

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, October 31, 2007
KEL 5207
12 – 2 p.m.

Members Present	Patty Seleski, Chair Rika Yoshii, APC Marshall Whittlesey, GEC Gabriela Sonntag, PAC	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		
Staff	Marcia Woolf, Academic Senate Coordinator		

I. Approval of Agenda

ADD: IV. Vice Chair's Report

- Old Business:** B. APC Community Service Learning Policy
C. GEC Language other than English Requirement Policy
New Business: B. Senate Meeting Date

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

II. Approval of Minutes of 10/17/07

 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 expressed her hope that no committee members had suffered loss during the fires, and congratulated the campus administration for acting early and decisively and for communicating effectively last week.

B. Referrals to Committees: None.

IV. Vice Chair's Report, Janet McDaniel: McDaniel reported that Vicky Fox, a cooperating teacher at Rincon Middle School in Escondido, had been killed in the Witch Creek fire along with her husband.

V. Provost's Report, Emily Cutrer: Cutrer noted that it was decided to close the campus for the full week since air quality would have been unhealthful even after the threat of fire was gone. We do not yet know the extent of loss suffered by our faculty, staff, and students. There has been a high response to the bookstore's textbook loan program, and six or seven emergency financial loans have been made to students. The Senate officers met with Cutrer, Hoss and Worden Monday and decided against adding days to the academic calendar for fall; instead, faculty will be asked to find ways to modify their courses or deliver the missed instruction. Students may be invited to attend special sessions, but are not required to do so; and, if such special sessions are held, the material covered must be made available in some other fashion to those students who do not attend. Tracey Richardson will work with faculty who wish to schedule such a session. It was noted that only one faculty member decided to schedule a special session following the 2003 Cedar fire. Opening the campus on Veterans Day is not being considered, since we are now required by State law to close that day. It was suggested that the campus consider a contingency plan for future years. Based on this discussion, Cutrer will issue a memo to faculty this afternoon with suggestions for making up lost days.

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

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

VI. CFA Report, Janet Powell: Powell will provide a report on the upcoming statewide assembly next week. CFA members are automatically members of CTA and therefore eligible for emergency financial assistance from CTA.

VII. ASCSU Report: The committees will meet next week prior to the plenary session. Brodowsky, who is a member of a systemwide task force on student evaluation of teaching, noted that our campus is ahead of the curve on many of the systemwide concerns and that he will share our instruments and policies with the task force.

VIII. Committee Reports

NEAC: The committee is discussing the grant-reading issue and currently prefers the idea of modifying an existing group's charge rather than creating a new body for this purpose.

PAC: The committee has received annual assessment plans for almost every degree program, and is developing a recommendation concerning funding for departmental assessment activities.

IX. Old Business

A. Senate Budget & Course Releases Seleski distributed a handout which outlined a plan to provide one course release to each committee chair as well as the vice chair, with a second course release going to BLP. In addition, all committee chairs except BLP's would receive a \$500 professional development stipend. Chairs will be surveyed this coming spring concerning anticipated 08/09 workload. Seleski thanked the chairs for their hard work.

B. APC Community Service Learning Policy Revision Yoshi noted that the proposed language was changed to reflect that the responsibility for notifying CSL about courses would rest with the department chair/program director/associate dean.

Motion #3 M/S/P*

To forward this item to the November Senate agenda for a first reading.

C. GEC Language other than English Requirement Policy Revision Since the last discussion, Whittlesey has confirmed that Latin and Greek are accepted languages, and that we only need to know that a student passed the TOEFL and not their score. Questions remained concerning the philosophical intent of the requirement and how to address the issue of those students whose primary language is American Sign Language. GEC will consider adding a clause concerning special circumstances.

X. New Business

A. APC Advanced Placement Policy Revision A draft policy was attached to the agenda. EC members asked whether the Graduation Credit table was subject to catalog rights, and also suggested it be published on the web rather than in the catalog since it is a fluid table.

B. Senate Meeting Date In light of the interruption of committee work due to the recent fires, the EC discussed whether it would be prudent to change the November Senate meeting date. It was decided that the November 7 meeting would be held as scheduled, and that Senators would be polled regarding their availability for a second November meeting, should the need arise.

The meeting was adjourned at 1:30 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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