

TIMETABLE FOR PERIODIC EVALUATION AND PERFORMANCE REVIEW 2008/09

DRAFT	WPAF due	Pre-review for completeness		Candidate adds requested material no later than	Peer Review Committee Review		Candidate picks up re-commendation no later than	End of rebuttal/response period *	End of PRC response period **	Dean Review		Candidate picks up re-commendation no later than	End of rebuttal/response period *	End of Dean's response period **	P&T Committee Review		Candidate picks up re-commendation no later than	End of rebuttal/response period *	End of P&T Committee response period **	President or President's Designee Review		
	ACTION	Begin	End		Begin	End				Begin	End				Begin	End				Begin	Decision	
Periodic Evaluation (typically 1st, 3rd, and 5th year)	WED JAN 21	WED JAN 22	WED JAN 28	WED FEB 04	THUR FEB 05	THUR MAR 05	FRI MAR 13	THUR MAR 23	MON MAR 30	TUE MAR 31	MON APR 27	MON MAY 04	THUR MAY 14	THUR MAY 21	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	5 WORK DAYS			20 WORK DAYS		10 DAYS		7 DAYS	20 WORK DAYS	10 DAYS		7 DAYS										
2nd Year Retention	WED SEP 03	WED SEP 04	WED SEP 10	WED SEP 17	THUR SEP 18	TUE OCT 7	FRI OCT 14	FRI OCT 24	FRI OCT 31	MON NOV 3	THUR NOV 20	MON DEC 01	THUR DEC 11	THUR DEC 18	N/A	N/A	N/A	N/A	N/A	MON JAN 05	FEB 15	
	5 WORK DAYS			7 DAYS	14 WORK DAYS		10 DAYS		7 DAYS	14 WORK DAYS		10 DAYS		7 DAYS						30 WORK DAYS		
2nd Year Retention w/optional Tenure and/or Promotion Review	Use above timeline for 2nd Year Retention (including the Feb 15 final decision for retention) and continue with the following P&T Committee/President schedule:														MON FEB 16	FRI MAR 13	MON MAR 23	FRI APR 03	FRI APR 10	WED APR 11	TENURE JUN 01	PROMO JUN 15
4th Year Retention (3rd or 5th year for faculty off cycle)	THUR SEP 11	FRI SEP 12	TUE SEP 18	TUE SEP 25	WED SEP 26	THUR OCT 30	FRI NOV 7	MON NOV 17	TUE NOV 25	WED NOV 26	TUE JAN 13	TUE JAN 20	FRI JAN 30	MON FEB 09	N/A	N/A	N/A	N/A	N/A	FRI FEB 08	JUN 01	
4th Year Retention w/ optional Tenure and/or Promotion Rvw (3rd or 5th year for faculty off cycle)	THUR SEP 11	FRI SEP 12	TUE SEP 18	TUE SEP 25	WED SEP 26	THUR OCT 30	FRI NOV 7	MON NOV 17	TUE NOV 25	WED NOV 26	TUE JAN 13	TUE JAN 20	FRI JAN 30	MON FEB 09	TUE FEB 10	MON MAR 23	MON APR 6	FRI APR 17	MON APR 27	TUE APR 28	RET/TEN JUN 01	
	5 WORK DAYS			7 DAYS	25 WORK DAYS		10 DAYS		8 DAYS	25 WORK DAYS		10 DAYS		7 DAYS		30 WORK DAYS		11 DAYS		10 DAYS		30/40
Tenure and/or Promotion Review	THUR SEP 11	FRI SEP 12	TUE SEP 18	TUE SEP 25	WED SEP 26	THUR OCT 30	FRI NOV 7	MON NOV 17	TUE NOV 25	WED NOV 26	TUE JAN 13	TUE JAN 20	FRI JAN 30	MON FEB 09	TUE FEB 10	MON MAR 23	MON APR 6	FRI APR 17	MON APR 27	TUE APR 28	TENURE JUN 01	
	5 WORK DAYS			7 DAYS	25 WORK DAYS		10 DAYS		8 DAYS	25 WORK DAYS		10 DAYS		7 DAYS		30 WORK DAYS		11 DAYS		10 DAYS		30/40

Holidays/Breaks:

Labor Day	SEP 1
Thanksgiving	NOV 27 - 29
Winter Holiday/Break	DEC 18 - JAN 13
Martin Luther King Jr.	JAN 19
Cesar Chavez Day	MAR 31
Spring Break	MAR 30 - APR 04

* Candidate may submit a rebuttal/response within 10 days of receipt of the recommendation or by the end date listed on timeline - whichever comes first.

