MINUTES
Academic Senate
EXECUTIVE COMMITTEE
Wednesday, April 8, 2015
11:30 AM – 1:00 PM, Commons 206

Voters Present:	**Laurie Stowell,** Chair; **Deborah Kristan,** Vice Chair; **Vivienne Bennett,** Secretary; **David Barsky** (APC, ASCSU); **Suzanne Moineau** (UCC);**Carmen Nava; Karno Ng** (TPAC); **Toni Olivas** (Library); **Barry Saferstein,** SAC; **Pat Stall** (BLP); **Richelle Swan** (NEAC); Jill Weigt (PAC); **Marshall Whittlesey,** GEC
Ex Officio Present:	**Daren Engen** (CFA); **Graham Oberem** (Provost)
Not Represented:	**Melanie Chu** (Library);
Not Present:	**Kamel Haddad,** Vice Provost;
Parliamentarian:	**Marshall Whittlesey**
Guest:	**Carmen Mitchell (Library, TPAC)**
Staff:	**Adrienne Durso**

(The meeting was called to order at 11:33 am.)

I. APPROVAL OF AGENDA
- The agenda was amended to change order due to a time certain (TPAC-Carmen Mitchell, Time Certain 12:30 pm).

  Motion #1   M/S/P*
  To approve the Agenda of 4/8/15 as amended.

II. APPROVAL OF MINUTES (Approval of EC Minutes from 3/25/15 delayed one week.)

III. CHAIR'S REPORT, Laurie Stowell
- Stowell encouraged EC members to vote in the Senate Election and the Referendum, reminding that two emails with unique links have gone out to all faculty – one for the referendum and one for the Senate/Committees. For the referendum, a majority of faculty needs to vote, and two-thirds of those who vote would have to vote yes for it to pass.
- The Faculty Forum has been postponed by the President's office and will be rescheduled.
- The Faculty Open Forum with CSU Trustee Lou Monville is scheduled for 4/9/15, 1:15 to 2PM in Commons 206.

IV. VICE CHAIR'S REPORT, Debbie Kristan
- Kristan hosted a meeting with the Board of Trustees Vice Chair Rebecca Eisen. Nava, Bennett, Whittlesey and Olivas were also in attendance. Discussion included how the Board operates, and provided opportunity to establish a relationship with the presumptive next Chair of the Board of Trustees.

V.   **SECRETARY'S REPORT,** Vivienne Bennett *(None given.)*

VI. **PROVOST'S REPORT,** Graham Oberem
   - The Provost will make an announcement to Senate (4/8/15) that his office accepts Senate's recommendation to postpone the Student Access Initiative (SAI) to Fall 2016. Once implemented, SAI will be monitored and any needed changes will be made along the way should issues arise.
   - The Provost thanks the faculty for its part in Discover CSUSM Day (4/11/15), expected to be an exciting day for the campus. Many faculty and staff have signed up to participate as well as many accepted students.
   - The state Department of Finance made $50-million in funding available via an application to assist campuses with their work that helps students graduate in a timely manner (i.e., Graduation Initiative). CSUSM submitted two applications including one by the Office of Undergraduate Studies which received an award for $2.5-million. The next step is to provide a budget narrative. There will be collaboration with Palomar College and North County Professional Development Federation, among other organizations. Funds will be used to enhance student success and progress to graduation.
   - The Provost's Space Advisory Group (PSAG) has provided recommendations on office space. A set of recommended guidelines has been sent to college deans. These guidelines include a suggestion that colleges allot one office for all their Emeritus faculty; one office for every two FERP faculty; and, associate deans may have to give up their faculty office while holding their administrative position (possibly used for lecturers or temporary tenure track faculty offices).
   - Oberem provided an update on the dean searches. The IITS Dean Search Committee is holding online interviews (4/8/15). The Provost will be reviewing tapes of these interviews. The CoBA search committee has recommended three finalists for campus visits; an announcement, bios and next steps will follow soon.
   - The Provost provided a brief update on the American Indian Task Force, stating the Task Force ties in with at least two of the items on the Diversity Mapping Action Matrix. Recommendations have been received from the Task Force and the Provost is working on his response. Oberem hopes to provide an update on the Task Force's work at the 4/22/15 Senate meeting.

