

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, September 26, 2007
KEL 5207
12 – 2 p.m.

Members Present	Patty Seleski, Chair Rika Yoshii, APC Marshall Whittlesey, GEC Gabriela Sonntag, PAC Dick Montanari, ASCSU	Janet McDaniel, Vice Chair Kathleen Watson, BLP Joan Hanor, LATAAC Martha S-Holmes, SAC	Glen Brodowsky, Secty/ASCSU Betsy Read, FAC Radhika Ramamurthi, NEAC Olaf Hansen, UCC
Ex Officio Present	Emily Cutrer, Provost; Judy Papenhausen, Nursing; Janet Powell, CFA		
Guest	David Barsky, AVP-AP		
Staff	Marcia Woolf, Academic Senate Coordinator		

I. Approval of Agenda

ADD: VIII. B. APC Community Service Learning Policy Revision

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

II. Approval of Minutes of 9/19/07 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: There will be a discussion session concerning FedEx/Kinko's on October 4 at 10:30 in Commons 206; the session is primarily for support staff however faculty are encouraged to attend and make their concerns about the service know. Seleski plans to attend. Seleski will attend the ASI board meeting this Friday. BLP and APC will continue review of the Centers & Institutes policy and bring suggestions to the EC for discussion; Gonzalez may be asked to attend. EC members were provided a link to the first draft of a report on the systemwide Access to Excellence initiative. Montanari will be attending the Commission for Extended University meeting this Friday representing ASCSU and CSUSM.

B. Referrals to Committees:

APC DWIR systemwide report – provide feedback
EC Volunteers for presidential awards committees
NEAC Grant Reading/Awards committee
NEAC Search Cmte. for AVP for Planning and Accreditation

IV. Provost's Report, Emily Cutrer: Barsky provided an update on First-Year Programs initiatives. Retention of these students is one of our three major WASC themes. We are participating (via the strategic initiatives process) in a Foundations of Excellence one-year, comprehensive, self-study program for four-year institutions, which is sponsored by the Policy Center on the First Year of College. The goal of this effort is not only to retain students but to promote excellence in our curriculum and interactions with first-year students; these efforts are expected to lead to improvements impacting all of our students. Our campus team includes Cutrer, Stoddard-Holmes, Barsky, and Pederson. Our liaison at

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

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Foundations is Betsy Barefoot, a respected expert in this area. The program has nine dimensions and our strategy will be to form several committees to address these, in addition to the campus steering committee (made up of the chairs of these committees, Cutrer, Worden, Pederson, Barsky, Seleski, McDaniel, Pat Morris, Lorena Meza, Jeff Gilmore, and Dilcie Perez). Our participation in this program is expected to generate some public relations value for the campus. A web survey is currently underway to gather feedback about our current first year efforts. Each committee will write a report which will be submitted for feedback from Barefoot who will then create an action plan for us to follow. Foundations defines "freshman" as anyone with 30 or fewer units. Stoddard-Holmes noted that the process is open to all, is comprehensive, and is something we are doing to inform our efforts. Cutrer noted the process will inform us in lots of ways, and will be helpful for WASC. Ours and another CSU campus participating in Foundations will make a presentation for WASC.

Cutrer reported that there will be a town hall this afternoon, and invited suggestions for future town hall topics. There will be a national search for the new AVP for Planning and Accreditation position. The position will have responsibility for strategic planning, space development, and accreditation. Assessment has been moved under Barsky since it is closely tied to curriculum. Graduate curriculum and policy is moving under Gonzalez. AA will also be conducting a search for a budget analyst who will report directly to the provost. Cutrer has decided not to approve the proposal for an Institute for Social Justice and Equity. She has notified Daoud and suggested the proposers consider reframing the proposal to be more focused in terms of mission and a specific charge and that they work with OEO to determine areas of focus for each. She noted that the president has agreed to provide funds from for first year activities so that the group may hold a meeting in fall to work on strategic plans and make plans for a spring '08 symposium on social justice. These activities should provide them enough information to put together a revised proposal. The current Centers & Institutes policy is not clear about the process for approval of a rewritten proposal. EC members agreed that rewritten proposals should be submitted for EC and Senate review.

