

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, September 15, 2004
Kellogg Library 5207
12 – 2 p.m.

Members Present:	Jackie Trischman, Chair Gilbert Valadez, APC Staci Beavers, GEC Gabriela Sonntag, PAC	Linda Holt, V. Chair Patty Seleski, BLP Darel Engen, LATAC Jorge Riquelme, SAC	Rosario Diaz-Greenberg, Secty. Marie Thomas, FAC Valerie Callanan, NEAC Dick Montanari, ASCSU
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Ex Officio Present: Janet Powell, CFA; Robert Sheath, Provost

Not Present: Karen Haynes, President; Carmen Nava, UCC

Staff: Marcia Woolf, Academic Senate Coordinator

I. Approval of Agenda

ADD: XII. Old Business: A. Medical Response for Faculty and Staff

ADD: XII. New Business: A. Michael Moore Issue (renumber remaining items)

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

II. Approval of Minutes of 9/8/04

CHANGE: p. 3, Motion #3 M/S/P* (Seleski)

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

III. Chair's Report, Jackie Trischman

A. Announcements: Trischman welcomed Jorge Riquelme, co-chair of SAC. Melanie Chu is also co-chair and will convene the meetings, while Jorge will attend EC.

Concerning the student grievance issue raised last week, Seleski will be meeting with the committee chair, and will report any further concerns back to EC.

A systemwide report of statistical data on disabled students through 2002 is available through John Segoria or the Senate office. Some issues may arise from this report for referral to SAC. Woolf will forward the report to SAC members via e-mail.

Three presidential forums for faculty have been scheduled: October 22 at 10 a.m., January 27 at noon, and March 8 at 2 p.m. There will also be forums held for students, staff, the community, and alumni.

The ASI is endorsing a New York Times readership program, and will be requesting faculty support for using the newspaper in the classroom. Students would be entitled to free or discounted access to the paper. A forum will be held with information on how the paper can be used in the classroom. Trischman saw some promotional materials and was impressed with suggestions for using the paper in the sciences.

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

Legend: M = Moved S = Seconded D = Defeated P = Passed L = Lost W = Withdrawn

B. Referrals to Committees:

- FAC PRC Seats – Contested Elections
- NEAC Faculty for Pedagogical Impact Study Task Force
 - Consideration of Including all Tenured Faculty on P&T Ballots
 - Revision to the Faculty Service & Voting While on Leave Policy
- UCC Revision of P Form (Barsky to provide info directly to UCC)

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

V. Secretary's Report, Rosario Diaz-Greenberg: No report.

VI. President's Report, Karen Haynes: The president is attending systemwide meetings.

VII. Provost's Report, Robert Sheath: The Executive Council will be re-visiting the Michael Moore issue this afternoon. Multiple issues contributed to the original decision; one of them was funding. Ten thousand dollars of the payment for Moore's visit was slated to come from the General Fund. CSU counsel advised CSUSM that State election law prohibits the use of General Fund monies for partisan political activities, and Moore's visit has been characterized by his own agent as part of an effort to ensure the defeat of George W. Bush in the upcoming election. Now, a private donor has been identified for that part of the fee. The administration has been tracking responses to this issue from both inside and outside of the University. It was suggested that it would be helpful to have a more complete, public explanation of the decision process by the administration once a final decision is made.

The interview process for the Library Associate Dean position has been completed and a final decision is expected shortly.

Thirty-six applications were received for the Vice President of Finance and Administrative Services, and there are some excellent candidates.

The UBC will meet tomorrow and will hear the exact state of the 04/05 budget, based on the extra FTES we realized. The only funds expended thus far from the extra FTES were for the 5.5 new faculty. Use of the remaining funds will be discussed in the context of the anticipated 05/06 budget and current enrollment target of 6,072. A large shortfall is anticipated. The UBC, which includes four faculty members, will be asked to make recommendations based on this information.

At this stage, despite significant efforts, we are over 100 FTES short of our Fall target, which will have to be made up for in the Spring. It is critical to meet this target in order to support our request to the system for additional FTES in 05/06.

The presidents' systemwide mandated Enrollment Management Advisory Council meets September 17, and we will be exploring plans for 05/06 with them. It is anticipated that we will not be using the tier approach again. Sheath noted that summer (which is not self-support in '05) will be the leading enrollment count semester next year.

The ASART (level 4 managers, directors and chairs within Academic & Student Affairs) will be meeting on September 28 to discuss enrollment strategies and budgets.

It is hoped that faculty will soon be named for the Dean of Extended Studies search committee, as well as other search committees, as soon as possible.

VIII. Statewide Senate Report, Dick Montanari: The first plenary meeting was held this month and included presentations by the Chancellor, David Spence, and others. Three agenda items were considered which Montanari will distribute via e-mail (student fee policy, recommendations of a task force on educational leadership programs, and disposition of graduate student fee income).

