

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, October 17, 2007
KEL 5207
12 – 2 p.m.

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

I. Approval of Agenda

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

II. Approval of Minutes of 10/10/07

 Corrections were made to the draft minutes.

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

III. Chair's Report, Patty Seleski

A. Announcements: Seleski noted that the Senate has received additional monies this year for assigned time or other purposes; the officers are considering options for using these funds (support for P&T Committee members, support for lecturer Senators, additional support for standing committees, etc.). She distributed a questionnaire for EC members to complete to support a possible change in their support level this year and to ensure that support is distributed equitably and in relation to the work that is being done. She noted that a workload survey will also be conducted in the spring to inform decisions concerning 08/09 allocations. Seleski also reported that our campus is no longer being considered by Horowitz' group as a site for his terrorism awareness program. Finally, she reported that, since no faculty have responded to NEAC's call for the AVP-Planning & Accreditation search committee, the EC is required to name two faculty. Montanari volunteered, and Watson indicated that she would ask a BLP member to serve at today's meeting.

B. Referrals to Committees: None.

IV. Vice Chair's Report, Janet McDaniel: McDaniel attended the ASI Board meeting on October 19th. ASI is considering a resolution concerning the timely adoption of textbooks by faculty and the timely notice to students of textbook lists. The author was encouraged to separate the two issues, and will be discussing the student notification aspect with the bookstore management.

V. Provost's Report, Emily Cutrer: Papenhausen has been awarded the Diane F. Cooper Lifetime Achievement Award. The award comes with a cash contribution to the awardee's selected charity – in this case, Flo's Cookie Jar (an agency which provides emergency funding to nursing students). Mary Elizabeth Stivers will chair the new task force on structure; other members include Guseman, Watson, Stowell, Holt, Barrett, and Jeff Marks (IPA); the membership is not meant to be representative of all division interests. The Provost's Enrollment Planning Group has been charged by the

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

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

president's Cabinet to recommend a plan for enrollment targets. Members include the college deans, David Barsky, Gerardo Gonzalez, Darren Bush and Matthew Ceppi. The group meets every other Monday afternoon, and Seleski and Cutrer thought it wise to add an EC representative to the group; after some discussion, EC members agreed that Seleski would fill this seat. Cutrer thanked the EC for its input concerning the Extended Studies issues raised last week, and reported that she has decided to refer the college status issue to the newly formed task force on structure. She distributed Extended Learning's annual report for 2006/07 and a list of 10 common misconceptions about extended studies.

VI. CFA Report, Janet Powell: Recent faculty paychecks should have included a 4.7% increase; Academic Resources will be providing an accounting to each faculty member of their pay changes over the past year. The CSU/CFA task force which is considering equity increases for assistant professors has extended their deadline for reporting to December 15. The governor vetoed AB 1413 (aimed at controlling salary increases and "sweetheart" deals for retiring CSU administrators), but signed SB 190 (requires public votes on pay increases for top CSU and UC administrators). CFA is working with FAC to ensure that our campus policies are aligned with the new contract; one of these concerns the course evaluations which may be included in a faculty member's file – a decision which must be made at the department level. It has also been discovered that lecturers are supposed to have voting privileges in chair elections. Six CSUSM faculty members will attend a CFA assembly this weekend in San Francisco, where a proposal concerning increasing agency fees to equal union dues will be discussed.

VII. ASCSU Report: Brodowsky reported that the Faculty Affairs committee met last week and learned about the reorganization of the systemwide HR office. A brochure has been developed to explain to new faculty hires how they may cover health costs while waiting for the regular coverage to take effect in October. Since funding for research and creative activity grants has been at the same level since 1982, there is now a proposal for campuses to provide consolidated reports of funded activities to the Chancellor's Office to support its efforts to request increased funding from the legislature. While the Chancellor's Office works to provide a list of preferred providers for low-cost textbooks, faculty maintain that the textbook decision must remain in the purview of the faculty. An increased fee proposal for the MBA remains a controversial topic. A resolution is being developed to address the Board of Trustees' treatment of faculty votes of no confidence. There is concern about protecting academic freedom in light of incidents at the Fresno campus involving Middle Eastern faculty members. Brodowsky is serving on a task force to consider the student course evaluation process.

