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MINUTES

Executive Committee of the Academic Senate CALIFORNIA STATE UNIVERSITY SAN MARCOS Wednesday, October 22, 2003 Commons 206 12 – 2 p.m.

Members Present: Dick Montanari, Chair Glen Brodowsky, Secretary Jackie Trischman, V. Chair Jack

Leu, APC Richard Serpe, BLP/ASCSU Ann Fiegen, FAC Kathy Hayden, LATAC Valerie Callanan, NEAC Carmen Nava, UCC

Ex-Officio Present: Janet Powell, CFA

Not Present: Zulmara Cline, SAC; Roy McTarnaghan, Int. President; Patty Seleski, GEC;

Robert Sheath, Provost

Staff: Marcia Woolf, Academic Senate Coordinator

I. Approval of Agenda

POSTPONE: XII. C. Blueprint Revisions and Update

Motion #1 M/S/P*

To approve the agenda as amended.

II. Approval of Minutes of 10/15/03

Motion #2 M/S/P*

To approve the minutes as presented.

III. Chair's Report, Dick Montanari

A. Announcements: The campus is seeking candidates for honorary degrees. Recommendations should be directed to Terry Allison.

The faculty center director position has been opened. A question has been raised regarding authority for the final hiring decision. EC members expressed concerns about the reporting line for the position, and the possible impact to the candidate pool. Any additional concerns should be directed as soon as possible to Montanari.

A request for proposals has been issued entitled Extended Education in California State University: A Framework for Action. There are some matching funds requirements. Montanari will find out whether Pat Worden is announcing the RFP or if Senate notice is necessary.

B. Referrals to Committees:

LATAC E-Mail Harassment of Faculty

IV. Vice Chair's Report, Jackie Trischman: A weekly budget update will become a feature of the EC meetings. Trischman described the University Budget Committee's methods for addressing a recent \$819,000 budget reduction. Rather than an across-the-board proportional percentage cut, the committee agreed to first remove all filled tenure-line instructional faculty positions from Academic Affairs' base budget. This effectively reduced the impact to Academic Affairs significantly, and illustrated a campus-wide desire to protect instructional funding. In addition, the committee will begin reviewing all division's budgets based on a standardized template to ensure a transparent process. The EC praised the provost for his efforts to improve the budget review process, and applauded these developments.

Montanari noted that a draft "assigned time" policy – now called a Professional Development Policy – has been

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developed by a joint committee composed of CFA and administrative representation as well as Senate representation (Montanari) and is under review. Once the CFA and CSU administration have approved the document, it will be presented to the faculty for input. The policy strives to ensure maximum flexibility for faculty in designing their workload.

- V. Secretary's Report, Glen Brodowsky: No report.
- VI. President's Report, Roy McTarnaghan: Montanari read McTarnaghan's written report which described a pending request to the legislature by the Board of Trustees for an increase to the 2004/05 budget of \$554 million. This added funding would provide for an increase of 10,000 FTES and salary increases of 4%.

Montanari noted that the CSU entered into a "partnership" with the state which promised annual growth of 4% and a similar increase in funding. This request represents an effort to enforce the partnership agreement.

- VII. Provost's Report, Robert Sheath: No report.
- VIII. Statewide Senate Report, Richard Serpe: No report.
- **IX. CFA Report, Janet Powell:** Powell reported that the "golden handshake" bill was vetoed. AB 719 was passed, which allows for the purchase of up to five years of service credit for active faculty. CFA's webpage includes a link to important legislation updates.

There have been faculty layoffs at the Los Angeles and SLO campuses; faculty are asked to notify CFA if layoffs are known to be under consideration in their units.

X. Committee Reports

APC: Leu reported that the committee is considering the time to degree issue from the perspective of credit by exam. They are gathering information on current practices, which are inconsistent across campus, and have noted that information is not readily available to students. Information is also being sought from other campuses.

FAC: Fiegen noted that a written report was attached to the agenda packet. The student evaluation form subcommittee has decided against using the Senate website discussion forum and will solicit input via email instead. The issue of off campus instruction is on today's agenda. The committee is looking at the event scheduling issue and will be providing input on priorities to Academic Programs.

LATAC: Hayden reported that the committee has determined that the impact on the Library and IITS of emeritus faculty is still so minimal that no action is necessary. The impact is reviewed annually, in accordance with the emeritus policy.

PAC: No report.

UCC: Nava reported that the committee has approved a large group of program and course forms for the Sociology department. The UCC recommends the items be considered by the Senate as New Business rather than go onto a consent calendar.

XI. Old Business

- A. EC Resolution Regarding the 2004 Bond Issue A final version of the resolution was provided to the EC and will be presented to the Senate for a first reading in November.
- **B. EC Resolution Endorsing 2003/04 Supplemental Report Language** A draft resolution was distributed by Montanari. A few corrections and modifications were made.

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

To forward the amended resolution to the Senate in November for a first reading.

C. SAC Student Grievance Policy A revised draft was handed out. Discussion was postponed until 10/29/03.

XII. New Business

A. EC Review of 5/6 Day Instructional Schedule Montanari suggested that the EC consider forming a task

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force to review this item in a broader context, including both the PR aspect and the possible impact to current campus policies if current schedules were changed. Brodowsky offered to coordinate this effort, and the EC recommended representation from each college/Library, FAC and SAC, along with David Barsky. It was also recommended that the group gather information from other campuses in the system. The issue will be re-agendized for 10/29/03 to allow for broader input.

- **B. FAC Subcommittee on Off-Campus Instruction** Postponed until 10/29/03.
- **D. Recent Personnel Title Changes** Postponed until 10/29/03.

Montanari noted that the officers plan to periodically agendize issues raised during the retreat, so that the EC may consider whether and how to address them. It is not necessary for the EC member who raised the issue to prepare a presentation on the topic, but rather be available to remind the EC about or clarify, if necessary, the nature of the concern.

The meeting wa	as adjourned at 1:20 p.m.		
The next meeting	ng is scheduled for October 29, 2003, at 12 p.m.		
Marcia Woolf, A	Academic Senate Coordinator		
APPROVED: _		DATE:	
_	Glen H. Brodowsky, Secretary 03/04	-	