

MINUTES

**Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, September 25, 2002
Commons 206
12 p.m.**

Present: **Dick Montanari, Chair** **Bonnie Biggs, Vice Chair** **Glen Brodowsky, Secretary**
 Janet Powell, BLP **Janet McDaniel, FAC** **Kathy Norman, NEAC**
 Zee Cline, SAC **Sandy Parsons, ASCSU**

Ex-Officio Present: **Robert Sheath, Provost & VPAA**

Guest: **Terry Allison, Assistant to the President**

Not Present: **George Diehr, CFA; Alexander Gonzalez, President; Sharon Hamill, GEC**

Staff: **Marcia Woolf, AS Coordinator**

I. Approval of Agenda

ADD: **III. B. Referrals to Committees**
 NEAC University Committee on Southwest Riverside County (SWRC) – 2 COAS faculty

XI. B. FAC Proposed Transition Plan for Faculty Awards

XII. D. BLP UAMP Calendar Change

DELETE: **XII. A. NEAC Recommendations**
 Robert Black, Nicolson Review Committee (*should not be listed as a NEAC appointment*)

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

II. Approval of Minutes of 9/18/02

CHANGE: **Page 1, IV., 1st line:** "...has now met for the first time this academic year..."

Page 2, VII., Provost's Report, 1st paragraph, 3rd line: "...to take an active role in ~~the process~~
reviewing the file for a full curriculum vitae."

also 4th paragraph, 2nd line: "...the importance of funding new campus ~~facilities~~ programs ahead of FTES counts."

also 5th paragraph: "...spring applications for undergraduates may be cut off..."

Page 2, VIII., Statewide Senate Report, 2nd paragraph, 2nd line: "...the CCTC's proposed revisions to the subject matter standards...."

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

III. Chair's Report, Dick Montanari

A. Announcements: The Senate office has information on 2003/04 openings for resident directors for International Programs.

The President's Council met for the first time; its goal is to improve communications on campus. Members include administrators, faculty, staff and students. Numerous issues of campus concern were discussed and all members participated in the discussions.

The Academic Round Table has also met for the first time this semester. Its goal is to increase dialogue between faculty and administration.

The EC will begin discussing the Senate's involvement in the new revised WASC evaluation process, for later presentation to the Senate. Allison noted that the new standards require ongoing self assessment and evidence of use of improved methods based on the results of those assessments. The campus must present a proposal by October 15, 2004. In addition, the campus must respond to the issues raised during the last WASC evaluation. Faculty involvement will be critical in these processes.

Faculty involvement in commencement is an ongoing issue. There may be incentives made available to encourage greater faculty participation. Jocelyn Brown, ASI External Vice President, wishes to address the EC regarding this topic.

B. Referrals to Committees:

BLP UAMP Submission Date Modifications
 NEAC Review Committees, VPs Bashein and Garcia
 University Committee on SWRC, 2 COAS faculty

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

V. Secretary's Report: Glen Brodowsky

The following Academic Senate items have been forwarded to University administration for approval or response:

APP Certificate Policy
 APP Resolution regarding Originators of Proposals
 APP Maximum Number of Units
 BLP UAMP Process
 GEC LDGE Area C Revision
 GEC LDGE Area D Form
 GEC Recertification Resolution
 IRB Policy
 NEAC Election Standing Rules
 NEAC Faculty Service while on Leave Policy

VI. President's Report: Alexander Gonzalez On behalf of the President, Allison thanked the EC members for attending yesterday's reception for the Chancellor. He also reported that the President's office is seeking clarification from the Chancellor's office regarding the need for presidential approval or endorsement of campus senates' constitutions and by-laws. Several members of EC voiced their opinions that the Constitutions and By-Laws require only the approval of the faculty, as is true of other documents pertaining to the operations of the Senate.

VII. Provost's Report: Robert Sheath Chancellor Reed is visiting campus this week, and attended a briefing on our Master Plan this morning. He meets with the Academic Blueprint Committee this afternoon. He will also be visiting with the Kelloggs. We are aggressively seeking support for new programs and a revised building plan.

There will be a ceremony to recognize newly tenured faculty this afternoon at 3:30 p.m. All are encouraged to attend.

VIII. Statewide Senate Report: Sandy Parsons Some of the ASCSU subcommittees will be meeting in October. The Statewide academic conference sponsored by the Academic Senate of the CSU may not take place this year due to budget constraints.

