

**ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
May 5, 2004**

Minutes

Present	Jocelyn Ahlers, Veronica Añover, Tom Bennett, Vivienne Bennett, Mayra Besosa, Bonnie Biggs, Glen Brodowsky, Susie Lan Cassel, Fran Chadwick, David Chien, C. New Chiyachantana, Zulmara Cline, Charles De Leone, Rosario Diaz-Greenberg, Judith Downie, Darel Engen, Ann Fiegen, Merryl Goldberg, Jule Gómez de García, Linda Holt, Soheila Jorjani, Eun Kang, Kara Kornher, Andre Kundgen, Jack Leu, Elizabeth Sugar Martinez, Janet McDaniel, Ofer Meilich, Yvonne Meulemans, Dick Montanari, Carmen Nava, Juan Necochea, Tejinder Neelon, Lance Newman, Graham Oberem, Jill Pellettieri, Janet Powell, Radhika Ramamurthi, K. Brooks Reid, Erik Roper, Michael Schmidt, Al Schwartz, Patty Seleski, Richard Serpe, Laurie Stowell, Jackie Trischman, Wenyuh Tsay, Kathleen Watson, Jill Weigt, Marshall Whittlesey, Shaun-inn Wu, Michael Yee, Rika Yoshii
Not Present	Wayne Aitken, Kathleen Bates, Kristin Bates, Jackie Borin, Valerie Callanan, George Diehr, Rocio Guillen, Sharon Hamill, Kathy Hayden, Michael Hughes, Mary Thomas Keim, Dreama Moon, Karno Ng, Steve Nichols, Troy Nielson, Brian Norris, Youwen Ouyang, Raj Pillai (sabb.), Amber Puha, Lorri Santamaría, Yuan Yuan, Xiaoyu Zhang
Ex-Officio Present	David Barsky – AVP-AP, Karen Haynes – President, Marion Reid – Dean Library, Robert Sheath – Provost, Robert Stakes – Dean Extended Studies, Mary Elizabeth Stivers – AVP-AR, Pat Worden – AVPR & Dean Grad. Studies
Guests	Regina Eisenbach – Assoc. Dean CoBA, Ranjeeta Ghiara – Assoc. Dean CoAS, Bettina Huber – Dir. Analytic Studies, Michael McDuffie – Assoc. Dean CoAS, Kathy Norman – FAC Subcommittee, Wayne Veres – Dir. Systems Development & CMS
Staff	Marcia Woolf, Academic Senate Coordinator

I. Approval of Agenda A revised agenda was provided.

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

II. Approval of Minutes: 4/21/04

CHANGE: P. 3, XII. NEAC Recommendations, correct the spelling of “Brodowsky”
P. 5, Motion #14: To add a subsidiary motion on Academic Honesty Policy #2 to New Business.
P. 5, XIV., C., line 3: “... to either the proposers or ~~UCC EC.~~”
P. 5, XIV. D., “Policy on ~~Graduate~~ Graduation Requirements”

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

*Unanimous vote.

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III. Chair's Report: Dick Montanari

A. Announcements: The EC retreat will be held on August 24. Items of business not concluded today fall off the table. These will be documented by the Senate office for next year's committees, and next year's EC will determine whether to refer the items again.

The deadline for nominations for the 2004/05 Brakebill award is 4 p.m. on May 13.

Montanari noted that Beverlee Anderson, who has served as Parliamentarian during the spring semester, is recovering from an illness and expects to be back to campus shortly. He expressed his appreciation for her efforts and guidance. Don Barrett will return in the fall to serve out the second year of his two-year term.

B. Referrals to Committees: None.

IV. Vice-Chair's Report: Jackie Trischman No report.

V. Secretary's Report: Glen Brodowsky The University administration has been notified of the Senate's actions concerning the following items:

Center for Leadership Innovation & Mentorship Building (CLIMB) Proposal
Center on Border Pedagogy Proposal
APC Master's Thesis and Project Committee Composition Policy
FAC Custom Course Materials Policy
FAC RTP Calendar 2004/05
GEC Resolution on Definition of Upper Division General Education
GEC Revised UDGE Forms
SAC Academic Honesty Policy
SAC Student Grade Appeals Policy

VI. President's Report: Karen Haynes The UBC recommendations have been submitted to Cabinet, which will be looking for additional revenue to put toward instruction. The Cabinet will meet again on May 17 to review the May budget revise.

NEAC has recommended faculty to serve on the VP for Finance & Administration search committee, which will convene once prior to the end of the semester to develop an announcement and timeline. Applications will be reviewed in the fall.