** Reviewing committee/administrator may submit response to a candidate's rebuttal within seven days or by the end date listed on timeline - whichever comes first.

**NEAC Recommendations to the Academic Senate
March 5, 2008**

Committee	Seat (#)	Term	Recommendation(s)		
Co-Curricular Funding Committee	At large	Spr 08	Michelle Holling		
Faculty Affairs Committee	CoAS	Spr 08	Ahmad Hadaegh		
IRA Fee Committee	At large	07-09	Nicoleta Bateman		
Periodic Review Committee - Hoss	At large	Spr 08	Beverlee Anderson		
Science 2 Building Name Task Force	At large		Edward Price	Betsy Read	Michael Schmidt

1 **Assessment Fellow Resolution**

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3 WHEREAS, Academic excellence and educational equity are two of CSUSM’s strategic
4 goals; and

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6 WHEREAS, CSUSM promises a high quality education for all students and assessing
7 student learning is one way to ensure that we reach this goal; and

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9 WHEREAS, WASC was informed that Cal State San Marcos would have Student
10 Learning Outcome assessment as one of three pillars of our WASC review; and

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12 WHEREAS, Assessment and creating a culture of accountability are parts of a national
13 movement and higher education is poised to be next in line for “No Child Left Behind”;
14 and

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16 WHEREAS, The curriculum is the purview of the Faculty and Faculty should provide the
17 leadership for curriculum-related matters such as assessment; and

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19 WHEREAS, It is important to have standards and consistency of Student Learning
20 Outcomes across the entire university; and

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22 WHEREAS, The Chancellor’s Office has new forms for proposing new programs (P-
23 forms) which require Student Learning Outcomes at program and course level; and

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25 WHEREAS, Cal State San Marcos needs to have a resource on campus where assessment
26 information is gathered in a central place to which departments can go; and

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28 WHEREAS, Support to provide a foundation for assessment activities was received from
29 Peggy Maki, but the need exists for additional assessment support from a resident expert;
30 and

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32 WHEREAS, Cal State San Marcos has a positive history of other Faculty Fellows
33 including the eLearning Faculty Fellow, the Faculty Mentoring Program Faculty Fellow,
34 and the Peer Coaching Faculty Fellow; now, therefore, be it

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36 RESOLVED, That the Academic Senate supports the Program Assessment Committee in
37 requesting an Assessment Fellow as described in the attached; and be it further

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39 RESOLVED , That the Academic Senate recommends that the Provost set aside funding
40 for this Faculty Assessment Fellow.

Learning Outcomes/Assessment Fellow Job Description

3/6/08

The Learning Outcomes/Assessment Faculty Fellow will support campus efforts to demonstrate student achievement and to identify opportunities for improvement of student learning. The Faculty Fellow will work collaboratively with a wide range of campus constituencies as they prepare and deliver a plan for the assessment of student learning. Reports to the Associate Vice-President for Academic Programs and, for Graduate Programs, to the Dean of Graduate Programs and Research.

Specific Job Responsibilities:

1. Serve as a consultant to departments and programs to assist programs in continued development and refinement of program level SLOs.
2. Serve as a consultant to departments and programs to develop assessment plans and use assessment data in program planning, particularly with programs undergoing program review.
3. Attend conferences and monitor and disseminate literature regarding assessment.
4. Assist faculty through on-going workshops and meetings relative to SLOs, assessment and use of data for course and program planning.
5. Establish and maintain a virtual library to give faculty access to assessment tools (e.g., sample SLO's, rubrics, assessment plans).
6. Identify and submit information for the Assessment web page.
7. Archive campus assessment activities.
8. Participate in appropriate committee activities associated with assessment, such as PAC.
9. Prepare annual reports for the Academic Senate to document progress.

Term would be for two years with option for one year extension.

Recommend three course releases for first year, and two every subsequent year.

