

**ACADEMIC SENATE  
OF  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
April 21, 2004**

**Minutes**

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<b>Present</b>	Wayne Aitken, Tom Bennett, Vivienne Bennett, Bonnie Biggs, Jackie Borin, Glen Brodowsky, Valerie Callanan, Fran Chadwick, David Chien, Zulmara Cline, Charles De Leone, Rosario Diaz-Greenberg, Ann Fiegen, Merryl Goldberg, Jule Gómez de García, Kathy Hayden, Linda Holt, Mary Thomas Keim, Andre Kundgen, Jack Leu, Janet McDaniel, Ofer Meilich, Yvonne Meulemans, Dick Montanari, Carmen Nava, Juan Necochea, Graham Oberem, Jill Pellettieri, Raj Pillai, K. Brooks Reid, Michael Schmidt, Al Schwartz, Patty Seleski, Richard Serpe, Laurie Stowell, Jackie Trischman, Kathleen Watson, Jill Weigt, Marshall Whittlesey, Shaun-inn Wu, Michael Yee, Rika Yoshii
<b>Not Present</b>	Jocelyn Ahlers, Veronica Añover, Kristin Bates, Mayra Besosa, Susie Lan Cassel, George Diehr, Rocio Guillen, Sharon Hamill, Soheila Jorjani, Kara Kornher, Dreama Moon, Tejinder Neelon, Troy Nielson, Brian Norris, Youwen Ouyang, Janet Powell, Amber Puha, Erik Roper, Lorri Santamaría, Yuan Yuan
<b>Ex-Officio Present</b>	Beverlee Anderson – Parliamentarian, David Barsky – AVP-AP, Vicki Golich – Dean CoAS, Dennis Guseman – Dean CoBA, Karen Haynes – President, Bud Morris – Past Senate Chair, Marion Reid – Dean Library, Robert Sheath – Provost, Mary Elizabeth Stivers – AVP-AR, Pat Worden – AVPR & Dean Grad. Studies
<b>Guests</b>	Carolina Cardenas – Dir. Univ. Outreach, Regina Eisenbach – Assoc. Dean CoBA, Ranjeeta Ghiara – Assoc. Dean CoAS, Bettina Huber – Dir. Analytic Studies, Al Kern – Int. Dir. Biotechnology Programs, Michael McDuffie – Assoc. Dean CoAS, Kathy Norman – FAC Subcommittee, Betsy Read – Biology, Gabriela Sonntag – FAC Subcommittee, Marie Thomas – FAC Subcommittee, Wayne Veres – Dir. Systems Development & CMS
<b>Staff</b>	Marcia Woolf, Academic Senate Coordinator

**I. Approval of Agenda**

**ADD: XIV. New Business: D. APC Policy on Graduate Requirements  
E. UCC Minor in Cognitive Science**

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

**II. Approval of Minutes: 4/7/04**

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

**III. Chair's Report: Dick Montanari**

**A. Announcements:** The May 5 Senate meeting will be held in UH 373.

\*All motions were passed unanimously unless otherwise noted.

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Seleski announced that Joan Gundersen, founding faculty member in History, has been invited to campus April 26 for a 4 p.m. reception on the Faculty Center patio and a 5 p.m. talk on the American revolution. All are invited to attend.

Callanan announced that there is an urgent need for two faculty to serve on a search committee for the VP of Finance and Administrative Services. One volunteer stepped forward.

McDaniel announced that the call for nominations for the Brakebill award for 2004/05 has been issued, and encouraged faculty to nominate colleagues and spread the word. She also announced that the International Fair will be held April 22 from 11 a.m. – 2:30 p.m.

**B. Referrals to Committees: None.**

**IV. Vice-Chair's Report: Jackie Trischman** Don Barrett will be returning in the fall to serve out the second year of his two-year term as Senate parliamentarian. Beverlee Anderson has been serving this semester on an interim basis while Barrett is on sabbatical leave. Barrett will be confirmed at the first Senate meeting in the fall.

**V. Secretary's Report: Glen Brodowsky** No report.

**VI. President's Report: Karen Haynes** The president is attending the Executive Council meeting in Long Beach. Sheath noted that the third and last faculty forum with the president is scheduled for April 23, and that she has been pleased with the participation. Faculty are encouraged to advise the president and provost concerning strategies for maintaining an on-going dialogue between faculty and the president.

**VII. Provost's Report: Robert Sheath** The search committee for the Dean of IITS is expected to meet on April 27 and make their final recommendation to the provost. Candidates for the AVP-Enrollment Management Services are visiting campus April 21 through May 4.

The UBC met on April 10 for five hours and April 21 for three hours, and have been reviewing divisions' 5% and 7% budget cut scenarios to develop a recommendation for the president concerning the 04/05 fiscal year. Reconsideration may be necessary following the May revise.

