

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, November 16, 2005
KEL 5207
12 – 2 p.m.

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

I. Approval of Agenda

ADD: XI. B. Campus Connect Program

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

II. Approval of Minutes of 11/2/05

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

III. Chair's Report, Linda Holt

A. Announcements: Diaz-Greenberg thanked the president for funding refreshments for the December Senate meeting. NEAC will issue a call for the remaining members of the Assigned Time Task Force. Holt attended meetings of the Space Committee and the Integrated Marketing Task Force. The IMTF may become a permanent committee. The president will hold a Faculty Forum on November 29. Kundgen noted that he attended the Student Fee Advisory Committee which is considering four proposals.

B. Referrals to Committees:

NEAC Senator – 1 lecturer representative 05/06
NEAC FAC – 1 lecturer representative 05/06

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

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

APC Resolution on Academic Calendar Construction
EC Resolution on University Hour

VI. President's Report, Karen Haynes: The administration has acknowledged the two Senate resolutions noted above, and signed off on the Study Abroad and Credit by Challenge Examination policies. There will be a reception honoring Dawn Formo, recipient of the Brakebill award, on the afternoon of December 1. On November 30, there will

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be a partnership meeting between CSUSM and the San Marcos Unified School District to help make students college-ready. This partnership will be similar to that between SDSU and Sweetwater Union High School District. The Education Equity Task Force and Academic Excellence Steering Committee are selecting their chairs. The Executive Council will choose one person to oversee each of the other three priorities: student life, community partnerships, and campus climate. The first faculty-staff joint awards reception will be held following the Spring Assembly on January 12; details are still being worked out.

VII. Provost's Report, Robert Sheath: The ad for the Dean of HHS in *The Chronicle* will cost \$5371 for one printing and one month's electronic posting. The ad alone would be \$4975. A mailing will also go out. *The Chronicle* is known to be the best way to advertise. This position will be attractive since it is for a new college. There was discussion about the possible ramifications of using the term "founding" in association with this and other positions. Sheath will look into this to determine whether there is any systemwide regulation for use of this term. Sheath expects to have a recommendation from the AVP-SPA search committee by the end of this week. The Provost's Council met with the Student Affairs Leadership Team (SALT) to discuss strategies for enrollment management, and it was a very productive discussion. The Academic Round Table will meet next week to continue the dialogues concerning budget management, space issues, facilitating graduation, and WASC.

VIII. Statewide Senate Report, Dick Montanari: The ASCSU held its plenary meeting the first week of November. Links to resolutions have been provided to the EC via e-mail and will be provided to the Senate in December. Both the CFA president and the chancellor addressed the ASCSU. A main topic of discussion was the strategy used by the Board of Trustees to raise administrators' salaries. These raises, in light of the increase in student fees and the 3.5% faculty salary increase, seemed to kill the good will which had developed. Haynes acknowledged the unfortunate timing, and noted that the increases may have been prompted by the recent hiring of two new presidents. She added that there is great concern among presidents about helping students manage the increased fees. Montanari noted that he is now a member of the Disabled Student Services Advisory Board, which is discussing the substantial costs associated with accommodating disabled students, and ways to ensure that funding continues to be made available. He will touch base with our own Disabled Student Services Task Force.

IX. CFA Report, Janet Powell: Not present.

X. Brief Committee Updates

APC: Not present.

FAC: The committee is currently in between major tasks.

LATAC: The committee continues to work on the copyright and fair use policy and expects to finish their work before the end of the semester. The question was raised about a course release for the LATAC chair. There was a lengthy discussion about the development of procedures once a policy is established. It was agreed that a procedure should accompany the policy, and should be informed by input from the various affected parties. There was also a discussion about ensuring continuity of committee methods from year to year. This topic will be discussed further. Holt indicated that she plans to pursue the question of workload and release time for Senate chairs and officers.

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

A. Task Force on Facilitating Graduation Worden noted that the task force is continuing its efforts and plans to have a report finalized in time to meet the Chancellor's Office December 2nd deadline. As a result of the research involved, some issues will be referred to Senate committees. The purpose of the exercise is for campuses to examine their current practices, look for ways to improve, and share tactics with other campuses. The lengthy report will include an executive summary, and will be shared with the Senate.

PAC: The committee has made changes to the Academic Support Task Force Report and Resolution and will bring these to the EC. They are also finishing their work on Political Science, Math, and History. They are working on the annual report which is due to the Chancellor's Office in January. They are inviting external reviewers for Computer Science, Psychology, Literature and Writing, Chemistry and Biochemistry; these programs are working with the new interim guidelines. In spring, notifications will go out to Education, Social Science, Spanish, Visual and Performing

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Arts, special major, and Communication. It was suggested that external reviewers be shared between concurrent PEP and accreditation efforts. PAC will look into this. The new guidelines are so far proving much more manageable, but there are some gaps in timelines which will require adjusting.

UCC: The committee is using an expedited system for course reviews and it is working very well. They have completed their review of History and are awaiting some responses from the program. They are currently reviewing the Masters in Communicative Disorders and Zee Cline is assisting in this review. It has been helpful to have Sonntag (PAC chair) on UCC due to her knowledge about the programs. The committee will soon bring to EC a proposal for the Graduate Studies Committee to take a different role in curriculum review. There is some concern about upcoming workload.

XII. New Business

A. UCC Curricular Forms Revisions Barsky worked on these forms with both BLP and UCC. They include the P form, and new P2 form, and a form used by the Chancellor's Office. This latter form could only be modified by the addition of footnotes. EC members congratulated this effort and agreed that the changes were a significant improvement. The changes would greatly assist proposers in gathering the information needed to put forth a proposal.

Motion #3 M/S/P* (Brodowsky)
To place the forms on the December Senate agenda for a first reading.

B. Campus Connect Program The EC members agreed that visitors from the Campus Connect program would be welcome to sit in on committee meetings. They suggested the mock topic of "noise disruption of classes" which the participants will address as mock senators.

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.*