

MINUTES

Executive Committee of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday, April 11, 2007
KEL 5207
12 – 2 p.m.

Members Present	Gilbert Valadez, Chair Mohammad Oskoorouchi, APC Shaoyi He, LATAC Moses Ochanji, SAC	Patty Seleski, Vice Chair Ann Fiegen, FAC David Chien, NEAC Olaf Hansen, UCC	Rosario Díaz-Greenberg, Secty. Marshall Whittlesey, GEC Gabriela Sonntag, PAC
Ex Officio Present	Janet Powell, CFA		
Guests:	David Barsky, AVP-AP; Marisol Clark-Ibáñez, IRB Chair; Linda Collins, AVP-Research Office; Judy Papenhausen, Nursing		
Not present	Emily Cutrer, Provost; Dick Montanari, ASCSU; Kathleen Watson, BLP		
Staff	Marcia Woolf, Academic Senate Coordinator		

I. Approval of Agenda

- CHANGE:** X. D. *Time certain 1 p.m.*
E. *Time certain 1:15 p.m.*
- ADD:** IX. C. **Barahona Center Report**
X. F. **Center & Institutes Policy Revision – Sonntag**
G. **FAC University RTP Policy Revision**

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

II. Approval of Minutes of 4/4/07

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

III. Chair's Report, Gilbert Valadez

A. Announcements: The EC members have been invited to meet with AVP-Research candidate Gerardo Gonzalez today at 2:15 in Commons 206.

B. Referrals to Committees:

FAC Professional Leave Applications: Impact Statements

IV. Secretary's Report, Rosario Diaz-Greenberg: The following have been forwarded to the administration:

EC Resolution on Senate Representatives and University Service during Possible Job Actions
EC Resolution on Professional Conduct during Possible Job Actions

V. Provost's Report, Emily Cutrer: Unable to attend

VI. Statewide Senate Report, Dick Montanari: Unable to attend.

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

Legend: M = Moved S = Seconded D = Defeated P = Passed L = Lost W = Withdrawn

VII. CFA Report, Janet Powell: There will be an informational meeting on April 19th at noon in Commons 206. The ratification vote is scheduled for May 1st through 3rd. If ratified, the contract will be retroactive to July 1, 2006.

VIII. Brief Committee Reports

APC: No report.

FAC: A written report was provided which stated that FAC discussed the University Sabbatical Policy and felt that no change was needed. As requested by EC, FAC has responded specifically to areas requested:

- The Impact Statement should describe how the sabbatical request will affect department and/or college curriculum (course offerings, teaching, content, etc.) and should not comment on the quality of the statement prepared by the applicant. The impact statement is written by the Department Chair and submitted to the Provost.
- While ranking criteria is listed in the Policy, FAC contends that informing applicants of their final ranking is not appropriate. The PLC committee's charge is to make recommendations to the Provost who has the prerogative to discuss rankings with the applicants.
- FAC does not see a problem with Department Chairs sitting on PLC. The Department Chair's role in submitting an impact statement is distinct from that of serving on the committee where his/her role is to assess the quality of the proposed leave plan.

EC members suggested the Academic Resources directions to department chairs about their role in the sabbatical process might be made clearer, and that any impact statements received by Academic Resources which contain inappropriate information be returned to the department chair for reconsideration.

LATAC: The committee continues to work in subgroups on the issue of accessibility of instructional materials.

PAC: No report.

UCC: The committee continues to review course and program change proposals, along with a change to the special major and a new option in Visual & Performing Arts.

IX. Old Business

A. APC Graduate & Post-Baccalaureate Course Repeat The recommended revisions reflect current practice and terminology.

Motion #3 M/S/P* (Seleski)

To forward the policy revision to the Senate for a first reading on April 18.

B. APC Credit by Challenge Examination Policy and Procedure The revision describes how a new course may be added to the list of challengeable courses. It was suggested that APC confirm the noted web page exists.

Motion #4 M/S/P* (Seleski)

To forward the policy revision to the Senate for a first reading on April 18.

C. Barahona Center Report Concerns were expressed that (1) the financial report prepared by the Foundation does not take into account funds for the Center which are housed in the Library's accounts; (2) there is no clear statement of the agreement which established the Center; (3) that the Center may not be honoring a commitment to teach a course on children's literature in Spanish; (4) whether the amount of funding for books is equitable in light of funds available for other departments; and (5) how to address these concerns now that the committee's work is completed.

Motion #5 M/S/P* (Seleski)

To forward the report to the Senate as an information item on April 18.

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X. New Business

A. APC Graduate Probation, Disqualification, and Reinstatement Policy The committee's only change to the policy is to change a "the" to an "a."

Motion #6 M/S/P* (Seleski)
To revise the policy as presented on behalf of the Senate.

B. LATAC Fair Use Policy Revision The recommended revisions reflect current practice/terminology.

Motion #7 M/S/P* (Seleski)
To forward the policy revision to the Senate for a first reading on April 18.

C. FAC School of Nursing RTP Policy The policy was developed to follow college policies as closely as possible, even though the structures are different. It was noted that the School does not have representation on the university PTC, and it may be advisable to look at existing language concerning representation on PTC for SSP-ARs and add something similar. It was suggested that FAC add an explanation for Senators concerning the difference in structure/reporting for the School.

Motion #8 M/S/P* (Diaz-Greenberg)
To forward the policy to the Senate for a first reading on April 18.

D. APC Academic Calendar David Barsky joined in this discussion. EC members reviewed three versions of an academic calendar designed to lengthen summer session from 10 to either 11 or 12 weeks to accommodate requests to Academic Programs for a longer summer session. This change necessarily shortens winter break time. Concerns expressed included (1) two weeks is inadequate for winter break; (2) why change the calendar to accommodate a very few; (3) arguments against a longer time for summer sessions; (4) arguments in favor of a longer time for summer sessions; and (5) the need for multiple variations of summer session. It was agreed that two of these calendar versions (coded 5 and 7) would be provided to Senators for consideration (in an easily readable format, noting pros and cons).

Motion #9 M/S/P* (Seleski)
To forward two calendar options to the Senate for a first reading on April 18.

E. IRB Policy Revision Clark-Ibáñez and Collins were present for this discussion. Clark-Ibáñez noted that the policy is based on federally mandated language and current local practice. The changes were extensive enough to require a rewrite of the policy, with assistance and input from an IRB expert from SDSU. Actual procedures are modified on an on-going basis to ensure that our processes are user-friendly and supportive of researchers. EC members commented that certain disciplines are resisting the "mission creep" of these federal policies, and that many campus researchers view the IRB process as onerous and overly time consuming.

Motion #10 M/S/P* (Seleski)
To forward the revised policy to the Senate for a first reading on April 18.

F. Centers & Institutes Policy Revision Sonntag noted that the current policy does not provide for review of a center or institute's actions to address recommendations made by earlier periodic evaluation committees. To facilitate a referral, Woolf will find out which standing committee is responsible for the policy.

G. FAC University RTP Policy Revision Fiegen noted that the revisions are editorial in nature or are made to update the document or clarify existing procedures. Concern was expressed about the structure of the School of Nursing, which is not accommodated by this policy as written.

The meeting was adjourned at 2:03 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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