The University Planning Council will hold two open forums to discuss the current strategic planning document, and provide an interactive website for those unable to attend the forums. Their plan is to expand the ideas contained in the Title IIIA grant proposal to be as inclusive as possible, and to use this as the basis for addressing WASC and strategic planning goals.

**VIII. ASCSU Report: Richard Serpe** Issues currently working their way through the statewide Senate include time to degree/excess units and what proportion of the cost of education should be paid by students.

**IX. CFA Report: George Diehr** No report.

**X. ASI Report: Erik Roper** No report.

**XI. Committee Reports**

**BLP:** The committee will be meeting with new members for 2004/05 to select a new chair.

**GEC:** A written report was provided.

**NEAC:** The election results have been published via e-mail, and a handout was provided. A few open seats remain. One of these is for the Promotion & Tenure Committee, and will require an election in the fall since the seat must be contested.

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**SAC:** Lottery proposals were due to the college deans on April 16, and will be prioritized and sent to SAC for review shortly.

**XII. Consent Calendar:** A schedule for the 04/05 RTP process was presented, along with these NEAC recommendations:

Name	Committee	Representing	Term
Gerry Gonzales	Foundation - Grants Subcommittee	At-large	03-05
Bianca Mothe	Foundation - Grants Subcommittee	At-large	03-05
Jocelyn Ahlers	Ad-hoc Academic Programs Marketing Task Force	CoAS	
Glen Brodowsky	Ad-hoc Academic Programs Marketing Task Force	CoBA	
Melanie Chu	Ad-hoc Academic Programs Marketing Task Force	Library	
Alice Quicho	Ad-hoc Academic Programs Marketing Task Force	CoE	
Bonnie Bade	Ad-hoc Advisory Committee – Arts & Lecture Series	CoAS	04-05
Fran Chadwick	Ad-hoc Advisory Committee – Arts & Lecture Series	CoE	04-05
Melanie Chu	Ad-hoc Advisory Committee – Arts & Lecture Series	Library	04-05
Jack Leu	Ad-hoc Advisory Committee – Arts & Lecture Series	CoBA	04-05
Karen Schaffman	Ad-hoc Advisory Committee – Arts & Lecture Series	CoAS- VPA	04-05

**Motion #3** M/S/P\*  
To approve the Consent Calendar.

### XIII. Old Business

A senator made a motion that Old Business items A-H be voted on by secret ballot. The motion was seconded and a discussion ensued concerning the rationale for the request and arguments for and against. It was argued that faculty may be intimidated into voting against their will, since their votes are known to all, or may suffer retaliation for voting in a certain manner. Others argued that no senators have suffered retaliation as a result of their votes or opinions voiced, and that the current system seems to be working. It was noted that any senator may request a secret ballot for any agenda item at any time, and that a majority vote is required for a secret ballot.

**Motion #4** M/S/D (Whittlesey) (7 in favor, 26 opposed)  
To vote on Old Business items A-H by secret ballot.

**A. GEC Definition of Upper Division General Education** Schmidt noted that the committee reconsidered its earlier resolution concerning courses outside the major, as suggested, and determined that that resolution and this are informed by distinctly different values, and that both are supported by the committee.

**Motion #5** M/S/P (34 in favor, 2 opposed)  
To approve the definition of Upper Division General Education.

**B. Proposal: Center for Leadership Innovation & Mentorship Building (CLIMB)** The proposers found the comments received valuable and informative, and will ensure that the criteria for evaluation are specific and clear in the operational procedures for the Center. A friendly amendment was offered and accepted to add a bullet at 7.a. which reads “Financial viability will be part of the evaluation criteria of the Center.” Worden noted that the Centers policy calls for such evaluation as a matter of course.

**Motion #6** M/S/P (34 in favor, none opposed)  
To recommend to the provost approval of the Center.

**C. APC Policy on Master’s Theses/Project Committee Composition** Leu noted that the committee accepted the change suggested at the first reading for the second bullet under the Thesis Committee heading: “~~The~~ A second member of the thesis committee....” Worden responded to a concern about how a composition is approved, indicating that the Graduate Studies office would approve on a case by case basis.

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**Motion #7** M/S/P\*

To approve the Policy on Master's Theses/Project Committee Composition.

**D. Proposal: Center on Border Pedagogy** In response to concerns raised at the first reading, the proposers have changed the composition of the advisory board by eliminating international partners and adding faculty collaborators from CoAS. The evaluation criteria section was also made more specific.

**Motion #8** M/S/P (30 in favor, 2 opposed)

To recommend to the provost approval of the Center.

**XV. Information Item (taken out of order for 2 p.m. time certain)**

**A. Academic Blueprint Update** Last year's Senate approved the Academic Blueprint, and asked that the Academic Blueprint committee report back to the Senate each spring regarding the progress of and changes to the Blueprint. (A written report was provided as part of the agenda packet.) Sheath noted that the most significant change is the reduction in FTES targets, as well as a change to the use of full year FTES targets rather than academic year FTES targets. A summary was provided in the report which described the basis for the changes made. The report included information concerning the committee's efforts in facilitating new programs.

