

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, September 12, 2012  
12 – 1 p.m. ~ Commons 206

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Voters Present	Jackie Trischman, Chair Sue Thompson, APC Allison Carr, GEC Yvonne Meulemans, SAC	Vivienne Bennett, Vice Chair Staci Beavers, BLP Rong-Ji Chen, LATAAC Yi Sun, UCC	Janet McDaniel, Secty. Carmen Nava, FAC Linda Shaw, PAC Ofer Meilich, ASCSU
Ex Officio Present	Emily Cutrer, Provost; Garry Rolison, CFA		
Not represented	NEAC		
Staff	Marcia Woolf		

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### I. Approval of agenda

#### ADD: VIII. Discussion Items

A. Upper Division General Education

B. Assessment Concerns

C. Campus WiFi

D. FAC RTP Policy: missing checklist and memo requesting action

**Motion #1** M/S/P\*

To approve the agenda as amended.

### II. Approval of minutes of 08/29/2012 meeting

**Motion #2** M/S/P\*

To approve the minutes as presented.

#### Approval of minutes of 09/05/2012 meeting

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

To approve the minutes as presented.

**III. Chair's report, Jackie Trischman:** Trischman noted that the call for nominations for the Presidents Awards for faculty and staff has been issued. EC members serve on the four faculty awards committees and Trischman asked for volunteers; Beavers and Meilich volunteered to serve. Trischman and Bennett will meet with Haynes and Cutrer tomorrow afternoon; Trischman invited input for that meeting. Currently, topics for that meeting include Cal State Online, the space policy, and now the BoT-proposed elimination of upper division general education (see VIII.A. of this document). The president will hold a budget forum tomorrow during University Hour.

Concerning committee tasks, Trischman asked that chairs bring to EC a request for referral for new tasks which arise outside of EC meetings. In this way, the EC minutes can reflect tasks the committees are working on. Trischman asked that chairs specify the genesis/originator of each new task.

**IV. Secretary's report, Janet McDaniel:** A written report was printed on the EC agenda.

**V. Provost's report, Emily Cutrer:** No report.

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

Legend: M = Moved      S = Seconded      D = Defeated      P = Passed      L = Lost      W = Withdrawn

**VI. ASCSU report, Ofer Meilich:** There is a plenary meeting this week. Meilich is a member of the Academic Affairs Committee which is drafting a resolution calling for the removal from the upcoming Board of Trustees' agenda of the item concerning discontinuance of the upper division general education requirement.

**VII. CFA report, Don Barrett:** Fifty-one percent of CSUSM CFA members voted in the recent contract ratification; considered a high turnout for a summer time vote. There will be changes to campus procedures necessitated by the new contract language. Efforts continue regarding propositions 30 and 32.

**VIII. Discussion items**

**A. Upper Division General Education** Next week's Board of Trustees agenda includes a discussion item on eliminating the upper division general education requirement. EC members discussed whether to issue a resolution or wait to possibly endorse an ASCSU resolution. It was suggested that Trischman and Bennett discuss this topic with Haynes and Cutrer at tomorrow's meeting, and also discuss with student Trustee Vargas. Trischman will forward information received today via email to EC members. This issue will be placed on next week's EC agenda for further discussion.

**B. Assessment concerns** Trischman noted that there exists currently no campus policy regarding annual student learning outcomes assessment of programs. In addition, a faculty member has been appointed Director of Academic Assessment and will be reviewing these assessments. Following the announcement of this appointment, Trischman received a number of contacts from faculty members concerned about what this appointment means. What role if any should the Senate have in these annual assessments? What would a policy concerning these assessments include? EC members discussed the possibility of creating a task force for considering this matter to include members from APC and PAC as well as administrators. Trischman will draft a charge and membership list and for review at next week's EC meeting.

**C. Campus WiFi** Several faculty and staff members have noticed that the campus WiFi service has been spotty of late. Cutrer offered to discuss this with Veres. It was suggested that IITS make a public acknowledgement that there is a WiFi issue and include an estimated time for resolution, if possible.

**D. FAC RTP policy: missing checklist and memo requesting action** A concern was raised that the newest RTP policy does not include a checklist or reference to the requirement for a memo requesting action. The checklist may not have been a part of the policy but rather a separate document provided by Faculty Affairs. During the meeting the language concerning the requirement of a memo was discovered in an unexpected location within the document. A referral was made to FAC to research and discuss these items.

Another referral was made to FAC to bring the university RTP policy up to date, consistent with the newly ratified collective bargaining agreement (assuming the agreement is ratified by the Board of Trustees next week).

**IX. EC members' concerns & announcements** Carr asked how faculty are made aware of standing committee efforts. The committee Moodle containers are public, but rely on faculty to check them periodically. Trischman noted that reports made to EC and Senate are recorded and made public. Woolf noted that McDaniel will be writing monthly synopses of Senate meetings for publishing in the Campus Announcements emails.

Meeting adjourned at 1:05 p.m.  
Respectfully submitted by Marcia Woolf, Senate Coordinator

Approved by the Executive Committee \_\_\_\_\_  
Janet McDaniel, Secretary Date

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

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