

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, January 26, 2005  
KEL 5207  
12 – 2 p.m.

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**Members Present:** Jackie Trischman, Chair      Rosario Diaz-Greenberg, Secty.      Linda Holt, V. Chair  
Gilbert Valadez, APC      Patty Seleski, BLP      Marie Thomas, FAC  
Staci Beavers, GEC      Darel Engen, LATAAC      Gabriela Sonntag, PAC  
Jorge Riquelme, SAC      Carmen Nava, UCC      Glen Brodowsky, ASCSU  
Dick Montanari, ASCSU

**Ex Officio Present:** Janet Powell, CFA

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

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

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### I. Approval of Agenda

**ADD: XII. New Business, C. P&T Issue**

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

### II. Approval of Minutes of 1/19/05

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

### III. Chair's Report, Jackie Trischman

**A. Announcements:** The second of three faculty forums with the president will be held tomorrow at noon in Commons 206. No date has yet been set for a meeting between EC members and the organizational task force charged with assessment of our organizational structure including the Academic Affairs/Student Affairs alignment and reporting lines for Analytic Studies and IITS. Faculty Trustee Kathy Kaiser and ASCSU Chair David McNeil will visit the campus on February 9 and will meet with the EC for an hour, tour the campus, and meet with ASI and the president and provost. Trustee Kaiser is particularly interested in our sustainability efforts.

**B. Referrals to Committees:** None.

**IV. Vice Chair's Report, Linda Holt:** No report.

**V. Secretary's Report, Rosario Diaz-Greenberg:** The following items have been sent to the University administration for approval or information:

APC      Graduation Requirements for Baccalaureate Degrees and Academic Certificate Programs

**VI. President's Report, Karen Haynes:** Trischman reported on the president's behalf that Trustee Roberta Achtenberg will visit the campus in early March, and another trustee visit is planned in April.

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

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

Legend: M = Moved      S = Seconded      D = Defeated      P = Passed      L = Lost      W = Withdrawn

**VIII. Statewide Senate Report, Dick Montanari:** Last week's ASCSU FAC meeting was dominated by two topics: (1) a resolution based on a petition initiated by campus senate chairs questioning the wisdom of implementing the student administration model of CMS, and (2) the governor's suggestion to change the defined benefit program through PERS to a defined contribution program. The plenary session included discussion about the budget as well as resolutions concerning: (1) service of lecturer faculty on academic senates; (2) reaffirmation of academic freedom; (3) academic freedom for students; (4) community service requirement; (5) enhancing flexibility of CSU transfer requirements; (6) the student CMS module; (7) the initiative for the CSU to grant independent professional doctorates; and (8) the Patriot Act. Montanari will distribute final versions of the resolutions once they become available.

**IX. CFA Report, Janet Powell:** George Diehr is stepping down as President of the San Marcos chapter due to his increased responsibilities with PERS and CFA; an event honoring him is planned later this spring. Powell will assume his seat through the spring semester, and efforts are underway to identify candidates for the post. A petition is circulating asking the governor to support the CSU. A membership drive will be held over the next few weeks. President Haynes has been asked to provide information concerning how last year's supplemental appropriation was used. Trischman noted that the assigned time issue is on hold because the Chancellor's Office is no longer asking for such a policy; the parties are reconsidering the content. She also noted that CSUSM has the highest student-to-faculty ratio of any campus our size (less than 20k) in the system, and that this should be addressed in our recovery discussions.

**X. Committee Reports**

**APC:** The committee will be discussing the unification of catalog terms issue as well as the credit by examination policy and the academic calendar for 2006/07.

**FAC:** The committee has reviewed the CoAS RTP document and is requesting some clarification from the College. They will next review the CoBA RTP document.

**LATAC:** The committee is discussing development of an Intellectual Property policy and is looking at policies in use at other CSU campuses. They will likely solicit input from the campus community. Trischman suggested the committee also look at the licensing agreements used by the Foundation.

**PAC:** Sonntag noted that 20 of our degrees are under 120 units, and 2 are still higher: Biochemistry and Business Administration. The committee completed a report to the Chancellor's Office on Communications, Biology, Sociology and Business Administration. They are also preparing for external reviewers in either March or April for History, Political Science, and Math. Programs next up are Psychology, Chemistry, Economics and also Education which has been postponed to coincide with the NCATE review. The committee will seek input from departments and colleges concerning a revision of the PEP which is planned for this semester.

**UCC:** The committee has been reviewing Mass Communication and is awaiting clarification from the proposers. Nava noted that substantial issues arise in UCC despite the review and approval process which forms undergo prior to coming to UCC. She hopes to develop a culture whereby the committee's efforts are understood as helpful and necessary to strengthen proposals. The next program to be reviewed is Nursing, followed by Border and Regional Studies. The committee also continues to review course proposals.

**XI. Old Business**

**A. FAC Post-Tenure Review Policy Revision** The draft has been revised based on input from EC and the college deans, who supported the notion of having three optional forms for the post-tenure review report. EC members recommended additional changes to the document. FAC proposes that the document go to the Senate without the prior policy since it has been completely rewritten.

**Motion #3** M/S/P\*

To forward the draft policy as amended to the Senate in February for a first reading.

**XII. New Business**

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

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**A. FAC RTP Policy Inconsistency** The RTP policy contains language at V.A.1. and V.B.4.d. which is inconsistent with regard to the review and approval process for departmental RTP standards. The EC discussed possible means to correct the inconsistency, and to ensure that departments are primarily responsible for interpreting the standards for their disciplines. It was agreed that FAC should review for conformity to University and CSU requirements, and to the mission of the University. FAC will modify the language based upon the EC's recommendations, and bring the document back to the EC for consideration.

**B. Proposed Task Force on Assessment Support** Trischman discussed with Provost Sheath the possibility of making a formal request for assessment support as we begin forming our recovery strategy. The provost supported the idea. Trischman suggested a task force be formed to develop this request, and include a member from PAC, faculty from three different programs that have undergone review recently, Bettina Huber, and input from David Barsky. It was suggested a member of the Educational Effectiveness Council be included, as well as Tom Bennett. It is anticipated that the task force would meet two or three times. The EC discussed areas in need of assessment support and the types of tools and support needed. Trischman will draft a charge and member list and bring these to EC next week.

**C. P&T Issue** An EC member noted that the Senate is responsible for setting the RTP calendar each year. Recently, however, an individual's file was removed from the P&T review process and later a special calendar – agreed to by the CFA and the AVP-AR – was set up for an off-cycle review of this file. The old PTC was asked to reconvene for this special review. It is of concern that the Senate was not involved in this process. Trischman will look into this matter further.

The meeting was adjourned at 2:10 p.m.  
The next meeting will be held February 2 at 12 p.m. in COM 206  
Marcia Woolf, Academic Senate Coordinator

APPROVED: \_\_\_\_\_  
Rosario Diaz-Greenberg, Secretary 04/05

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

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