**XIII. Old Business (continued)**

**E. UCC Elementary Subject Matter Preparation Certificate (ESMPC)** Nava noted that some wording changes were made based on suggestions from and received since the first reading.

**Motion #9** M/S/P (33 in favor, none opposed)

To approve the Elementary Subject Matter Preparation Certificate program.

**F. FAC Custom Course Materials Policy and Informational Flyer** Fiegen noted that the document provided illustrates the mostly editorial changes which have been made since the first reading.

**Motion #10** M/S/P (35 in favor, none opposed)

To approve the Custom Course Materials Policy and Informational Flyer.

**G. GEC Revised UDGE Forms** The committee has added spaces to each of the forms for course number and title.

**Motion #11** M/S/P (38 in favor, none opposed)

To approve the Revised UDGE Forms.

**H. SAC Academic Honesty Policy** Cline noted that the committee has accepted a friendly amendment offered by the Library to modify the reference to style manuals under the Guidelines section. In response to a concern raised, a sentence was added by the committee which suggests that the 2004/05 Executive Committee refer to SAC development of guidelines for sanctions. A friendly amendment was offered and accepted to strike this reference (lines 106-107) from the policy and instead make it a separate resolution. A discussion took place concerning due process which resulted in no further changes to the policy.

**Motion #12** M/S/P (32 in favor, 1 opposed)

To approve the Academic Honesty Policy as amended.

A senator suggested a subsidiary motion related to the Academic Honesty Policy. A modified version of the resolution will be presented to the Senate for a second reading at its May 5 meeting.

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**Motion #13** M/S (Reid)  
Subsidiary motion on Academic Honesty Policy #1.

A motion was then made and seconded to amend the agenda to add a new business item (a second resolution concerning the Academic Honesty Policy) and to move it to item A, reordering the other New Business items.

**Motion #14** M/S/D (7 in favor, 22 opposed)  
To add a subsidiary motion on the Academic Honesty Policy to New Business.

**XIV. New Business**

**A. FAC Student Evaluation of Instruction Instrument** Two resolutions were presented. The first proposed that the newly developed instrument be adopted on a trial basis for three years. Comments included (1) a suggestion to restore the question in the current instrument regarding the student's expected grade; (2) in section B1, reference to types of feedback other than graded work; (3) that Deans be included in the development of the process for distribution of the instrument; and (4) that any questions requested in significant number by faculty be considered for inclusion in the default instrument. Additional comments and suggestions are to be directed to FAC or the subcommittee members.

The second resolution concerns that information required to be included in faculty WPAFs. Comments included (1) a concern about the omission of student commentary in the summary information provided for RTP review; (2) the need for Senators to see a mock-up of the summary information to be provided to RTP committees; and (3) the need for additional discussion concerning the instrument in general. Additional comments and suggestions are to be directed to FAC or the subcommittee members.

**B. UCC Biotechnology Program** Nava noted that line 98 of the catalog copy provided in the agenda should be modified to read: "...or PHIL 345 as a ~~requirements~~ preparation for the major." Also, language will be added to that sentence prior to the second reading to clarify that it pertains to students who have upper division status. Nava also directed senators' attention to the UCC's written report which summarizes the committee's deliberations on this program. Comments and suggestions are to be directed to the proposers or UCC.

**C. EC Meeting Schedule for 2004/05** Trischman noted that the schedule is provided as an information item. Accompanying it is an EC resolution concerning a change to the Senate's meeting time to fit in with current teaching schedules. Comments and suggestions are to be directed to either the proposers or EC.

**D. APC Policy on Graduation Requirements** A handout described the proposed modifications to the campus policy, which addresses the minimum unit requirement, major requirements, multiple majors, minors, and certificates and certificate programs, as well as transcript and diploma issues. Comments included a suggestion for more specific wording concerning how certificates are recorded, and a possible need to modify the title of the policy for clarity. Additional comments and suggestions are to be directed to APC.

**E. UCC Minor in Cognitive Science** A handout was provided containing the catalog copy for this proposed minor. Comments included a question concerning the committee's consideration of prerequisites for the required courses and the possible need to address a future mathematical component. A senator expressed a concern about bringing on new interdisciplinary programs with no support structure in place and the need for proposers to more accurately specify a program's resource needs. Additional comments and suggestions are to be directed to UCC.

Due to the lack of a quorum, a new resolution related to the Academic Honesty Policy was not considered.

Meeting adjourned at 3:12 p.m.

The next Senate meeting is scheduled for May 5, 2004, at 1:15 p.m.

Marcia Woolf, Academic Senate Coordinator

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APPROVED: \_\_\_\_\_  
Glen H. Brodowsky, Secretary 03/04

DATE: \_\_\_\_\_

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