

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, September 5, 2007  
COM 206  
12 – 12:50 p.m.

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<b>Members Present</b>	<b>Patty Seleski, Chair</b> <b>Rika Yoshii, APC</b> <b>Marshall Whittlesey, GEC</b> <b>Gabriela Sonntag, PAC</b>	<b>Janet McDaniel, Vice Chair</b> <b>Kathleen Watson, BLP</b> <b>Joan Hanor, LATAC</b> <b>Martha S-Holmes, SAC</b>	<b>Betsy Read, FAC</b> <b>Radhika Ramamurthi, NEAC</b> <b>Olaf Hansen, UCC</b>
<b>Ex Officio Present</b>	<b>Emily Cutrer, Provost; Judy Papenhausen, Nursing; Janet Powell, CFA</b>		
<b>Not Present</b>	<b>Glen Brodowsky, Secty./ASCSU; Dick Montanari, ASCSU</b>		
<b>Staff</b>	<b>Marcia Woolf, Academic Senate Coordinator</b>		

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### I. Approval of Agenda

#### ADD: IX. C. Sabbatical Leave Applications - Deadline

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

### II. Approval of Minutes of 8/29/07 A correction was made to the minutes.

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

### III. Chair's Report, Patty Seleski

**A. Announcements:** The EC members are invited to meet with Trustee Peter Mehas from 11:15 to noon on September 20th. Cutrer will host an AA town hall meeting on September 13 during University Hour in UH 100.

**B. Referrals to Committees:** NEAC University Student Union Advisory Board – 1 at large (07-09)

**IV. Secretary's Report, Glen Brodowsky:** Brodowsky was attending the plenary meeting in Long Beach. Woolf noted the following recent administrative responses:

APC Academic Calendars for 2008/09 through 2010/11 *Approved*  
APC GPA Adjustment Resolution and Catalog Copy *Endorsed*

**V. Provost's Report, Emily Cutrer:** Cutrer will be forming task forces on graduate/undergraduate programs and the First Year program, the San Marcos "experience," and the future structure of Academic Affairs. For the latter, 3-4 senators will be sought to serve. Nursing will be represented. It was suggested that BLP be represented on the task force. NEAC will ask senators to volunteer. It is anticipated that task force recommendations would be fully vetted.

**VI. Statewide Senate Report, Dick Montanari:** Montanari was attending the plenary meeting in Long Beach.

**VII. CFA Report, Janet Powell:** Report deferred to Senate.

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

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

### VIII. Committee Reports

**APC:** APC has met once and reviewed the Centers & Institutes policy and presented the EC with a list of recommendations and questions. APC is also reviewing the Community Service Learning Policy. It was noted that last year's EC was concerned that the policy does not address follow-up to review recommendations. Once BLP has had a chance to review the Centers & Institutes policy, Gonzalez will be invited to meet with the EC to discuss it.

**FAC:** The committee is reviewing its list of tasks and is working on a call for UPD grants. FAC is also working with Stivers on a draft letter to notify faculty of the changes to the grievance procedure.

**LATAC:** The committee is working with FAC and IITS on a response to the Chancellor's Office outlining our Instructional Materials Accessibility Plan (IMAP), due November 1. LATAC was asked to ensure our guidelines provide adequate flexibility to faculty.

**PAC:** Report deferred to Senate.

**UCC:** No report.

### IX. New Business

**A. NEAC Recommendations** Ramamurthi provided a handout listing NEAC's recommendations to fill vacant committee seat and to make recommendations to the provost for three administrative committees. She noted that sufficient candidates have now stepped forward for all but the CoAS-Social Sciences seat on the P&T committee (which requires members be elected rather than Senate-appointed).

**Motion #3** M/S/P\* (Ramamurthi)  
To forward the recommendations to today's Senate Consent Calendar.

**B. New York Times on Campus** Seleski advised the EC that ASI will no longer provide free copies of the *New York Times* to students on campus. She noted that the newspaper has been used by a number of classes for reference. The cost to the ASI for the papers was several thousand dollars annually, and other commitments now prevent the ASI from continuing this service. Seleski asked EC members to consider whether this calls for any action by the EC or Senate.

**C. Sabbatical Leave Applications - Deadline** This year's deadline for submitting sabbatical leave applications (the last business day of September) falls on a Friday afternoon. In light of this and since moving the deadline to Monday morning would not pose any problem for the process but may significantly assist faculty, the EC members - including the provost - agreed to make an exception this year and move the deadline to Monday morning, October 1<sup>st</sup>, at 10 a.m. Stivers will be requested to notify eligible faculty of the change.

**Motion #4** M/S/P (Stoddard Holmes) (1 abstention)  
To forward the resolution to the Senate for consideration.

There being no further business, Seleski asked EC members whether they had any comments or concerns to share. Stoddard-Holmes noted that SAC is interested to learn whether faculty showed the Emergency Management video to their classes and the reaction to it. It was noted that the video includes information not pertinent to students (organizational chart) and does not clearly display where the campus gathering places are. Woolf will ask faculty for feedback for SAC. Seleski noted the blog is up and running and invited comments. Watson asked whether faculty have input into the assessment of the FedEx/Kinko's contract; she noted that it is not possible to operate on a 48 hour turn-around schedule. Sonntag noted that IITS makes changes during the summer which affect Library computer lab operations in the fall.

The meeting was adjourned at 12:50 p.m.  
Marcia Woolf, Academic Senate Coordinator

APPROVED: \_\_\_\_\_  
Glen Brodowsky, Secretary 07/08

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

\*All motions were passed unanimously unless stated otherwise.

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