

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, December 3, 2008  
COM 206  
12-12:50 p.m.

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<b>Members Present</b>	<b>Janet McDaniel, Chair</b>	<b>Andre Kündgen, Secty.</b>	<b>Shaoyi He, Vice Chair/LATAC</b>
	<b>Kathy Norman, APC</b>	<b>Kathleen Watson, BLP</b>	<b>Soheila Jorjani, FAC</b>
	<b>Yvonne Meulemans, GEC</b>	<b>G. Brodowsky, ASCSU/NEAC</b>	<b>Laurie Stowell, PAC</b>
	<b>Martha S-Holmes, SAC</b>	<b>Olaf Hansen, UCC</b>	<b>Dick Montanari, ASCSU</b>
<b>Ex Officio Present</b>	<b>Emily Cutrer, Provost; Fritz Kreisler, CFA</b>		
<b>Guests</b>	<b>Beverlee Anderson, Parliamentarian; Linda Scott, IITS; Rika Yoshii, APC (Spring '09)</b>		
<b>Staff</b>	<b>Marcia Woolf, Academic Senate Coordinator</b>		

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### I. Approval of Agenda

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

### II. Approval of Minutes of 11/19/08

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

**III. Chair's Report, Janet McDaniel:** McDaniel noted that faculty names will be provided to the president today for the provost's review committee. EC briefly discussed the program for the spring Academic Assembly and agreed that Hoss should be invited to make a presentation on the 2010 celebration planning. McDaniel asked for suggestions for upcoming AA town hall meeting topics, and suggestions included (1) HSI update; (2) Foundations of Excellence action plan, (3) types of accreditation available; (4) update on CUGR; and (5) update on General Education.

**IV. Provost's Report, Emily Cutrer:** Report deferred to Senate.

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

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

**VII. Brief Committee Reports:** Written reports were provided for APC, FAC, LATAC, PAC, and UCC. Jorjani noted that FAC will be considering revisions to the Range Elevation policy which may be out of date. A discussion ensued concerning the consequences of not evaluating temporary faculty per lines 93-94 of the proposed policy before today's Senate (the policy makes it a requirement; the CBA indicates this evaluation is discretionary). He indicated that LATAC has learned that IITS will provide webmail to adjuncts and an ATM machine has been installed in the Library. Hansen noted that UCC believes that the P form process appears to provide adequate time for IITS/Library review, but that the process – and not the form – may require clarification.

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

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

**VIII. Consent Calendar Items:**

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

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

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

To forward the Consent Calendar items to today's Senate agenda as presented.

**IX. Old Business**

**B. APC Online Instruction Policy (*taken out of order for time certain*)** Norman introduced Scott. There was a lengthy discussion about the language at lines 77-90 concerning faculty responsibility and training for teaching online courses, as well as the Distance Education Student definition at lines 17-19.

**A. Budget Concerns** Cutrer provided two handouts concerning 08/09 Lottery funded projects and allocations. She noted that Lottery funding has been dropping due to fewer tickets being sold. We will not know our 09/10 level of funding until August, and there is concern about asking people to put time into grant proposals in light of this. EC members were asked to provide input to SAC. In any event, the call will not go out before the holiday break.

**IX. New Business** None.

The meeting was adjourned at 12:55 p.m.

Prepared by Marcia Woolf, Academic Senate Coordinator

Approved by the Executive Committee \_\_\_\_\_

Andre Kündgen, Secretary

Date

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