ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
September 3, 2003

Minutes

Present Jocelyn Ahlers, Wayne Aitken, Kristin Bates, Tom Bennett, Vivienne Bennett, Mayra Besosa, Bonnie Biggs, Jackie Borin, Glen Brodowsky, Susie Lan Cassel, Fran Chadwick, David Chien, Zulmara Cline, Charles De Leone, Rosario Diaz-Greenberg, George Diehr, Ann Fiegen, Merryl Goldberg, Jule Gómez de García, Rocio Guillen, Kathy Hayden, Linda Holt, Kara Kornher, Andre Kundgen, Jack Leu, Janet McDaniel, Ofer Meilich, Yvonne Meulemans, Dick Montanari, Dreama Moon, Carmen Nava, Tejinder Neelon, Graham Oberem, Raj Pillai, Amber Puha, K. Brooks Reid, Michael Schmidt, Patty Seleski, Richard Serpe, Laurie Stowell, Jackie Trischman, Kathleen Watson, Jill Weigt, Marshall Whittlesey, Shaun-inn Wu, Michael Yee,

Not Present Veronica Añover, Jayant Ghiara, Sharon Hamill, Mary Keim, Juan Necochea, Troy Nielson, Brian Norris, Youwen Ouyang, Jill Pellettieri, Lorri Santamaría, Rika Yoshii, Yuan Yuan,

Ex-Officio Present Don Barrett – Parliamentarian, David Barsky – AVPAA-AP, Roy McTarnaghan – Int. President, Vicki Golich – Int. Dean COAS, Teresa Macklin – Int. Dean IITS, Francine Martinez – VP Student Affairs, Marion Reid – Dean Library, Robert Sheath – Provost, Robert Stakes – Dean Extended Studies, Mary Elizabeth Stivers – AVPAA-AR, Pat Worden – AVPAA & Dean Grad. Studies

Guests Regina Eisenbach – Assoc. Dean COBA, Ranjeeta Ghiara – Assoc. Dean COAS, Bettina Huber – Dir. Analytic Studies, Michael McDuffie – Assoc. Dean COAS, Richard Riehl – AVP Enrollment Mgmt., Wesley Schultz – COAS

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: 5/7/03

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

III. Chair's Report: Dick Montanari

A. **Announcements:** Montanari welcomed new and returning senators, and noted that this promises to be a busy and important year as we deal with difficult enrollment and budget issues. There are five hours of budget meetings scheduled over the next two weeks. He noted that Senate meetings are taped to facilitate preparation of the minutes, and that tapes are copied over once the minutes are approved. No senators objected.

B. **Referrals to Committees:** In addition to some committee vacancies, NEAC will be charged with considering how the Senate's parliamentarian is appointed. The parliamentarian is an ex officio, non-voting member of the Senate. Don Barrett has been appointed by NEAC to fill this role during the fall semester only. The appointment issue will be brought before the Senate in time to select a new parliamentarian to replace Barrett. Anyone interested in learning more about parliamentary procedure is invited to contact the Senate office which has a series of video tapes on this subject.

IV. Vice-Chair's Report: Jackie Trischman

No report.

V. Secretary's Report: Glen Brodowsky Brodowsky reported that the following items have been forwarded to University administration for approval, response, or information:

APC Definition of a Community Service Learning Course
APC Extended Studies – Roles and Responsibilities
AS Resolution regarding Application to Phi Kappa Phi
FAC Instructions for Administering Student Evaluation of Course Instruction
FAC Library Policy on the Evaluation of Temporary Faculty Unit Employees
FAC Library RTP Standards
NEAC Election Rules & Guidelines
NEAC Faculty Constitution & Bylaws

The following items have been approved by the University administration:

FAC Library Policy on the Evaluation of Temporary Faculty Unit Employees
FAC Library RTP Standards

VI. President's Report: Roy McTarnaghan McTarnaghan has identified three key items which he hopes to address with the Senate this term: (1) a review of academic policy language concerning the terms "residency" and "credit by exam," (2) the issue of "time to degree," and (3) a campus response to the systemwide Academic Technology document. He noted that a campus report on the "time to degree" issue is due to the Chancellor by November 14. He also noted that the campus has a great deal of flexibility concerning offering credit by exam, which should be explored.