IX. CFA Report: No report.

X. Committee Reports:

BLP: The committee has been working on a revision to the P form (an APP form), and will forward the proposed revisions to the new UCC for their approval. The form was modified to include the choices of “support” or “oppose” to make the signatures more meaningful. The form also now requires that proposers discuss resource issues with affected departments before the form comes to BLP.

FAC: A subcommittee on Faculty Flow has now been formed. The subcommittee is looking forward to reviewing the statewide report when it becomes available.

FAC wishes to bring the matter of Post-Tenure Review before the Senate for their input regarding the process and expected outcomes. The EC recommended FAC prepare a one page background information sheet to facilitate this discussion. The matter will be placed on the November Senate agenda.

The committee is also working on the issue of temporary employee evaluation.

GEC: Postponed to 10/2/02.

NEAC: As of noon today, 55% of eligible faculty have voted in the on-line election, which is an excellent turnout for the halfway point.

Members and candidates for APC and UCC were contacted and asked to name temporary representatives for EC. UCC has provided a temporary lineup; however, APC has not yet responded.

A NEAC call will be going out shortly for current Senate and University committee vacancies. Suggestions were given to the Provost last week for his dean review committees.

NEAC is seeking the advice of the EC regarding the matter of committee service by faculty participating in the FERP. The policy regarding service while on leave is silent on the issue. NEAC members are split on what that silence means. The EC made a referral to NEAC to revisit the policy regarding service while on leave, and suggested the committee research the CBA and FERP documents regarding service by faculty in the FERP. It was further suggested that the policy include a list of committees on which FERP participants may not serve.

Motion #3* M/S/P (Brodowsky)
To refer the Faculty Service while on Leave Policy to NEAC for clarification regarding FERP

XI. Old Business

A. 4CSU Campus Response Brodowsky represented the EC on an ad hoc committee which prepared a draft response to the 4CSU proposal (attached to agenda). The committee’s draft letter indicated that the proposal was not very feasible, would be costly to implement, did not address the real problems, and may even reduce transfers. The Cabinet has endorsed the draft response, which is due by month’s end.

Motion #4* M/S/P (Brodowsky)
To endorse the draft response prepared for the President by the ad hoc committee

B. FAC Proposed Transition Plan for Faculty Awards McDaniel distributed a document describing the interim transition plan to be put in effect should the proposed Faculty Awards Policy be passed in the Senate this Fall. The plan would extend the current year’s timeline for Brakebill nominations into the spring of 2003, with a new awardee named in October 2003. The EC suggested FAC add specific dates to the document for clarification.

Motion #5* M/S/P (Brodowsky)
To combine the policy and amended transition into one motion & forward it to the Senate for a 1st reading, waiver requested

XII. New Business

A. NEAC Recommendations

Gonzalez, Alicia	Service Learning Adv. Council	Gaynor	At-Large	02-03
McField, Grace	Student Grade Grievance Comm	TBD	At-Large	02-03
Mendoza, Ken	Student Affairs Committee	Cline	At-Large	02-04

Motion #6* M/S/P (NEAC)
To approve NEAC's recommendations

B. ACR 73 Implementation Plan A letter from ASCSU chair Jackie Kegley called upon each campus to form a presentation team made up of administration, CFA, and Senate representatives to educate the faculty regarding the ACR 73 implementation plan. The EC discussed the possibility of presentations both to the Senate and in open forums. Powell suggested that Parsons, Diehr and Allison comprise the campus team. Allison suggested that Mary Elizabeth Stivers would be more appropriate as the administrative member of the team, or Sheath who has drafted an implementation plan. It was also suggested that Powell provide backup for Diehr. Diehr and Parsons have agreed to serve on the presentation team. A representative from the administration will be designated.

C. Collegial Governance Task Force Update Postponed until 10/2/02.

D. BLP UAMP Calendar Change Some aspects of the UAMP policy approved by the Senate at the end of last year have been found to be unworkable. As a result, a new calendar has been developed for use this year. BLP will develop a permanent calendar and modified policy for presentation to the Senate this year.

Motion #7* M/S/P (McDaniel)
To approve use of the revised UAMP calendar for an interim period of one year, and present the interim calendar to the Senate in October as an information item

The meeting was adjourned at 2 p.m.
Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Glen Brodowsky, Secretary 02/03

Date: _____