

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, April 17, 2002
Commons 206
12 noon

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** **Sandy Parsons, ASCSU**

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

Absent: **Jackie Borin, SAC; 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 of 3/27/02

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

III. Chair's Report, Bud Morris

A. Announcements: Bud Morris and a team from CSUSM which included Sandy Parsons, Robert Sheath, Norm Nicolson, Teresa Macklin, Sue Thompson, and others, attended a CSU Academic Technology Conference in San Jose last Friday and Saturday. Campus and inter-campus teams by and between campuses explored possible uses for academic technology, and then shared their ideas. Sandy Parsons noted that a \$12 million augmentation for expansion of campus technology was planned, but due to the recent budget crisis, has not been made available. Campus teams are still moving forward for planning purposes, in anticipation of future augmentations.

B. Referrals to Committees

FAC Range Elevation Policy for Temporary Faculty

The document is returned to committee for reconciliation with Mary Elizabeth Stivers' notes, which indicate the Senate made changes in November 2000 which are not included in the document sent to the President and Provost for approval. If there are no substantive changes to be made, the document will be returned to the administration for approval.

FAC Faculty Awards Policy

The document is returned to committee for amendment to address concerns raised regarding the level of documentation for the Harry E. Brakebill award. Janet McDaniel noted that, following Senate approval, additional input was received from the Outstanding Professor Award Committee, which expressed concern that more documentation was needed than that proposed in the new policy.

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

V. Secretary's Report: Sharon Hamill With an evident show of indignation, the Secretary declared that her report had been stolen by Bud Morris.

VI. President's Report On behalf of the president, who is in Washington D.C. attending a meeting of the President's Commission, Robert Sheath reported that there is good news regarding buildings. Because the governor's economic incentive package has now been added as a rider to the bond issue for November, our new business building is automatically funded. It is one of three CSU buildings included in the governor's package. In addition, the humanities and social sciences building and the Craven renovation have been moved up on the CSU's physical planning list, along with our telecommunications upgrade, and will be included in the November bond issue. If passed, this would result in an issuance of funding by the 2005/06 year.

VII. Provost's Report Due to increased workload in the Admissions area, two new staff positions are being added. Because new technology has sped up the application process, additional effort is required to keep up with evaluating the increased number of applications. Numbers of applications for Fall are up significantly and, if enrollment continues at its projected rate, we will have to close out in July. This will allow time to add needed sections.

The Academic Blueprint Committee held its second meeting and will be developing a draft to be circulated for comment.

The budget committee has drafted a report based on its Long Beach visit, and will meet again tomorrow to determine the next steps to be taken. Dick Montanari asked whether BLP would review the draft before it went to Cabinet. Sheath responded that BLP's review might be simultaneous with Cabinet review.

Bonnie Biggs asked about the University Ball. Sheath responded that the turnout was smaller than in the past, approximately 350 people. While the event may not raise as much money as in the past, one very good outcome was the production of a video promoting science on the campus which was very professional and well received.

Sandy Parsons asked about funding for new faculty positions in light of the increased FTES. Sheath responded that he will meet with the three college deans tomorrow to discuss allocation of FTES, which will drive funding for faculty positions. Twelve or thirteen additional faculty will be added, allocated according to the FTES. Positions are funded a year before they are filled, which provides funding for adjunct faculty while the searches are conducted. Despite this growth, the University is still facing major budget cuts next year.

VIII. Statewide Senate Report: Sandy Parsons The San Jose conference sponsored by the Academic Technology Advisory Committee, which was mentioned in the chair's report, was very successful.

Montanari reminded everyone to vote on the statewide constitution.

IX. CFA Report: George Diehr Implementation of the new contract is pending, as the parties continue to iron out issues.

X. Committee Reports

APP: The committee continues to review course and program proposals, and has resolved the issue of who may originate proposals. Policy language will be presented at next week's EC meeting.

GEC: The committee has been reviewing the recertification process in hopes of streamlining it and making it more meaningful. There has also been discussion regarding the GEAR, GEW, and the proposal of having an ESL section of GEW. However, the topic requires more time for discussion than the current committee can devote, so they will recommend this topic as a priority for next year's GEC. Finally, the committee is discussing the computer intensive requirement and will be requesting input from departments about their needs in this regard.

