

**ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
April 23, 2003**

Minutes

- Present:** Jocelyn Ahlers, Don Barrett, Kristin Bates, Vivienne Bennett, Bonnie Biggs, Glen Brodowsky, Fran Chadwick, David Chien, Zulmara Cline, Charles De Leone, George Diehr, Judith Downie, Merrill Goldberg, Vicki Golich, Gina Grimshaw, Sharon Hamill, Linda Holt, Andre Kundgen, Janet McDaniel, Ofer Meilich, Yvonne Meulemans, Dick Montanari, Carmen Nava, Kathy Norman, Sandy Parsons, Raj Pillai, Michael Schmidt, E. A. (Al) Schwartz, Patty Seleski, Linda Shaw, Laurie Stowell, Jackie Trischman, Shaun-Inn Wu, Yuan Yuan
- Not Present:** Wayne Aitken, Veronica Añover, Susie Lan Cassel, Margret Crowdes, Maria Luiza Dantas, Vicki Fabry, Jule Gomez de Garcia, Rocio Guillen, Mary Keim, Kara Kornher, Dreama Moon, Troy Nielson, Youwen Ouyang, Sandy Parsons, Jill Pellettieri, Amber Puha, Jay Rees, Erik Roper, Liliana Rossmann, Lorri Santamaría, Alyssa Sepinwall, Rika Yoshii
- Ex-Officio Present** David Barsky – AVPAA-AP, Francine Martinez – VP Student Affairs, Spencer McWilliams – Dean COAS, Marion Reid – Dean Library, Robert Stakes – Dean Extended Studies, Mary Elizabeth Stivers – AVPAA-AR, Pat Worden – AVPAA & Dean Grad. Studies
- Guests:** Ranjeeta Ghiara – Assoc. Dean COAS, Bettina Huber – Dir. Analytic Studies, Michael McDuffie – Assoc. Dean COAS, Bob Roberts – Faculty, Peter Zwick – Dir. Global Affairs
- 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: 4/9/03

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

III. Chair's Report: Dick Montanari

A. Announcements: Written reports of the April 3 Campus Chairs Meeting and the April 4 ASCSU Faculty Affairs Committee meeting were made available. Questions should be directed to Chair Montanari.

B. Referrals to Committees:

FAC Review of Range Elevation for Temporary Faculty Policy
NEAC University Student Union Advisory Board, 1 at-large faculty
University Planning Council, 1 faculty member of BLP
University Budget Committee, 1 faculty member of BLP
Educational Effectiveness Council, 3 faculty mbrs. involved with program assessment
Presidential Search Advisory Committee – 2 at-large faculty

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:

SAC Policy for Faculty on the Management of Course Records
 UCC BA in P.E. and Kinesiology

The Senate office plans to produce future Senate agenda attachments on white, rather than colored, paper in order to save staff time and reduce expenses. Pages will be numbered sequentially in the right margin for ease of reference.

VI. President's Report: Alexander Gonzalez No report.

VII. Provost's Report: Robert Sheath No report.

VIII. ASCSU Report: Sandy Parsons The next ASCSU plenary is scheduled for May 5-7, and the Teacher Education committee will be discussing SB 81. The ACIP (the International Programs group) will meet May 6-7. The Academic Technology committee will hold its final meeting of the year on May 16.

IX. CFA Report: George Diehr There will be a May Day party on May Day from 3-6 p.m. on the Palm Court. The budget will be discussed at that event. Diehr suggested a faculty forum be held regarding the state of the campus budget. He noted that there have been two bargaining sessions thus far, and the CSU has presented its "golden handshake" proposal, which is under discussion.

X. ASI Report: Jocelyn Brown No report.

XI. Committee Reports:

APC: The committee's written report was provided.

LATAC: The committee's written report was attached to the agenda.

SAC: The committee's written report was attached to the agenda.

UCC: The committee's written report was attached to the agenda.

