

**ACADEMIC SENATE
OF
CALIFORNIA STATE UNIVERSITY SAN MARCOS
November 2, 2005**

Minutes

Voters Present	Jocelyn Ahlers, Beverlee Anderson, Todd Astorino, Kathleen Bates, Kristin Bates, Staci Beavers, Tom Bennett, Mayra Besosa, David Chien, Sharon Elise, Anne René Elsbree, Darel Engen, Merryl Goldberg, Gina Grimshaw, Rocio Guillen, Ahmad Hadaegh, Kathy Hayden, Linda Holt, Michael Hughes, Eun Kang, Fritz Kreisler, Andre Kundgen, Didi Lund, Ofer Meilich, Yvonne Meulemans, Salah Moukhlis, Carmen Nava, Juan Necochea, Tejinder Neelon, Lance Newman, Karno Ng, Graham Oberem, Mohammad Oskoorouchi, Radhika Ramamurthi, K. Brooks Reid, Patty Seleski, Lourdes Shahamiri, Linda Shaw, Patricia Stall, Marie Thomas, Jackie Trischman, Wenyuh Tsay, Gilbert Valadez, Kathleen Watson, Jill Watts, Jill Weigt, Marshall Whittlesey
Not Present	Robert Aboolian, Kathleen Bates, Vivienne Bennett, Glen Brodowsky, Rosario Diaz-Greenberg, George Diehr, Jule Gómez de García, Mtafiti Imara, Robin Marion, Janet McDaniel, Dick Montanari, Al Schwartz, Gabriela Sonntag, Hua Yi, Rika Yoshii, Xiaoyu Zhang
Ex-Officio Present	Don Barrett – Parliamentarian, David Barsky – Acad. Programs, Darren Bush, AVP – EMS, Vicki Golich – Dean CoAS, Karen Haynes – President, Judy Papenhausen – HHS, Janet Powell – CFA President, Marion Reid – Dean Library, Robert Sheath – Provost, Wayne Veres – Dean IITS, Pat Worden – Int. VP Student Affairs, Peter Zwick – Research/Global Affairs
Guests	Marc DeGuzman – ASI, Michael McDuffie – Assoc. Dean CoAS, Gary Means – Int. Dir. MSW Program, Elizabeth Sheets – ASI; Jan Stockey – Study Abroad Advisor
Staff	Marcia Woolf, Academic Senate Coordinator

I. Approval of Agenda

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

II. Approval of Minutes: 10/5/05

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

III. Chair's Report: Linda Holt

A. Announcements: The president will be holding a faculty forum on November 29 from 11:30 – 12:30 in Commons 206. Last month, the statewide senate chairs met with the provosts to discuss facilitating graduation. Currently, there is an effort underway to assess how our campus facilitates graduation; a report will be made to the Chancellor's Office in December. The Space Committee held a forum with representatives of units across campus, and received good input. Calls have gone out for the President's awards for Scholarship & Creative Activity, Service, and Teaching; handouts were made available. The Integrated Marketing Task Force invites Senate membership; interested parties were asked to contact Holt. Congratulations were extended to Dawn Formo, recipient of this year's Harry E. Brakebill Outstanding Professor award. Don Barrett will be giving a special report today regarding parliamentary procedure. There is new verbiage on the agenda describing old and new business. Goldberg announced that there will be a Family Day on campus this weekend, and a handout was provided of the

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November events. She also noted that 31 proposals have been received for Spring. Newman noted that the American Indian Students Association is bringing renowned poet Jimmy Santiago Baca to campus November 10.