XI. Old Business

A. Brief RTP Procedural Discussion

Bud Morris introduced the discussion noting that the RTP policy may now only be amended in the Senate, but that EC may wish to discuss strategies for ensuring that the policy is adopted. Janet McDaniel noted that FAC has discussed the issue and is aware of items which could be changed in an effort to clean up the document. Morris and Montanari suggested

that a FAC member make those friendly amendments at the next Senate meeting.

McDaniel also noted that FAC suggests conducting a straw poll in order to get a sense from the faculty about the maximum narrative length and number of items they could vote yes on. While the committee is greatly concerned with reducing the size of “the box,” they also want to ensure that people feel the policy is fair. After some discussion, it was decided that Kathy Norman would assist in this effort by providing a preamble to the poll describing research regarding best practice as well as examples from similar institutions. Morris noted that other appropriate initiatives would be appreciated.

B. NEAC Constitutional Amendments 4, 8, 11-15

Amendment 4, concerned with determining the number of representatives each Spring and filling vacant seats through unit elections, was accepted.

Amendment 8, concerned with filling vacancies on committees by issuing a NEAC call, was accepted.

Amendment 11 includes changes originally proposed by last year’s BLP, and a minor new change. Sheath noted that the new WASC standards wed accreditation efforts with strategic planning. Morris suggested adding “including University accreditation” to the third sentence to meet this new need. The EC agreed to this change. Shaun-inn Wu noted that the increased role of BLP in budgetary matters would allow faculty to participate in, rather than react to, budget issues.

Regarding Amendment 12, concerning changes to FAC’s duties, the EC made a couple of minor housekeeping corrections. McDaniel noted that the statement regarding recommendation to the office of the Provost was too vague, and that FAC would propose more specific language, which she will bring to the next EC meeting.

Amendment 13 proposes changes to LACAC’s name and duties. Sheath noted that LIS has now been officially renamed Library, so that change will be made throughout the amendment. In addition, the term “computing” will be changed to “technology,” and “computing administration” will be changed to IITS. George Diehr suggested adding language to the 3rd sentence regarding support services. Biggs will bring new language to the next EC meeting.

Amendments 12-15 will be reviewed at the next EC meeting, which will finalize EC’s review. A 1st reading will be on the May 1 Senate agenda. Diehr suggesting prompting the faculty to vote, since the referendum failed last year as a result of too few votes.

XI. New Business

A. NEAC Election Result

Nancy Caine has been elected by COAS to serve as their representative on the Collegial Governance Task Force. Montanari will convene the first meeting of the task force.

B. Executive Committee Retreat 2002

The EC, after a brief discussion, agreed to hold the meeting in August rather than June. The date of August 27, 2002, was tentatively agreed on, and a half-day meeting will be scheduled. Marcia Woolf will provide a schedule for the 2002/03 AS and EC meetings. Annual reports from the standing committees, which are due at the last Senate meeting in May, will be used to facilitate planning for committees at the Fall kick-off meeting.

C. NEAC Changes to Standing Rules

Norman noted that, in contradiction to the current standing rules for elections, we are conducting the statewide Senator election separately this year so that the Senator could be named prior to ASCSU’s last plenary session in early May. Parsons suggested that language be added requiring that the statewide Senator be elected by March 1, and also specifying that the term is for three years. In addition, Norman will delete the reference to the statewide Senator from rule #1.

After a brief discussion, it was determined that references to elections should be removed from the Constitution and added to this document, since changes to the standing rules are more easily made than changes to the Constitution. The

method for computation of numbers of Senators will remain in the Constitution.

Norman will add language regarding the procedure for conducting Spring elections. A new amendment will be provided at a subsequent EC meeting.

Finally, FAC proposes new language regarding election of officers which would eliminate possibility of making nominations from the Senate floor. Instead, these elections would be conducted similarly to other Senate elections, with a call for nominees and a ballot vote. McDaniel suggested the language specify that the call would go to all eligible faculty, but that only Senators may vote. It was also suggested that references to Vice Chair be changed to Vice Chair/Chair Elect, and that references to the election procedure for officers be removed from the Constitution.

D. LACAC Fair Use Policy, Educational Component

With too little time to discuss this item, Biggs requested that EC members review the documents provided which explain the history of the issue and the need for development of an education component. The item will be discussed at the next EC meeting.

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

The next Executive Committee meeting will be held April 17, 12:00-2:00 in Commons 206

Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Sharon Hamill, Secretary 01/02

Date: _____