

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, September 24, 2003
Commons 206
12 – 2 p.m.

Members Present: **Dick Montanari, Chair** **Jackie Trischman, V. Chair**
 Jack Leu, APC **Richard Serpe, BLP/ASCSU** **Ann Fiegen, FAC**
 Patty Seleski, GEC **Judith Downie, LATAC** **Valerie Callanan, NEAC**
 Mtafiti Imara, PAC **Zulmara Cline, SAC** **Carmen Nava, UCC**

Ex-Officio Present: **Roy McTarnaghan, Int. President; Robert Sheath, Provost**

Not Present: **Glen Brodowsky, Secretary; Kathy Hayden, LATAC; Janet Powell, CFA**

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

I. Approval of Agenda

ADD: **XII. New Business, E. APC Academic Calendar for 04/05 – 05/06**

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

II. Approval of Minutes of 9/17/03

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

III. Chair's Report, Dick Montanari

A. Announcements: Montanari welcomed PAC representative Mtafiti Imara; PAC has not yet convened or elected a chair. The Student Fee Advisory Committee needs a Senate representative. It was agreed that SAC Chair Cline will serve in this capacity this year.

B. Referrals to Committees:

NEAC Development of a System for Appointing a Parliamentarian
 Appointment of a Parliamentarian for Spring 2004
 Three at-large faculty nominees for Foundation Board (03/04)
 APC Review of Credit by Exam Policy
 Identify APC Issues Related to Class Size Issue
 FAC Identify FAC Issues Related to Class Size Issue

APC Chair Leu suggested that BLP also provide input on the Class Size Issue. There ensued a discussion regarding the various aspects of this issue and the roles of committees in advising the EC, and it was determined that Chair Montanari and the originator of request would meet with APC to discuss the issue in detail, and decide at that time whether other committee input is needed. Thereof the referral to FAC on this matter was tabled.

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

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

VI. President's Report, Roy McTarnaghan: The focus of last week's Board of Trustees' meeting was on the March bond issue to fund new capital construction, including a Social Sciences building for CSUSM. The Board announced that it anticipates

action on a President for our campus as early as the November Board meeting.

The President will invite Alan Smith, Director of Distance and e-Learning for the University of Southern Queensland, to visit our campus during an upcoming visit to the States. Of the USQ's 18-20,000 students, about 8,000 are involved in some aspect of e-learning, and several from outside of the country. His visit will be coordinated to ensure broad participation by those members of the campus community involved with academic technology. The Chancellor's Office may be making funds available to campuses to expand academic technology. Montanari and Sheath are serving on a campus committee which is planning an application for this funding.

VII. Provost's Report, Robert Sheath: The Provost's Council has developed a draft report in response to the "time to degree" issue, which will be offered for Senate discussion next week. A recommendation is due to the President by the end of October. Input is being sought from ASI as well as the Senate.

A request has been made to the Chancellor's office for impactation status for freshman in the College of Business Administration; no response has yet been received. Sheath distributed a draft report prepared by Bettina Huber entitled "Freshman Impactation and the Composition of Incoming Classes: Some Tentative Hypotheses about Possible Effects." The EC may wish to discuss this document at an upcoming meeting.

The provost is meeting with each of the major divisions, and has just met with the College of Education. It is likely that a search for a new Dean for the College of Education will be conducted the year after next.

The ASART (Academic & Student Affairs Roundtable) will begin meeting shortly. This year's theme is "The Quality of Student Experience in Trying Fiscal Times." Sheath suggested the EC's discussion regarding class size may benefit from interaction with the ASART as it explores this issue as well. Other divisions and other CSUs will likely be consulted in this process. Montanari serves on ASART, as does Don Barrett and one of the co-directors of the Faculty Center.

The Academic Blueprint Committee will have its first meeting of the year on September 25, and will begin analyzing the impact of our flat enrollment on the blueprint.

VIII. Statewide Senate Report, Richard Serpe: No report.

IX. CFA Report, Janet Powell: No report.

X. Committee Reports

APC: The committee has moved and seconded the academic calendars for 04/05 and 05/06, and added this item to today's EC agenda. The committee is also considering whether to move to a Mon-Wed-Fri class schedule, and if so, when and how. The committee is also discussing the time to degree and credit by exam issues, the impact of class size on quality of instruction, and the Computer Intensive Requirement.

FAC: The committee hopes to address the student evaluation instrument this year; the subcommittee is now convening to discuss this. The committee is also considering the issue of workload credit for faculty for individual supervision classes, and is requesting information from the college deans regarding any existing policies and issues surrounding this topic.