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

APC Community Service Learning Policy Revision Strother addressed the committee, explaining the rationale for proposing that department chairs need not be involved in the decision/notification process for adding a CSL component to a course. She noted that: (1) this would allow for more flexibility in course structure for those instructors who are assigned a course late or who learn of an interesting CSL approach and want to apply it right away without going through a committee sign-off or notification process; (2) other pedagogical methods are not subject to this type of chair involvement; and (3) there could be an instance where a department chair is not a supporter of CSL, and what would be the instructor's recourse in such a case. EC members' comments included that: (1) department chairs need this information in order to plan for and reach targets since a CSL component can impact enrollment; (2) this suggestion might subject a junior faculty member to the wrath of their chair; (3) the catalog could include a notation that a course may or may not be taught with a CSL component; (4) other pedagogical methods do not result in special coding in the schedule in the way that CSL courses are; and (5) it would be more desirable to educate department chairs concerning the benefits of service learning than to suggest they be excluded from the notification process. Seleski asked that APC and Strother continue to consider lines 71-74 which speak to the process for identifying courses or sections involving CSL.

VII. ASCSU Report (*resumed*): Montanari reported that the Fiscal & Governmental Affairs committee is also involved in the textbook and MBA fee discussions. He distributed copies of a preliminary CSU planning budget for 2008/09, which is projected to be close to \$4 billion and with enrollment growth between 2.5-3.5% (the Compact provides funding for 2.5% growth). Montanari noted that funding for ACR 73 appears each year on the budget as a "challenge" and is not included in the estimate of expenditures, but would theoretically be funded if the legislature allocated additional funds to the system and other "challenges" were not prioritized ahead of it. The community colleges are lobbying for additional obligated funds, which could negatively impact the CSU and UC systems. An SDSU senator has drafted a resolution proposing more autonomy for the individual campuses. The committee will also be considering the Access to Excellence document and its lack of focus on "excellence." Brodowsky noted that the proposed growth of 8,570 FTES equivalent to adding another campus. McDaniel noted that the Education colleges across the state would be pleased if the Teacher Performance Assessment initiative was not funded.

**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: The committee is considering formalizing some policies for the Advising & Enrollment areas, and has completed its work on a revision of the Advanced Placement policy. They are working now on developing CLEP and IB policies, and next on an official add/drop policy.

FAC: The committee has formed an ad hoc committee headed by McDaniel to review 27 UPD grant applications received in response to the special call. The committee is also revising the sabbatical leave policy and working on the CoBA RTP document.

LATAC: The committee is continuing work on the Instructional Materials Accessibility Plan (IMAP) and is researching effective scanning methods for making instructional materials and resources accessible online. Robert Erichsen has been meeting with library staff involved in the "E-Res" process and accessibility issues. This has led him to discover that some research databases such as "JSTOR" already have fully accessible materials available. This is encouraging and helps to confirm our growing awareness that accessibility is a universal issue – not one as a campus we alone are confronting. As publishers, clearinghouses and educational resources accept more responsibility, it will greatly benefit our services to learners. In November, Erichsen will be attending a conference that will provide hands-on workshops for E-Texts. One will be specifically addressing EBSCOHost. Quoted from library page:

- JSTOR: Contains (EXCEPT for the latest five years) core scholarly journals in sociology, history, economics, political science, mathematics, African-American studies, Asian studies, and biological, health & general sciences.
- EBSCOHost: A collection of databases, including Academic Search Elite, PsychInfo, and others.

PAC: No report.

UCC: The committee has done a preliminary review of the CoBA MIS option and forwarded it to the Computer Science department for review (these areas are very similar and every effort is being made to ensure the offerings are different and that these differences are clear to students). UCC is also reviewing the new P form template from the Chancellor's Office, as well as course reviews.

X. New Business

GEC "Language other than English Requirement" The committee is proposing a change to both the policy and the catalog language. EC members comments included requests for: (1) clarification concerning acceptance of Latin and Greek as foreign languages; (2) clarification about the status of students whose primary language is American Sign Language; (3) clarification about the intent of the requirement (e.g., is it that students be able to *speak* a foreign language?); and (4) clarification regarding the status of those students who are fluent in another language but were not required to take the TOEFL (e.g., Japanese students who were educated in Japan in the elementary and middle school years, but attended an English-speaking high school). Other comments included (1) whether a minimum score on the TOEFL is required; (2) that there is a broad statement concerning second languages which the CoE uses for teachers which might prove helpful to GEC; and (3) what about other languages besides those taught on our campus.

The meeting was adjourned at 1:45 p.m.
Marcia Woolf, Academic Senate Coordinator

Approved: _____
Glen Brodowsky, Secretary 07/08

Date: _____

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

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