

## MINUTES

**Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, December 3, 2003  
Commons 206  
12 – 1 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**    **Valerie Callanan, NEAC**                      **Zulmara Cline, SAC**  
                                  **Carmen Nava, UCC**

**Ex-Officio Present:**    **Roy McTarnaghan, Int. President; Janet Powell, CFA**

**Not Present:**                      **Kathy Hayden, LATAC; Robert Sheath, Provost**

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

**I.            Approval of Agenda**

ADD:    XII. New Business, A. NEAC Recommendations, and B. UCC Course & Program Change Proposals (and renumber other items)

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

**II.           Approval of Minutes of 11/19/03**

**Motion #2**                      M/S/P (one abstention)  
To approve the minutes of 11/19/03 as presented.

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

**A.           Announcements:** Wang Award nominations are due to the Senate office by 5 p.m. on Friday, December 5.

Several faculty members and administrators will join Montanari and Serpe at a systemwide conference on student success in Los Angeles December 4 and 5. Statewide senate meetings are also being held in conjunction with that conference.

Don Barrett will conclude his service today as Senate parliamentarian.

**B.           Referrals to Committees:**

APC     Assessment of Summer Schedule  
 BLP     Data Collection re Personnel Title Changes  
 FAC     Faculty Items on Issues List  
 SAC     Student Items on Issues List

**IV.          Vice Chair's Report, Jackie Trischman:** The University Budget Committee has not met since last report.

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

**VI.          President's Report, Roy McTarnaghan:** Newly appointed president Karen Haynes will assume her duties on February 1. At the Chancellor's request, McTarnaghan will return to campus January 13 and stay through the end of the month. Haynes plans to visit the campus in mid-December and again in mid-January, and will be meeting with individuals on campus during those visits.

Regarding the systemwide conference on student success, and in light of proposed cuts to successful student support programs such as EOP, McTarnaghan has suggested to the Chancellor that each campus be allowed to determine its own process for making budget cuts. The system’s presidents will be meeting next week to discuss the budget situation.

Several handouts will be distributed at today’s Senate meeting for consideration regarding issues of shared governance, student advising, and aspects of the Cornerstones Report.

At this point, the Social Sciences building has been moved off of the bond issue list, although this could change since the list is modified periodically. McTarnaghan will be discussing the matter with the chancellor next week.

**VII. Provost’s Report, Robert Sheath:** Attending systemwide provosts’ meeting.

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

**IX. CFA Report, Janet Powell:** In response to questions raised last week, Powell indicated that faculty in the FERP are included in the negotiation process. Diehr has opined that the CSU would not agree to an SSI extension; CFA recommends that the pay for special sessions be the same as for year-round operations. Finally, MPP salary information has been made available to the CFA and shared with BLP, but no broader distribution is planned.

**X. Committee Reports**

**BLP:** The committee is reviewing the VPA minors, and has requested information about the number of students being served in the current physical facility, the impact of the establishment of the minors on the number of majors, and costs associated with the minors. Review will begin today on the Biotechnology programs. The committee has also received a 62-page P-form description of a Border and Regional Studies program for consideration for the UAMP; however, the program has yet to undergo review at the college level. Serpe will keep the EC apprised of this latter issue.

**GEC:** The committee has now completed the recertification of UEDGE started last year. All were recertified, but clarification is being sought regarding certain courses within each program which the GEC had questions about. The issue of certain Sociology courses changing from 3-4 units is still under discussion. Work is being finalized on a call for a GE coordinator, as well as a list of items which might be included on syllabi. Finally, the committee is working on clarifying the criteria on forms for requesting GE credit, and is discussing ways to ensure students are appropriately advised next fall regarding use of GE courses in their major.

**NEAC:** The committee will be working on the parliamentary issue, since Don Barrett’s term will end today. Two faculty have responded to the call for a review committee for the dean of Extended Studies; the deadline for response is 5 p.m. today. Two senators will be sought for seats being vacated in the spring.

**SAC:** Andre Kundgen will represent SAC on the newly formed task force chaired by Brodowsky to consider scheduling/space issues. A student grievance has been filed which will take advantage of the proposed new grievance procedure. The committee continues its work on a student honesty policy and set of procedures with an eye toward consistency of reporting and treatment.

**XI. Old Business**

**A. NEAC Senate Committees: Representation and Service** No additional comments were received following last week’s EC meeting. The matter is referred to NEAC as previously outlined.

**B. UCC Statement Regarding Use of the Consent Calendar** Montanari handed out a draft statement regarding use of the consent calendar for the EC’s consideration. Montanari will consult Robert’s Rules regarding the third bulleted item in the first group. This item will be discussed again in January, and may be formalized at some point. EC members are asked to provide feedback to Montanari prior to the January 21 meeting.