FAC: The committee chair requested the opportunity to report. FAC will be conducting a survey of all reviewers and reviewees in this year's RTP process. In addition, a revised RTP standards document for the Library will be sent electronically to Senators for review prior to a first reading in Senate on May 7, waiver to be requested.

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.

NEAC Recommendations:

Name	Committee	Chair	Representing	Term
Golich, Vicki	University Planning Council	TBD	BLP	03-04
Serpe, Richard	University Budget Committee	TBD	BLP	03-04
Thompson, Sue	Univ. Computing & Telecom. Committee	Sheath	Library	03-05
Kelly, Peggy	Univ. Computing & Telecom. Committee	Sheath	COE	03-05
Yamashita, Robert	Univ. Computing & Telecom. Committee	Sheath	Faculty at large	03-05

Motion #3 M/S/P*

To approve the consent calendar as presented.

XIII. Old Business

A. Center ARTES Proposal Goldberg noted that no additional comments were received after the first reading. Supplemental documents were placed on reserve in the Library, and are included in today's agenda packet. She also noted that creation of this Center would greatly enhance fundraising efforts and increase the availability of Arts programs at CSUSM and area schools. Goldberg clarified that all references to her as an individual which appear in the Letter of Agreement between CSUSM and the California Center for the Arts, Escondido, are understood by the parties to mean "or another faculty member who is assigned the role of program director."

Motion #4 M/S/P* (Nava)
To approve the proposed Center ARTES as presented.

B. UCC B.S. in Biochemistry Proposal

Motion #5 M/S/P*
To approve the B.S. in Biochemistry as presented.

C. LATAC Library & IITS Staffing Resolution Downie noted that the resolution had been modified to make the language stronger and more specific, as suggested at the first reading.

Motion #6 M/S/P*
To approve the LATAC resolution as presented.

D. Proposed Meeting Schedule for 2003/04 There was a brief discussion of the problem of the increase in business during the final spring meetings each year. Montanari requested that suggestions on ways to resolve this problem be directed to the Senate office, along with any other suggestions for improving Senate operations.

Motion #7 M/S/P* (Schmidt)
To approve the 2003/04 meeting schedule as presented.

XIV. New Business (1st Reading items)

A. Report of the Academic Blueprint Committee (continued from April 9) Barsky and Rider represented the committee. The question was raised again regarding membership of this committee. Committee members present agreed, and noted that the original membership description was developed before it was proposed that the committee be on-going. The report will be modified to clarify the nature of the committee membership (structure, selection, representation, term, etc.). It was suggested that section H ("Next Steps") was the appropriate place to address the matter of an on-going committee's membership.

There was also concern expressed about how and when proposers in the planning stages can be better informed about the committee's "data gathering and enrollment projections" efforts. It was noted that the college curriculum committees have representation on the ABC and that this representation provides a link between proposers and the committee.

Additional comments should be directed to Sheath, Morris, Rider, or Barsky.

B. NEAC Election Standing Rules Norman first thanked the faculty candidates for running in the current elections, and noted the results of two recent elections:

Senate Officers 2003/04
Dick Montanari, Chair
Jackie Trischman, Vice Chair/Chair Elect 2004/05
Glen Brodowsky, Secretary

Search Advisory Committee for President
Bonnie Biggs

Richard Serpe

She asked that any voting difficulties be reported to her or the Senate office.

Regarding the Election Standing Rules, a question was raised about the proposed addition of language regarding service on Senate committees by faculty in their first year. There was discussion about the proposal to eliminate unit elections for replacement senators and instead fill the vacancy by a NEAC call for volunteers. Views expressed included: (1) the need for elected, not volunteer, senators; (2) that NEAC rather than the unit should conduct Senate elections, (3) that units should not be burdened with Senate election responsibilities, and (4) that alternates be elected during regular elections. Additional comments should be directed to Norman.

