

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, September 7, 2005  
COM 206  
12 – 12:50 p.m.

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<b>Members Present</b>	<b>Linda Holt, Chair</b>	<b>Rosario Diaz-Greenberg, Secty.</b>	
	<b>Mohammad Oskoorouchi, APC</b>	<b>Kathleen Watson, BLP</b>	<b>Marie Thomas, FAC</b>
	<b>Marshall Whittlesey, GEC</b>	<b>Pamela Stricker, LATAAC</b>	<b>Gabriela Sonntag, PAC</b>
	<b>Andre Kundgen, SAC</b>		
<b>Ex Officio Present</b>	<b>Karen Haynes, President; Robert Sheath, Provost</b>		
<b>Guests</b>	<b>Marc DeGuzman, ASI; Jeremy Mills, ASI; Jackie Trischman, Past Senate Chair</b>		
<b>Not Present</b>	<b>Glen Brodowsky, NEAC; Sharon Elise, UCC; Dick Montanari, ASCSU; Janet Powell, CFA</b>		
<b>Staff</b>	<b>Marcia Woolf, Academic Senate Coordinator</b>		

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### I. Approval of Agenda

**ADD: III. B. Referrals to Committees: NEAC Professional Leave Committee – 1 at large**  
**XI. New Business: D. Parliamentarian**

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

### II. Approval of Minutes of 5/4/05

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

### III. Chair's Report, Linda Holt

**A. Announcements:** At the recent New Senators Orientation, it was suggested that speakers introduce themselves in Senate meetings since we are large enough now that we don't all know each other by name. Also, there is a requirement that each campus hold a Constitution Day and ours will be held on September 17. The CSU International Programs office is looking for candidates for Resident Directors.

#### **B. Referrals to Committees:**

NEAC Professional Leave Committee – 1 at large

**IV. Vice Chair's Report** No Vice Chair has been named.

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

FAC Emeritus Faculty Policy  
FAC Post-Tenure Review Policy  
FAC RTP Policy  
GEC Resolution on Syllabus Guidelines

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

Legend: M = Moved      S = Seconded      D = Defeated      P = Passed      L = Lost      W = Withdrawn

SAC Academic Honesty Policy  
SAC Policy for Faculty on the Management of Course Records

*The University administration has responded to the following Senate items:*

FAC Misconduct in Scholarship and Research Policy *Returned with comments*

**VI. President's Report, Karen Haynes:** Report deferred to Senate.

**VII. Provost's Report, Robert Sheath:** Sheath noted that we have received a report from the Chancellor's Office concerning facilitating graduation. It includes a list of 22 items to be addressed by each campus. Sheath suggests formation of a task force made up of administrators and faculty, and the Provost's Council is discussing the administrative membership. Sheath requested the EC name five faculty members to the short-term Task Force based on the nature of the 22 items (e.g., representatives of GEC, APC and SAC). Trischman volunteered to serve on behalf of GEC. Other members may include a representative from a college curriculum committee and the Senate chair or designee. A report is due to the Chancellor's Office on December 2. Barsky is preparing an analysis of our current status with regard to the list of items. Remainder of report deferred to Senate.

**VIII. Statewide Senate Report:** Holt noted that the ASCSU will hold its first plenary meeting of the year next week, and that Montanari will be serving on the Fiscal & Governmental Affairs Committee this year.

**IX. CFA Report:** Holt reported that CFA has sent a letter to the provost concerning the assigned time policy.

**X. Committee Reports**

**APC:** The committee meets Mondays from 2-3 p.m. There is a vacant Library seat and vacant ASI seat. The CoE member, Nancy Dome, will be unable to meet the first 8 weeks but will keep up with the committee via e-mail. The committee expects to bring the Academic Calendar to the Senate in October.

**BLP:** The committee meets Tuesdays from 1-2:30 p.m., but is still looking for a time which will work for all members. The committee has developed suggested language for a referendum to add an IITS representative to the committee, and is reviewing the P form for the Master of Arts in History, along with a variety of new A forms.

**FAC:** The committee had a very difficult time finding a meeting time and has settled on Wednesdays from 5-6:30 p.m.

**GEC:** The committee meets Thursdays from 1-2:30 p.m., and spent their first meeting determining who shall be chair.

**LATAC:** The committee meets monthly on Wednesdays from 9-10 a.m.

**NEAC:** Woolf reported that NEAC has met once and meets periodically on Thursdays from 2:30-3:30 p.m. in Brodowsky's University Village apartment. They are working hard to fill seats, and prepare for the Fall election.

**PAC:** The committee meets the first and third Tuesday from 11 a.m. – 12 p.m.

**SAC:** The committee meets the first and third Tuesday from 8:30-9:30 a.m., and has met once to discuss the Student Honesty Policy. Other business will include better promotion of the Student Research Competition. For the first time in four years, SAC has two student members.

**UCC:** Elise reported via e-mail that the committee meets Mondays from 11 a.m. - 12:30 p.m. They are reviewing the MA in History as well as other unfinished business from last year. The committee hopes to fill its two vacant CoAS seats soon.

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**XI. New Business**

**A. Resolution Concerning Kevin Igasaki** EC members reviewed the resolution prepared by Brodowsky and corrected a minor typographical error.

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

To approve the resolution as amended and forward to today's Senate agenda for a first reading, waiver requested.

**B. NEAC Recommendations** A list of NEAC's recommendations was handed out.

**Motion #4** M/S/P\*

To approve the recommendations and forward to today's Senate Consent Calendar.

**D. Parliamentarian (taken out of order due to Time Certain)** Holt noted that language passed in last Spring's referendum called for the EC to name a parliamentarian at its last meeting of the Spring, but that this item had failed to make it onto the EC's final agenda. The name proposed for 05/06 is Don Barrett, who has graciously offered to serve another term.

**Motion #5** M/S/P\* (Trischman)

To name Don Barrett Senate Parliamentarian for 2005/06.

**C. ASI Proposal Concerning University Hour (agenda resumed)** DeGuzman and Mills joined the meeting and provided a handout of a PowerPoint presentation to be given today at Senate. The proposal is for a University Hour on Tuesdays and Thursdays from 2:30 – 4 p.m., rather than the APC-suggested 3 – 4 p.m. (from Spring of '05). A two year pilot program is suggested with on-going assessment by a team including students, administration, faculty and staff. It is hoped the program could be implemented in Fall of 2006 if passed this Fall by the Senate. Haynes noted that the Executive Council endorses the principle of a University Hour. Concerns raised included the disruptive impact this schedule would have on CoBA and CoE's 4 unit courses, and the move to 1.5 hours instead of 1 hour.

The meeting was adjourned at 1 p.m.  
Marcia Woolf, Academic Senate Coordinator

APPROVED: \_\_\_\_\_  
Rosario Diaz-Greenberg, Secretary 05/06

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

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