

**ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
April 9, 2003**

Minutes

- Present:** Jocelyn Ahlers, Wayne Aitken, Veronica Añover, Don Barrett, Vivienne Bennett, Bonnie Biggs, Glen Brodowsky, Jocelyn Brown, Susie Lan Cassel, Fran Chadwick, David Chien, Zulmara Cline, Charles De Leone, George Diehr, Judith Downie, Meryll Goldberg, Vicki Golich, Gina Grimshaw, Sharon Hamill, Kara Kornher, Andre Kundgen, Ofer Meilich, Yvonne Meulemans, Dick Montanari, Carmen Nava, Kathy Norman, Youwen Ouyang, Sandy Parsons, Amber Puha, Michael Schmidt, E. A. (Al) Schwartz, Patty Seleski, Alyssa Sepinwall, Laurie Stowell, Jackie Trischman, Shaun-Inn Wu
- Not Present:** Kristin Bates, Margret Crowdes, Maria Luiza Dantas, Vicki Fabry, Jule Gomez de Garcia, Rocio Guillen, Linda Holt, Mary Keim, Janet McDaniel, Dreama Moon, Troy Nielson, Jill Pellettieri, Raj Pillai, Jay Rees, Liliana Rossmann, Lorri Santamaria, Linda Shaw, Rika Yoshii, Yuan Yuan
- Ex-Officio Present:** David Barsky – AVPAA-AP, Dennis Guseman, Dean COBA, Spencer McWilliams – Dean COAS, Bud Morris – Past Senate Chair, Robert Sheath – Provost & VPAA, Mary Elizabeth Stivers – AVPAA-AR, Pat Worden – AVPAA & Dean Grad. Studies
- Guests:** Ranjeeta Ghiara – Assoc. Dean COAS, Bettina Huber – Dir. Analytic Studies, Teresa Macklin, Dir. Acad. Tech. Svcs. IITS, Michael McDuffie – Assoc. Dean COAS, Steve Nichols – Faculty, Bill Ward – Dir. Telecom. & Network Ops. IITS
- Staff:** Marcia Woolf, Academic Senate Coordinator

I. Approval of Agenda

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

II. Approval of Minutes: 3/5/03

CHANGE: III. Chair's Report, Announcements, 2nd paragraph, 1st line:
"Meilich announced that the ~~first~~ CSUSM International Fair will be held March 13...."

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

III. Chair's Report: Dick Montanari

A. Announcements: Fran Chadwick, new Senator from the College of Education, was welcomed to her first Senate meeting. She will serve through spring 2004.

NEAC and the Executive Committee have initiated 25 amendments to the Constitution and Bylaws of the University Faculty. The amendments will be published and put to a referendum vote.

Copies of a PowerPoint presentation which Montanari recently made to the Academic Roundtable regarding the Academic Senate were made available.

B. Referrals to Committees:

- APC Guideline for Processing Curricular Items
 BLP Budget Resolution
 NEAC Pilot Campus Initiative Task Force, 1 each from COAS, COBA, COE, Library
 Budget & Long-Range Planning Committee, 1 COBA 02-04
 Faculty Center Advisory Council, 1 COBA 02-04
 University Computing & Telecom. Committee, 1 ea. Library, COE, at-large (03-05)
 University Computing & Telecom. Committee, 1 COBA 02-04

IV. Vice-Chair's Report: Bonnie Biggs No report.

V. Secretary's Report: Glen Brodowsky The following items have been forwarded to University administration for approval, response, or information:

- Resolution to Endorse the IRA Fee Increase Proposal
 APC Undergraduate Probation, Disqualification and Reinstatement Policy
 APC Graduate Probation, Disqualification and Reinstatement Policy

The following items have been approved by the University administration:

- APC Graduate Probation, Disqualification and Reinstatement Policy

VI. President's Report: Alexander Gonzalez Sheath noted that the President is away from campus.

VII. Provost's Report: Robert Sheath Regarding the Deans searches, the IITS finalists have been identified and will visit the campus for open forums on 4/21, 4/24 and 4/28. Campuswide input is welcomed. The COBA finalists are being determined and will likely visit campus shortly after the IITS dean visits. Open forums will be held for those candidates as well.

An abbreviated "bottom up" budget process has been started for the 2003/04 fiscal year. Units within Academic Affairs have received preliminary budgets and are being asked to provide the Academic Affairs budget committee with input regarding the impact of budget cuts and requests for additional funds.

