

MINUTES

**Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, February 16, 2005
KEL 5207
12 – 2 p.m.**

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, LATAC	Valerie Callanan, NEAC
	Gabriela Sonntag, PAC	Jorge Riquelme, SAC	Glen Brodowsky, ASCSU
	Dick Montanari, ASCSU		

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

Not Present: Carmen Nava, UCC; Robert Sheath, Provost

Staff: Marcia Woolf, Academic Senate Coordinator

I. Approval of Agenda

ADD: XII. New Business, C. FAC Post-Tenure Review, D. GE Coordinator Position, and E. Lights

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

II. Approval of Minutes of 2/9/05

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

III. Chair's Report, Jackie Trischman

A. Announcements: Trischman reported on several topics from last week's chairs meeting in Long Beach: (1) While there are specific proposals to offer doctorate degrees for Audiology and possibly Physical Therapy, there is no proposal to offer all professional doctorate degrees at this time. Master plan hearings begin this week, which always involve discussion of the missions of the UC, CSU and CCC, and this time may include the professional doctorate degree issue. (2) Systemwide Academic Technology forums are scheduled for February 23; more information should be forthcoming. Sonntag may have information on this topic which she will share. (3) President Maxson is retiring from CSULB. (4) There has been a push lately to replace the term "K – 12" with "P – 16." (5) Advising is a hot topic on every campus. Many campuses have mandatory periodic advising, some use graduate students; Trischman will be discussing our own requirements with Andres Favela. (6) Many campus senates approve the list of graduates each term. We may want to investigate resuming this practice. (7) Campuses were encouraged to ensure that their RTP processes recognize advising. Thomas will review our policy for this aspect. (8) Campus senates and faculty centers are being asked for input concerning the Institute for Teaching and Learning: What is working? What is needed? The program, currently unfunded, has 1.5 years to develop a new mission and proposal for new funding. Trischman will be sending out a call to the Senators for feedback. (9) In preparation for testimony concerning the proposed students' bill of rights (SB 5, Morrow), campuses are asked whether student evaluations include a question concerning whether a student felt respected in the class. FAC will look into this for our campus. (10) Concerning CMS, Long Beach reported spending \$20 million on consultants to get the student package running, and LA – which started before LB – has been without any electronic records for seven months. Eight campuses using Banner for student data are trying to resist use of the CMS package. (11) Results of a subject matter survey are available on the Cal State Teacher Ed Eval website (http://www.calstate.edu/Teacheredeval/Pilot_Eval_Report.pdf). (12) Background screenings are causing logistical problems, because HR departments are taking up to a month to complete them and delaying offers. Campuses which

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have involved faculty in development of the hiring process are experiencing the least difficulties. It is suggested that campuses develop faculty hiring handbooks which incorporate a timely screening process. The Chancellor's Office has requested information on campus screening processes, and the president is working with the provost and CFO to respond to this request.

B. Referrals to Committees:

NEAC Instructionally Related Activities Fee Committee – 1 at large Spr. '05 – Spr. '06

IV. Vice Chair's Report, Linda Holt: UBC met and discussed integrating the strategic plan with recovery. There will be no recovery next year, and the following year we expect an increase of only 1% of our budget, so we may not expect to see significant changes for a few years. UBC will conduct budget forums in late March.

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

Resolution in Support of HSI Status for CSUSM
FAC Retention, Tenure and Promotion Policy

VI. President's Report, Karen Haynes: Efforts continue to identify members for the organizational assessment task force. We hope to name an interim AVP for Enrollment Management Services quickly. Until next week, we will not know the FTES targets for 06/07, which drives our budget. The Kaiser and McNeil visit went well. Roberta Achtenberg, vice chair of the Board of Trustees, will visit March 3. We hope Trustee Carol Chandler will visit in April, bringing trustee visits to five this year. Campus interviews for the VP External Affairs are being planned for March. A small task force will be formed to form and vet strategic planning goals with the campus; these goals will be used to help make decisions concerning recovery as funds become available.

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

VIII. Statewide Senate Report, Brodowsky and Montanari: Brodowsky attended the Academic Affairs committee meeting and will be visiting other committees. AA discussed use of the new SAT (with essays) and EPT, as well as advising and how to make it more important to students. Montanari attended the Faculty Affairs committee meeting and discussed SB 1212 which calls for the faculty grievance procedure to revert back to the Education Code. Under the CBA it can currently take two to three years for a grievance to go to arbitration, with no cease and desist provision. The CSU and CBA are attempting to negotiate a more efficient grievance procedure, which would supersede SB 1212. The other main topic was the proposed changes in the defined benefit program. The current CSU position is to maintain the current program. Finally, there was a presentation concerning the ADA and student access to technology.

IX. CFA Report, Janet Powell: Diehr will provide a presentation concerning the governor's proposed changes to the defined benefit program on Tuesday, March 1, from 11:10 a.m. – 12:30 p.m. in ACD 102. CFA opposes the changes. The chapter is seeking more faculty involvement, and hopes for a strong contingent to attend Lobby Days. CFA appreciates the presidents speaking up on behalf of faculty raises at the Chancellor's Office.

X. Committee Reports

BLP: The committee is reviewing the Mass Media degree.

GEC: The committee's work on the syllabus guidelines is focusing on standards for GE courses. There has been some discussion among the committees concerning why guidelines are needed and what should be included. It was suggested that the EC look at the guidelines as they currently stand. The committee has approved some clarifying language for use by advisors concerning the UDGE resolution which stated that UDGE courses must be taken outside the major. The committee has also been working with IITS to revise the "general knowledge" section of the CCR.

Sonntag presented information concerning the ICT exam, a commercial standardized computer competency test which is being beta tested on our campus. There was discussion concerning the lack of an ethics component, the

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nature of standardized testing in general, requiring assessment without providing appropriate remedial support, and relationship to the CTC. It was decided that, when the time is appropriate, GEC and LATAC should look at cost and other implications and provide a recommendation.

NEAC: The committee is discussing the Senate's composition. NEAC will be recommending a constitutional amendment which addresses minor changes to the constitution. The committee continues to attempt to fill vacant committee seats.

SAC: A memo was handed out which outlined the committee's deliberations concerning reporting cost implications of new programs on student services. The committee concluded that the P form is appropriately used for this purpose and that no modification to the A form is necessary – the information from the P form is currently communicated to Student Affairs for their analysis.

XI. Old Business

None.

XII. New Business

A. NEAC Faculty Service While on Leave Policy Revision Clarifying changes have been made to this policy which are in line with language of the CBA. Comments should be directed to NEAC.

B. NEAC College Representation for HHS There are now two tenure-track faculty within HHS, so service on committees has become an issue. Suggestions included having the chair serve as the HHS representative, and giving the right of first refusal for at-large positions to HHS. Other suggestions should be directed to NEAC.

C. FAC Post-Tenure Review The role of the department chair is not evident in the current iteration of the policy which will undergo a second reading in the Senate in March. This matter will be discussed further next week.

D. GE Coordinator Position A handout was provided, which will be discussed next week.

E. Lights Lights are currently shut off after 10 p.m. and after 6 p.m. on weekends, and all day Sunday. Haynes has been discussing the issue with Hoss. Trischman will prepare a letter to the president and provide a copy to the Senate.

The meeting was adjourned at 2:05 p.m.

The next meeting will be held February 23 at 12 p.m. in KEL 5207

Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Rosario Diaz-Greenberg, Secretary 04/05

DATE: _____

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