

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, March 21, 2007
KEL 5207
12 – 2 p.m.

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| Members Present | Gilbert Valadez, Chair Mohammad Oskoorouchi, APC Marshall Whittlesey, GEC Gabriela Sonntag, PAC Dick Montanari, ASCSU | Patty Seleski, Vice Chair Kathleen Watson, BLP Shaoyi He, LATAC Moses Ochanji, SAC | Rosario Díaz-Greenberg, Secty. Kathy Hayden, FAC David Chien, NEAC Olaf Hansen, UCC |
| Ex Officio Present | Emily Cutrer, Provost | | |
| Guest: | Judy Papenhausen, Nursing | | |
| Not present | Janet Powell, CFA | | |
| Staff | Marcia Woolf, Academic Senate Coordinator | | |

I. Approval of Agenda

- DELETE: X. A. APC Graduate and Post-Baccalaureate Student Course Repeat Policy Revision**
ADD: XI. A. EC Resolution on Senate Representatives and University Service during Possible Job Actions
B. EC Resolution on Professional Conduct during Possible Job Actions
I. APC Course Form Change Policy

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

II. Approval of Minutes of 3/14/07

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

III. Chair’s Report, Gilbert Valadez

A. Announcements: Thirty or forty faculty members attended the Senate/CFA forum on faculty professionalism and responsibilities in the event of a job action. Valadez will be sending a e-mail letter to the faculty concerning his response to the job action, and Seleski is proposing two resolutions concerning a strike which the EC will be considering today.

B. Referrals to Committees: None.

IV. Vice Chair’s Report, Patty Seleski: Seleski attended the provost’s town hall meeting on March 15th, and she distributed a printout of the provost’s PowerPoint presentation to EC members. Seleski suggested the EC agendize the proposed vision and mission statements referred to at that meeting.

IV. Secretary’s Report, Rosario Diaz-Greenberg: No report.

V. Provost’s Report, Emily Cutrer: Cutrer provided handouts and discussed the processed used this year to develop the Academic Affairs budget. She noted that a consultant was hired to look at the budget, and that her office started from scratch in devising a division budget, which took time. Each department was asked to provide information on

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

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how much it would need to operate in 06/07 and sources of funding, and funds were allocated based on that information. Currently, our projected expenses for 06/07 exceed our permanent and fiscal funding by about \$650,000. Lottery funds and other sources/strategies are expected to result in a zero balance by year end. Cutrer noted that she believes that efforts to date to ensure a transparent budget process have been successful. Seleski suggested reconsideration of making allocations directly to CoAS departments rather than to the college as a whole, since this limits the college's flexibility in managing its funds. She also asked about funding for equity/market increases. Cutrer responded that while no funds have been specifically allocated for this purpose this year, plans are in place to allocate for this in future. This does not preclude faculty from receiving equity/market adjustments this year (to be funded possibly from the provost's contingency fund), nor from applying for an adjustment this year. EC members also expressed concern about salary regression and suggested a floor for incoming faculty salaries, and a way to compensate faculty based on time in rank, and recognize prior experience outside the CSU.

VI. Statewide Senate Report: No report.

VII. CFA Report, Janet Powell: Powell was unable to attend but sent a message stating that the systemwide strike vote passed overwhelmingly; the fact-finding report will be made public on Sunday, March 25th; faculty should check the media and e-mail if possible over spring break for updates; and we should know in the next week if there will be a strike.

VIII. Brief Committee Reports

APC: The committee continues to consider the academic calendar and hopes to bring it to the EC shortly.

FAC: Interim RTP policies have been put in place for tenure-track Nursing faculty as well as for adjuncts. An interim policy has also been put in place for integrating adjunct faculty into university life (in response to a missing element identified through WASC preparations). FAC plans to create a survey to evaluate the course evaluation policy and forms. Ceppi has received concerns about comparison groups, and the lack of provision for periodic review of these. EC members provided input on this topic.

LATAC: The committee continues to work with IITS on a policy concerning access to academic technology and instructional materials, and has split into subcommittees to address the various issues. Dean Reid provided LATAC a copy of the ASCSU resolution concerning resources for libraries, and LATAC is proposing an endorsing resolution to be considered by the EC today. The committee is also finalizing its work on the Fair Use policy. Hayden noted that FAC is also working on a textbook issue and asks to be included in LATAC's subcommittee discussions.

