

## MINUTES

Executive Committee of the Academic Senate  
CALIFORNIA STATE UNIVERSITY SAN MARCOS  
Wednesday, February 13, 2013  
12 – 2 p.m. ~ Kellogg 5207

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<b>Voters Present</b>	Jackie Trischman, Chair Sue Thompson, APC Allison Carr, GEC Linda Shaw, PAC Ofer Meilich, ASCSU	Vivienne Bennett, Vice Chair Staci Beavers, BLP Ed Price, LATAAC Yvonne Meulemans, SAC	Janet McDaniel, Secty. Carmen Nava, FAC Vassilis Dalakas, NEAC Yi Sun, UCC
<b>Ex Officio Present</b>	Graham Oberem, Int. Provost; Garry Rolison, CFA		
<b>Guest</b>	Scott Hagg, AVP-EMS		
<b>Staff</b>	Marcia Woolf		

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### I. Approval of agenda

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

### II. Approval of minutes of 02/06/2013 meeting

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

**III. Chair's report, Jackie Trischman:** Trischman met with Scott Gross and discussed two Senate/Diversity pending issues: (1) review across the curriculum with respect to diversity, and (2) development of a policy on Academic Freedom that addresses diversity and inclusiveness. Gross will discuss with Haynes creation of an all-university committee to develop the Academic Freedom policy.

**IV. Vice chair's report, Vivienne Bennett:** Bennett reported on last week's University Budget Committee (UBC) meeting. Liz Rojas and Mary Hinchman provided a detailed report on the governor's proposed budget. While the system lost \$137M in refunded student tuitions, it received just \$125M to offset that loss; further, \$10M must be set aside for use on courses using new technology. No tuition increases may be implemented for the next four years. Modest budget increases are anticipated over the next few years (5% in 13/14, 5% in 14/15, 4% in 15/16, and 4% in 16/17); these increases are applicable only to the 50% of CSU funding that comes from the State (the remainder comes from tuition). Further, the CSU would be expected to assume its own debt service on any future capital improvement bonds as well as its future increases in retirement costs. The CSU would also be able to negotiate employee contribution levels for benefits.

Our campus expects to have about \$2.5M in carry forward at the end of FY 12/13; \$2.1M is needed in order to meet our expected obligations for FY 13/14. It was noted that the carry forward amount was based on optimistic estimates.

The UBC discussed how the group could work together most effectively, and how to define terms such as "transparency" and "participation." Bennett congratulated co-chairs Oberem and Hawk on their sincere efforts to ensure an open and inclusive process. Beavers noted that handouts from the UBC meeting are available on BLP's website.

Though it was not an agenda item at UBC, Bennett also noted that the Advancement office's budget is about \$2M, and that it brought in around \$4M last year, \$2M of which was for the Institute for Palliative Care with which

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Advancement cannot be solely credited. In essence, it appears the office spent \$2M to bring in \$2M. It was also noted that the communications operation represents about 15% of the Advancement office budget and development the remaining 85%.

**V. Interim Provost's report, Graham Oberem:** Oberem expressed appreciation to Juan Santos and all those involved in bringing the Father Boyle event to campus; it was a resounding success. Oberem also indicated that the President and Executive Council acknowledge that recent concerns raised by the Senate regarding allocation of space need to be addressed; they will be discussing what the issues are and how they may be addressed. To address the apparent communication problems, a web site will be created which contains information about space proposals and decisions. Further, there is a need to set up a process within Academic Affairs for submission and approval of space requests, in order to facilitate the procedure outlined in the current space policy (department -> VP -> PDC -> Executive Council). Consideration must also be given to timelines for processing requests for space. However, there may be times when decisions must be made more hastily. EC members raised concerns about assurances which have been given regarding space for new programs which are later reneged on for one reason or another, and that faculty in these programs--hired subsequent to the negotiations which got the programs approved--may be unaware of these assurances.

**VI. Committee reports**

**PAC:** Shaw reported that, with regard to the referral specifying that PAC and APC work on an assessment policy, she has met with APC chair Thompson and Sharon Hamill to discuss the referral. Hamill will be monitoring the assessment process this year and plans to attend some workshops over the summer, so development of a policy will likely begin next academic year. Trischman asked that PAC provide guidance to Hamill in this process.

**FAC:** Nava reported that questions have come up concerning aspects of the Lecturer Evaluation policy recently passed in Senate, resulting from some recent training provided to CFA leaders. It may be that the concerns can be addressed between CFA and the administration.

**IX. Discussion items** *(taken out of order due to time certain)*

**A. Enrollment management and WUE** Scott Hagg was introduced as the new Associate Vice President for Enrollment Management Services, hailing from Humboldt State where he served as Director of Admissions and Outreach, then Records and Registration, and also led orientation and financial aid programs. He provided a handout concerning the Western Undergraduate Exchange program open to the 15 Western Interstate Commission for Higher Education (WICHE) member states. Hagg described how WUE and other strategies may be used to help us more accurately achieve our enrollment targets. EC members requested to be informed periodically concerning trend data for majors.

**VI. Committee reports** *(continued)*

**FAC:** *(continued)* McDaniel reported on her and Bennett's recent visit to FAC to discuss issues related to electronic WPAFs.

**UCC:** Sun reported that the committee will not be recommending the Minor in Geospatial Studies for Senate approval. Reasons include that several core courses must be taken at Palomar College; this type of collaboration is not endorsed by our university. The committee is receiving many proposals with errors and will ask the colleges to more carefully review the proposals before forwarding them.

**LATAC:** Price reported that at the last Board of Trustees meeting, the Board voted to remove the phrase "Extended Learning" from language concerning Cal State Online. The committee is working to determine the implications of this change. Trischman suggested the decision may have had to do with student financial aid eligibility.

**VII. ASI Board meeting report, Vivienne Bennett:** Bennett reported that ASI President Scott Silveira had positive things to say about the new chancellor, ASI elections are coming up, the four auxiliaries are all going to be audited, and board members were encouraged to get involved in the search for a new AVP-Diversity. Lorena Meza described the recent interim leadership changes in Student Affairs. Michelle Hunt gave a presentation on the highly

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confidential services offered by the Ombuds office. Work was done on the ASI Articles of Incorporation. There was an interesting discussion concerning a resolution aimed at making CSU application forms gender inclusive; unless students are able to accurately self identify using these forms, we will continue to use inaccurate data to inform our decisions about service needs. Cipriano Vargas' term as student trustee is coming to an end. The committee also met in closed session.

**VIII. Action items** None.

**IX. Discussion items** *(continued)*

**B. Catalyst campaign** Faculty members have been contacted to participate in one-on-one interviews with Catalyst, but have little or no idea about the campaign or what the purpose of the interview is. Communication with the faculty on this issue has not been very effective; faculty remain generally unaware of the campaign and do not understand why they should become involved. Oberem took the concerns expressed under advisement.

**C. Space** Trischman expressed concern about the Senate making programmatic recommendations in the absence of any information or analyses about university space. She also asked whether there is any analysis going on by the administration about the impact of space reassignment decisions. Beavers noted that BLP is concerned about program proposals that include new faculty and staff and will be sending a message to Oberem about their concerns. Oberem offered to try to find out what kind of analysis exists.

**X. EC members' concerns & announcements** Nava noted that visitors arriving to campus from the east on the evening of the Father Boyle event were met by three stations of police cars with emergency lights on. She questioned the decision to make such a display. Trischman will look into this matter.

Meeting adjourned at 2 p.m.

Respectfully submitted by Marcia Woolf, Senate Coordinator

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

Janet McDaniel, Secretary

Date