

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, April 9, 2008  
COM 206  
12-12:50 p.m.

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<b>Members Present</b>	<b>Patty Seleski, Chair</b> <b>Rika Yoshii, APC</b> <b>Marshall Whittlesey, GEC</b> <b>Gabriela Sonntag, PAC</b> <b>Dick Montanari, ASCSU</b>	<b>Janet McDaniel, Vice Chair</b> <b>Kathleen Watson, BLP</b> <b>Joan Hanor, LATAC</b> <b>Martha S-Holmes, SAC</b>	<b>Glen Brodowsky, Secty/ASCSU</b> <b>Betsy Read, FAC</b> <b>Radhika Ramamurthi, NEAC</b> <b>Olaf Hansen, UCC</b>
<b>Ex Officio Present</b>	<b>Judy Papenhausen, Nursing; Janet Powell, CFA</b>		
<b>Parliamentarian</b>	<b>Don Barrett</b>		
<b>Not Present</b>	<b>Emily Cutrer, Provost</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 3/26/08

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

**III. Chair's Report, Patty Seleski** We have learned that a new travel requirement to provide evidence of conference attendance stems from a campus audit finding. This topic will be raised with the provost at next week's EC meeting. Woolf will be surveying EC members concerning improvements to Senate operations. Seleski will have meetings with the provost and president in the next couple of weeks, and invited EC members to suggest issues for discussion. The provost will host a town hall meeting on assessment April 15<sup>th</sup> at noon in MARK 101. Seleski will attend a systemwide senate chairs meeting tomorrow; Trustee Carter is expected to join the group.

**IV. Provost's Report, Emily Cutrer:** Unable to attend.

**V. ASCSU Report: Glen Brodowsky** Read has been provided a systemwide joint task force report on course evaluations. The resolution on today's Senate agenda concerning quality of instruction during a budget crisis has been provided to the ASCSU which is considering a similar resolution; this may become a model for campus resolutions systemwide.

**VI. CFA Report, Janet Powell:** Report deferred to Senate meeting.

### VII. Brief Oral Committee Reports

**BLP:** BLP has completed its review of the proposed Global Studies major.

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

Legend: M = Moved      S = Seconded      D = Defeated      P = Passed      L = Lost      W = Withdrawn

**GEC:** The committee has struggled this year with the Area E curriculum. Title 5 and other policy documents are not clear about the criteria for these courses. GEC decided to temporarily recertify all 16 Area E courses this year until guidelines for evaluating courses for this area can be made clear.

**NEAC:** Representation for Nursing is still under consideration, as well as temporary faculty representation on LATAC. Polls open tomorrow for the spring elections.

**SAC:** The committee has made decisions on 17 Lottery grant applications, and letters should be going out shortly. The history of guidelines for Lottery grants is being researched; a handout was provided.

### VIII. Consent Calendar

UCC Course & Program Change Proposals

**Motion #3** M/S/P\*

To forward the proposals to today's Senate Consent Calendar.

### IX. Old Business

**A. NEAC Election Rules & Guidelines Revision** Ramamurthi noted that NEAC has made an additional change to the language: to strike the sentence, "The Call will include a list of current Senators."

**Motion #4** M/S/P\*

To forward the revision to today's Senate agenda for a first reading.

**B. APC GPA Adjustment Policy** A handout was provided. At lines 70-73, the language was changed to clarify that in the case of topics courses, the same topic must be repeated. Sections 5 and 6 were also added.

**Motion #5** M/S/P\*

To forward the policy to today's Senate agenda for a first reading.

**C. PAC Program Review Policy** A handout of comments from PAC concerning the proposed policy was provided. No major changes have been made since the EC's last review. Language concerning Graduate Studies was broken out into a separate section for clarity. Comments included: (1) the sentence at lines 59-62 might be rearranged to state that the Senate stands committed but acknowledges the significant time and effort involved; (2) whether we are strictly held to a five-year cycle, and the relationship of the cycle to the P form process; (3) concern about the lack of administrative assistance to the program, either during the data collection/analysis process or as follow-up to the report; (4) lack of acknowledgement in the document about faculty time and effort, and the need for annual release time; (5) include mention of support for faculty during the labor-intensive year four; (6) the language at lines 278-9 be modified to include a statement that the dean commits at this stage to provide needed funding and support to the program; (7) there is no mention of support from Institutional Research; (8) the need to involve the dean in changes to a program which may have a tactical or strategic impact; and (9) it is not clear whether the list of questions beginning on line 177 must or may be addressed. Sonntag will provide a version of the policy to Woolf for distribution to the Senate along with an invitation to attend the April 15<sup>th</sup> town hall on assessment.

**X. New Business** None.

The meeting was adjourned at 1 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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