

MINUTES

**Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, January 28, 2004
Commons 206
12 – 2 p.m.**

Members Present: **Dick Montanari, Chair** **Jackie Trischman, V. Chair** **Glen Brodowsky, Secretary**
 Jack Leu, APC **Richard Serpe, BLP/ASCSU** **Ann Fiegen, FAC**
 Patty Seleski, GEC **Kathy Hayden, LATAC** **Valerie Callanan, NEAC Zulmara**
 Cline, SAC **Carmen Nava, UCC**

Ex-Officio Present: **Janet Powell, CFA; Robert Sheath, Provost**

Guests: **Bettina Huber, Troy Nielson, Kathy Norman, Raj Pillai, Gabriela Sonntag, Marie Thomas, Pat Worden**

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

I. Approval of Agenda

CHANGE: III. Referrals to Committees: APC Review of Pres. McTamaghan's amendments to the ~~2004-2006~~ 2004-2006 Academic Calendar

CHANGE: XI. Old Business: A. UCC Statement regarding Use of the Consent Calendar *postponed to 2/4/04*

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

II. Approval of Minutes of 1/21/04

ADD: To list of Members Present: Judith Downie, for LATAC

Motion #2 M/S/P*
To approve the minutes of 1/21/04 as amended.

III. Chair's Report, Dick Montanari

A. Announcements: An ad hoc committee is being convened to examine issues and make recommendations related to making some summer course offerings self-supporting, based on a recommendation by the UBC. Seleski and Serpe volunteered for this service. NEAC will notify David Barsky.

Marion Reid has invited the EC to tour the new Library building. The EC agreed to tour from 1-3 p.m. on an EC meeting date in the near future.

Handouts were distributed related to (1) passage of SB 41 which exempts CSU faculty from the contracting restrictions mandated by SB 1467, and (2) the composition of CSU Senates systemwide.

B. Referrals to Committees:

NEAC 5 faculty to serve on the ad hoc Faculty Advising Role Advisory Committee, Spring '04
 APC Review of amendments to the 2004-2006 Academic Calendar
 FAC Policy language concerning eligibility to serve on a PRC

Callanan noted that one of the five faculty requested for the ad hoc Faculty Advising Role Advisory Committee noted above is to be a representative of the Senate. The EC discussed and determined that a representative from FAC should fill this

seat. Fiegen will notify Callanan by Friday January 30 of a representative.

IV. Vice Chair's Report, Jackie Trischman: The UBC meets tomorrow, January 29, and then will hear presentations from all divisions over the next few weeks.

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

VI. President's Report: Montanari has invited incoming President Haynes to attend the EC and Senate meetings. She arrives on campus February 2.

VII. Provost's Report, Robert Sheath: There are now 74 applicants for the CoAS dean position. There are 37 applicants for the IITS dean position, but additional applications are expected to come in as the February 10 deadline nears. A decision will be made shortly to select one of three candidates for the CoE interim dean position.

The amount of \$350,000 in federal funds has been secured for the Nursing program. There is strong support for this program; additional support has been received and more is expected from area organizations.

A subcommittee of the UPC is attempting to hone down a 24-page list of goals and objectives for inclusion in the federal grant proposal Terry Allison is coordinating. FTES projections to be proposed to this group by the provost are:

2004/05	5,844
2005/06	5,844
2006/07	6,444 (as Business Building opens)
2007/08	7,044
2008/09	7,644

An EC member asked whether there was a restoration plan being developed to eventually mitigate the effects of the current budget crisis. Sheath noted that the UBC has been discussing priorities, but acknowledged that a formal subcommittee on this topic would be beneficial.

VIII. Statewide Senate Report, Richard Serpe: Resolutions passed at the recent plenary session included: (1) endorsement of a review of the systemwide graduate writing assessment requirement, (2) integration of graduate students into campus policies for employment, (3) support for Prop 56, the Budget Accountability Act, and (4) support for continued efforts to develop sets of standards for transferable lower division units within certain majors for transfer students. There was also a first reading on a project to develop standards which would make our buildings energy efficient. Another resolution was passed requesting that the governor treat the CSU as other State agencies, by not specifying line item cuts. Other resolutions raised included one concerning exempting teacher credential students from any increase in graduate tuition. Finally, the ASCSU is developing a recommendation to the governor to exempt the CSU from contracting with Prison Industries.

Montanari noted that the Governor's budget proposes a 1% increase in the CSU employees' retirement contributions. Another proposal is that CSU employees appointed after a certain future date would receive a reduced retirement benefit.

IX. CFA Report, Janet Powell: No report.

X. Committee Reports

BLP: The committee has not yet been able to find a meeting time for spring. A student may soon be appointed to the committee.

GEC: The constitutional language concerning the membership of GEC may need to be revised in light of the reorganization of Academic and Student Affairs. The GEC has been asked to look at the writing requirement in light of the expected enrollment size of courses for next year. This will likely be referred to an existing subcommittee concerned with the writing requirement. The committee is encountering requests for approval of GE courses which are moving from three to four units. Executive Order 595 would seem to preclude us from offering many GE courses at the four unit level, and the committee is seeking input to inform their debate concerning freezing GE courses at three units.

NEAC: The committee is considering a number of proposals concerning revolving representation on committees, and the EC's input will be sought on these via e-mail this week. Callanan asked that each standing committee chair provide information to her by February 2 about the level of time commitment and workload involved with each of their committees.

SAC: There is a growing alcohol problem on campus. The campus is implementing an on-line alcohol safety program which will be a requirement for all freshman and all transfer students.

The committee will be sending a draft Student Honesty Policy to the EC shortly.

XII. New Business

B. FAC Student Evaluation of Instruction (taken out of order for a time certain) Fiegen introduced members of the subcommittee which has been charged with this item: Bettina Huber, Kathy Norman, Gabriela Sonntag and Marie Thomas. The subcommittee provided handouts describing their efforts thus far in researching best practices and fine tuning the evaluation instrument. EC members offered suggestions and expressed concerns regarding the draft instrument, which includes both summative and formative items, including open-ended questions. The subcommittee plans to propose a three-year trial period for the new instrument, and will present the instrument at college unit meetings prior to sending it forward for Senate review. The EC agreed to revisit this item at their next meeting on February 4 and will then advise the subcommittee on how to proceed. The EC agreed to keep the draft instrument confidential at this stage, and thanked the subcommittee for its hard work.

C. Proposal for the Center for Leadership Innovation and Mentorship Building (CLIMB) (taken out of order for a time certain) Pat Worden joined proposers Raj Pillai and Troy Nelson to hear the EC's comments. Concern was expressed about the lack of specificity in the proposal concerning the funding available for the Center, how it would be staffed, and its sustainability, especially in light of current budget problems. Additional comments included (1) the need to include referenced survey information; (2) the importance of acquiring support from CoBA faculty before sending it to the Senate; (3) strengthening the language concerning library support; and (4) that formalizing the efforts of CoBA in this way will improve opportunities for raising additional funds. A revised version of the proposal will be provided shortly to the EC for review before forwarding to the full Senate. Pillai expressed her appreciation for Worden's assistance.

Remaining agenda items were postponed to the next EC meeting. The "Budget Process Concerns" item will be moved to the Provost's Report next week. Montanari distributed a draft memo to President Haynes concerning improving campus communications for the EC's review prior to the next meeting.

The meeting was adjourned at 2:05 p.m.

The next meeting is scheduled for February 4, 2004, at 12 p.m.

Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Glen H. Brodowsky, Secretary 03/04

DATE: _____