No interim president has yet been named. The Chancellor's Office has requested that members be named for an advisory committee to the Trustees' presidential selection committee. NEAC will be putting out a call shortly for two faculty members to serve on the advisory committee.

VIII. ASCSU Report: Sandy Parsons Interim meetings of the ASCSU committees meet this week. A report on those meetings will be made at the next Senate meeting.

SB 81 (Alpert) on baccalaureate and undergraduate studies has passed. The ASCSU TEKR committee will be meeting to discuss implementation and regulations, and how to convince the legislature that the CSU is currently meeting much of this need through its blended and undergraduate integrated programs.

Another bill passed recently which requires that the CSU implement Section 508 of the Disabilities Act, dealing with accessibility of websites. The mandate, which is not retroactive, requires the CSU to ensure that its electronic technology – instructional and otherwise – be accessible to people with disabilities.

Montanari added that a statewide meeting of Senate chairs was held last week and he will be sending out a report via e-mail to the Senate. He will also send information regarding the ASCSU FA interim meeting.

IX. CFA Report: George Diehr CFA campus representatives have requested a meeting with campus administration regarding the 2003/04 budget, in particular plans for addressing potential additional cuts. There is also concern that faculty salaries here are lower than at other campuses.

CFA is implementing a "Budget Watch," a systemwide initiative to promote faculty education about and involvement in budget matters at the campus level. A consultant has been retained who is expert on public agency budgets. Faculty interested in participating should contact campus CFA.

Bargaining has started, and the administration has proposed that issues which are not on the reopener list may be raised if both sides agree. There is also a proposal concerning a possible “golden handshake” program, and CFA is developing a Q&A for faculty on the program.

Productive discussions continue with campus administration concerning the assigned time policy, which CFA wants to rename the “guidelines for faculty professional responsibility,” the language used in the CBA.

A campus CFA meeting will be held on April 22 to discuss bargaining, workload, and budget issues, and a party is scheduled for May 1.

Diehr announced he is stepping down as CFA chapter president at the end of this academic year in order to devote more time to his other CFA duties and PERS responsibilities. Fritz Kreisler, who has been faculty rights grievance officer, is also stepping down at least temporarily. Faculty interested in serving in either capacity are asked to contact CFA.

X. ASI Report: Jocelyn Brown Keith Spears is no longer employed by ASI as Executive Director; the interim Executive Director is Lura Poggi. Results of the recent ASI elections include:

ASI President: Honey Folk

Executive Vice President: John Gehris

Vice President of External Affairs: Erik Roper

Vice President of Finance: Crystal Folk

Vice President of Communications/Corporate Secretary: Erin Dalmann

The systemwide ASIs have created a week entitled “Cal State Cares Week” to involve students in community outreach. This year’s event is scheduled for April 21-24. CSUSM activities will include a clothing drive.

On May 1, ASI will host an anti-fee increase event along with a campus fashion show.

Faculty are encouraged to attend commencement ceremonies this year to show support for their students.

XI. Committee Reports:

BLP: Golich noted that an updated BLP report was made available, along with the committee’s comments to the Senate concerning their recent review of the Biochemistry proposal. Efforts are underway to develop a process for sharing of information on program reviews between BLP, UCC, and program originators. Montanari noted that the EC is also discussing an effective process for sharing this type of information with Senators.

FAC: Brodowsky reported that FAC has been considering three issues related to temporary faculty: evaluation, representation on University committees, and range elevation. The committee has completed its review of the University Professional Development Grant applications and thanks Pat Worden for her assistance in this process. Until the budget is known, however, notifications to faculty will be delayed. Worden commented that Sheath has offered to allocate the Academic Affairs’ portion so that some faculty may be notified. The committee is also finalizing revisions to the instructions to students for student evaluations, and is preparing to conduct a survey regarding the recent RTP process.

GEC: The committee’s written report was made available. The GE Coordinator position description is being revised and it is anticipated the position will be announced toward the end of the semester.

NEAC: The committee’s written report is attached to the agenda. Two-Thirds of Senators have voted thus far in the current officers election. Results will be e-mailed to faculty on Tuesday, April 15. The election process for Senators and standing committee members for next year is in the “sample ballot” stage. The election will be conducted on-line April 23-30. A revised version of the Election Standing Rules was made available and will be on the next Senate agenda for a 1st reading; it features elimination of the petition process. There will also be an on-line referendum conducted April 21-25 on 25 amendments to the Constitution and Bylaws.

