

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, April 24, 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: **Alexander Gonzalez, President**

Guest: **Rick Moore, Director of Communications**

Absent: **Jackie Borin, SAC; George Diehr, CFA; Robert Sheath, Provost & VPAA**

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 4/17/02

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

III. Chair's Report, Bud Morris

A. Announcements: A tentative schedule for next year's Senate and EC meetings was discussed and the EC agreed to the following meeting dates (this schedule takes advantage of the earlier start date for Spring semester):

Academic Senate: 8/29 (New Senator Orientation), 9/4, 10/2, 11/6, 12/4; and 1/22, 2/5, 3/5, 4/9, 4/23, 5/7

Executive Committee: 8/27 (Executive Retreat), 9/4, 9, 11, 9/18, 9/25, 10/2, 10/9, 10/16, 10/23, 10/30, 11/6, 11/13, 11/20, 12/4; and 1/22, 1/29, 2/5, 2/12, 2/19, 2/26, 3/5, 3/12, 3/19, 3/26, 4/9, 4/16, 4/23, 4/30, 5/7

Marcia Woolf will post the new schedule on the Senate's website: www.csusm.edu/academic_senate

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

V. Secretary's Report: Sharon Hamill No report.

VI. President's Report: Alexander Gonzalez President Gonzalez reported that he was in Washington, D.C., recently and met with our legislators, who have been supportive of the University. Currently, we are seeking federal funding for a new electronic card catalog system for the Library.

Last week, he attended a Presidential Commission meeting in Las Vegas. A subcommittee on education, which he chairs, is developing recommendations for the President which are due March of 2003. The focus of the recommendations will likely be enhancing teacher preparation, as well as professional development and retention.

The bond issue recently approved by the State legislature is awaiting the Governor's signature. Once signed, a lease bond will be issued which will allow us to begin construction of the new business building, likely in late 2003 or early

2004. Drawings and plans for that building are currently in development. In addition, if the upcoming bond issue is approved by voters, we will be funded for the new Humanities and Social Sciences building.

Current campus construction is on track. A June 7 move-in date is planned for the new Arts & Sciences building, and the Library construction is back on schedule now that repairs have been made to the pillar that fell. The Library, Field House/Student Union, and dormitory projects should all be completed by Fall of 2003.

Information sessions on the issue of parking will be announced shortly, and will be led by President Gonzalez. Volunteers will be sought from the faculty, staff, and students to join administrators in identifying creative solutions to the growing parking problem. Gonzalez noted that State funds are not provided for parking within the CSU; it is a self-support program. In addition to parking, regional transportation and access issues must also be addressed.

Commencement will be held this year at the Del Mar Fairgrounds on June 1. The Fairgrounds are going to great lengths to accommodate us, including packing down the racetrack to allow foot traffic. It is hoped that within 15 months, the campus will be again be able to accommodate the commencement ceremonies. Dick Montanari suggested the campus consider charging a parking fee for commencement to help defray associated costs.

The President and Provost will host a year-end dinner for the Executive Committee at 6 p.m. on Tuesday, May 21, at Belle Fleur in Carlsbad.

Janet McDaniel noted that she had just learned from the External Affairs staff that funding has been achieved for a re-locatable classroom for the middle level teacher education program. The classroom will be placed at Woodland Park Middle School. Contributions, all from local foundations, included \$75,000 worth of Gateway computers. The President commended External Affairs staff, the Trust Board (which is committed to raising funds for our campus), and McDaniel for her efforts.

VII. Provost's Report (Attending a systemwide conference.)

VIII. Statewide Senate Report: Sandy Parsons Parsons, who serves on the Teacher Education and K-12 Relations Committee (TEKRs) of the ASCSU, reported that Dede Alpert has introduced a bill (SB 1646) which would "require the Commission on Teacher Credentialing to encourage" institutions to offer undergraduate degrees in education. The ASCSU will meet in a plenary session next week and may refer the matter to one of its committees or possibly issue a resolution. Gonzalez noted that a likely motivation for the legislation is to stave off, within California, a nationwide movement within community colleges to offer baccalaureate degrees in Education. Morris asked Parsons to keep EC apprised regarding this issue.

IX. CFA Report: George Diehr Absent.

X. Committee Reports

BLP: Janet Powell reported that the committee has now received copies of the 2002/03 budget. They are encouraged by the Provost's inclusion of BLP in the process, and are excited about working with him and others. The Provost will attend BLP's final semester meeting to talk about the Academic Blueprint process and how the new budget process might work in the coming year.

