

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, March 12, 2008
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 Dick Montanari, ASCSU	Betsy Read, FAC Radhika Ramamurthi, NEAC
Ex Officio Present	Emily Cutrer, Provost; Judy Papenhausen, Nursing; Janet Powell, CFA		
Guests:	David Barsky, AVP-AP; April Grommo, CMS-SA Project Manager		
Not present	Glen Brodowsky, Secty/ASCSU; Olaf Hansen, UCC; Martha Stoddard Holmes, SAC		
Staff	Marcia Woolf, Academic Senate Coordinator		

I. Approval of Agenda

ADD: XI. New Business: Draft Resolution on Impact of Class Size on Instructional Quality – Montanari
XII. Information Item: PeopleSoft and Registration Changes – Barsky/Grommo

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

II. Approval of Minutes of 3/5/08

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

III. Chair's Report, Patty Seleski

A. Announcements: Seleski congratulated Montanari on his re-election to the statewide senate. She thanked the committee chairs to responding to the request for a list of pending business items. She also noted that the officers will be conducting a workload survey to determine the distribution of assigned time for next year, and with an eye toward ensuring that McDaniel (who teaches 3/4 for CoE) has adequate time to do the job. EC members are invited to meet with the two AA Resource Analyst candidates, today and Monday, March 17th. The "Alliance for the CSU" forum held Monday was very well done and was a success. The president will host a faculty forum on March 20.

B. Referrals to Committees None.

IV. Vice Chair's Report, Janet McDaniel: McDaniel congratulated Seleski who has been named the Major General Thomas S. Jones Distance Learning Instructor of the Year for the Miramar Region. The UBC will meet Friday and develop recommendations for the president.

V. Provost's Report, Emily Cutrer: Cutrer thanked GEC for an informative town hall about general education; the PowerPoint about assessment will be linked to *Provost's Posts*. Upcoming town hall meetings will focus on assessment, Foundations of Excellence, and the budget. UBC has recommended moving ahead with faculty hires in CoAS, and the Executive Council concurs; funding for these hires has been identified by the

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

Legend: M = Moved S = Seconded D = Defeated P = Passed L = Lost W = Withdrawn

respective departments. The new resource analyst position (an Administrator I) will work with budget, space and other AA resources; Cutrer suggested the appointment would be appropriate to represent AA on BLP.

VI. ASCSU Report: Dick Montanari Montanari will attend a meeting of the Commission on Extended Learning on Friday. At last week's Fiscal & Governmental Affairs meeting, senators were advised that the Chancellor's Office does not expect any upward modification of the governor's budget; the legislature will be meeting en masse to consider the budget. Systemwide, applications were up 8.7% this year. Some of the larger campuses were up around 10%. Our own was down .06%. Twenty-three resolutions were considered at the plenary meeting, with unanimous approval going to the doctorate in nursing proposal. A resolution concerning criteria for evaluating program fee proposals was roundly defeated.

VII. CFA Report, Janet Powell: The event on Monday was standing room only, and many were turned away. Powell reminded everyone that it will be critical this summer to have lots of people available who are willing to contact the governor and their representatives about the budget. Almost 100 attended the recent retirement benefits workshop; another workshop will be scheduled. We are looking for new CFA leadership, since Powell will be stepping down and Newman is leaving campus.

VIII. Brief Oral Committee Reports

APC: The committee has been working on issues related to the PeopleSoft implementation, including prerequisites and the add/drop process. Yoshii provided a written report and list of issues which will be helpful when Barsky and Grommo join us today.

FAC: The committee has completed its review of the CoBA RTP document and the new grants policy. FAC is considering preparing guidelines to aid departments as they develop their own RTP documents; input from the provost would also be sought.

XI. Information Item (taken out of order for time certain)

PeopleSoft and Registration Changes Barsky and Grommo joined the meeting. Grommo distributed two documents: "Student Administration Project – Faculty FAQs" and "SA Project – Class Permission Number Process." Grommo provided an overview of the project to date and plans for implementation. EC members posed a number of questions and provided suggestions.

VIII. Brief Oral Committee Reports (agenda resumed)

LATAC: The committee has been learning about plans to adopt the Microsoft Vista operating system later this year, working on a new strategic plan for technology in alliance with the UCTC, and learning about how proposed budget cuts may be managed in the Library. The Library is currently conducting searches for a natural science librarian and a web librarian.

PAC: The committee will bring a draft program review policy to next week's EC meeting. Sonntag attended the ASI board meeting last week whereat PeopleSoft and changes to student e-mail were discussed. An ASI-sponsored conference on Social Justice and Equity is planned for March 21.

UCC: Not present.

IX. Old Business

APC Concurrent Master's Degree Credit Policy

Motion #3 M/S/P* (Hanor)

To this item to the April 9 Senate meeting for a 1st reading.

*All motions were passed unanimously unless stated otherwise.

X. New Business

Draft Resolution on Impact of Class Size on Instructional Quality Montanari provided a handout of a draft resolution. There is concern among many about maintaining rigor and quality of instruction in view of the increasing enrollments and reduction in faculty. EC members' comments included: 1) there has been a steady increase in class size over many years which is negatively impacting quality of instruction; 2) faculty have the right to refuse additional students; 3) the senate may not address workload, which is within the CFA's purview; 4) that WTU workload is a higher priority than class size; and 5) in terms of number of students, may CoAS faculty have taken on the equivalent of an additional class over the last number of years by agreeing to take on additional students. A number of suggestions were made and Montanari agreed to bring a revision to the EC next week.

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

Approved: _____
Glen Brodowsky, Secretary 07/08

Date: _____

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