PAC: The committee has been working since 2005 to revise the program review process, and shortcomings discovered in the revised interim policy have prompted PAC to return to the original PEP document from 2000. That document will be updated to refocus on student learning outcomes, and address using accreditation visits in lieu of the PEP, review of masters programs, and annual assessment reports. This revision would come to the Senate in fall. PAC is inviting Peggy Maki to return to campus to conduct a series of workshops on program objectives and student learning outcomes. Program learning outcomes are expected to be in place next fall and printed in the next catalog. The committee is preparing a report on funds requested and used for program assessment. We are having difficulty finding external reviewers for VPA and PAC is concerned about how to proceed.

UCC: The committee developed a list of questions concerning the proposed MSW program and submitted these to the provost's office.

IX. Old Business

A. APC Extended Studies Roles and Responsibilities Policy Revision Oskoorouchi directed EC members' attention to a note from Dean Jackson printed at the end of the policy which clarifies the matter of enrollment of matriculated students from CoE. The committee has also added language that directs the dean to provide both the provost and the Senate chair with an annual progress report.

Motion #3 M/S/P* (Montanari)
To forward the revised policy to the Senate for a first reading on April 4th.

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

B. UCC Minor in Visual Arts In response to a concern raised in EC last week, Hansen noted that Title 5 states the minimum requirement for a minor program is 12 units and 6 upper division units. The 9 upper division units proposed for Visual Arts is within the range.

Motion #4 M/S/P* (Seleski)
To forward the proposed Minor to the Senate for a first reading on April 4th.

C. SAC Grade Appeals Policy Revision Ochanji noted that the committee decided to use the word “recommendation” rather than “decision” to describe the SGAC’s action. The committee also proposed that a quorum shall be two-thirds of filled seats. Seleski acknowledged SAC’s hard work on this difficult policy. Concern was expressed about the term “appropriately” in line 380, and EC members recommended its deletion. EC members discussed at length the issues of grade re-evaluation and the SGAC’s responsibility but were unable to resolve their concerns in this area, and Ochanji doubted SAC’s ability to adequately address these concerns to the satisfaction of all.

Motion #5 M/S/P (Hayden) (one opposed, one abstained)
To forward the policy revision to the Senate for a first reading on April 4th.

X. New Business

A. EC Resolution on Senate Representatives and University Service during Possible Job Actions
A draft resolution was distributed by Seleski. Some faculty present at yesterday’s strike forum indicated they thought it would be appropriate to come to work and attend meetings while on strike. This resolution would clarify expectations and state the EC’s position concerning service.

Motion #6 M/S/P* (Oskoorouchi)
To pass the resolution.

B. EC Resolution on Professional Conduct during Possible Job Actions Seleski distributed a draft resolution affirming the Senate’s position that faculty be treated with respect and dignity regardless of their decision to strike or not, and that any attempts by peers to punish or harm fellow faculty members would be reprehensible and a breach of collegiality.

Motion #7 M/S/P* (Oskoorouchi)
To pass the resolution.

Valadez will be sending an e-mail message to all faculty concerning his own plans in case of a strike and reaffirming that such decisions are personal. The two EC resolutions will accompany this message.

C. FAC Grant Seed Money Policy Revision The policy is revised to remove the form from the policy so that it may be revised separately, and to reformat it.

Motion #8 M/S/P* (Oskoorouchi)
To forward the proposed policy revision to the Senate for a first reading on April 4th.

D. APC Rescission of Accreditation of Academic Programs Policy APC recommends this be removed from the university’s policy website since it is not really a policy, but rather a recommendation. Also, it is not a matter within APC’s purview. EC members discussed recasting it as a resolution and re-referring it to PAC.

Motion #9 M/S/P* (Seleski)
To refer the item to PAC for consideration.

E. Barahona Center Review Committee Report No action is required on this report, however a copy of it was provided for the EC’s information. An EC member asked about the Center’s responsibility to respond to the recommendations expressed in the report. It was suggested that that a resolution be developed for the Senate in response to the report. Sonntag will draft a resolution.

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

F. Professional Leave Applications: Impact Statements This item was postponed to allow for participation by Powell.

G. Resolution on Airing the Emergency Preparedness Video in Classrooms It was suggested that the website for the video be added to the resolution.

Motion #10 M/S/P* (Ochanji)

To forward the resolution as amended to the Senate for a first reading on April 4th.

H. LATAAC Resolution on Library Resources The committee has prepared a resolution to endorse a statewide resolution calling for increased support from the legislature and Chancellor's Office. An abbreviated version of the resolution was suggested, including only the "resolved" clause, and appending the original ASCSU resolution.

Motion #11 M/S/P* (Ochanji)

To forward the resolution as amended to the Senate for a first reading on April 4th.

I. APC Course Form Change Policy This item was postponed due to lack of time.

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

APPROVED: _____
Rosario Diaz-Greenberg, Secretary 05-07

DATE: _____

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

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