

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, January 30, 2008  
KEL 5207  
12 – 2 p.m.

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<b>Members Present</b>	<b>Patty Seleski, Chair</b> <b>Rika Yoshii, APC</b> <b>Joan Hanor, LATAC</b> <b>Martha S-Holmes, SAC</b>	<b>Janet McDaniel, Vice Chair</b> <b>Kathleen Watson, BLP</b> <b>Radhika Ramamurthi, NEAC</b> <b>Olaf Hansen, UCC</b>	<b>Glen Brodowsky, Secty/ASCSU</b> <b>Marshall Whittlesey, GEC</b> <b>Gabriela Sonntag, PAC</b> <b>Dick Montanari, ASCSU</b>
<b>Ex Officio Present</b>	<b>Emily Cutrer, Provost; Karen Haynes, President; Judy Papenhausen, Nursing; Janet Powell, CFA</b>		
<b>Guests</b>	<b>Veronica Anover, PLC Chair 07/08</b>		
<b>Not present</b>	<b>Betsy Read, FAC</b>		
<b>Staff</b>	<b>Marcia Woolf, Academic Senate Coordinator</b>		

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### I. Approval of Agenda

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

### II. Approval of Minutes of 1/23/08

**Motion #2** M/S/P (1 abstention)  
To approve the minutes as presented.

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

**A. Announcements:** Seleski thanked McDaniel for chairing last week's meeting. She noted that there was a discussion concerning ROTC and Extended Learning (EL) at the last Veterans' and Active Duty Steering Committee meeting. Cutrer indicated that we are exploring ROTC for the Army and Navy/Marines (we have had an agreement in place for four years with the Navy/Marines). We are exploring ways to deliver courses here; not a degree program but course offerings. Students could then attend classes here instead of driving down to SDSU. The military understands that credit courses must go through the curriculum committee. In the meantime, EL is exploring ways to offer non-credit courses.

Committee chairs were reminded to review the constitutional language concerning their committees and let NEAC know whether changes are desired.

**B. Referrals to Committees:** None.

### XII. Discussion (*taken out of order for time certain*)

**A. Professional Leave Committee** Anover fielded questions from EC members including: (1) whether different types of research/researchers are weighted differently by the committee; (2) whether any attempt is made to distribute awards amongst the units; (3) how the committee came to recommend twenty-four proposals as opposed to some other number; and (4) how consistency is maintained by the committee from year to year. Anover responded that the committee – faced with reviewing forty-two applications – was careful to adhere strictly to the language of the policy, which does not speak to types of research/researchers nor distribution of awards. Instead, the committee focused on the

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strength of the proposal as demonstrated by such aspects as thoroughness of design and documentation of support. She noted that the faculty were well represented on the committee, and that the members were keenly aware that different types of faculty conduct different types of research. Concerning the number of proposals which were “highly recommended,” the committee had no predetermined number in mind as it undertook the review; there was a clear difference between the 24<sup>th</sup> and 25<sup>th</sup> proposals, and the committee was unanimous in its ranking of the 24. Anover – who served on the committee in 06/07, as well – noted that there were only 19 proposals last year; the only difference in the committee’s effort, however, was that they worked hard to ensure the very strictest compliance to the language of the policy to ensure fairness to all the proposers. She provided copies of the ranking sheet used by the committee, as well as a draft list of suggestions to FAC for modifications to the sabbatical leave policy. Seleski asked Anover to convey to the members of PLC the Senate’s appreciation of their efforts.

**IV. Provost’s Report, Emily Cutrer:** Cutrer noted that 12% of eligible faculty must be granted sabbatical leaves each year, per the CBA. The periodic review of VP Hoss is moving forward. An agreement has been reached between the CFA and CSU for the Assistant Professors’ equity program; we will know the nature of the agreement by the end of February. Currently, our enrollment is at about 100.835% of target; we expect to end up around 1-2% over our annualized target, which is acceptable. A draft AA announcements memo was handed out which will go out electronically today or tomorrow, and includes information about the new strategic plan for the division, the new AA website, the spring town hall schedule, and some changes which have been made in the division. Cutrer thanked EC members for their input into the strategic plan. Candidates for the VPSA position are expected to visit campus in early or mid-March. McDaniel suggested that the president and provost consider using a more interactive approach for their Senate meeting reports, when time allows.

**V. ASCSU Report:** Brodowsky attended an Intersegmental Coordinating Committee meeting on student learning outcomes in Long Beach and discussed achievement gaps, as well as the role of middle schools in the chain of learning.