XII. Consent Calendar: The following items were presented to the Senate for a single vote of approval without discussion, and came moved and seconded from committee.

UCC Course & Program Change Proposals (as attached to agenda)

Motion #3 M/S/P*
To approve the consent calendar

XIII. Old Business

A. SAC Policy on Management of Course Records 2nd Reading (*1st reading 3/5/03*)

Cline presented the policy which was revised to reflect comments from the 1st reading. It was noted that the word “DON'Ts” should have been stricken.

Motion #4 M/S/P (two abstentions)
To approve the Policy on Management of Course Records

B. UCC PE & Kinesiology Program Proposal 2nd Reading (*1st reading 3/5/03*)

Nava indicated that the UCC's written report to the Senate, provided at the meeting, includes the committee's comments regarding their review of this program. Nichols then reviewed the supplemental materials provided to Senators for this item. Montanari noted that multiple copies of the full proposal were made available for review in the Senate office and in the Library on reserve. The discussion was then suspended for the following time certain item.

XV. Special Presentation

A. **Computer Refresh Program (taken out of order for time certain)** Sheath introduced Bill Ward who gave a presentation on the history of the campus computer/technology refresh program, and the basis for decisions made regarding which equipment to purchase and how often to refresh. Current plans are to continue the three-year refresh cycle. The PowerPoint presentation may be viewed on the Senate's website (www.csusm.edu/academic_senate/) by clicking on “Useful Links.”

B. **UCC PE & Kinesiology Program Proposal (continued)** Nichols addressed some resource questions, and appreciation was expressed for his and others' efforts to respond to the Senate's concerns over the past year.

Motion #5 M/S/P*
To approve the PE & Kinesiology Program Proposal

XIV. New Business

A. **Center ARTES Proposal** 1st Reading

Worden noted that this proposal falls under the newly passed Centers and Institutes policy. Goldberg provided a brief overview of the proposal, noting that Center status will greatly enhance efforts to secure grant funding for the expanded arts education activities and partnerships envisioned for the Center. Additional questions, suggestions, or concerns should be addressed to Goldberg.

B. **UCC B.S. in Biochemistry Proposal** 1st Reading

Nava noted that UCC recommends approval of the program and directed attention to the committee's report to Senate which contains their comments on the proposal and the nature of their deliberations. A question was raised about whether or how the proposal addresses CSUPERB's stated concern that CSU programs “are often too applied.” Additional questions, suggestions, or concerns should be addressed to the proposal originators (Paul Jasien).

A brief discussion took place regarding the desirability of having proposal originators present for Senate

discussions. The EC will discuss the possibility of formalizing this idea.

C. LATAAC Library & IITS Staffing Resolution 1st Reading

Downie presented the resolution which was developed in response to the increased demands on staff posed by the new Library's opening. Staff will be responsible for an area five times that of the current library space, and will have additional technology and resources to support, and likely increased access hours to staff. A question was raised about the need for such a resolution, a comment was made about the history of neglect of library resource needs, and concern was expressed that the resolution could be more strongly and specifically worded. Additional questions, suggestions, or concerns should be addressed to Downie.

D. Report of the Academic Blueprint Committee 1st Reading

Morris reviewed the document, which outlines the committee makeup and its activities over the past year. The actual blueprint is contained in pages 9-10 of the document. The committee's proposed next steps and a flow chart of the blueprint process are contained in pages 11-12, and the appendixes contain the results of the two summits held thus far (Biotechnology/Biochemistry and Nursing). Sheath noted that the document has been widely disseminated and incorporates comments from critical campus committees, including BLP and the Senate Executive Committee. He also noted that fundraising will be a significant part of the process as we plan to bring on new programs. Sheath added that while general funding is based on campus FTES, special funding is being sought from the Chancellor's Office to enhance our growth efforts. It was suggested that the nature of the membership of the committee be clarified. It was decided that the 1st Reading discussion should be continued at the next Senate meeting. In the meantime, additional questions, suggestions, or concerns should be sent to Sheath or Morris.

E. Proposed Meeting Schedule for 2003/04 1st Reading

Montanari noted that the schedule is based on this year's model, and includes the same number of meetings and the same meeting times. Comments on the schedule should be sent to Montanari or Woolf.

Meeting adjourned at 3:10 p.m.

Marcia Woolf, Academic Senate Coordinator

APPROVED: _____

Glen H. Brodowsky, Secretary 02/03

Date: _____