

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, September 21, 2005
KEL 5207
12 – 2 p.m.

Members Present	Linda Holt, Chair Mohammad Oskoorouchi, APC Marshall Whittlesey, GEC Gabriela Sonntag, PAC Dick Montanari, ASCSU	Kathleen Watson, BLP Pamela Stricker, LATAAC Andre Kundgen, SAC	Marie Thomas, FAC Glen Brodowsky, NEAC Sharon Elise, UCC
Ex Officio Present	Judy Papenhausen, HHS; Robert Sheath, Provost		
Guests	David Barsky, AVP-AP		
Not Present	Rosario Diaz-Greenberg, Secty.; Karen Haynes, President; Janet Powell, CFA		
Staff	Marcia Woolf, Academic Senate Coordinator		

I. Approval of Agenda

CHANGE: XI. New Business, A. PAC Program Review Delays: Approval Process Time Certain 12:30

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

II. Approval of Minutes of 9/14/05 Corrections were made to the minutes.

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

III. Chair's Report, Linda Holt

A. Announcements: A copy was distributed of a 9/19/2005 San Diego Union Tribune article on Rosario Diaz-Greenberg and her humanitarian efforts in Guatemala. The Senate's webpage now contains a list of each committee's business items and their status; click on the Standing Committee Business link.

B. Referrals to Committees: None.

IV. Secretary's Report, Rosario Diaz-Greenberg: Holt reported that the University administration has responded to the following Senate item:

SAC Policy for Faculty on the Management of Course Records *Approved*

V. President's Report, Karen Haynes: Attending Board of Trustees meeting.

VI. Provost's Report, Robert Sheath: Sheath noted that he will leave the provost's office on July 1, 2006, or shortly thereafter. He plans to remain in the position while a search is conducted so that there will be no need for an interim appointment. He will retreat to a faculty position in the Biology Department, but may also work on special projects for the College of Arts & Sciences. He also reported that the next Academic Council meeting (a joint session with provosts and senate chairs) will focus on the "Facilitating Graduation" initiative. Oskoorouchi noted that Rika

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

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Yoshii will be the APC representative on the Facilitating Graduation Task Force. Concerning enrollment, our Fall FTES will likely be 5,960, so we will be looking to Spring to make up the difference (the application rate for Spring looks good). We do expect to meet our overall target of 6,072. He also noted that the Learning Management System (LMS) project team has now been put together by Veres and includes three faculty members. Finally, he noted that the search committee for the AVP-Academic Strategic Planning and Assessment will begin their work soon. Thomas and Montanari have volunteered for this committee.

VII. Statewide Senate Report: Montanari provided a handout which summarized the discussions and actions taken by the ASCSU Senators at their September 17 plenary meeting. He elaborated on a number of the resolutions and reports, and encouraged the faculty to work through Brodowsky and himself to bring issues to the statewide senate.

XI. New Business (*taken out of order for time certain*)

A. PAC Program Review Delays: Approval Process Sonntag noted that, currently, a program will first make a request for delay to David Barsky, who refers it to PAC. These requests are made for a variety of reasons. PAC typically approves these requests. One program, Human Development, is due for its second review and has yet to undergo its first review. The CoE is delaying its review to align the process with an upcoming NCATE review. It was noted that the program changes which go to UCC should be coming as a result of a PEP review, and that a PAC report supporting the changes would streamline the UCC approval process. PAC will consider issues such as how to respond to a request for a delay and how long to delay as they continue their efforts to revise the current PEP process. EC members made many suggestions. Sheath noted how useful the PEP reports are to planning efforts, and that they do not go into a “dead” file. It was noted that resources are necessary for programs undergoing a review, and the Assessment Task Force is in the process of finalizing a report with recommendations in this regard. It was also noted that WASC and the Board of Trustees are focusing on learning outcomes assessment, and it will be to our benefit to improve our review processes.

VIII. CFA Report (*agenda resumed*): Holt read an e-mailed report from Powell asking faculty to attend the All Faculty meeting on September 22 at 2:30 in Kellogg 3010, where CFA President John Travis will speak. The e-mail also noted that David Avalos, George Diehr, Linda Holt, Jackie Trischman, and Janet Powell met with Provost Sheath and the College deans on September 15 to discuss the assigned time policy. Although the group was unable to come to an agreement, another meeting will soon be scheduled. The results of that meeting will be shared as soon as possible.

IX. Committee Reports

BLP: The committee is working on the P Form for the Masters in History, along with five A forms including Social Work. The committee will be suggesting changes to the A form, since the current format does not provide the needed amount of information concerning resource implications. So many of the new programs have significant technology implications, so it is hoped the faculty will approve the referendum proposing to add an IITS representative to the committee’s membership. There has also been discussion concerning BLP’s role in the University’s budget planning; the committee desires a more “big picture” role in the process. Sheath noted that he plans to resurrect the Academic Affairs Budget Subcommittee (UBC members and some deans), since this year we have an opportunity to argue for recovery funds at a division level.

GEC: The committee has been discussing its agenda, and decided to first consider Peter Zwick’s proposal concerning second language learners, and also may consider the Language Other than English requirement since there is a question about whether this is a proficiency requirement or a time-spent-in-class requirement. The committee has also approved one course for GE credit. Finally, the committee will be discussing the issue of prerequisites for GE classes (currently, generally not allowed for Upper Division classes, but allowed for Lower Division courses).

NEAC: Brodowsky handed out a list of current NEAC recommendations and noted the committee will be meeting September 22 and will discuss the issue of set meeting times for the standing committees.

SAC: The committee is discussing ways to promote the Student Research Competition to encourage greater participation; they plan to start the advertising process earlier, and are working with Peter Zwick on other means of promotion. The committee is also discussing the issue of sanctions for academic dishonesty – in whose purview this resides, effects of E.O. 628, matter of repeat offenders, lack of due process for students when faculty apply sanctions,

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and the limits of the Student Grade Appeals policy. Poullard has been advised by counsel that he may share information about actions taken with the faculty.

X. Old Business

- A. FAC CoAS RTP Document** Thomas noted that a typo on line 113 will be corrected.

Motion #3 M/S/P*

To forward the policy to the Senate in October for a first reading.

- B. Assigned Time Guidelines** Montanari proposed this item be postponed until more information is available. The EC agreed to this postponement.

XI. New Business (*taken out of order*)

B. UCC Originators of Curricular Proposals The UCC has been discussing this matter since a C form came forward signed by an adjunct faculty member. The committee is concerned about adjunct faculty being compelled to take on this type of responsibility, as well as about maintaining the integrity of the curriculum. The EC discussed whether the 2002 APP resolution should be reworded to read that originators must be "tenure track faculty" rather than simply "faculty." Concern was raised about the number of so-called "entitled adjuncts" within the colleges, and how the curriculum is developed at the college level. The task of collecting more information and making a recommendation to the EC concerning this item was referred to UCC.

X. Old Business (*agenda resumed*)

C. APC Academic Calendar Barsky noted that Veteran's Day has now been made a non-movable holiday by the Governor, which impacted the calendar principles. An executive summary has been added to the updated principles. A resolution and sample calendars for 2006/07 and 2006/08 were provided and discussed.

Motion #4 M/S/P*

To forward the resolution and supplementary materials to the Senate in October for a first reading.

XI. New Business

C. UCC Role of Graduate Studies Committee in Curricular Review Due to lack of time, this item was postponed to the next EC meeting.

The meeting was adjourned at 2 p.m.
Marcia Woolf, Academic Senate Coordinator

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

DATE: _____

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