**XII. New Business**

**A. NEAC Recommendations**

Name	Committee	Representing	Term
Sharon Elise	Presidential Enrollment Mgmt. Adv. Council	At large	

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

To approve the NEAC recommendation and forward to today's Senate consent calendar.

**B. UCC Course and Program Change Proposals:**

Course Prefix	Course Number	New Course # and/or Prefix	Course/Program Title	Form(s)	Type Action	Proposal Originator	Rec'd by Curr. & Sched.	C&S Sent to Senate	AS Sent to UCC	UCC Action	Action Date
CHEM	314	ES 314	The Geosphere in Context	C-2	Change	Michael Schmidt	4/3/03	9/15/03	9/15/03	Approved	11/10/03
GBM	425		International Business Management	C	New	Gary Oddou	4/22/03	10/20/03	10/20/03	Approved	12/1/03
HIST	390		Science and Technology in U.S. History	C-2	Change	Jeffrey Charles	4/3/03	9/15/03	9/15/03	Approved	11/10/03
LING	301		Border and Regional Linguistics	C	New	Jule Gomez de Garcia	5/20/03	9/15/03	9/15/03	Approved	11/24/03
LTWR	P-Form		Literature and Writing Studies - Single Subject Preparation Option	P	Change	Oliver Berghof/ Susie Cassel	4/22/03	10/20/03	10/20/03	Approved	12/1/03
LTWR	208a		World Literature: Antiquity to the 16th Century	C-2	Change	Aneil Rallin	5/6/03	9/15/03	9/15/03	Approved	11/24/03
LTWR	208b		World Literature: 17th Century to the Present	C-2	Change	Aneil Rallin	5/6/03	9/15/03	9/15/03	Approved	11/24/03
VSAR	307		Holocaust Art, Photography and Film	C	New	Andrea Liss	5/20/03	9/15/03	9/15/03	Approved	11/17/03
WMST	330		Women as Leaders	C	New	Linda Pershing	5/20/03	9/15/03	9/15/03	Approved	12/1/03
WMST	341		Men and Masculinity	C	New	Linda Pershing	5/20/03	9/15/03	9/15/03	Approved	12/1/03

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

To approve the course and program change proposals and forward to today's Senate consent calendar.

**C. FAC Range Elevation Policy** Trischman explained that the policy was being modified to provide temporary faculty a means for range elevation based on criteria other than achieving a new degree. Based on discussions with the EC, the committee has modified the draft to eliminate the criterion of "broader university service," and instead focus on evidence of providing value to the university in terms of advancing the instructional mission. In addition, more specific language was added regarding documentation. EC suggestions included (1) requiring submission of personnel evaluations since last elevation; (2) requiring submission of syllabi and course materials; (3) increasing the narrative to five pages maximum; (4) change the "and" to an "or" on line 32; and (5) adding language regarding budget contingency, if such language still exists in the CBA. Additional comments should be directed to Fiegen and Trischman.

**D. Resolution on Chancellor Reed and the Trustee Appointment Process: Seeking Responsible Communication** Powell noted that several campuses have issued resolutions on this matter. The ASCSU chair has also directed a letter to Trustee Farar concerning this topic. Powell will bring a sample resolution and other documentation concerning the issue to the January 21 EC meeting for further discussion.

**E. Student Grade Grievance Policy** Richard Karas, chair of the Student Grade Appeals Committee, has submitted a report recommending review of the Student Grade Appeals Policy. It was decided that the review of the policy should be referred to SAC. Montanari thanked Richard Karas for providing the recommendations.

**XIII. Discussion Items**

**A. Three Draft ASCSU Resolutions from November Plenary Session** Please provide any feedback regarding these resolutions to Montanari via e-mail prior to the January 21 EC meeting.

**B. Improving the Campus Communication Network** This item relates to the way the campus community was notified about the recent fires. Montanari offered to draft a letter to the president requesting that certain steps (recommended by the EC) be taken to improve communications when emergencies occur, over and above what is currently done.

**C. Draft ASCSU Resolution re Faculty Role in Academic Restructuring and Program Discontinuance** At one of the CSU campuses, in response to budget cuts, there have been some actions taken at the administrative level without faculty consultation. These actions were called into question by the statewide senate, resulting in the subject resolution. EC members were asked to review the resolution prior to the January 21 meeting. At that time, the EC will decide whether to take any action on this matter.

The meeting was adjourned at 1:12 p.m.

The next meeting is scheduled for January 21, 2004, at 12 p.m.

Marcia Woolf, Academic Senate Coordinator

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

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