Gonzalez explained that he instituted incremental budgeting when he arrived on campus, with the intent of reviewing the process in three years; however, a revision of the process did not take place at that time because there was an interim Vice President serving. He is pleased with the Provost and VPFA's leadership of this effort. He expects to have budget recommendations for this year and next available soon and will invite the BLP, EC and Cabinet to review.

FAC: Janet McDaniel reported that the subcommittee on student evaluation of teaching has begun its work, and efforts to devise ways to reform the process will continue into next academic year. The subcommittee recently met with Dr. Jennifer Franklin of Cal State Dominguez Hills, who provided information regarding best practices in this area.

Regarding RTP, a straw poll has been sent out and McDaniel will summarize the results this weekend. The committee continues to look through the document to identify possible amendments for the next Senate meeting. A revised document reflecting the last Senate's actions will be attached to the May 1 Senate agenda.

The committee is also working to revise the Faculty Awards Policy in light of comments by the President and members of this year's Outstanding Professor Award Selection Committee. The committee will recommend that nominations be sought at the end of the Spring semester, giving professors the summer to prepare their dossiers, with a review and recommendation to the President the following September. Proposed language and a timetable will be presented to EC next week.

Kathy Norman, chair of the aforementioned subcommittee on student evaluation of teaching, reported further on that group's meeting with Dr. Franklin. The four areas to be addressed are (1) the actual instrument, (2) administration of the instrument, (3) reporting, and (4) education of faculty and students regarding the process. Dr. Franklin gave the group much valuable information and recommendations, and will continue to make herself available to assist in this effort at no expense to the campus. Implementation of new administration and reporting procedures may be possible next Fall.

LACAC: Bonnie Biggs reported that Marion Reid, ex-officio member, brought the committee a survey from the statewide Academic Senate to be completed regarding how faculty believe the campus is responding to the statewide information competence initiative. A response was due 4/19. Morris requested that the committee share its draft response with EC.

The committee is also working with the Copy Center and making progress regarding the issue of fair use guidelines, and the delivery schedule.

XII. New Business (taken out of order for 1:20 p.m. Time Certain)

E. Academic Mark – Rick Moore Moore stated that, at the request of some faculty members, staff has developed an additional treatment of the new campus mark which includes the term "University." It is intended to be supplementary to the original mark which will continue to be used for stationery and business cards. Uses for the new mark might include grant applications and papers submitted for review at a national level, searches, and when speaking to an audience that might not know what "Cal" means, or needs clarification that we are a university. It is expected to be used in limited, special circumstances.

Some members of EC expressed concern about the lack of the word "University" in the original mark, and a desire to use the new mark instead. Moore responded that the campus should have only one mark, and likened it to a brand. He noted that the original mark is already well established and recognized, and that it is important to preserve the mark by using it as exclusively as possible. He pointed out that the current stationery does contain the full name of the University.

Moore indicated that the alternative mark will be available on the web at www.csusm.edu/csusmimages/. McDaniel requested that the templates for correspondence be improved, since they are difficult to use, and asked that the website be well advertised. Moore concluded by noting that the previously used "arch" image will be phased out at the end of this academic year.

X. Committee Reports (continued)

NEAC: The committee has been working on revisions to the Constitution and Standing Rules. They hope to conclude their work on the policy concerning faculty on leave at their meeting later today. In addition, they have been working with the Senate office to issue sample ballots for the Spring elections.

XI. Old Business

A. NEAC Constitutional Amendments 12-15

Discussion regarding Amendments 12 and 13, concerning FAC and LACAC's duties, is deferred to next week's EC meeting.

Amendment 14 proposes dividing APP into two committees, one to focus on policy and the other on curriculum. To facilitate communication between the committees, there are two members in common. The group agreed that the curriculum committee should be named University Curriculum Committee to differentiate it from the college committees.

Amendment 15 concerns changes to SAC’s duties. NEAC will develop language based on input received from SAC and bring it to the next EC meeting.

After a brief discussion, the EC agreed that the new language proposed at Amendment 4 should be added instead to the Election Rules, which eliminates the need for this amendment. Norman will email to the EC an updated version of the proposed changes to the Election Rules shortly.

It is hoped that EC’s work on the Constitution will wrap up next week. The proposed amendments to the Constitution are considered “initiated” once approved by EC and may then be distributed to the eligible faculty for a vote. Norman plans to email a new draft of the amendments to EC prior to next week’s meeting.

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

The next Executive Committee meeting will be held May 1, 2002, from 12:00-1:15 in Commons 206

Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Sharon Hamill, Secretary 01/02

Date: _____