VII. **VICE PROVOST'S REPORT,** Kamel Haddad *(Not present.)*

VIII. **CONSENT CALENDAR**
   - The UCC Course/Program Change Proposals were shared, as written.

      Motion #2   M/S/P*
      To approve the Consent Calendar of 4/8/15.

IX. **DISCUSSION ITEMS**
   A. **GEC: GE New Course Certification Request**
      - GEC Chair Whittlesey shared an updated GE New Course Certification Request for EC feedback and comments. Two documents were provided – the document currently in use, showing markups, and the updated draft. This document is the result of GEC's recent recertification of undergraduate courses.
      - Feedback will be taken back to GEC for further draft updates. (This item deleted from 4/8/15 Senate agenda.)

All motions were passed unanimously unless stated otherwise.
   Legend: M = Moved   S = Seconded   D = Defeated   P = Passed   L = Lost   W = Withdrawn

B. FAC: Emeritus Policy – Update

- Nava shared the draft Emeritus policy in which FAC incorporated EC feedback. The Provost's feedback (attached to agenda packet) will also be incorporated after a first Senate reading.

     Motion #3   M/S/P*

     To place *FAC: Emeritus Policy* on 4/8/15 Senate Agenda as a Discussion item for a first reading.

C. BLP/UCC: Health Information Management MS (CoBA)

- BLP and UCC shared their reports on the Health Information Management MS (HIM). The M.S. combines a new HIM Certificate with the existing Health Information Technology Certificate and a new capstone experience (project with applied industry based component).
- The P-form outlines 10 new courses. This program has been approved by BLP and UCC for Senate consideration. Moineau shared that program proposers have received two EL Commission grants for a total of $120,000 for this program.

     Motion #4   M/S/P*

     To place *BLP/UCC: Health Information Management MS (CoBA)* on the 4/8/15 Senate Agenda.

D. TPAC: Open Access Policy, Karno Ng

- Carmen Mitchell, TPAC member and campus Open Access expert) presented a draft of the Open Access Policy. Mitchell stated that this new policy makes a statement that, as a campus, we believe in expanding access to the scholarship and creative activity being conducted at CSUSM.
- The policy does not dictate where faculty should publish or limit publishing to specific places; it supports academic freedom and encourages faculty retaining rights to their published items.
- Mitchell stated the campus library is willing to take on the job of uploading published items into ScholarWorks. She stated that currently most publisher are allowing faculty to place post juried accepted articles into repositories and provide the ability to convert documents to PDF. She stressed that as a public university, CSUSM faculty should be sharing their research.
- Details of how faculty would request to opt-out of this process are not yet complete.
- The library is in the process of outreach and discussion regarding open access, author rights and how faculty should be thinking about carefully reading publication agreements and understanding what they sign away when signing such agreements. Discussion took place and EC feedback provided.
- The FAQs and much of the rationale currently in the policy need to be removed and presented instead as separate documents.
- The policy needs to be revised and reformatted so it looks like a policy with the procedures outlined including but not limited to the form faculty would fill out to place scholarly works in Open Access.

     Motion #5   M/S/D (4-Yes, 9-No, 1-abstension) Motion Does Not Pass

     To place *TPAC: Open Access Policy* on the Senate Agenda as a Discussion item for a first reading.

- Stowell stated she would like to see this item come back to EC with revisions/clarifications for consideration for a future Senate agenda.

    E.   **FAC: Changes to the University RTP Document: University-wide Policy/Procedure/Guidelines for PRCs in the Evaluation of Tenure-line Faculty**

- Nava shared that this draft of an updated University RTP Document reflects substantive, developmental change. Recent reorganization in Academic Affairs has prompted many colleges to reconsider their RTP documents and this updated University RTP document should aid in the individual college processes.
- The proposed changes would allow colleges to focus on what is distinct and specific to their individual units. The added information on the University document is based on the current CBA and best practices on campus.
- EC provided questions, comments and feedback. Nava requested this item be removed from the Senate agenda (4/8/15) so the draft can undergo further revision.

    F.   **SAC: Engaged Education Definitions – DRAFT** *(Item not heard due to lack of time; removed from 4/8/15 Senate Agenda.)*

X.   **Presentations** *(None)*

XI.   **EC Members Concerns & Announcements**

    The meeting was adjourned at 1:01 PM

Submitted by Adrienne Durso, Senate Coordinator.

Approved by the Executive Committee: _____ 5-4-15

                                    Vivienne Bennett, Secretary   *Date*