

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, November 12, 2008
KEL 5207
12-2 p.m.

Members Present	Janet McDaniel, Chair	Andre Kündgen, Secty.	Shaoyi He, Vice Chair/LATAC
	Kathleen Watson, BLP	Soheila Jorjani, FAC	Jackie Trischman, FAC
	Yvonne Meulemans, GEC	Laurie Stowell, PAC	Martha S-Holmes, SAC
	Olaf Hansen, UCC		

Ex Officio Present Emily Cutrer, Provost; Fritz Kreisler, CFA

Not Present Glen Brodowsky, ASCSU/NEAC; Dick Montanari, ASCSU; Kathy Norman, APC

Guests Teresa Macklin, 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 11/05/08

 A correction was made to the minutes.

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

III. Chair's Report, Janet McDaniel: McDaniel welcomed Jorjani who will represent FAC as needed this semester, since Trischman is fulfilling lab assistant duties during EC meeting time. There will be an AA town hall meeting on the budget during University Hour on November 20. The AA Structure Task Force (Watson and Guseman) will meet with CoAS department chairs to gather feedback on November 21.

Referral: NEAC Periodic Review Committee (Cutrer) - 2 at large (1 department chair)

IV. Vice Chair's Report, Shaoyi He: He has just returned from a trip to China where he made a presentation at an international conference as a keynote speaker and visited two universities in an official capacity for CSUSM.

V. Secretary's Report, Andre Kündgen: No report.

VI. Provost's Report, Emily Cutrer: Cutrer reported that, since the president's office received so few nominations for the faculty scholarship and service awards, the deadline has been extended to November 18. There will be an AA Town Hall meeting on the division budget on November 20. Cutrer is part of an informal CSU budget reduction group which is advisory to the new finance vice chancellor; the group is made up of business vice presidents plus a few provosts. They are discussing how to deal with budget cuts both systemwide and at the campus level, including ways to reduce business operation costs (e.g., audits), recognizing this is an academic entity. On the Board of Trustees' agenda next week is a suggestion made by Chancellor Reed to consider systemwide impaction. The chancellor has the power to declare impaction; however, it is not a decision that would be easy as it would seem to run counter to our access and quality mission. If systemwide impaction

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

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

were declared, local campuses would have the ability to raise qualitative expectations of students outside their service area.

VII. ASCSU Report, Brodowsky/Montanari: Attending committee and plenary meetings in Long Beach.

VIII. CFA Report, Fritz Kreisler: CFA is collecting stories from faculty about the consequences of budget cuts and the ways departments and students are affected. ASI is also collecting stories from students. Some of these will be read to the Board of Trustees next week. CFA is looking for faculty to attend the Trustees' meeting. On November 25, CFA will host an information session on CalPERS and retirement plans.

IX. Brief Committee Reports

APC: No report.

FAC: The committee has finished reviewing the CoAS temporary faculty evaluation document and will bring it to EC next week. They will next review a similar policy for Nursing.

LATAC: The committee recently met and focused on IMAP and accessibility issues.

PAC: The committee is processing five program reviews this year. PAC will ensure that Cutrer is included in meetings with external reviewers. Letters concerning funding for annual assessments have been drafted. Marie Thomas is doing excellent work as the Learning Outcomes Assessment Fellow (LOAF). Once the Board of Trustees acts on the Access to Excellence report, PAC will again consider changes to the Program Review policy and procedures. Cutrer noted that program review may become an element of the AA budget review process, so that might also be incorporated into PAC's revision of the program review policy.

UCC: UCC is reviewing the Child and Adolescent Development Program and is currently awaiting a response from the faculty. The review will likely be completed in February or March.

X. Old Business None.

XI. New Business

A. Information Security Policy Macklin and Veres visited with the EC and explained that this systemwide effort began about a year ago. Recently, the CSU extended the deadline for feedback to March 2, 2009. Faculty are being asked to review and comment on the Responsible Use section (what one's obligations are when using State equipment and resources, and protecting data) and the privacy section. Eventually, the policy will be issued as an Executive Order (probably next summer) which campuses will be required to adopt as a minimum standard. An annual review cycle with modifications is anticipated. The policy was seen as necessary to ensure consistent and adequate standards on all campuses. The current review effort is aimed at ensuring that faculty are consulted adequately and that the proposal is well vetted. Wide distribution is desirable in order to ensure good feedback. Faculty are asked to note any language that raises concern or may limit academic freedom. Macklin explained that our current security standards are very high, and noted that many issues that have come up in the system have been conduct related. Those in our IITS department with access to secure information undergo more strenuous background checks, and we employ checks and balances related to access and authority. The EC agreed to refer the document to LATAC for a recommendation about further action needed.

B. Budget Concerns Cutrer noted that there will be an AA town hall meeting on November 20 to address budget concerns and she invited EC members to suggest specific topics to be addressed. A question was raised about the latest budget cuts in CoAS. Cutrer responded that there are no new cuts, rather that the budget plan CoAS put together for this year did not work and included more funding than was requested last year instead of less. She indicated that AA and the president made up some of the difference. Trischman indicated that some funds previously designated as fiscal seem to have been moved to permanent, and that it is not clear what has

been added or cut, only that there seem to be pieces of the budget missing entirely – equipment, for example. She also indicated that new expenses seem to have been added to the college’s budget. Cutrer met with the college administration in August to try to resolve the issue. She noted that the college got more first-year students than expected this semester, which would also have impacted their budget. She said that the college is having to make difficult decisions, and that the university as a whole will continue to make difficult decisions in the months to come. McDaniel noted that CoE is also now in a deficit; Cutrer indicated this may be due to a misunderstanding concerning salary savings as well as some new unfunded mandates such as the Teaching Performance Assessment (TPA). There was a brief discussion concerning a FEMA claim for CoAS equipment damaged by fire.

EC members asked how we could be expected to serve students and meet target and time-to-degree expectations without lab equipment and with fewer class offerings. Cutrer responded that other divisions were also in deficit and unable to help AA, and that we must do the best we can. A question was raised about the possibility of securing a loan from the Foundation. McDaniel stated that we must continue these conversations in the open and encourage broad participation and perspectives.

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