

**ACADEMIC SENATE  
OF  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
May 6, 2009**

**Minutes**

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- Voters Present** Matthew Atherton, Nicoleta Bateman, Mayra Besosa, Rong-Ji Chen, David Chien, Charles De Leone, Shelli Douglass, Darel Engen, Ann Fiegen, Jule Garcia, Olaf Hansen, Shaoyi He, Michelle Holling, Eun Kang, Kimberley Knowles-Yanez, Kara Kornher, Deborah Kristan, Andre Kündgen, Elizabeth Matthews, Janet McDaniel, Grace McField, Ofer Meilich, Leo Melena, Cynthia Chavez Metoyer, Carmen Nava, Youwen Ouyang, Sandy Parsons, Raj Pillai, Janet Powell, Edward Price, K. Brooks Reid, Amanda Riley, Garry Rolison, Fernando Soriano, Patricia Stall, Martha Stoddard Holmes, Laurie Stowell, Darci Strother, Jackie Trischman, Kathleen Watson, Jill Weight, Rika Yoshii
- Not Present** Vivienne Bennett, Heidi Breuer, Glen Brodowsky, Kit Herlihy, Linda Holt, Toni Hood, Jeffrey Kohles, Bill Kristan, Minda Martin, Reuben Mekenye, Yvonne Meulemans, Dick Montanari, Dreama Moon, Tejinder Neelon, Linda Shaw
- New Senators Present** Don Barrett, Melanie Chu, Matthew Escobar, Fang Fang, Rocio Guillen, Fritz Kreisler, Chet Kumar
- Ex-Officio Present** David Barsky – AVP-AP, Emily Cutrer – Provost/VPAA, Vicki Golich – Dean CoAS, Gerardo Gonzalez – AVPAA-R/Dean Grad. Studies, Dennis Guseman – Dean CoBA, Karen Haynes – President, Fritz Kreisler – CFA Pres., Marion Reid – Dean Library, Wayne Veres – Dean IITS, Pat Worden – VPSA
- Parliamentarian** Beverlee Anderson
- Guests** Evelyn Andrews – Reg. & Records, Denise Boren – SoN, Eric Bullard – Ext. Learning, Ian Chan – Library, Regina Eisenbach – Assoc. Dean CoBA, Dawn Formo – Assoc. Dean CoAS, Pam Kohlbray – SoN, Carol Landry – Ext. Learning, Graham Oberem – Assoc. Dean CoAS, Judy Papenhausen – Dir. SoN, Patricia Prado-Olmos – Assoc. Dean CoE, Joely Proudfit – CoAS, Linda Scott – IITS
- Staff** Marcia Woolf
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**I. Approval of Agenda**

**CHANGE: ~~XIV. A.~~ XIII. C. Recommendation Concerning CICS Center** (*renumber other items accordingly*)

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

**II. Approval of Minutes of April 8 and 22, 2009**

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

**III. Chair's Report: Janet McDaniel** McDaniel noted that this year's senators must approve the minutes of the current meeting, so Woolf will provide these electronically for a vote in the near future. McDaniel invited newly elected senators to stand and be recognized. We have not yet identified a parliamentarian for next year; another call will be going out for volunteers and a decision will be made at the August Executive Committee retreat.

\*Unanimous vote.

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McDaniel asked the senators to show their appreciation for the Senate officers, Executive Committee members, standing committee members, and members of the Academic Affairs Structure Task Force and the ROTC Study Group. McDaniel acknowledged the efforts of faculty, staff, and administrators in meeting the many challenges our campus faced this year and maintaining a focus on our students and on high quality academic programs. She also noted the Senate's newly enhanced role in shared governance and expressed hope that this trend would continue in 2009/10 and beyond. She specifically noted the need for collaborative effort on new policies and procedures which will be developed in response to the Academic Affairs Structure Task Force Report.

**IV. President's Report, Karen Haynes:** Haynes thanked McDaniel for her leadership of the Senate this year. We expect to receive the WASC report tomorrow and will move forward with efforts to meet the recommended goals. Haynes looks forward to seeing all at the various graduation celebrations and the commencement ceremony. Budget news will be shared as it becomes available. She noted the launch of the 20<sup>th</sup> anniversary website and expressed a positive outlook for the future of the campus. She also thanked the faculty for their service, their partnership, and their advocacy for themselves and our students.

**V. Provost's Report, Emily Cutrer:** Interviews with three outstanding candidates for the Library dean position have concluded; the search committee will make a recommendation to Cutrer as soon as possible. It is unlikely that a decision can be made prior to commencement. She encouraged faculty to assist students impacted by the H1N1 virus to complete their semester work. The School of Nursing has received official word of its accreditation. Cutrer congratulated the Office of Research and Graduate Studies on its coordination of the recent 19<sup>th</sup> annual Forum for Diversity in Graduate Education which was attended by over 1200 undergraduate students from all over California as well as more than 200 recruiters from across the country; the event was a wonderful showcase for our campus. Cutrer thanked the Senate for its collaboration and hard work this year and McDaniel for providing an important voice through her participation on AALC. She also thanked Watson for her frequent participation on AALC as chair of the BLP Committee.