CFA has expressed concern about MPP salary increases effected prior to Haynes' arrival, and the president is reviewing the matter and will find ways to make future processes more public and more equitable. More information will be provided in the fall.

Due to process delays, announcements concerning the two President's awards for teaching will be made at the fall convocations rather than at commencement. The Innovation in Teaching award will be announced at the student convocation, and the Scholarly and Creative Activity award will be announced at the general convocation.

A decision has been made to postpone production of the first part of the "institutional readiness" document for WASC from October to May 2005. Miriam Schustack, fulfilling her ACE fellowship, will assume responsibility for this next year while Terry Allison serves as interim VP for Finance & Administration.

Haynes expressed her appreciation to the faculty and to the Senate for their hard work, noting she looks forward to working with the new Senate next year. She noted that fall will mark the university's 15 year anniversary, and that the faculty should be proud of their accomplishments.

*Unanimous vote.

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VII. Provost's Report: Robert Sheath Sheath also expressed his appreciation to the Senate and EC, and welcomed the incoming members. He noted that the IITS Dean search is nearing completion. He expects to receive the committee's recommendation concerning the AVP for Enrollment Management Services search shortly.

Next year, in addition to the VPFA search, there will be two or three searches for senior managers within Academic & Student Affairs. Sheath thanked Robert Stakes for his efforts as Dean of Extended Studies. He noted that the CoE Dean search will also be conducted, as well as a possible search for a Dean of Health & Human Services, provided the Title IIIA grant is awarded.

A successful meeting of the Level 4 managers within Academic & Student Affairs was held recently, and yielded ways to better communicate within the new division including a listserv and posting of Provost's Council meeting minutes.

VIII. ASCSU Report: Richard Serpe Montanari reported that he and Serpe will attend the final plenary session being held May 6-7. Serpe will distribute the meeting summary once it becomes available.

IX. CFA Report: George Diehr Powell indicated that the CFA looks forward to working with Haynes over the summer concerning the MPP salary issue, and appreciates her openness.

The SSI grievance has now gone to Level II and is expected to go to arbitration. More information will be provided next fall.

The "Save the CSU" rally received broad media coverage, and the CFA was proud to support this event.

Elections of CFA officers will be held soon, and faculty are encouraged to run for a seat.

Mayra Besosa was congratulated for receiving a CFA award for her service to adjunct faculty.

X. ASI Report: Erik Roper ASI's new president is Manal Yamout, and the new VP of External Affairs is Shannon Barnett.

ASI appreciates CFA's support in funding the buses for the recent "Save the CSU" rally. While many students signed up to attend and were released from class, only eighteen actually attended the rally. It was recommended that some type of confirmation of attendance be required for future events.

The CSSA is sponsoring a statewide challenge, offering students free tuition, parking or books. Students are invited to log onto the website www.csustudents.org for information.

Faculty and students are asked to call the Chancellor to ask that the CSU commit to using renewable energy and to building in a sustainable and energy efficient manner. Individuals are also being asked to endorse a statewide campaign in this regard.

The ASI hopes to conduct a referendum in the fall for a \$10 fee increase to support the Early Learning Center. Beginning in 2007, the Center is to be operated by the CoE. CSUSM has applied for a \$7.7 million grant for a campus child care center.

XI. Committee Reports Written annual reports were provided for all standing committees except SAC. SAC's report will be distributed electronically once it is available. Brodowsky thanked the committee chairs for their hard work this year. Montanari noted that the chairs composed a very collegial and cooperative working group.

*Unanimous vote.

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XII. Consent Calendar:

NEAC Recommendations:

Name	Committee	Representing	Term
Vivienne Bennett	Search Comm. – VP for Finance & Administration	At-large	NA
Jack Leu	Search Comm. – VP for Finance & Administration	At-large	NA

UCC Course & Program Change Proposals:

Curric. & Sched. No.	Course Prefix	Course Number	New Course #	Course/Program Title	Form(s)	Type Action	Proposal Originator	Rec'd by Curr. & Sched.	C&S Sent to Senate	AS Sent to UCC	UCC Action	Action Date
43	EDEX	550		San Diego Summer Leadership Institute in Special Education	C	New	J. Thousand	8/7/03	11/17/03	11/17/03	Approved	1/27/04
67	EDMX	532A		Technology and Communication - Special Education Populations.	D	Deletion	M.G. Kelly/K. Hayden	10/17/03	11/17/03	11/17/03	Approved	3/16/04
152	LTWR	303		Masterworks in Literature	C	New	Susie Cassel	12/9/03	12/15/03	12/15/03	Approved	4/27/04
155	LTWR	350		Reclaiming the Humanities	C	New	Susie Cassel	12/9/03	12/15/03	12/15/03	Approved	4/27/04
162	LTWR	603A-C		Composition Theories and Practices II	C	New	Aneil Rallin	5/20/03	11/17/03	11/17/03	Approved	4/27/04

