

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, August 27, 2008
KEL 5102
12-2 p.m.

Members Present	Janet McDaniel, Chair Kathy Norman, APC Yvonne Meulemans, GEC Laurie Stowell, PAC Dick Montanari, ASCSU	Andre Kündgen, Secretary Kathleen Watson, BLP Shaoyi He, LATAC Martha S-Holmes, SAC	Jackie Trischman, FAC Glen Brodowsky, ASCSU/NEAC Olaf Hansen, UCC
Ex Officio Present	Emily Cutrer, Provost; Fritz Kreisler, CFA		
Guests	Candie Halstead, Wayne Veres		
Staff	Marcia Woolf, Academic Senate Coordinator		

I. Approval of Agenda

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

II. Approval of Minutes of 5/7/08

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

III. Chair's Report, Janet McDaniel: McDaniel welcomed the EC to the new semester. On September 4, CalPERS is holding a series of free retirement workshops at the North County Regional Education Center. There will be an all-day workshop on training for trainers sponsored by the Institute for Teaching and Learning on November 7th; Nava is putting together a team of three faculty members to attend. Meulemans has agreed to serve as the Senate chair's designee on the University Space Advisory Committee this year. McDaniel notified chairs that she wishes to visit their committees at least once this fall, in an effort to get to know more faculty. The Science Hall II Renaming Task Force is reconvening to discuss possible name ideas. The Provost's Enrollment Group met today and includes McDaniel. FTES on opening day was around 7,101; this number is likely not accurate since there were PeopleSoft problems this week.

IV. Secretary's Report, Andre Kündgen: A written report was attached to the agenda.

V. Provost's Report, Emily Cutrer: Cutrer noted that we expect to be very close to target. We will be taking a serious look at non-resident enrollment – out of state and international students – as this relates to our mission to help students become globally aware as well as to offset some of our reliance on our ever changing Chancellor's Office target.

VI. ASCSU Report: Brodowsky/Montanari There will be a plenary meeting September 11-12.

VII. CFA Report, Fritz Kreisler: No report.

VIII. Brief Committee Reports: Stowell reported that PAC has changed its meeting time to Wednesdays from 10-11 a.m. NEAC has issued its first call and is seeking nominations for Vice Chair.

IX. Old Business None.

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

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

X. New Business

A. FAC Coaches Evaluation Instrument Trischman explained that this document had been reviewed by FAC in January 2008 and returned to Athletics with comments. Athletics responded to the majority of FAC's concerns in April, too late for Senate action. The goal now is to make the policy effective for the current year, which would require approval within two weeks of the start of the semester, and Senate approval next week. EC members' concerns/comments included: (1) use of a 4-point rather than 5-point scale; (2) that the policy be implemented on an interim basis and reviewed thoroughly this year; (3) lack of clarity in the rebuttal process section; (4) concern that team performance may not be adequately stressed as a criterion; (5) the need for a flow chart; (6) appropriateness of use of the term "Working Personnel Action File;" (7) the relationship between evaluation and re-hiring and whether to address that aspect in this document or spell out the difference; and (8) the need for a checklist of items to be evaluated – what's in "the box." FAC will meet to discuss this item tomorrow. Additional comments to Trischman.

B. AA Structure Process Stowell explained that the multiple definitions contained in the document are examples of definitions from other institutions. Cutrer explained that the original charge to the task force was to develop a recommendation concerning the structure of Academic Affairs, but that the task force requested that definitions and process be added to their charge. Input from EC members included: (1) should we address the size of entities; (2) may want to make principles more CSUSM-specific; (3) consider adding a principle that addresses how a change would serve students and improve academic standing of the university or our ability to fulfill our mission, values, and vision; (4) may also want to consider physical and human in addition to fiscal resources; (5) that differences in values and perspectives can also be positive and will not necessarily lead to dysfunction; (6) we may wish to require a three-year plan as part of the proposal; (7) that a college may have subgroups of programs rather than departments; (8) that a graduate school may not be composed of programs; (9) whether faculty are a necessary component of a college; and (10) the need to address interdisciplinary programs.

C. ASI Board Meetings One of the two March ASI meetings still requires an EC volunteer.

D. IITS Issues Wayne Veres and Candie Halstead were welcomed and invited to explain about the recent hard drive erasures and PeopleSoft issues. Veres explained that an IITS staff member inadvertently dragged and dropped a remote operating system update onto an icon representing *all* computers rather than the individual computer icon just beneath it, which he had been aiming for. The mistake was discovered rather quickly by another IITS member and the action was halted, but not before 140 campus PCs were spontaneously shut down and their hard drives erased. Safeguards have now been put into place to prevent this from happening again. EC members' comments included: (1) that faculty and staff be reminded of the importance of storing critical data on their H drive rather than hard drive, since H drives are backed up periodically by IITS (which is working on a similar solution for campus Apple computers); (2) that IITS advise computer users about various backup options available; (3) that IITS explore the possibility of linking the desktop to the H drive.

This week's PeopleSoft problem was apparently the result of 10 CSU campuses – all starting a new semester – simultaneously accessing limited-capacity servers in Salt Lake City. The Chancellor's Office continues to negotiate with PeopleSoft for a solution to this problem, which apparently is an ongoing one and may again be experienced at the start of each semester. While the situation is considered unacceptable by the campuses, a ready solution is not yet apparent. The provost and EC members acknowledged the consistently excellent service and responsiveness of IITS. Veres and Halstead were invited to talk about both issues with the full Senate next week.

E. School of Nursing: Representation on Senate McDaniel noted that her hope is that representation for the four faculty members in the School of Nursing on Senate can be established so they have a voice in Senate as soon as possible. Comments/Suggestions included: (1) Nursing faculty be given right of first refusal on at-large committee seats; (2) an at-large seat be added to the Senate; (3) a notation be made in the constitution stating that "College" is defined to include "School of Nursing" and any other similar units; (4) a concern that these terms should not be equated for fear of unwittingly setting a precedent; and (5) to change the phrase within the constitution to read: "college/library/ SSP-ARs/School of Nursing." The EC members agreed to refer this matter to NEAC.

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

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F. ROTC Study Group: Composition & Charge The EC discussed the composition of this group and agreed that an optimum number of members would be 6-7, and would include representation from the faculty, the Veterans and Active Duty Educational Steering Committee, Student Affairs, and the Provost (Curriculum). The matter will be taken up again by the EC next week.

The meeting was adjourned at 2:05 p.m.
Prepared by Marcia Woolf, Academic Senate Coordinator

Approved by the Executive Committee _____
Andre Kündgen, Secretary Date