

MINUTES

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

Present:	B. Morris, Chair S. Wu, APP B. Biggs, for LACAC S. Parsons, for ASCSU	D. Montanari, Vice-chair G. Diehr, BLP K. Norman, NEAC	S. Hamill, Secretary/GEC J. McDaniel, FAC J. Borin, SAC
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Ex-Officio: **Alexander Gonzalez, President; Robert Sheath, Provost**

Absent:

Guests:

I. Approval of Agenda

CHANGE: G. Diehr to provide report for CFA.

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

II. Approval of Minutes 9/5/01

CHANGE: Ed Thompson, not present.

ADD: NEAC Committee report: Chair is sending out call for vacant committee/senate seats. Committee will meet 1st and 3rd Wednesdays at 3 p.m.

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

III. Chair's Report, Bud Morris:

A. Report from Academic Roundtable No report

B. Referrals to Committees

NEAC University Student Scholarship Committee: Request for one representative from each college.

C. Announcements

There will be a Niche Task Force Open Forum held on 9/13/01. Hoping to get a wide spectrum of participation including students who may share why they chose Cal State San Marcos.

IV. Vice-Chair's Report, Dick Montanari:

Reminded committee chairs to provide a list of tasks currently working on and how and when referred to committee. Some committees may be working on tasks from prior year or self-generated, even though not referred or approved by current EC. All tasks should be referred or approved by current EC so that efforts may be prioritized and coordinated appropriately.

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

VI. President's Report

This week's Board of Trustees meeting was cancelled due to yesterday's national emergency and resulting airport closures. The campus was closed early yesterday following the attacks, and a forum was held today at 10 a.m. to allow students and others to discuss the events openly.

This year's commencement ceremonies will be held at the Del Mar Fairgrounds. Space and logistical limitations prevent the commencement from taking place on campus. Five to six thousand guests attend each of the three ceremonies.

There are concerns about enrollment for fall semester, which is down and may reduce general funds made available in 2002/03. Current enrollment figures were provided. Possible reasons for lower than anticipated enrollment are (1) addition of summer school, (2) lack of housing, and (3) newly instituted prompt payment process. Graduate enrollment in all programs is down. Potential students have expressed a desire for more professional offerings, such as nursing, engineering, physical therapy.

Provost Sheath indicated there may be a need to make changes to the prompt payment system so that it is more flexible, since it appears to have had a negative impact on the enrollment numbers. Identification of niche and marketing is important to increase enrollment, as is increase in academic programs offered. Efforts are underway to make transfer registration process more streamlined and user friendly. Suggestions for improving processes are welcomed.

Committee Report – NEAC: (Taken out of order, by consensus.)

The committee met last week and has put out a call for committee vacancies. Only one person has come forward in COBA to fill the vacant RTP committee seat. A second call went to the college, but no responses received to date. This seat must be filled via a contested election. It may be necessary to leave seat vacant if unable to find a second volunteer.

Committee is also working on a recommendation regarding the election and service of Senate officers. A concern has been raised about length of service commitment necessary for Vice Chair/Chair combined terms.

VII. Provost's Report, Robert Sheath:

Issue of moving toward a biannual schedule for catalog printing is still being considered. EC will suspend attention to this issue until more definitive request is received from Academic Programs.

Budget committee will meet weekly beginning next week.

G. Diehr raised question regarding a new policy on faculty absence from class. After some discussion, it was decided to place this item on agenda for a subsequent EC meeting.

VIII. Statewide Senate Report, Sandy Parsons: S. Parsons reported that SB 2042, which mandates that all credential programs be brought in line with K-12 curriculum, is likely to have an impact on APP because of new courses and changes to meet federal guidelines. Hamill asked about impact on GE. Not known yet.

Documents regarding the issue of Intellectual Property and efforts at statewide level were provided. One document which was prepared jointly with SUNY in 1996 might have an update; she will look into this. This document speaks to the mutual benefit of IP to faculty and university, as well as ownership issues. Regarding development of a campus IP policy, it was agreed that, for now, FAC and LACAC would review current systemwide and local documents to determine whether there was urgency to any specific IP issue for CSUSM and bring a recommendation to the EC if so.

D. Montanari reported that the ASCSU had passed a resolution on guidelines for implementing YRO. The ASCSU-FAC will conduct a study on campus implementations.

S. Parsons reported that SB 2042, which mandates that all credential programs be brought in line with K-12 curriculum, is likely to have an impact on APP because of new courses and changes. Hamill asked about impact on GE. Not known yet.

A draft document entitled The CSU at the Beginning of the 21st Century was made available. The document contains extensive statistical information regarding the system and offers points for the Board of Trustees to consider.

IX. CFA Report, George Diehr:

G. Diehr will represent CFA at AS/EC meetings this year. The parties are scheduled for mediation at end of September and early October. If mediation efforts are unsuccessful, next phase is fact-finding.

X. Associated Student Inc., to be named: No representative.

XI. Committee Reports:

APP: No report.

BLP: G. Diehr resigned from his seat on this committee due to other workload demands. NEAC is charged with putting out a call for an at-large faculty member for this committee. The committee will then select a new chair.

FAC: Committee expects to bring a recommendation regarding RTP process within a few weeks. The committee requested permission from EC to explore the issue of the faculty's role in University governance. After some discussion, it was agreed that FAC should consider the issue of shared governance at CSUSM and make a recommendation regarding the possible formation of a sub-committee or task force including faculty and administration to look at issues at college and University levels. R. Sheath offered to participate for administration.

GEC: Committee is working on CCR. Also working on 64 course recertifications before end of Fall semester. In Spring, will be reviewing graduate writing requirement, honors program issues, GE science lab/non-lab courses, LDGE – Area C revision, GE assessment issues, and clarifying forms for GE. Also double-dipping for GE and other programs. These items are all referred to GEC.

LACAC: Committee has not yet met, but will be providing a list of current tasks to EC shortly. Fair Use policy and IP policy, in conjunction with FAC, are referred to LACAC.

SAC: Committee is working on carried over issues from last session (obtaining recommendations from the task force on Student Records regarding grade posting and how long to keep student papers, and representatives on FROSH task force), as well as the student grievance policy. Diehr noted that this should also include grade grievances. The item regarding grade posting is changed to use of student ID numbers. All items are referred to SAC for current year.

Parsons raised the concern that, with the move to YRO, there may be a disincentive to hire faculty during summer.

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

The next Executive Committee meeting will be held September 19, 12:00-2:00 in Commons 206

Marcia Woolf, Academic Senate Coordinator

APPROVED:

Sharon Hamill, Secretary 01-02

Date