LATAC: Downie reported that Hayden is expected to return from sick leave shortly, and that Shaoyi He has joined the committee from CoBA.

PAC: No report.

UCC: The committee is hard at work.

XI. Old Business

A. Time to Degree McTarnaghan noted that the request for a campus strategic plan regarding time to degree was sent by David Spence late last May, too late for the Senate to consider last year. The request included a list of recommendations made by a statewide task force which addressed campus, systemwide, and Trustees' issues. Comments are sought from the Provost's Council, the ASI, and the Senate in all three areas, and will form the basis of our campus response to this request, which is due mid-November. He noted that a systemwide workshop is proposed for early December which will focus on transfer issues. He hopes to explore new ideas, as well as identify blockages and proposed remedies. To facilitate the discussion, Sheath will

provide statistics regarding our own campus rates, as well as system rates, and national rates. It was agreed that the Senate would use the Provost's Council's draft as a springboard for their discussions, given the short timeline.

Discussion included concerns such as full-time vs. part-time students' needs, resource issues, and possible advising problems at the community college level as well as on our campus. Class scheduling and frequency of course offerings were also raised as issues to be addressed.

Woolf will send the Provost's Council's draft electronically to the EC for their review prior to the next meeting.

B. Student Grievance Policy EC members expressed concern about (1) the need for more specificity regarding the definition of the policy, (2) the composition of the committee, (3) the vagueness of the phrase "when a student feels aggrieved," (4) the need for the student to specify the redress sought, (5) the need to state that the burden of proof is with the complainant, (6) the need for a provision regarding representation and the nature of same, and a need to prevent frivolous claims generally.

SAC's own concerns included the need for training members of the committee, and the difficulty in finding people willing to serve and be trained, as well as the handling of any recommended disciplinary action. SAC will discuss the EC's comments, and welcomes additional e-mailed comments from the EC. A revised draft will be brought to the EC at a later date.

C. Resolution Endorsing ASCSU's Resolution Opposing Prop 54 Montanari distributed a draft resolution, and several editorial amendments were made.

Motion #3 M/S/P* (Trischman)

To forward the resolution as amended to the Senate for action at its October 1 meeting.

D. Dean of Graduate Studies & Associate VP for Research and International Programs Position Sheath indicated that, in accordance with the Administrative Appointments policy, he is seeking the EC's endorsement to recommend to the President that Pat Worden be appointed to this position. The EC expressed its appreciation for being consulted, but also expressed concern that the policy is worded in such a way that searches are conducted only in exceptional cases and encourages internal appointments.

Suggestions concerning the job description included adding oversight for research consortia (i.e., CSUPERB, Ocean Studies Institute), and oversight of the University's use of indirect cost recovery funds collected by the Foundation on behalf of the University and the publication of that information.

The EC agreed that the vote should be postponed until next week, when there were more EC members present to vote. Sheath asked the EC to seriously consider whether we are better served by looking outside, or are we already being well served.

XII. New Business

D. Pilot Campus Initiative (taken out of order) Montanari proposed that the group originally identified to serve on the task force for this initiative be disbanded.

Motion #4 M/S/P* (Trischman)

To table the Pilot Campus Initiative and disband the task force.

Montanari and Sheath will sign thank you letters to the members.

A. ASCSU Resolution regarding Multiple Subjects The agenda packet included the wrong resolution; however, the 9/17/03 EC agenda packet contained the correct resolution, entitled "Articulation Agreements for Multiple Subject Integrated Teacher Preparation Programs: Principles for Formation of Regions." Serpe is requesting input from the EC to inform his position at the statewide Senate. Our campus Multiple Subjects experts are keenly aware of this issue. Comments should be e-mailed to Serpe.

B. ASCSU Resolution regarding Reopener Bargaining Montanari asked the EC to consider the resolution and discuss next week whether to endorse it.

C. Senate Representation on EPAAG Montanari, who is currently serving as the Senate representative on EPAAG, asked that the EC consider what the appropriate faculty representation on this group should be.

E. Academic Calendar for 04/05 and 05/06 Leu noted that last March a memorandum was issued to the campuses from Jackie McClain and David Spence which specified “norms and definitions” for academic calendars, which was an attempt to create some consistency in academic calendars systemwide. The document prescribed that summer terms should be twelve weeks long. To provide the most flexibility to students and faculty, APC proposes that there be two sessions of six weeks each. There was disagreement expressed with this format. Comments should be e-mailed to Leu. The item will be taken up as Old Business next week.

The meeting was adjourned at 2:10 p.m.
The next meeting is scheduled for October 1, 2003, at 12 p.m.
Marcia Woolf, Academic Senate Coordinator

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

DATE: _____