B. Referrals:

FAC Originators of Proposals: Faculty Status
 FAC CoE RTP Document
 NEAC Succession of Presiders for EC and Senate

IV. Vice-Chair's Report: Gilbert Valadez No report.

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

AS Constitution and Bylaws of the University Faculty and Academic Senate
 AS Resolution on Faculty Participation in the Development of Professional Responsibility Guidelines

The University administration has responded to the following Senate items:

NEAC Faculty Service and Voting While on Leave *Approved on interim basis*

VI. President's Report: Karen Haynes The president noted that many talented faculty are nominated for the Brakebill award each year, making the committee's decision a difficult one. She also noted that the President's Service award is new this year, to acknowledge that aspect of faculty contributions. Members have been identified for the Educational Equity Task Force and Advisory Group, and will convene shortly. A steering committee will be formed to coordinate the Academic Excellence effort, since a number of committees are already working toward this goal. The president thanked the presenters for the recent academic aspect of the Campus Connect program, noting that participants found the presentations impressive and learned a great deal about the many facets of faculty responsibility. The provost search committee is formed and will convene this Friday; they will work with a search firm. Candidates for Institutional Planning Director are visiting campus this week; forum participation is encouraged. The largest ASI contingent at last week's Board of Trustees meeting was from San Marcos; one of our students is a potential nominee for Student Trustee.

VII. Provost's Report: Robert Sheath The search committee for the Dean of HHS has drafted an announcement which is under review. The AVP – Strategic Planning & Assessment application deadline has passed and review will begin shortly. A periodic review of the Dean of CoBA is underway. The WASC implementation process has begun; three task forces will be formed for Academic Master Planning (the Academic Blueprint Committee will act as this task force), Strengthening Academic Programs through Assessment, and Improving First Year Student Retention. Concerning Spring enrollment, we have received 2,029 applications to date (up 5% over last year) and have admitted 989 (up 71% over last year). We do not yet know how these figures will be impacted by SDSU's decision to open enrollment for Spring for the first time in five years. We will conduct three Fall orientations for Spring transfer students, which we believe will help solidify our data. There will also be three orientations in January. Thanks were extended to Student Affairs for their efforts in this regard.

VIII. ASCSU Report: Dick Montanari Both Montanari and Brodowsky are attending ASCSU meetings.

IX. CFA Report: Janet Powell The Trustees have raised student fees by 8%, and have proposed an additional increase of 10% each year over the next five years. They raised the salaries of the highest-paid executives an average of 13.7%. They also approved a systemwide budget with a 3% increase via the compact made with the governor last year. Faculty were recently given a 3.5% increase. Tomorrow at 2:30 p.m., Roy Weatherford – a faculty union chapter president from Florida when Reed was there – will speak in University Hall 443. Powell has requested information concerning written notices of faculty increases, but has received no response to date.

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X. ASI Report: Didi Lund ASI sent 24 students to Long Beach for the Board of Trustees meeting. Although disappointed about the fee increase decision, the students will continue to lobby their legislators concerning future increases. A voter education effort is underway, and there will be a polling place on campus in Commons 206. A masquerade ball was held and over 500 students attended the event. Steve Durst is October Student of the Month. Over 1,000 student signatures and 50 signatures from faculty and student organizations have been collected in support of a women's center; ASI hopes to open doors for such a center in the Spring. Efforts are now underway for the women's history event in March.

XI. Special Parliamentarian Report: Don Barrett A handout was provided. Barrett noted that our proceedings are governed by Robert's Rules of Order by default, unless we state otherwise. Currently, we have no statements regarding alternate procedures. We do not strictly adhere to Robert's Rules, and so it would be best to document how we differ once we determine a process that works well. There is often confusion about motions and voting, the use of friendly amendments, and "waiving" the rules (the correct term is "suspending"). Barrett explained that once a motion is presented to the Senate and the question is stated, the item belongs to the Senate and may not be modified further by the standing committee. For this reason, he suggested that the motion be presented at the first reading for discussion, and comments and suggestions will be collected prior to the second reading. At the second reading, the question will be stated by the chair; any changes desired by the body will have already been made or must be made by amendment and voted on by the body. A motion to suspend the rules should be timed so that discussion/modifications have already been made, since such a motion requires that the question be stated. Barrett will work with NEAC to document these processes.