**VI. ASCSU Report, Brodowsky/Montanari:** Both senators were attending a plenary meeting in Long Beach.

**VII. CFA Report, Fritz Kreisler:** Kreisler reported that CFA strongly opposes Prop 1A and he described several efforts underway to educate voters concerning the proposition.

**VIII. ASI Report, Amanda Riley:** The last ASI meeting will be held Friday and all are welcome.

**IX. Committee Reports:** Written annual reports were provided for all committees.

**X. Consent Calendar**

**NEAC Recommendations** A list of recommendations was included in the agenda packet.

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

**Motion #3** M/S/P\*  
To approve the Consent Calendar as presented.

**XI. Old Business**

**A. APC Undergraduate Probation, Disqualification, and Reinstatement** Yoshii noted that no comments were received following the first reading. She noted that lines 17-18 and 54 have now been boxed to indicate that the language was taken verbatim from E.O. 1038.

**Motion #4** M/S/P\* (APC)  
To approve the policy as presented.

**E. APC Course Repeats and GPA Adjustment** Yoshii explained that item 5 (lines 109-111) was added in response to input received since the first reading.

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**Motion #5** M/S/P\* (APC)  
To approve the policy as presented.

**C. APC Academic Renewal** Yoshii noted that no comments were received, but that a grammar correction was made on line 76.

**Motion #6** M/S/P (APC) (1 abstention)  
To approve the policy as presented.

**D. APC Graduate Probation, Disqualification, and Reinstatement** Yoshii noted that no comments were received and no changes have been made since the first reading. Nava commented that this is an outstanding policy.

**Motion #7** M/S/P\* (APC)  
To approve the policy as presented.

**E. UCC CoBA Entrepreneurship Tracks** Hansen noted that no comments have been received since the first reading.

**Motion #8** M/S/P\* (UCC)  
To approve the tracks as presented.

**F. UCC P Form Signature Page Revision** Hansen noted that the signer at 4d. has been changed to "Vice President for Finance & Administrative Services" so that all signatures at the review stage are at the same level.

**Motion #9** M/S/P\* (UCC)  
To approve the revision as amended.

**G. UCC/BLP Master of Science in Biotechnology** Hansen and Watson noted that no changes or questions were received.

**Motion #10** M/S/P\* (UCC/BLP)  
To approve the master as presented.

**H. UCC/BLP Master of Science in Nursing** Hansen noted that a statement will be added after line 602 to the effect that students must write a 15-20 page concept analysis paper in NURS 500 and this paper will be used to satisfy the graduate writing requirement. He also noted that the Education courses have now been numbered and they are EDUC 608 and EDST 641. References to Sociology 303 now include an asterisk which indicates that the course meets upper division general education requirements. The student learning outcomes have been amended to include item 11 (lines 515-517). A request was also forwarded to Nursing to include a clear statement of commitment to cultural diversity; Boren noted that cultural sensitivity is an integral part of every course in Nursing and that the matrix initially distributed with the P form inadvertently failed to reflect this but that has been corrected. BLP received no input following the first reading. Gonzalez noted for the record that RNs would come into the program as undergraduates and progress to graduate status.

**Motion #11** M/S/P\* (UCC/BLP)  
To approve the master as amended.

**I. FAC CoBA Evaluation of Temporary Faculty Unit 3 Employees** Trischman noted that FAC has received no comments since the first reading.

**Motion #12** M/S/P\* (FAC)  
To approve the policy as presented.

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**J. FAC Guidelines for Departmental RTP Standards** Trischman noted that, following the first reading, a number of requests were received for FAC to add items to the lists, something FAC has resisted since the goal of the document is to provide broad “prompts” to departments and to leave specificity to their discretion. She noted a few changes which have been made to clarify the language. Also, an addendum was distributed which provided language suggested by Library faculty concerning “professional performance” for those who have non-teaching assignments. It was noted that SSP-ARs’ process includes the element of Professional Development, which is analogous to faculty Research/Creative Activity.

**Motion #13** M/S/P (Kreisler) (1 opposed; 2 abstentions)  
To approve an amendment adding language concerning professional development for SSP-ARs.

Veres and Scott expressed a concern that the document does not acknowledge the value of faculty use of technology, and about the risk taken by faculty who devote time and energy to this pursuit if the effort will not be rewarded or recognized. Trischman responded that FAC expects departments to assign significant weight to the time it takes to teach using certain types of technology, but the majority of members did not feel it was separate from the categories included and they were concerned that any further specificity might be perceived as more limiting to departments.

Concerns were raised about the prescriptive nature of the language in section I of the document, which makes it read more like a policy than guidelines, and the lack of language concerning college approval of standards. It was noted that the effort here was not to change anything, but to provide guidelines on how to approach the college and university policies. Trischman noted that where standards exist, they must be applied (and reviewed by FAC and Senate); no “unofficial” standards may be applied. This guidelines document is meant as support for that effort and would not be used as a checklist for ensuring the completeness of standards. Golich noted that the standards will be helpful not only to faculty but to those reviewers of their files who may not be fully acquainted with the standards of the discipline in question. It was suggested that “tenure” be separated from the category of II.A.5.a.iii. at line 51.