C. Collegial Governance Task Force Report & Resolution Biggs noted that the EC recommended formation of the task force in September of 2001. The Task Force received its charge in December of 2001, and was finally seated in May of 2002. The group began its meetings last fall and has developed a report with recommendations. Members include Robert Sheath and Bonnie Biggs (co-chairs), Nancy Caine, Peggy Kelly, Robert Black, George Diehr, Pat Worden, and Spencer McWilliams. She shared a statement from Sheath that, in his opinion, the recommendations of the task force should shape all corners of the University, that the administration realizes this, that it is true for them as well, and they intend to move forward with the recommendations.

Comments included (1) concern about the formation of joint task forces for matters which might more appropriately be referred to a Senate committee, thereby relinquishing the Senate's power, (2) the administration's intent to work with the Senate, but to form joint working groups when they are called for and mutually agreed to, (3) that the report's language does not recognize that Senate committees include administrative representation and as such are current examples of shared governance, (4) that fully shared governance includes students and staff in addition to administration and the Academic Senate, (5) that the EC has been given the opportunity to provide input regarding the composition of working groups, and has not been reluctant to state when a matter is more appropriately referred to a Senate committee, (6) concern about increasing numbers of task forces, (7) that the Pilot Campus Task Force was deemed to require broader representation than just faculty, since the issues involved extended beyond the curriculum, (8) that working groups have sometimes been created in order to avoid impacting current committee workloads, and (9) that standing committees have authority to create subcommittees for this purpose.

Please send additional comments to the task force.

D. Resolution Endorsing Application for Phi Kappa Phi Status Parsons introduced this resolution which came moved and seconded from the Executive Committee. Phi Kappa Phi is a disciplinary honor society. There is evidence that CSUSM now meets the criteria necessary for establishment of a chapter. Comments should be directed to Parsons or Norman.

E. LATAC Bibliographic Management Software Survey Results & Resolution Downie introduced this item which proposes that the campus purchase a site license for bibliographic management software for use by faculty and students. It was suggested that the resolution be worded to recommend that the purchasing decisions be based on the survey findings. Additional comments should be directed to Downie.

F. APC Definition of a Community Service Learning Course Schwartz introduced this item which describes the criteria for a community service learning course, and provides a process for recognition of existing courses, as well as guidelines for creating companions to existing courses. APP began consideration of this item last year. He noted that a critical component of the definition is that at least 15% of the student's grade must be based on the community service learning portion of a course. Questions or comments should be directed to Schwartz.

G. APC Extended Studies Roles & Responsibilities Schwartz introduced this revised statement which attempts to clarify the relationship between Extended Studies and the resident academic programs. He provided some revised language based on editing changes made today in EC. Questions or comments should be directed to Schwartz.

H. FAC Instructions for Administering Student Evaluation of Course Instruction Norman, subcommittee chair, introduced these revised instructions (the evaluation instruments are also being revised but will not come before this year's Senate). She provided some revisions based on editing changes made today in EC. Questions or comments should be directed to Norman.

I. UCC Minor in Native Studies Nava noted that UCC’s comments regarding this program are included in their committee report, and that BLP’s comments are also contained in the BLP report provided at the meeting. Also provided at the meeting was a memo from Sharon Elise, Ethnic Studies Chair, with comments regarding this minor. Golich noted that BLP has requested additional information from the originator, and noted a concern regarding resources, but has approved the program. Seleski indicated her department’s concern that the issue of unfunded costs of minors must be addressed by the college, but the department supports the minor itself. Questions or comments should be directed to Schwartz, BLP and UCC simultaneously.

J. UCC Joint Ed.D. Program (with UCSD and SDSU) Nava noted that UCC’s comments regarding this program are included in their committee report. Golich noted that BLP has also approved the program. Nava thanked Jennifer Jeffries (COE faculty member and campus contact for this program) for meeting with UCC to respond to their questions. Barsky noted that the joint nature of this program is driving the expedited review process and difference in presentation format. Questions or comments should be directed to Jeffries, UCC and BLP simultaneously.

K. GEC Computer Intensive Requirement Resolution This item was postponed to the May 7 Senate meeting. A waiver will be requested.

Meeting adjourned at 3:00 p.m.
 Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
 Glen H. Brodowsky, Secretary 02/03

Date: _____