

MINUTES
Academic Senate
EXECUTIVE COMMITTEE
Wednesday, March 18, 2015
12:00 – 2:50 AM, Kellogg 5207

Voters Present: Laurie Stowell, Chair; Vivienne Bennett (Secretary); Suzanne Moineau (UCC); Karno Ng (TPAC); Toni Olivas (Library); Barry Saferstein, SAC; Linda Shaw (PAC); Pat Stall (BLP); Richelle Swan (NEAC); Marshall Whittlesey, GEC

Ex Officio Present: Daren Engen (CFA); Kamel Haddad, Vice Provost; Graham Oberem (Provost)

Not Represented: Deborah Kristan (Vice Chair); David Barsky (ASCSU; APC); Carmen Nava (FAC);

Parliamentarian: Marshall Whittlesey

Staff: Adrienne Durso

(The meeting was called to order at 12:03 pm.)

I. APPROVAL OF AGENDA

- The agenda was amended to change order due to a time certain (UCC Grad Subcommittee Chair).

Motion #1 M/S/P*

To approve the Agenda of 3/18/15 as amended.

II. APPROVAL OF MINUTES

Motion #2 M/S/P*

To approve the Minutes of 3/4/15 as presented.

- EC members suggested minor changes to the Minutes of 3/11/15

Motion #3 M/S/P*

To approve the Minutes of 3/4/15 as amended.

III. CHAIR'S REPORT, [Laurie Stowell](#)

Referrals to Committee:

- FAC: Coaches' Performance Appraisal Process
- Vice Chair of the CSU Board of Trustees, Rebecca Eisen will hold a meeting with EC members at 10:00 AM, 3/26/15 hosted by Vice Chair Debbie Kristan. The meeting will be held in the University Advancement conference room. Available EC members should contact [Laurie Stowell](#).
- It was requested that EC members read the WASC essays and provide feedback by the 3/27 deadline. Members are urged to encourage colleagues to read and respond as well. The essays may be found at: <http://www.csusm.edu/wasc/responses/index.html>

IV. VICE CHAIR'S REPORT, [Debbie Kristan](#) (Not present.)

V. SECRETARY'S REPORT, [Vivienne Bennett](#) (None given.)

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

Legend: M = Moved S = Seconded D = Defeated P = Passed L = Lost W = Withdrawn

VI. PROVOST'S REPORT, Graham Oberem

- The Provost thanked everyone for participating in the many discussions and forums in regard to the Student Access Initiative (SAI). The Senate endorsement and recommendation of an implementation date is appreciated. A general announcement will be sent out to the campus community soon.
- At the recent UBC meeting, President Haynes allocated \$700,000 in funds off the top to Academic Affairs for enrollment growth. This does not limit Academic Affairs' ability to ask UBC for additional funds for new faculty hires.
- A town Hall was held two weeks ago to discuss the building of a future new academic building. Conversations continue and include the possibility of moving forward with a building for Extended Learning. This would not be a state-funded building, but would help free up space in existing buildings for both classes and faculty offices. Some of the possibilities could include moving EL classes out of state-supported spaces, and housing faculty and staff who teach or work solely for EL in an EL building. Initial discussions are under way and appropriate committees will be formed as there is more clarity about the options for this project. Any new building on a CSU campus has to be approved by the Board of Trustees, even if it is not a state-funded project. As a first step, a planning group will be assembled to look at the options and possible funding strategies.

VII. VICE PROVOST'S REPORT, Kamel Haddad

- Classroom rush (scheduling) is underway. Currently there are 79 'Impossible to Place' classes. IITS has freed up a computer lab in ACD for classroom use, which has alleviated some space concerns. Additionally, utilizing traded space in FCB has helped. Several departments are still 'puzzling' (sharing schedules and using common rooms); this aids in placement of classes.
- A Department Chairs and Program Coordinators group will be created soon. Two meetings will be scheduled for each Fall semester and each Spring semester. This will facilitate sharing of information that is relevant to departments (not a policy- or decision-making group). The Chairs/Directors/Coordinators may then share information with their faculty. Topics may include roadmaps, classroom rush data, and contractual issues. The Library, coaches and SSP-ARs may send representatives as well.

VIII. DISCUSSION ITEMS

A. NEAC/Senate Officers: Possible Amendment Regarding Officer Positions – Article 5.3; Article 5.3.1 and Election Rules (Inclusive of agenda Item B. Senate Officers: Possible Roles for Immediate Past Chair on EC and as a Senate Officer)

- NEAC presented a draft amendment addressing possible changes to Senate Officers' terms and uncoupling the Chair and Vice Chair positions. Additionally, NEAC shared proposed changes to the Election Rules which would only be implemented if the aforementioned changes are approved in a referendum vote. EC provided discussion and feedback.
- There was additional discussion of possible roles for immediate past Senate Chairs. Some felt the person in this role should attend Officer meetings, or Officer meetings and EC meetings in order to share their institutional knowledge and Officer experience. Others felt they should simply be available on an as-needed basis. This discussion will possibly be readdressed in the Senate's 15/16 academic year.

Motion #4 M/S/D (4-No; 3 Yes; 2-abstain) Motion does not pass.