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

XIII. Old Business

A. FAC Student Evaluation of Instruction Instrument Fiegen noted that the effort to revise the instrument has been underway since about 1996. A significant amount of feedback has been received and acted on since the first reading. Concerning the first resolution, friendly amendments were offered and accepted to change the first sentence to read: "...on a trial basis for ~~three~~ four years...", and to change the third paragraph to read: "Throughout the trial period, the Academic Senate will ask Colleges ~~will~~ to provide instructors with an opportunity...."

Motion #4 M/S/P*
To approve the first resolution concerning the Student Evaluation of Instruction Instrument.

Concerning the second resolution, there was a lengthy discussion regarding which sections of the evaluation are to be included in the WPAF. A friendly amendment was offered and accepted to change the first paragraph of the resolution to read: "...student ratings in ~~Section IA and student information in Section 2~~ the "Information about Students" section and the "Core Questions" of the form...." The form itself will also be modified accordingly.

Motions were made, amended, and dropped when it was determined that defeat of the original motion would serve the same purpose as the motions to amend. The primary concern expressed during this discussion was that the formative responses would not be required for the WPAF, and that these responses were considered essential for reviewers.

Motion #5 M/S/D
To approve the second resolution concerning the Student Evaluation of Instruction Instrument.

*Unanimous vote.

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B. UCC Biotechnology Program No substantive changes have been made since the first reading.

*Unanimous vote.

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Motion #6 M/S/P
To approve the Biotechnology program.

C. Resolution concerning Academic Honesty Policy

Motion #7 M/S/P
To approve the resolution on guidelines concerning the Academic Honesty Policy.

D. APC Graduation Requirements Policy For clarification, the title has been changed to “Graduation Requirements for Baccalaureate Degrees and Academic Certificate Programs.”

Motion #8 M/S/P
To approve the Graduation Requirements for Baccalaureate Degrees and Academic Certificate Programs.

E. UCC Minor in Cognitive Science Nava noted that no substantive changes have been made since the first reading. Concerns expressed included: (1) the lack of financial support apparent for this minor, and the need to accurately project costs and ensure funding is available for new programs; (2) the perception that proposals for programs with costs attached are less likely to be approved; and (3) the need to develop some baseline cost guidelines for proposers to use. Administrative responses included (1) that the colleges are bound to support the curriculum put forward by the faculty, and (2) that the Academic Blueprint Committee works with faculty to ascertain necessary resources and identify funding. Several senators noted that their concerns were general, and not specifically related to the minor in question, which they supported.

Motion #9 M/S/P
To refer the minor back to UCC, with a recommendation that UCC confer with the Academic Blueprint Committee regarding resources.

F. EC Senate Meeting Time Resolution No changes have been made since the first reading.

Motion #10 M/S/P* (EC)
To change the Senate meeting time to 1 p.m. to approximately 2:50 p.m., with extension beyond 3 p.m. requiring a motion for extension.

XIV. New Business

A. EC Extended Studies Policy Revision This revision would correct and clarify the policy concerning extension credit.

Motion #11 M/S/P*
To waive the rules for a first reading.

Motion #12 M/S/P
To approve the revision to the Extended Studies policy.

B. FAC Report and Recommendations concerning RTP Policy The most recent RTP policy charges FAC with evaluating the process after the first cycle. FAC’s report and a series of recommendations were presented to the Senate. The policy is working, but FAC has developed a paper entitled “What is an Item” to serve as a guideline for reviewees. FAC has noted that it is important for reviewers to understand the new policy in order for the cultural shift to occur successfully. The report recommends action by the Senate, including distribution of the report to the faculty. The actions will be referred to committee in 2004/05.

Motion #13 M/S/P
To accept the report and recommendations.

*Unanimous vote.

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XV. Recognition of New Officers and Senators for AY 2004/05 Montanari thanked the body for allowing him the opportunity to serve as chair for two years. He passed the gavel to next year's chair, Jackie Trischman. Trischman presented Montanari with a plaque in recognition of his excellent service to the faculty.

Meeting adjourned at 3:12 p.m.
This was the final meeting of the 2003/04 Academic Senate.
Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Rosario Diaz-Greenberg, Secretary 04/05

DATE: _____

*Unanimous vote.

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