V. CFA Report, Janet Powell: The trustees have approved the presidents' raises, based on the argument that higher salaries are necessary to attract and retain quality presidents. CFA notes that one recent search had 80 applicants, and recent hires seem to have been of high quality. It has further noted that many presidents at other "comparable" universities across the nation do not enjoy the type of support our Chancellor's Office provides to presidents. It was noted that public employees have not traditionally expected to be grandly remunerated. It is hoped the Governor will sign a bill which calls for more open meetings and rules concerning executive pay. There will be an all-faculty meeting this afternoon to discuss primarily statewide issues.

VI. Committee Reports

BLP: The committee met with the provost to discuss the budget process within Academic Affairs. It has also been working on the financial portions of the Centers & Institutes policy, and will collaborate with APC to bring something forward for the EC to review. The committee is framing questions following the recent University Budget Committee meeting and will invite Mary Hinchman to address these. They are also reviewing P forms from the CoBA.

GEC: Sharon Hamill, GE Assessment Coordinator, has provided a report on her activities. The committee has discovered that the content of GE courses is governed by many different documents, some in contradiction. The campus guidelines require that nearly every LDGE course contains components for information literacy and computer literacy.

NEAC: The committee is working on constitutional language to ensure representation for Nursing and unforeseen future groups of faculty. NEAC is also continues to work to fill vacant committee seats. Faculty from LTWR and Communications are sought for a Student Media Advisory Council, a new group which will provide advice and oversight for *The Pride*, etc.; EC members agreed that it was appropriate that NEAC fill these seats in the usual manner, and that the call should include the notation that LTWR and Communications faculty are preferred.

SAC: The committee is working on the Faculty Center lottery grant process and Gonzalez will visit SAC to discuss his concerns about the process; the policy governing the process is an administrative one so SAC may only make recommendations. The Student Grievance Committee has concerns about the Student Grievance policy which SAC will review.

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VII. Old Business

A. LATAC/FAC IMAP Resolution It was suggested that the language which states “whenever possible” department chairs shall order textbooks be changed to something “if necessary, the department chair or designee shall be empowered to order textbooks.” Questions and concerns included: 1) whether failure to submit a book order on time could result in a disciplinary action; 2) that it is not clear that the term “report” means a list of textbooks to be used in the course; 3) that we would only be “out of compliance” in the case that a disabled student enrolls in a particular course for which the list of textbooks was not made available in a timely manner; 4) that asking department chairs to police this activity adds to their workload; 5) the wisdom of asking hundreds of faculty to comply with this when there are only 12-15 students in need; 6) that it would be more reasonable to require that only those faculty with courses in which affected students are expected to enroll be governed by such a policy, and not all faculty; 7) that, because of workload issues, the onus for this fall to deans and not department chairs; and 8) that we must submit a procedure by November 1st. Seleski asked that LATAC make every effort to ensure the resolution and statement’s success at the October Senate meeting, since it will be their only opportunity for Senate approval.

Motion #3 M/S/P (Brodowsky) (1 opposed, 1 abstention)
To forward this item to the Senate for a first reading in October.

B. Senate Committee on Faculty Research & Development Due to lack of time for discussion, this item was postponed to a later date.

VIII. New Business

A. Selection of Senators for AA Task Force on Structure The question was how to fill these seats; the request specified tenured faculty senators. EC members agreed that BLP must be represented on the task force. Cutrer agreed that BLP will have a seat, in addition to the three other senator seats, if necessary. She has also agreed to supplement the committee to ensure broad representation, but hopes to keep the size of the task force relatively small. NEAC will also attempt to ensure broad representation by well experienced senators.

B. APC Community Service Learning Policy Revision Yoshii provided a handout of proposed changes to the Community Service Learning policy, which are based on input from Darcy Strother, CSL Director. These include that all CSL courses be designated as such in the class schedule, that faculty members need not go through their chairs to report a CSL component to their courses, and that faculty not communicate directly with the Academic Scheduler but rather through CSL. Concern was expressed about the language suggesting faculty not work through their department chair, since the curriculum belongs to the department and a CSL component can impact enrollment. Strother will be invited to meet with the EC to present her thoughts concerning these matters.

IX. Information Item

2010 Committee Brodowsky has been selected to serve on the 2010 Committee as a marketing expert. Rick Keith is chair. A full year of activities is planned.

The meeting was adjourned at 1:55 p.m.
Marcia Woolf, Academic Senate Coordinator

Approved: _____
Glen Brodowsky, Secretary 07/08

Date: _____