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IX. CFA Report, Janet Powell: Preparations are underway for the next round of bargaining for a new contract to take effect June 2005. Faculty input will be sought on priorities. For instance, CFA wants to remove the SSI cap for full professors, seek cost of living adjustments, and discuss workload and class size.

The CFA has won a decision allowing faculty systemwide to park in any campus lots.

There will be an emerging leadership conference held this coming weekend, and six CSUSM faculty will attend. The fall assembly will be held October 14-15 in Sacramento; three or four faculty from CSUSM will attend. A campuswide meeting will be held October 12 at 12:30 p.m. in Commons 206, with lunch.

X. Committee Reports

BLP: The committee is fully seated and meets Wednesday afternoons. Mary Hinchman will join the group as the budget office representative. The committee will review up to nine A forms this year, and hopes to create a climate in which people are more realistic when stating program needs. Kathleen Watson has volunteered to serve as BLP representative on the Budget Office Director search committee.

GEC: The committee continues its efforts on syllabus standards and recertifications. GEC has been asked to look at CSUSM's compliance with the GEAR. A campuswide subcommittee was formed for this purpose and has provided a very thorough report to GEC. The GEC is recommending that the campus not seek to fill the GE coordinator position, but rather let this role be filled by the GEC committee chair who would receive a course release from Academic Programs for this effort. This idea will be explored further.

NEAC: The committee has been very busy attempting to fill vacant seats. An election will be held shortly for PTC and PLC. Powell offered to sit on the Extended Studies Dean search committee, or others with vacant faculty seats.

SAC: The committee has held its first meeting. ASI will identify students for this committee shortly. The committee has received files from last year's chair.

XI. Old Business

A. Medical Response for Faculty and Staff Trischman discussed this issue with Risk Management and Safety (RMS) which has just acquired this responsibility from HR, and is planning trainings on this topic. She suggested they be invited to make a brief presentation to the Senate on Workers' Compensation issues and the Illness and Injury Prevention Program. RMS staff have provided flyers to the Senate office for distribution which provide information on our contracted services provider. The RMS staff have developed a half-hour training session which they offer to any group of faculty, large or small. Faculty and staff are required to undergo this training every three years, and our compliance with this requirement is potentially tied to our WC insurance costs.

XII. New Business

A. Michael Moore Issue In light of the provost's earlier comments, it was suggested that Trischman send an e-mail to the president regarding the messages Trischman has received from faculty on this topic. If necessary, a discussion may be added to the Senate website's Discussion Forum, so that faculty may voice their opinions.

B. GEC Proposal for Support of Second Language Learners at CSUSM This proposal from Peter Zwick concerning ESL students aims to assist them with the writing requirement and help to retain them. While some EC members disagreed with some of the statements made in the proposal, the group agreed to refer the matter to GEC for consideration.

C. NEAC Faculty for Extended Studies Advisory Council Extended Studies has requested faculty representation from each of the colleges to serve on an Advisory Council. The matter was referred to NEAC.

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D. FAC RTP Policy Revision: PRC Eligibility FAC has suggested a wording change to the RTP policy to make it consistent with the CBA. The matter relates to filling PRC seats with faculty from the subject or related disciplines (the RTP language currently states "...from among all eligible faculty members throughout the university"). The EC agreed to forward this item to the full Senate in October.

E. Classrooms Accommodating Disabled Students Not all classrooms are set up to accommodate all disabled students, and it is important that information concerning available facilities is available through Academic Programs, Disabled Students Services, and to the faculty at large. Additional concerns include ensuring that disabled students' needs are met appropriately, whether enrolled as regular students or through Open University. This matter was referred to SAC for consideration, and to determine whether a list of such facilities currently exists.

XIII. Discussion Item

A. FAC RTP Reconciliation Meetings While our current RTP policy states that all PTC member shall attend the reconciliation meetings, in practice this almost never happens. FAC members are concerned that changing the policy to reflect actual practice could lead to improprieties in the process. EC members expressed concern about the possibility of grievances if the language is not changed, and the difficulty of bringing seven people together within a week, as the policy states. It was suggested that the PTC establish reconciliation dates at the outset, which the PRC and deans must then accommodate. FAC will consider this suggestion.

Other Discussion

Beavers met with Manal Yamout of ASI regarding a cook-out on October 7 and a possible forum or debate on election issues. The EC agreed this would be a worthwhile effort for the Senate to assist with.

The meeting was adjourned at 1:20 p.m.
The next meeting will be held September 22 at 12 p.m. in KEL 5207
Marcia Woolf, Academic Senate Coordinator

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

DATE: _____

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