

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, April 26, 2006
KEL 5207
12 – 2 p.m.

Members Present	Linda Holt, Chair Mohammad Oskoorouchi, APC Marshall Whittlesey, GEC Gabriela Sonntag, PAC	Gilbert Valadez, Vice Chair Kathleen Watson, BLP David Walker, LATAAC Andre Kundgen, SAC	Marie Thomas, FAC Glen Brodowsky, NEAC
Ex Officio Present	Robert Sheath, Provost		
Not Present	Rosario Díaz-Greenberg, Secty.; Sharon Elise, UCC; Karen Haynes, President; Dick Montanari, ASCSU; Judy Papenhausen, HHS; Janet Powell, CFA		
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 of 4/19/06

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

III. Chair's Report, Linda Holt

A. Announcements: Holt reported that the University Hour Implementation Task Force has reviewed the results of the recent surveys and come up with a recommendation for how the days will be used each month; these are not a mandate but a suggestion to help avoid conflicts. There will be a site visit on November 9 to assess our progress toward the Facilitating Graduation initiative; a team has been formed to begin work on an agenda for that visit. The UBC met and made recommendations to the President's Executive Council. Because of the small sum of money this year, the focus has been more on developing the process. Everyone worked together very well and respectfully, and the process is coming along nicely. Concerning the University's policies and procedures website verification project, Woolf will work this summer to ascertain the status of each of the Senate policies; committees may expect referrals to review certain of these next Fall.

B. Referrals to Committees: None.

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

V. Secretary's Report, Rosario Diaz-Greenberg: Holt reported that a response has been received from the University administration on the following item:

APC Maximum Number of Units *Approved*

VI. President's Report, Karen Haynes: Attending an Executive Council meeting in Long Beach.

VII. Provost's Report, Robert Sheath: The UBC's recommendation to the President included proceeding with the \$1 million initially allocated, and then seeing what other funds become available once we get closer to an accurate year-end

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

Legend: M = Moved S = Seconded D = Defeated P = Passed L = Lost W = Withdrawn

budget balance process. The Executive Council is scheduled to review the recommendation on May 8, and respond to the UBC on May 12. Concerning enrollments, we are still a bit behind for summer, but ahead by 30% for Fall; freshman applications have been put on hold. Finally, Extended Studies is proposing reorganization as part of a mandate to expand its operation, particularly in southwest Riverside. The Associate Dean's position will be recreated (to support day to day operations), and they will add an Assistant Dean position (focused on external outreach and fund raising). Extended Studies is entirely self-supporting.

VIII. Statewide Senate Report, Glen Brodowsky: The final plenary session will be held May 4-5. Two items on the agenda will be the relationship between the statewide and local senates and textbook pricing.

IX. CFA Report, Janet Powell: Unable to attend.

X. Brief Committee Updates

APC: The committee has adjourned and has selected Mohammad Oskoorouchi to chair again in 06/07.

FAC: The committee has forwarded its UPD recommendations to the provost and will hold its final meeting today.

LATAC: The committee has adjourned and has selected Shaoyi He as its chair for 06/07.

PAC: The committee is grateful to those departments that piloted a new set of guidelines. The committee is collecting good feedback from departments concerning the guidelines. External reviewers visited for Literature & Writing last week and for Chemistry this week. A letter went out to Department Chairs from the provost and the PAC chair explaining the new Annual Reports on Assessment of Undergraduate Degree Programs. Beginning this year, departments are requested to answer a few questions on their assessment of student learning outcomes. These reports will be an important part of the new Program Review process and very important for WASC. This year the reports will be due on May 15th.

UCC: Elise provided a written report which stated:

ICP: UCC has basically approved the ICP but apparently now the GEC needs to give it a quick review because the ICP requires/allows students to do their BB, CC, DD as part of their major. We are awaiting the final resolution of a couple of "B" courses that are prerequisite to students being admitted to the blended program, once we have this, David will forward the chart and the catalog copy to Marcia.

Anthropology: Bonnie Bade has developed and presented the program objectives (POs), student learning outcomes (SLOs), and which SLOs are met in which courses. UCC reviewed the SLOs which look well developed and detailed. We liked how the courses are connected to the SLOs and to the POs. We still want to see how the program objectives mesh with the SLOs, and are completing our review of the courses.

MSW: It was reported that President Haynes has concerns about the major issues related to funding for the MSW—it would be nice to have some official word on this given pressures to complete our review of a complex and large graduate program. Incidentally, we have never gotten any word from the GSC about the MSW. The subcommittee found there were fundamental issues about some of the foundational courses in the MSW, so now the **entire committee will review the MSW courses for Monday**. The p-form is OK, issues therein have been addressed.

We want to emphasize need for training in curriculum development for faculty.

XI. Old Business None.

XII. New Business

A. Release Time for Parliamentarian The EC members discussed a suggestion that the parliamentarian be provided 3 units of release time beginning in 08/09 (based on his opinion that his workload is similar to that of the secretary). Concern was expressed that the parliamentarian did not participate in the workload survey, so the EC had no

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data on which to base such a request. It was agreed that the matter would not be addressed by this year's Executive Committee.

Prior to adjourning, the EC briefly discussed their concerns about programs currently under review by UCC, whether these will be brought to the full Senate next week, and the need to expedite any carry-forward UCC items next Fall.

The meeting was adjourned at 12:34 p.m.
Marcia Woolf, Academic Senate Coordinator

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

DATE: _____

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