XII. Consent Calendar:

NEAC Recommendations A correction to the recommendations was made: Sue Thompson is to represent the Library and not CoE on the UCTC. An addendum to the agenda packet was provided.

UCC Course & Program Change Proposals An addendum to the agenda packet was provided.

Motion #3 M/S/P*
To approve the recommendations and proposals as amended.

XIII. Brief Committee Updates:

BLP: A written report was provided.

GEC: A written report was provided.

NEAC: A written report was provided.

SAC: A written report was provided.

XIV. Old Business

A. FAC CoAS RTP Document Thomas noted that the college has made a clarification to the Service section. No other comments or changes were received since the October meeting. Questions were raised concerning (1) service expectations based on rank as well as probationary status; and (2) who will protect the probationary faculty from excessive service and how will that protection be proffered.

Motion #4 M/S/P* (Thomas)
To suspend further discussion/action to the December meeting.

C. EC University Hour Proposal (taken out of order for time certain) A handout listing positive aspects of University Hour was provided by Marc DeGuzman, ASI President. Oskoorouchi presented this item, noting that the proposal is now for a two-year trial period for a five-days-per-week University Hour on the

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main campus for regular session undergraduate classes, to take place from 11:50 a.m. – 12:50 p.m. (exception for lab courses – including pre-lab – of three or more hours). There was discussion concerning the possible negative impact on retention, the possible positive impact on campus climate, difficulties of working students with class scheduling, and the need to evaluate the impact on average unit load of students.

Motion #5 M/S (Whittlesey)
To reduce the number of days per week from five to two.

Barksy noted that a two-day schedule, if adopted, must be Tuesday-Thursday since the Friday schedule is linked to the Monday-Wednesday schedule. It was argued that (1) fewer classes would be lost and there would be less pressure on ASI to provide activities; (2) students could self-select participation in University Hour, providing early data on its success; and (3) students must take classes when offered, so such data would be inaccurate.

Motion #6 M/S/D (Necochea)
To vote on the amendment by paper ballot.

The question concerning amending the proposal to read two days instead of five days was stated.

Motion #5 M/S/D (Whittlesey) (15 in favor, 22 opposed, 1 abstention)
To reduce the number of days per week from five to two.

Motion #7 M/S/P (Newman)
To state the question.

Motion #8 M/S/P (Watson)
To vote on the main motion by signed paper ballots, which to be destroyed once the count is taken.

Despite the utter chaos generated by the last several motions, the question was finally stated and a vote was taken by signed paper ballot.

Motion #9 M/S/P (EC) (28 in favor, 15 opposed)
To accept the resolution as presented.

XIV. Old Business (agenda resumed)

B. APC Academic Calendar Proposal Oskoorouchi noted that no changes have been made since the first reading. A senator asked that in future the APC consider periodic celebration of Caesar Chavez Day during the semester rather than during spring break.

Motion #10 M/S/P* (APC)
To accept the calendar and principles as presented.

XV. New Business

A. PAC Academic Support Task Force Report and Resolution Sonntag explained the history and charge of the task force responsible for this report. A question was raised concerning the funds specified in items “a” and “b;” Sonntag noted that these are separate funds, that the “b” funds are not part of the “a” funds. Another question was raised concerning funds to be allotted to faculty members from departments undergoing review, and whether it was intended that *every* faculty member from the department receive a stipend. Sonntag responded that the intention is that one faculty member would receive the stipend. The language will be clarified to reflect this. Additional comments were invited by e-mail.

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XVI. Information Item

A. Study Abroad Program Ofer Meilich, our liaison to the systemwide Academic Council on International Programs, introduced Jan Stockey, Study Abroad advisor for Global Affairs, who described the Study Abroad bilateral exchange program as well as international Resident Director opportunities for faculty. Handouts on both programs were provided. Additional information is available at <http://www.csusm.edu/UGA/>.

Meeting adjourned at 2:55 p.m.
Marcia Woolf, Academic Senate Coordinator

APPROVED: _____
Rosario Diaz-Greenberg, Secretary 05/06

DATE: _____

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