**Resolution in Support of the Foundational Tenets
of the Academic Affairs Strategic Planning Process**

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WHEREAS, The Academic Senate is the official representative body of the faculty on issues of governance; and

WHEREAS, The Academic Senate provides an avenue for expression on matters of academic concern to the University faculty; and

WHEREAS, Academic Affairs delivers the core mission of the University; and

WHEREAS, The Foundational Tenets of the Academic Affairs Strategic Planning Process [Foundational Tenets] addresses issues of importance to the Academic Senate; and

WHEREAS, Representatives of the Budget and Long Range Planning Committee of the Academic Senate have actively participated in the formulation of the Foundational Tenets; and

WHEREAS, Faculty members have participated in providing important feedback during the formation of the Foundational Tenets; and

WHEREAS, The Foundational Tenets addresses topics that are directly related to the work of Senate committees; and

WHEREAS, Developing the academic culture of the University benefits from a shared commitment to the future through a stated vision, mission, core values and goals; and

WHEREAS, The Foundational Tenets will provide a common framework to the University in the pursuit of academic excellence; now, therefore, be it

RESOLVED, That the Academic Senate expects the Academic Affairs Strategic Planning Process to set University priorities and resource allocation; and be it further

RESOLVED, That the Academic Senate expects ongoing faculty involvement in the development of the Academic Affairs Strategic Plan; and be it further

RESOLVED, That the Academic Senate expects the Foundational Tenets will drive the Academic Affairs Planning Process; and be it further

RESOLVED, That the Academic Senate supports the Foundational Tenets if the University provides sufficient resources for implementation of the Academic Affairs Strategic Plan.

ACADEMIC AFFAIRS

VISION

CSUSM is a dynamic university with a global vision. Guided by a perspective that transcends borders, Academic Affairs serves the University community by creating a culture of academic excellence that fosters diversity, promotes innovation and sustains intellectual excitement.

Through shared leadership, Academic Affairs

- Challenges intellectual, geographic and technological boundaries.
- Engages students as active participants in their education.
- Empowers every member of the academic community to contribute fully to the vision with passion and purpose.
- Supports active scholars, artists and practitioners as they create effective teaching-learning pathways.
- Expands University engagement with community, business and institutional partners.
- Establishes CSUSM as the university of first choice for students.

MISSION STATEMENT

Academic Affairs prepares students to be life-long learners and productive contributors to a global society by helping them acquire knowledge and develop skills and values.

CORE VALUES

Academic Affairs upholds the University's core values:

- Intellectual Engagement: learning, teaching, discovery, and application of knowledge
- Community: shared commitments to service, teamwork, and partnership
- Integrity: respect, honesty, trust, fairness, academic freedom and responsibility
- Innovation: creativity, openness to change, flexibility, responsiveness, and future focus
- Inclusiveness: individual and cultural diversity, and multiple perspectives

More specifically, the core values that drive our approach to decision making, problem solving, and resource allocation are:

- All students are given the opportunity to reach their full academic/educational potential through the CSUSM academic/educational experience.
- Research and creative activity are essential to high quality teaching.
- High quality teaching is essential to high quality learning.
- Students are active participants in the learning process.
- Learning is transferable into multiple real world settings.

GOALS

- Create and implement innovative approaches and programs that add value to our diverse communities.
- Expand learning opportunities bridging theory and practice.
- Develop relationships that connect CSUSM to external communities and organizations.
- Support faculty research and creative activity to create a community of scholars that collaborates with a community of learners.

CSUSM Academic Senate Meeting Schedule 2008/09

Academic Senate

(Unless otherwise noted, meetings are held in COM 206, begin at 1 p.m., and run until approximately 2:50 p.m.)

Fall 2008

August 21	Convocation (Time/Location TBD) New Senator Orientation (2:15 - 3:30 p.m. – Location TBD)
September 3	Senate Meeting
October 1	Senate Meeting
November 5	Senate Meeting
December 3	Senate Meeting

Spring 2009

January 15	Spring Assembly (9 – 10:30 a.m. – location TBD)
February 4	Senate Meeting
March 4	Senate Meeting
April 8	Senate Meeting
April 22	Senate Meeting
May 6	Joint Senate Meeting (with newly elected 09/10 Senators)

Executive Committee

(The EC meets from 12 - 2 p.m. in KEL 5207. On Senate meeting days, the EC meets from 12 – 12:50 p.m. in COM 206.)

Fall 2008

August 19	Planning Meeting (11:30 a.m. – 3:30 p.m. – Location TBD)
August 27	
September 3, 10, 17, 24	
October 1, 8, 15, 22, 29	
November 5, 12, 19	
December 3	

Spring 2009

January 21, 28	
February 4, 11, 18, 25	
March 4, 11, 18, 25	<i>(Spring Break is March 30 – April 4)</i>
April 8, 15, 22, 29	
May 6	

All members of the CSUSM faculty are encouraged to join us. *Only elected Senators may vote.*

Because the Senate is not a governing board, meetings of the Academic Senate are not subject to the Brown Act. The decision to allow press/public into an Academic Senate meeting may be made by the Senate.

Approved by the Senate Executive Committee on February 6, 2008.