**VI. CFA Report, Janet Powell:** Non-members are receiving notices of fee increases, unless they opt out; questions should be directed to Powell. Denise Ducheny, chair of the California State Senate Budget Committee, may be visiting campus as soon as next week, at the invitation of CFA.

**VIII. Brief Oral Committee Reports**

**APC:** Yoshii provided a written report.

**FAC:** On Read’s behalf, McDaniel reminded EC members to complete the on-line survey concerning course evaluations.

**LATAC:** The committee is reviewing the CSU security policy.

**PAC:** A diagram of the program review process was distributed. PAC has reviewed annual assessment plan funding requests from all departments except one, totaling more than \$71k. PAC recommended funding for 14 programs ranging from \$400 - \$3k. Student learning outcomes included in assessment plans were sent to Peggy Maki for comment, and her responses were sent to the departments which are reviewing them now. Final reports are due at the end of the semester. Seleski noted that the assessment plan and program assessment process need to be formalized into policies, and that this should be a priority for PAC this year.

**UCC:** The committee has completed its review of the new P form template and has passed it on to BLP for its review. The committee has also begun its review of a new major in Global Studies.

**IX. Old Business** None.

**XI. New Business**

**A. Academic Affairs Strategic Goals** Seleski noted that the Senate as a body has not taken a stance related to the new goals.

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**Motion #3** M/S/P\* (Brodowsky)  
That BLP develop a resolution for consideration by the EC and Senate.

**B. Draft Meeting Schedule for 2008/09** A draft schedule was provided. A discussion will be agendized for a subsequent EC meeting.

**XII. Discussion**

**B. General Discussion with President Haynes** Haynes noted that, in light of the limited budget information thus far available (best case scenario is likely a \$2 million cut for our campus), the Executive Council is gathering information on current position vacancies campuswide for planning purposes; no decisions have been made about filling these vacancies. She also noted that Neal Hoss has been named interim VP for University Advancement, and Linda Hawk has taken over as interim VP for Finance & Administrative Services; a search or an extension of these appointments will be considered this summer, after an assessment of UA's structure and overall health. The planned feasibility study by Cargill will go forward but has been delayed about a month. Watson noted that shortly after the governor's preliminary budget was released, a scheduled University Budget Committee (UBC) meeting was cancelled and there is concern that decisions are being made without broad input. Haynes noted that the only decision made to date was not to have a budget call, since there is little or no likelihood of increased funding in 08/09. Watson expressed concerns that decisions were being made about faculty searches and that the Executive Council does not include a faculty representative. She asked for clarification concerning the roles of the UBC and the Executive Council, to which Haynes responded that the Executive Council makes decisions and that the UBC is an advisory body. The principles governing these decisions include ensuring there are no layoffs, and retaining service and quality of instruction to students. The only directive to date from the Chancellor's Office is to manage down to last year's target. There will be no growth in our budget, we will likely see a \$2 million cut, and we have not been directed to make cuts in any specific areas.

Concerning searches, Cutrer noted that the divisions will discuss ways to manage vacancies, this information will go to UBC for discussion, and UBC will make a recommendation to the Executive Council in early March. Haynes noted that in the case of faculty searches underway, decisions will have to be made along the way about how and when to proceed. Brodowsky stressed that students need to be apprised of the situation as well so that their expectations are in line with what the university can provide. Montanari asked how are faculty hiring has kept up with our enrollment growth. Haynes noted that we have not had time to recover from the 2004 budget crisis, and that we remain understaffed in many areas. Seleski noted that there is a "season" for hiring faculty which must be taken into consideration. She added that rumors and confusion are becoming an issue and that communication and collaboration during this time is going to be critical for maintaining trust and support amongst the faculty. She also questioned the decision to provide 7% salary increases to MPPs last August, though it was clear then that trouble was brewing in the state. Haynes noted that the system is trying to bring all groups' salaries more in line with the market, that the increases were based on merit and equity, and that the increases of 4-7% were not egregious. Yoshii asked how faculty can help the university run more smoothly and increase external funding. Haynes noted that Extended Learning holds promise in this area, and shares income with the university; she added that we need to work on private philanthropy. Brodowsky noted that the faculty and staff are aware that these are tough times and are willing to join with the administration in its efforts with the legislature, but that any new executive packages will break that deal. Haynes noted that an open forum is being scheduled for as soon as possible.

The meeting was adjourned at 2:10 p.m.  
Marcia Woolf, Academic Senate Coordinator

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

Date: \_\_\_\_\_

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