VII. Provost's Report: Robert Sheath The newly realigned division of Academic and Student Affairs was officially established on July 1. Information concerning the new division's organization is available on the web at http://www.csusm.edu/asa/. Updates will be provided on the new division's development throughout the year. The major goal of the realignment is to offer improved student services.

Our enrollment target for Su 03-Sp 04 has been decreased twice and is currently at 6110. This reduction affects many areas including faculty searches which have been reduced from 32.9 to 23.4 positions this year. It is expected that enrollment will remain at that level through fiscal year 04/05, which means no growth in the near future. Colleges are being asked to reassess their faculty search needs in light of this prediction.

Regarding facilities, the student housing opened and several hundred students moved into their rooms on Saturday, August 30. The business building is on schedule and slated to open January 2006. Three other new buildings are now scheduled on the systemwide capital outlay plan.

Regarding personnel changes, Vicki Golich is serving as interim Dean of COAS, Dennis Guseman was named Dean of COBA, Peggy Kelly was named interim Associate Dean for COE (replacing Eileen Oliver who accepted a deanship elsewhere), Steve Lilly has announced his impending retirement from COE, Marie Thomas and Darcy Strother are co-directing the Faculty Center on an interim basis, and the directors within IITS are on rotation as acting Dean – currently, Bill Ward is serving in this function, replacing Teresa Macklin who served for the past several months. Also, Richard Riehl has announced his retirement. Sheath will be meeting with COE faculty governance to determine how best to proceed address the upcoming dean vacancy.

The campus, currently experiencing a $4.8 million shortfall, may be facing an additional 10% budget cut, in light of a predicted systemwide shortfall of $400 million. Budget committees will be meeting to provide a recommendation to the President by October for a 03/04 budget plan. Next year promises to be equally challenging due to the enrollment reduction and no-growth prediction.

Barsky noted that the printed class schedule will be replaced by another document which will contain everything except the class listings. The document may be called a "registration guide," or something similar. Class listings will be available on line only.

Several Senators expressed their concern about the parking situation, which seems to have worsened for faculty. General concern was also expressed about the Parking Services operation. Specifically, the efforts of faculty and student members of a recent parking services task force were perceived to have been ignored by Parking Services administration. In response to one concern, Martinez explained that residential students' permits allow them to park only in the residential lots. Sheath noted that meetings are currently being scheduled to discuss ways to address the parking problems.

VIII. Library Report: Marion Reid The Kellogg Library is currently on target for ending construction on September 8. The building must be commissioned, the punch list items completed, and the Fire Marshall's approval secured before anything can be moved in. The target date for beginning the move is the first of October.

Library services will continue in Craven Hall through December 20. By January 20, the new facility will be in operation. Limited temporary library services (reference services, interlibrary loan delivery, reserve items for Spring semester) will be offered from January 5 - 19 in University Hall.

Initially, tenants of the Kellogg Library will include Academic Computing, the Faculty Center, Community Service Learning, the Barahona Center, a Learning Assistance Center (writing and math), a satellite of the Copy Center, the Kellogg Café, and the National Latino Research Center (temporarily). The facility also includes five classrooms, faculty offices, and study rooms.

Concern was expressed by a Senator regarding the Founder's Plaza coffee vendor, who recently lost the right to serve espresso drinks due to the new library café's exclusive rights to serve same. Sheath noted that the Foundation is in negotiations with Starbucks to operate the Kellogg Café. He offered to look into this matter and report back to the Senate.

IX. ASCSU Report: Richard Serpe Serpe thanked Parsons for her two terms of service as campus ASCSU Senator, and for her efficient means of sharing information via e-mail; he plans to continue this tradition. The first meetings for the year are scheduled for September 4-5. Topics are expected to include Prop 54. A report on this session will be provided at the next Senate meeting.

A new faculty trustee, Kathleen Kaiser (Chico), has been appointed. She has been an active participant in the ASCSU and with shared governance issues, and will represent the faculty well.

