

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, October 26, 2005
KEL 5207
12 – 2 p.m.

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

I. Approval of Agenda

DELETE: III. B. Referrals to Committees NEAC Assigned Time Task Force
ADD: III. B. Referrals to Committees NEAC Co-Curricular Funding Committee

DELETE: XI. A. Assigned Time Task Force Composition
ADD: XI. A. PAC Academic Support Task Force Resolution

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

II. Approval of Minutes of 10/19/05

 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: None.

B. Referrals to Committees:

NEAC Co-Curricular Funding Committee – 1 at large

IV. Vice Chair's Report, Gilbert Valadez: The first committee meeting for the new President's Award for Service was held yesterday. An announcement about the award has gone out, but a website link to a list of criteria is needed for this and the Research and Creative Activity Award. The President's Office will follow up on this. Submissions for the Service Award will be made electronically and are due November 18.

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

VI. President's Report, Karen Haynes: Dawn Formo has been selected as this year's Brakebill awardee. The three faculty President's awards plus the new Employee of the Year award will all be honored at a ceremony following the Academic Assembly in January. The provost search committee is expected to begin meeting November 4. There

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will be opportunity for input to the committee as it develops the announcement. In addition, the search committee for the Director of Institutional Planning has recommended four finalists who will visit campus starting November 2. The new Task Force on Educational Equity and the advisory group are getting underway. A steering committee will be selected for the Academic Excellence emphasis; Tom Bennett and Sheath have been developing a list of the existing committees which will be involved in this effort. Both groups will provide recommendations to the president concerning their respective emphases.

VII. Provost's Report, Robert Sheath: Spring applications are up about 5% over this time last year, and admits are up 85% due to the streamlined process. On October 19, there was a very successful NCHCA New Faculty dinner, attended by all the new faculty, held in the Kellogg Reading Room. On October 21, there was an Academic Affairs Campus Connect session which went quite well; colleges and faculty were showcased in their efforts to move the enterprise forward.

VIII. Statewide Senate Report: No report.

IX. CFA Report: A contingent of seven CSUSM faculty attended the fall CFA assembly. A statewide council for affirmative action is being developed; each campus will have a representative, and our CFA chapter will be issuing a call for volunteers.

X. Brief Committee Updates

APC: The committee is working on standardizing and defining terms used for degree specializations and will bring a recommendation to the EC shortly. They expect to recommend use of the terms "concentration," as well as "option" and "track" for CoBA. Barsky has consulted with department chairs and program administrators concerning the use of these and other terms.

FAC: No report.

LATAC: The committee is working on revisions to the Copyright and Fair Use policy and will have a recommendation by the end of the semester.

PAC: No report.

UCC: The committee has approved the M.A. in History, but is still reviewing the courses. They have also approved changes to the P Form signature pages and the Proposal for Programs template, which comes from the Chancellor's Office and which they have added an item to; these are both now under review by BLP.

XI. Old Business

A. PAC Academic Support Task Force Resolution Sonntag provided copies of a resolution supporting the recommendations of the task force. She noted that the funding support should be ongoing. New review guidelines will be presented by PAC to the Senate before the end of the year.

Motion #3 M/S/P* (Stricker)

To approve the report and resolution and forward to next week's Senate agenda.

B. APC University Hour Oskoorouchi reviewed a revised resolution, which was provided. It proposed a five-day, one hour (11:50-12:50) University hour, and listed measures for evaluation as well as possible outcomes of the two-year trial period. An alternate schedule (1-2 p.m.) will be made available for discussion in Senate, if necessary. Concern has been expressed about whether sufficient classrooms will be available to handle the shifted classes under the proposed schedule, and we must be prepared to address these questions in Senate. It was suggested that the Library be added to the list of areas surveyed concerning the impact of University Hour.

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XII. New Business

A. FAC Endowed Positions Policy Thomas noted that this policy was developed by External Affairs (now University Advancement) and has been in effect since March of 2004, and came to FAC in Fall of 2004. The policy addresses the hiring of faculty; however, there was no faculty input to the policy. FAC has learned that an endowed chair position would cost about \$2-3 million to support, and such contributions are not likely, so the need for the policy is under question. FAC is seeking guidance on how to address the policy. It was suggested that a statement be made by the Senate that such a position would require faculty input. It was further suggested that FAC review the policy since there are other types of endowed positions that are more likely, and it would behoove us to have a policy ready in the event one of these opportunities came along. FAC will provide input to University Advancement, including the omission of specific dollar amounts.

B. FAC CoBA RTP Policy Sheath expressed concern that works in progress (Category C) are not listed in the criteria for promotions and tenure, only retention, and appear not to count. Concern was also expressed about the inclusion of all journal submissions without regard to quality, as well as the restrictive language regarding numbers and types of items. Are these necessary conditions for promotion, or sufficient conditions? There was also some concern about how the policy has been developed. The EC agreed that the policy should be returned to the college faculty for further consideration.

C. FAC Emeritus Policy Thomas noted that this policy was returned for clarification of language regarding participants in the Faculty Early Retirement Program. FAC was also asked to consider lecturer eligibility and nominations and appeals procedures. FAC has determined that lecturers who meet the 10 years requirement should be eligible for the honor. Further, FAC has agreed that the status is an honor, as opposed to a right, and there should be no appeal process. They also agreed that peer nomination is the best method, and have eliminated the list of criteria for recommendation. There was a suggestion to add "in the areas of normal review" to the end of line 70. Comments included (1) concern about faculty involved in personality conflicts; (2) that nominations should come from a committee rather than an individual; (3) that the process needs an official starting point, such as notice by the dean about upcoming retirements; (4) that nominations should come from one recognized committee within a college; and (5) to use the term "President or designee" throughout. FAC will consider these suggestions.

D. Parliamentary Rule for Senators Barrett noted some discrepancies between Robert's Rules and our current practices, and that we may establish our rules of order. There is also confusion about our use of "waiving the rules" and "friendly amendments." These may result in senators not understanding what they are voting on. Barrett explained that the second reading could be treated as the statement of the question, under Robert's Rules. This would allow for discussion and changes during the first reading which do not require a vote. Once the question is stated, the item becomes Senate business and amendments must be voted on. Once the rules are waived, the question must be stated, so it is important that discussion is concluded prior to the waiving of the rules. There was some discussion about who owns the item when it is presented to Senate: the EC or the standing committee? Barrett will consider this question. He suggested that the Consent Calendar be handled prior to Committee Reports on the agenda, since these may result in New Business items. It was suggested that NEAC develop rules of order to be incorporated into the Senate's standing rules. The EC agreed that Barrett should address the Senate in November concerning these revised procedures.

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

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

DATE: _____

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