m.  
The next Executive Committee meeting will be held April 10, 12:00-1:00 in Commons 206  
Marcia Woolf, Academic Senate Coordinator

APPROVED: \_\_\_\_\_  
Sharon Hamill, Secretary 2001/02  
\_\_\_\_\_ Date