To include detailed required duties for the Immediate Past-Chair in the Articles addressing Senate Officer positions.

- The Secretary recorded revisions to the proposed amendment of Article 5.3 and Article 5.3.1. These revisions include the Senate Chair serving a two-year term with the possibility of being reelected for one additional term. This leads to the decoupling of the Chair and Vice Chair terms. Vice Chair and Secretary positions will be one-year terms with no term limits for reelection.

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

Legend: M = Moved

S = Seconded

D = Defeated

P = Passed

L = Lost

W = Withdrawn

Motion #5 M/S/P (1 abstention)

To place on a referendum ballot the revised Article 5.3 and revised Article 5.3.1, as recorded by the Secretary, as a proposed amendment to the Constitution and Bylaws of the CSUSM Academic Senate, to be voted on by full time faculty (voting timeline as set forth in the Election Rules).

B. BLP/UCC: Master of Science in Kinesiology

- BLP shared its report on the Master of Science in Kinesiology, noting that the budget template used for this program does not necessarily accommodate the needs of MS or MA programs but is best used by BA program proposers. In the updated formula, the cost of the program is approximately \$83,000 in the first year and the revenue is \$69,000. The college will cover costs. Stall shared that there are many options available for programs to adjust and modify program size as they progress.
- UCC shared an updated report on the Master of Science in Kinesiology. Matt Escobar clarified that the cohort size would be 12 initially, and then 24 in the program at any given time. UCC's written report has been updated to reflect this. He expressed concern that the new (P-form) budget forms may hold programs to their defined costs and dictate how many students programs must admit to remain viable. This forces colleges to have cohort models which does not benefit curriculum. Stowell noted that even with cohort models, due to extenuating circumstances, cohorts rarely stay steady at proposed numbers.

Motion #6 M/S/P*

To place **BLP/UCC: Master of Science in Kinesiology** on the 4/8/15 Senate Agenda as a Discussion item for a first reading.

C. FAC: Application for Salary Increases for Market ~~or Equity~~ Purposes

- In the absence of the FAC Chair, Stowell shared proposed changes to the ***Application for Salary Increase for Market Or Equity Purposes*** policy, with the major change being deletion of the word, "Equity" where it appears in the document. The FAC rationale states the CBA Article 31.25 does not include the word, "equity" and is market based only. All references to this word have been struck in the proposed policy update. The Provost suggested one additional change and the Secretary updated the document.
- A motion to place this policy on the Senate agenda will be made when the FAC Chair is present.

D. Senate Chair: Diversity Mapping Actions Assigned to Senate

- Stowell shared the President's Memo and accompanying Diversity Mapping Action Matrix, noting that Academic Senate is assigned to oversee aspects of six specific items on the matrix. Stowell feels this could be looked at as an opportunity for EC and Senate, building on the bedrock upon which the university was founded. She asked for feedback and discussion of this possibility. Stowell believes that while EC and Senate do not have the authority to initiate some of the required changes, EC does have the authority to approve changes.
- Opportunities might include requesting resources to facilitate workshops and institutes, and offering stipends to faculty for training.
- Secretary Bennett suggested that most of the assigned items are not in the purview of the Senate and should be reassigned to the colleges or other units. Bennett shared that Diversity Mapping started in answer to the Diversity Strategic Plan which required a review of the curriculum across the campus; looking at the inclusion of diversity, or lack thereof. She thinks that each college should be part of the conversation about most of the items currently assigned to the Senate in the matrix, thereby receiving a mandate to include issues of diversity and power in core curriculum, as it is clear there are shortfalls on campus.

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

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

- Linda Shaw stated that specifically in items 2.7-2.9, the University Assessment Council should be involved. These items would require a policy change.
- The Provost stated that if EC and Senate deem some of the items should be reassigned, they should be referred back to the President. If progress is stalled due to a short timeline the funds will likely be held for use in the Fall. He also suggested that some items could be long term projects.
- Stowell asked EC members to think about how they'd like to address the action items. Discussion will continue at the EC meeting on 3/25/15.

IX. Presentations

A. CSUSM Library Strategic Plan, Jennifer Fabbi, Library Dean

- Library Dean Jennifer Fabbi shared the Library's new **Strategic Planning Framework**, the process this year to develop it, and its recently updated Vision, Mission and Values statements along with a list of Strategic Directions. Fabbi asked EC for feedback.
- The Library began its strategic plan shortly after Fabbi's arrival in August 2014. Resources were available to allocate and she wanted a Library discussion before allocations took place. Staff was surveyed and workshops conducted. The new plan places the Library stakeholders in the center and addresses research, partnerships in student learning, connection with community, and infrastructure. Handouts including presentation information are available on the [Senate website](#).
- [Fabbi](#) welcomes feedback and will share an updated presentation with Senate in Fall 2015.

X. EC Members Concerns & Announcements

The meeting was adjourned at 2:00 PM

Submitted by Adrienne Durso, Senate Coordinator.

Approved by the Executive Committee:

 5-4-15
Vivienne Bennett, Secretary Date

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

Legend: M = Moved

S = Seconded

D = Defeated

P = Passed

L = Lost

W = Withdrawn