

**ACADEMIC SENATE  
OF  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
December 3, 2008**

**Minutes**

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**Voters Present** Jocelyn Ahlers, Don Barrett, Nicoleta Bateman, Mayra Besosa, Glen Brodowsky, David Chien, Zachary De La Peña (ASI), Charles De Leone, Shelli Douglass, Darel Engen, Jule Garcia, Olaf Hansen, Shaoyi He, Kit Herlihy, Michelle Holling, Linda Holt, Toni Hood, Eun Kang, Kimberley Knowles-Yanez, Bill Kristan, Andre Kündgen, Janet McDaniel, Grace McField, Ofer Meilich, Reuben Mekenye, Leo Melena, Yvonne Meulemans, Dick Montanari, Dreama Moon, Kristan Moss, Carmen Nava, Tejinder Neelon, Kathy Norman, Sandy Parsons, Raj Pillai, Janet Powell, Edward Price, K. Brooks Reid, Garry Rolison, Al Schwartz, Linda Shaw, Fernando Soriano, Patricia Stall, Martha Stoddard Holmes, Laurie Stowell, Darci Strother, Kathleen Watson, Jill Weight, Anibal Yanez-Chavez

**Not Present** Vivienne Bennett, Rong-Ji Chen, Ann Fiegen, Jeffrey Kohles, Kara Kornher, Elizabeth Matthews, Cynthia Chavez Metoyer, Jackie Trischman

**Ex-Officio Present** Mark Baldwin – Dean CoE, David Barsky – AVP-AP, Vicki Golich – Dean CoAS, Gerardo Gonzalez – AVP-R/Dean Grad. Studies, Dennis Guseman – Dean CoBA, Karen Haynes – President, Fritz Kreisler – CFA Pres., Wayne Veres – Dean IITS & CIO, Pat Worden – VPSA

**Parliamentarian** Beverlee Anderson

**Guests** Matthew Ceppi – Pres. Chief of Staff/Dir.-IPA, Pam Kohlbry – Nursing, Graham Oberem – Assoc. Dean CoAS, Patricia Prado-Olmos – Assoc. Dean CoE, Linda Scott – IITS, Susan Starr – Int. Assoc. Dean Library, Rika Yoshii – APC

**Staff** Marcia Woolf

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**I. Approval of Agenda**

**ADD: XIV. B. University Police Update**

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

**II. Approval of Minutes of November 5, 2008**

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

**III. Chair's Report: Janet McDaniel** McDaniel congratulated Soheila Jorjani for her selection as this year's Brakebill awardee, and extended her appreciation to the members of the Faculty Awards Selection Committee chaired by Ken Mendoza. She noted that the December statewide senate chairs meeting has been cancelled to conserve travel funds. McDaniel will be providing Haynes with a list of recommendations for the provost's review committee and the president will select two to serve; McDaniel thanked NEAC for the recommendations. The president will hold an open faculty forum tomorrow at noon in Markstein 101.

**IV. Secretary's Report, Andre Kündgen:** No report.

\*Unanimous vote.

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

**V. President's Report, Karen Haynes:** Haynes congratulated Jorjani, recipient of this year's Brakebill award. She thanked NEAC for its recommendations for the provost's review committee. She thanked the faculty awards committees for their recommendations for the president's awards; recipients will be celebrated at the faculty and staff awards luncheon in January. There will be a faculty forum tomorrow during University Hour and a budget forum today at 3:30 in ACD 102 which will be recorded. The Budget Central website has been reinstated; the entire university budget has been uploaded by division/department/line item along with informative documents. The November 10<sup>th</sup> diversity forum was well attended, and a new video on diversity will be posted on the president's website as part of the "From the desk of Karen Haynes" feature, including notes and feedback. Another diversity forum will be scheduled in spring. She wished the senators a good holiday season.

**VI. Provost's Report, Emily Cutrer:** Cutrer also extended her congratulations to Jorjani. Jeffries announced that the new Faculty Center director beginning Fall 2009 will be Radhika Ramamurthi, and she thanked Carmen Nava for her efforts as director. Our School of Nursing had its first accreditation visit and the team indicated that we have a great program; she congratulated Judy Papenhausen and the Nursing faculty. The town hall schedule for spring is being prepared and topic suggestions are welcomed. The CoAS fall graduation reception held yesterday was a very nice event; she read a note of appreciation sent from a student to Golich.

**VII. ASCSU Report, Brodowsky/Montanari:** The ASCSU will hold its interim committee meetings next week. The Finance and Governmental Affairs Committee has postponed its meeting until January to save travel funds.

**VIII. CFA Report, Fritz Kreisler:** Kreisler thanked the president and provost for posting the budget information on the web, and thanked Jeffries for issuing the faculty salary letters.

**IX. ASI Report, Zach De La Peña:** De La Peña, Hoang and Stubbs are just back from a CSSA meeting held at CSU Northridge; there will be another CSSA meeting on December 19 in San Francisco. VP for External Affairs Angela Stubbs is graduating; her position is expected to be filled by end of this week.

**X. Committee Reports:** Written reports were provided for APC, FAC, LATAC, PAC, and UCC. He noted that an ATM has been installed in the Library copy room. McDaniel thanked Norman for chairing APC this semester; Yoshii will return to chair APC in the spring.

#### **XI. Consent Calendar**

**NEAC Recommendations** As printed in the agenda packet.

**UCC Course & Program Change Proposals** A handout replacement list was provided.

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

To approve the Consent Calendar as amended.

**XII. Old Business** None.

#### **XIII. New Business**

**A. FAC CoAS Evaluation of Temporary Faculty** Jorjani noted that the last approved version of this document is from 2005. FAC reviewed the policy to ensure conformance with the new collective bargaining agreement. Senators' concerns and comments included: (1) concerns about frequency of and chair's discretion concerning evaluations; (2) that forms be modified so that student evaluations are not listed first; (3) a document explaining the changes made by FAC should be provided to senators; (4) that language be added stating that electronic copies of student evaluations which are sent to department chairs

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shall be deemed to be part of the file; and (5) need a way to incorporate adjuncts' comments concerning evaluations.

**B. APC Administrative Course Drop Policy** Norman noted that the previous version of this document was approved in 1998 and was in the form of a resolution along with catalog language. APC is now proposing a formal policy. The only change to current policy is the addition of the phrase, "or who do not demonstrate participation during the add/drop period for online courses." Questions and comments are to be directed to APC.

**XIV. Senator's Concerns & Announcements**

**A. Academic Affairs Restructuring Task Force Draft Report** Task force members invited feedback or discussion on the draft. Cutrer noted that she will discuss the final report with colleagues and develop commonly used language and accepted ways to move forward; we will also decide what policies or procedures are required. She also noted that the original charge was to look at a long-term mix for AA – colleges, colleges and schools, sizes, long-term goals; the task force itself decided definitions were critical to the process. Stowell noted that the Senate has a role in any changes to the division's structure. It was requested that the Senate be kept informed of the provost's progress. Once definitions are accepted, NEAC will ensure consistency with the Constitution. A number of comments and suggestions were offered. The task force expects to finalize its report in January.

**B. University Police Update** Hackenberg indicated that a temporary parking lot by Chavez Circle is under consideration. It would be a 100-space, general access lot with no overnight parking. There was a brief discussion concerning the treacherous Palm Canyon Drive intersection with the entrance to lot F.

Meeting adjourned at 2:20 p.m.  
Prepared by Marcia Woolf, Academic Senate Coordinator

Approved by the Academic Senate \_\_\_\_\_  
Andre Kündgen, Secretary Date