**Motion #14** M/S/P (Yoshii) (2 abstentions)  
To add language at line 27 concerning approval of standards by each college/school/library prior to Senate review.

**Motion #15** M/S/P\* (FAC)  
To approve the guidelines as amended.

**K. FAC Range Elevation for Temporary Faculty** Trischman noted several changes made since the first reading which were not reflected in the agenda packet: the sentence at lines 12-14 has been replaced with more accurate language concerning our current practice of acknowledging higher degrees in a field relevant to the position upon their attainment (and strike lines 20-22); the addition to the sentence at line 57 of, “including supporting evidence such as summaries of student evaluations and other data that illustrate excellence in teaching”; the addition at line 65 of “or assignment of responsibilities”; the addition at line 67 of “including supporting evidence that illustrates excellence in professional duties”; the inclusion of the term “director” where appropriate; and the addition of a sentence prior to the current sentence at line 73 which reads, “The AVP in Academic Affairs shall notify eligible temporary faculty by the second Monday in September.” Trischman thanked the temporary faculty who weighed in on this document.

**Motion #16** M/S/P\* (FAC)  
To approve the policy revision as amended.

## **XII. New Business**

**A. APC Withdrawal** Yoshii noted that this new policy reflects current practice but with changes necessitated by Executive Order 1037. The E.O. requires that this policy be implemented in the fall. Evelyn Andrews reviewed the document, noting that a recent audit found that too many students were withdrawing

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and extending time to graduation, and that our campus was not strict enough about defining “strict and compelling reasons” for withdrawal. Eisenbach noted that faculty will need to ensure that students receive feedback early on concerning their progress in a course. Andrews responded that workshops and communication efforts are planned to get this word out to faculty.

**Motion #17** M/S/P (1 opposed; 2 abstentions)  
To suspend the rules for a first reading.

**Motion #18** M/S/P (APC) (2 abstentions)  
To approve the policy as amended.

**B. APC Grading Symbols** Yoshii noted that this policy, too, reflects current practice with changes necessitated by Executive Order 1037. The only substantive change appears at lines 175-9 concerning the RD (report delayed) symbol and its omission from calculations for GPA or progress points. Barsky noted that while this item is not particularly time sensitive, it represents hard work by APC and the last of the policy work necessitated by Executive Orders 1037 and 1038.

**Motion #19** M/S/P (2 opposed; 1 abstention)  
To suspend the rules for a first reading.

**Motion #20** M/S/P (APC) (1 abstention)  
To approve the policy as amended.

**C. EC Recommendation Concerning California Indian Culture and Sovereignty Center**

Watson explained that the current policy calls for a Senate committee to review center proposals and report its findings to the Executive Committee, and for the Senate chair to notify the provost of the Senate’s recommendation regarding approval. In this case, BLP reviewed the proposal with a focus on the center’s proposed mission and funding sources. EC then makes a recommendation of support or nonsupport to provost. Proudfit, a California Indian scholar, noted that the Center would provide a place for students as well as faculty and staff, and would provide an opportunity for students and faculty to research collectively on issues concerning the Indian population in San Diego County, the site of the largest number of Indian reservations in the nation. She noted that the center would be the first of its kind and will put our campus on the map for fundraising and research opportunities at the tribal, regional, and national levels. The center will also help us to formulate partnerships across campus for teacher training and research in areas such as science and health, and will serve the needs of all members of the campus community, but particularly those of our students. Gonzalez noted that there was a lot of consultation in the development of the proposal and that while the center will be research oriented, it would also provide a place of connection for the native community. As proposed, it will not draw resources away from any other centers in existence. He further noted that Ahlers was instrumental in formulating the proposal for this unique center. Gonzalez also noted that the funding for the center as well as release time for the director were included in Proudfit’s start-up package from the College of Arts & Sciences. Haynes further noted that the Native American Advisory Council has been working toward development of such a center for some time; Proudfit and others will be working with Advancement and President’s Office staff to identify funding. Proudfit noted that over twenty faculty members serve on the Tribal Task Force which worked on this proposal.

**Motion #21** M/S/P\* (Trischman)  
To suspend the rules for a first reading.

**Motion #22** M/S/P (EC)\*  
To endorse the recommendation for approval of the center.

**XIII. Information Item**

**EC Resolution Concerning Release Time Needs for Senate Officers and Standing Committee Chairpersons** A senator questioned the lack of release time for the Promotion & Tenure Committee chairperson.

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**XIV. Senator's Concerns & Announcements** A senator expressed concern about the student evaluation packets coming later and later each semester.

**XV. Passing of the Gavel and Adjournment of 08/09 Session** McDaniel provided He, Yoshii, and Oskoorouchi with Senate name tags and congratulated them on their election. He presented McDaniel with an engraved gavel plaque and thanked her for her service on behalf of the faculty.

Meeting adjourned at 3:05 p.m.

Prepared by Marcia Woolf, Academic Senate Coordinator

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

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