X. CFA Report: George Diehr Diehr welcomed the faculty and noted that a new CFA chapter president has not yet been selected. The new staff support person for the CSUSM chapter is Jackie Teepen (ext. 4009, e-mail: jackiet@calfac.org), who replaces Maureen Loughran. David Avalos is now faculty grievance rights officer, replacing Fritz Kreisler for a year.

Faculty are invited to attend a faculty meeting at noon on September 23 to discuss the 03/04 Supplemental Report Language (SRL) and Prop 54. Diehr distributed a handout regarding SRL and the CFA's interpretation of the language and its implications. He requested the faculty help to identify any violations of the intent of the SRL.

XI. ASI Report: No representative present.

XII. Committee Chair Introductions:

APC: Chair Jack Leu reported that the committee is scheduled to meet on Wednesdays from 9-10 a.m. in SCI-II 208. The committee has no vacancies.

BLP: Chair Richard Serpe reported that the committee has not yet set their meeting time. The committee has a vacant COAS seat.

FAC: Chair Ann Fiegen reported that the committee is scheduled to meet on Fridays from 10-11:30 a.m. in UH 458. The committee has vacant seats for COBA and a lecturer.

GEC: Chair Michael Schmidt reported that the committee is scheduled to meet on Mondays from 3-5 p.m. in SCI-II 208. Patty Seleski will represent the committee on EC. The committee has vacant seats for COAS-Math & Science and COBA.

LATAC: Chair Kathy Hayden reported that the committee has not yet set their meeting time. The committee has a vacant COBA seat.

NEAC: Amber Puha reported that the committee has not yet set their meeting time. Valerie Callanan will chair; Puha will represent the committee at Senate meetings. The committee has no vacancies.

PAC: The committee has not yet set a meeting time or selected a chair. The committee has a vacant COBA seat.

SAC: Chair Zee Cline reported that the committee is scheduled to meet on alternate Thursdays from 8-9 a.m. in UH 449. The committee has no vacancies.

UCC: Chair Carmen Nava reported that the committee is scheduled to meet on Mondays from 2-4 p.m. in UH 449. The committee has vacant seats for COAS-Math & Science and COBA.

XV. Presentation on University Village (taken out of order for time certain) Bridget Blanshan, Director of Student and Residential Life, and Heather Singer, Director of the Allen & O'Hara Educational Services' University Village Student Apartments, provided a presentation on the new student housing, home to 460 full-time CSUSM students. A handout was distributed which described the amenities, cost to the students, available community spaces, and the non-student occupants. Scott Greenwood (Political Science) is the Faculty-in-Residence.

They also described planned cultural activities and personal and educational support services available to the residents, as well as the impact their presence may have on the campus community. A question and answer period followed.

XIII. 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. Puha provided amendments to the printed list of NEAC recommendations.

A. NEAC Recommendations:

Name	Committee	Representing	Term
Cline, Zulmara	Faculty Awards Selection Committee	COE	03-04
Imara, Mtafiti	PAC	COAS	03-04
Kohles, Jeffrey	SAC	COBA	03-05
Necochea, Juan	PAC	COE	03-05
Ng, Karno	Student Fee Advisory Committee	At-large	03-05
Ruiz, Sonia	IRB	At-large	03-05
Tsay, Wenyuh	BLP	COBA	03-04
Valadez, Gilbert	APC	COE	03-05
Barrett, Don	Senate Parliamentarian		Fall 03

Motion #3 M/S/P (one abstention)
To approve the consent calendar as amended.

XIV. Election of Parliamentarian This item is to be discussed by EC and possibly by NEAC, and will be brought back before the Senate. Don Barrett has been appointed to serve on an interim basis during the Fall semester.

Meeting adjourned at 3:00 p.m.
The next Senate meeting is scheduled for October 1, 2003, from 1:15 – 3 p.m.
Marcia Woolf, Academic Senate Coordinator

APPROVED: ______________________________ DATE: ____________________

Glen H. Brodowsky, Secretary 03/04