

MINUTES

**Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, April 23, 2003
Commons 206
12 – 2 p.m.**

Members Present: **Dick Montanari, Chair** **Bonnie Biggs, V. Chair** **Glen Brodowsky, Secretary**
 Al Schwartz, APC **Vicki Golich, BLP** **Janet McDaniel, FAC**
 Sharon Hamill, GEC **Kathy Norman, NEAC** **Zulmara Cline, SAC**
 Carmen Nava, UCC **Sandy Parsons, ASCSU**

Ex-Officio Present: **Janet Powell, CFA**

Not Present: **Alexander Gonzalez, President; Robert Sheath, Provost & VPAA**

Staff: **Marcia Woolf, Academic Senate Coordinator**

I. Approval of Agenda

DELETE: **XII. E. NEAC Recommendations**

ADD: **XIII. New Business, A. Referral to FAC: Faculty Participation in Meeting/Event Scheduling**

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

II. Approval of Minutes of 4/16/03

CHANGE: **X. Committee Reports, FAC, line 6:**
 "...revised version of the Instructions to Students for course evaluations document...."

XI. Old Business, A. APC Extended Studies Roles & Responsibilities, line 2:
 "...scheduled for ~~tomorrow~~ Thursday, April 17."

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

III. Chair's Report, Dick Montanari

A. Announcements: None.

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 members involved with program assessment

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

V. Secretary's Report, Glen Brodowsky: The attachments to the agenda packet for today's meeting are printed on white rather than the traditional colored paper, and are numbered sequentially in the right margin. The multicolored attachments are proving increasingly difficult and costly for the Duplicating and Senate staff. We expect to also produce the Senate agendas in this manner in future. The chair plans to announce the page numbers for each item as it comes up.

- VI. President's Report, Alexander Gonzalez:** No report.
- VII. Provost's Report, Robert Sheath** No report.
- VIII. Statewide Senate Report, Sandy Parsons** There will be a plenary meeting May 5-7.
- IX. CFA Report, Janet Powell:** Powell deferred to Diehr's Senate report.
- X. Committee Reports**

BLP: Golich provided a written report and noted the committee's concern that the two programs on today's Senate agenda for a first reading were placed on the agenda prior to BLP's review and approval. There was discussion about (1) how it is determined that a program is ready for Senate action, (2) who requests the programs be placed on the agenda, (3) the problems created by late, end-of-year submissions of programs for review, (4) the need for firm deadlines for submissions, and (5) the need for a policy regarding submission of programs for Senate action. The EC will discuss further at a future meeting.

FAC: The committee's written report is attached to today's Senate agenda.

GEC: The committee's written report is attached to today's Senate agenda.

NEAC: The committee's written report is attached to today's Senate agenda. The faculty elected last week to serve on the Search Advisory Committee for a successor President are Bonnie Biggs and Richard Serpe. Montanari noted these names have been provided to the Chancellor's Office.

XI. Old Business

A. APC Extended Studies Roles & Responsibilities The EC suggested that "college" be replaced by "college/library" throughout the document, and a slight wording change was suggested to item 2 under "Courses offered without University degree credit."

Motion #3 M/S/P*
To forward the document to the Senate as amended.

B. FAC Instructions for Administering Student Evaluation of Course Instruction Norman reviewed the subcommittee's suggested revisions. The EC suggested some wording and formatting changes to clarify the document. Norman will relay the accepted changes to the Senate today when presenting the document.

Motion #4 M/S/P*
To forward the document to the Senate as amended.

C. GEC Computer Intensive Requirement Resolution Hamill presented a revised resolution, noting that the committee did not believe that providing direction to departments/programs and PAC regarding how to proceed fell within their jurisdiction, and decided instead to simply resolve to abolish the CIR altogether. They noted that the current CCR is more comprehensive than the original and sufficient for GE purposes. Programs wishing to add a computer intensive requirement are free to do so, but this is not a matter for GEC's consideration or review. It was suggested that language might be added stating that the current CCR is sufficient for the majority of students.

Motion #5 M/S/P*
To forward the document to the Senate.

XII. New Business (on today's Senate agenda)

A. APC Definition of a Community Service Learning Course Brodowsky expressed concern that students involved in Senior Experience who work with the business community have not been credited for their efforts, because it had been determined that service to for-profit organizations did not meet the requirement. The newly proposed definition (based on federal guidelines) allows the community being served to identify areas of need, which resolves this conflict. Also, in the case of existing courses, the document provides that the department chair/program director/associate dean may identify those courses meeting the definition.

Motion #6 M/S/P*

To forward the document to the Senate.

B. UCC Minor in Native Studies Nava directed the EC's attention to both BLP and UCC's reports which contain information about each committee's review of this minor. In addition, a copy of a 1/15/03 memo from Sharon Elise, Ethnic Studies program director, was distributed. Schwartz noted that there are no plans currently to develop a Native Studies major. Biggs noted that, while resources for the minor may be limited, adoption of this minor is expected to result in significant community support.

Motion #7 M/S/P*

To forward the minor and attending documents to the Senate.

C. UCC Joint Ed.D. Program (with UCSD and SDSU) The committee managed to complete its review of this program in the time allotted (one meeting), and thanks Jennifer Jeffries for agreeing to meet with them to address some questions they developed during their deliberations. Golich noted that BLP approved this program yesterday.

Motion #8 M/S/P*

To forward the program to the Senate.

D. FAC Library RTP Standards McDaniel noted that the document revision contains no substantive changes; they are primarily to update or clarify. This is the first standards document to come before FAC since adoption of the revised Promotion & Tenure policy. FAC has determined that the Library document meets or exceeds the standards described in the University document. McDaniel will send the document electronically to Senators tomorrow (4/24/03).

Motion #9 M/S/P*

To forward the standards to the Senate (May 7 meeting, waiver to be requested).

E. 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 #10 M/S/P*

To approve NEAC's recommendations and forward to Senate.

XIII. New Business

A. Referral to FAC: Faculty Participation in Meeting/Event Scheduling This issue was originally raised in last week's EC during the discussion of how priorities are set for event scheduling. The EC agreed to refer this matter to FAC.

Motion #11 M/S/P*

To refer the matter to FAC.

XII. New Business (on today's Senate agenda) These items were "agendized" real time.

F. Resolution Endorsing Effort to Seek Phi Kappa Phi Status Parsons developed this resolution in response to

Sheath's request for the Senate's endorsement of pursuing Phi Kappa Phi status for Cal State San Marcos. A typographical error was corrected. Biggs noted that while the campus has added a new Library building, the collection has not substantially grown; it was further noted that the Society has relaxed its requirements regarding the size of library holdings.

Motion #12 M/S/P* (Parsons)
To forward the resolution to the Senate.

G. Resolution Endorsing the Report of the Academic Blueprint Committee Montanari developed this resolution to endorse the efforts and report of the Academic Blueprint Committee.

Motion #13 M/S/P*
To forward the resolution to the Senate.

The meeting was adjourned at 1:10 p.m.
Marcia Woolf, Academic Senate Coordinator

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

Date: _____