

# MINUTES

**Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, February 11, 2009  
KEL 5207  
12-2 p.m.**

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<b>Members Present</b>	<b>Janet McDaniel, Chair</b> <b>Rika Yoshii, APC</b> <b>Yvonne Meulemans, GEC</b> <b>Olaf Hansen, UCC</b>	<b>Shaoyi He, Vice Chair</b> <b>Kathleen Watson, BLP</b> <b>Laurie Stowell, PAC</b>	<b>Andre Kündgen, Secty.</b> <b>Jackie Trischman, FAC</b> <b>Martha S-Holmes, SAC</b>
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**Ex Officio Present** Emily Cutrer, Provost; Fritz Kreisler, CFA

**Not Present** G. Brodowsky, ASCSU/NEAC; Dick Montanari, ASCSU; Youwen Ouyang, LATAAC

**Guests** Pamela Kohlbry, Nursing; Marie Thomas, NEAC

**Staff** Marcia Woolf, Academic Senate Coordinator

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## I. Approval of Agenda

**CHANGE: X. A. Time Certain 12 p.m.**

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

## II. Approval of Minutes of 2/4/09

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

## X. New Business (*taken out of order for time certain*)

**A. NEAC Constitutional Referendum** Thomas explained that NEAC's proposed changes are intended to settle the nature of representation for the School of Nursing prior to the Senate's spring election. The term "school" will be added to all appropriate instances of "College/Library/SSP-AR" throughout the document, and references to a specific number of faculty members on committees will be removed. Committee chairs were reminded to submit any other language changes to NEAC by Friday for consideration in a subsequent referendum.

**III. Chair's Report, Janet McDaniel:** McDaniel reported that the president will hold an open faculty forum on February 26; Jeffrey Bleich, chair of the Board of Trustees, will be visiting campus that day and will attend the forum. The ROTC town hall meeting will be held February 24; please encourage attendance. The Pride Center and ASI showed Ask Not last evening; it is a film about the military's "Don't Ask, Don't Tell" policy. The showing was well attended and was followed by interesting discussion. The president is sponsoring a Spring Diversity Town Hall Forum on February 16, as well as a retirement celebration for Chabe Schon. A new section has been added to the EC agenda: "EC Members' Concerns & Announcements."

### Referrals to Committees:

FAC Consider written comments from PTC

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

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

**IV. Provost's Report, Emily Cutrer:** There will be a town hall meeting this afternoon on information security, facilitated by Teresa Macklin. A going away celebration for Marion Reid is scheduled for April 27, from 3-5 p.m. in the Library Reading Room. Cutrer met with SAC again last week to discuss the Lottery grant situation, to be discussed under New Business.

**V. ASCSU Report, Brodowsky/Montanari:** No report.

**VI. CFA Report, Fritz Kreisler:** No report.

**VII. ASI Board Meeting Report** Stoddard Holmes reported that the students discussed election procedures and passed a change to their election rules to prohibit slates; this change will take effect after the current elections. San Marcos Mayor Jim Desmond visited the meeting to discuss town-gown relationships; how he fulfills his mayoral role in addition to his full time job; the contrast between the weak and strong mayor; and the ways students can get involved in city government. He also said there is a city plan to build 800 units of student housing adjacent to the campus, and there are regulations on leases and maximum number of occupants (to prevent development of "mini dorms"). The board also discussed the alternative consultation process and how it may be used as an effective vehicle for student input. Concerning the Computer Competency Requirement, Raisa Alvarado reported that GEC spoke with her and is eager to hear ASI's concerns; GEC also explained that any policy changes must be vetted by the Academic Senate.

#### **VIII. Brief Committee Reports**

**APC:** Yoshii shared the committee's agenda for its meeting of this date, including a website to visit for information on the committee's work.

**FAC:** The committee has developed new language for the Senate in the CoAS temporary faculty evaluation policy and believes the proposed consultation process will work for everybody. According to Anderson, this item will come back to the Senate as a 1<sup>st</sup> reading item. FAC expects to finish developing a lecturer handbook within two months, and will bring it as an information item to the Senate. FAC has also been developing RTP standards for departments in the form of a template. The committee expects to bring the template – as well as one CoAS department's newly developed set of department standards – to the Senate within a few weeks.

**LATAC:** No report.

**PAC:** The committee is working on the Human Development review and met with the external reviewer. They are also discussing CoBA's upcoming consultation for accreditation process and whether that can be used for the college's program evaluation. PAC continues its work on a new program evaluation document.

**UCC:** The committee is waiting for responses to their questions concerning the Child & Adolescent Development (CHAD) program proposal. They have also developed a new signature list for the P form which is expected to address concerns about lack of review time expressed by the Library and IITS. A proposal for a Master's in Nursing is anticipated shortly. Watson noted that BLP has completed its review of the CHAD proposal.

#### **IX. Old Business**

**EC Resolution: AA Structure Task Force Report** McDaniel pointed out the changes which had been made to the document in response to concerns by Library faculty.

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

To forward the resolution as amended to the Senate in March for a 2<sup>nd</sup> reading.

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

**X. New Business**

**B. SAC Lottery Process for 09/10 and Beyond** The EC discussed how best to address changes for this year in the absence of a formal policy. Cutrer is suggesting that, rather than accepting proposals in the spring and not learning the funding level until fall, we wait until the funds are identified in the fall and then invite and process proposals. Letters of award (instead of a possible award) could then be sent. It was suggested that the process be completed and awardees notified by the end of the calendar year so that spending may begin in the spring. Cutrer also noted that the law states that Lottery funds must be spent in the year awarded; however, the law allows unspent funds to be swept into the President's fund and could be reinstated by request. EC members discussed whether a formal policy should be developed by SAC. A portion of the allocation goes to the Senate grant program but the history of the process for this is murky. Woolf, McDaniel, and Stoddard Holmes will research parallel types of procedures to determine how to proceed. McDaniel asked SAC to ensure that faculty are notified that the Lottery process is suspended this spring.

**D. SAC Student Grade Appeals Committee – Student Membership (*taken out of order*)** A recent audit revealed that the campus has not been consistent in ensuring the requisite participation of students on SGAC. The current policy does not specify a process for filling these seats (2 undergraduate, 1 graduate, and 3 alternates). Stoddard Holmes discussed the matter at the ASI board meeting last week. Barsky suggested assigning the seats to ASI roles. ASI has suggested that the problem lies in poor communication between students and the SGAC chair. Worden suggested the need for alternates might also be a problem. Barsky has also indicated that a new Executive Order may affect the committee's composition. Stoddard Holmes met with the current chair of SGAC who has concerns about the policy and its forms. SAC will continue to consider ways to address the auditors' concerns.

Due to a lack of time, New Business item C. SAC/Class Absences of Student Athletes/Representatives was postponed to the February 18 EC meeting.

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

Approved by the Executive Committee \_\_\_\_\_  
Andre Kündgen, Secretary Date