

MINUTES

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

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**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, LATAAC      Zulmara Cline, SAC  
Carmen Nava, UCC

**Ex-Officio Present:** Karen Haynes, President; Janet Powell, CFA

**Not Present:** Valerie Callanan, NEAC; Robert Sheath, Provost

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

**I. Approval of Agenda**

**ADD: XII. New Business, D. EC Status of PAC**

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

**II. Approval of Minutes of 4/21/04**

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

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

**A. Announcements:** Next week's EC meeting will be held in UH 460, followed by the Senate meeting in UH 373. Year-end committee reports for Senate are due to the Senate office on May 3.

Seleski noted that the provost held a very informative retreat for Level 4 managers concerning the recent realignment of Academic and Student Affairs. Haynes noted that Sheath was also pleased with the retreat. It was suggested that the provost provide a briefing at the EC's May 3 meeting.

**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  
FAC Custom Course Materials Policy and Informational Flyer  
GEC Definition of Upper Division General Education  
GEC Revised UDGE Forms  
SAC Student Grade Appeals Policy

*\*All motions were passed unanimously unless stated otherwise.*

Legend: M = Moved      S = Seconded      D = Defeated      P = Passed      L = Lost      W = Withdrawn

**VI. President's Report, Karen Haynes:** The third of three open faculty forums was held recently. A total of 48 faculty members attended the forums, which were very productive. Forums will also be conducted throughout next academic year. The staff has also expressed an interest in open forums with the president.

Haynes thanked NEAC for the nominations for members of the search committee for a new VP of Finance and Administration. Sheath will convene the committee, which will develop an announcement before summer, and then review applications in the fall.

The UBC has made a set of recommendations which the Cabinet will review on May 3. A primary recommendation of the UBC which will be considered was to restore lost funding for adjuncts.

The administration is looking at the MPP salary issue raised at the April 7 Senate meeting, and additional information will be shared as it becomes available.

A retreat is being planned for members of the Cabinet in mid July to discuss major issues and to promote team building.

A communication was sent to the Chancellor's Office from the Governor's office concerning how an additional 3% budget cut might be managed. The Chancellor's Office responded by indicating that, if there is an additional 3% budget cut, decisions concerning how to manage the cut will be made by the system and campuses. Haynes noted that the presidents remain guardedly optimistic that there will be no additional 3% cut.

An EC member requested that information be provided annually to the Senate concerning the campus Athletics program, in light of the limited faculty involvement in the program. A steering committee exists but has not been meeting since no expansion of the program is currently planned. It was noted that the membership of SAC includes a faculty athletic liaison (though that seat has not been filled in recent years), and there may be some External Affairs directive in place for periodic reports to SAC.

**VII. Provost's Report, Robert Sheath:** No report.

**VIII. Statewide Senate Report:** The ASCSU will hold its final meetings of the year May 5-7. Summaries of these meetings will be forwarded to the faculty via e-mail, once available.

**IX. CFA Report, Janet Powell:** The rally to Save the CSU received good media coverage. The CFA will request a meeting with the president concerning the MPP salaries issue.

The Sonoma campus is considering shutting down for ten days as a cost-saving measure, which the union is fighting against. The San Marcos chapter of CFA is discussing ways to cut costs without affecting salaries.

## **X. Committee Reports**

**BLP:** The committee will meet May 5 with Terry Allison to review a budget comparative report he has prepared. The committee will also elect its 2004/05 chair at that time.

A discussion then took place concerning the important budget decisions which must be made over the summer break when faculty are not available to participate. Faculty often return in the fall to learn of new administrative hires and promotions, and other budgetary decisions. It was noted that the Senate chair is available for meetings during the summer.

The matter of MPP salaries was again raised, and concern was expressed about a perceived inequity which is affecting morale. Many MPP salary increases were based on increased workloads resulting from budget cutbacks. Faculty have also experienced increased workloads, but have received no additional compensation.

**GEC:** Seleski noted that the campus is still looking for a GE coordinator, and encouraged faculty to consider the position.

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**NEAC:** No report.

**SAC:** The committee will be meeting soon to review the lottery grant applications. There is still no word on funding for these grants.

**XI. Old Business** None.

**XII. New Business**

**A. Committee Chair Selections for 2004/05** NEAC and UCC have re-elected Valerie Callanan and Carmen Nava, respectively, as chairs for 2004/05. No other committee chair announcements were made.

**B. Extended Studies Policy Addendum** The Extended Studies office has requested a change to the current policy, approved by the Senate in 2002/03. The change would distinguish extension credit from contract credit and special session credit. The EC is to decide whether to treat the suggested change as an addendum to the policy, so that the full policy may remain in effect whether the Senate acts on the change in May or not. If the EC agrees to the change, the item would be presented to the Senate in May with a request to waive the rules. The current policy was developed by APC, which will review the suggested change.

**C. FAC RTP Survey Report – Recommendations** FAC has submitted a cover memo to its report which outlines FAC's recommendations. FAC is concerned about an apparent gap between the reviewers and reviewees, since many reviewers seem to still be operating under the old guidelines. Training in the new RTP document is critical for both parties. EC members suggested (1) that FAC add a fourth recommendation of actions they believe need to be taken; (2) that the report be made available on line, alongside the policy; (3) that FAC develop a brief narrative outlining the cultural shift represented by the new policy, and publish it on line; and (4) that some sort of training be required for college committees responsible for developing college RTP documents. The EC agreed to submit the FAC report and recommendations to the Senate for a vote of acceptance.

**D. EC Status of PAC** PAC activities this year were affected by difficulties in convening and finding a chair for the committee. Montanari asked the EC to think about ways to improve the committee's effectiveness, including the possibility of requiring that members be tenured. It was suggested (1) that weekly attendance at the EC meetings may not be necessary for the PAC chair, (2) that the committee's summary statements should be shared with the EC, and (3) that a lack of clarity about the committee's mission may be impacting its progress. EC members were asked to send any additional comments to Woolf. This matter will be discussed again at next week's EC meeting.

Haynes announced that the process for hiring an Executive Assistant to the President is moving forward, and she hopes to make an offer by May 7. There were eleven applicants for the position. She also announced that Miriam Schustack, who has been an ACE fellow this year, will be receiving an administrative assignment for 04/05.

The meeting was adjourned at 1:25 p.m.

The next and final EC meeting this year is scheduled for May 5, 2004, at 12 p.m.

Marcia Woolf, Academic Senate Coordinator

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

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

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