

MINUTES

Meeting of the Academic Senate
CALIFORNIA STATE UNIVERSITY SAN MARCOS
Wednesday ~ September 3, 2014 ~
Kellogg 5400 Reading Room ~ 1:00 – 3:00 pm

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- Voters Present:** Matthew Atherton, Nicoleta Bateman, Vivienne Bennett, Jonathan Berman, Eliza Bigham, Melanie Chu, Annette Daoud, John Drewe, Gerardo Dominguez, Anne René Elsbree, Merryl Goldberg, Rocio Guillen, Greig Guthey, Jeff Gutowski, Lori Heisler, Deborah Kristan, Chetan Kumar, Andre Kündgen, Rebecca Lush, Michael McDuffie, Suzanne Moineau, Carmen Nava, Moses Ochanji, Toni Olivas, Deb Palash, Domenica Pearl, Vincent Pham, Barry Saferstein, Shahed Sharif, Linda Shaw, Patricia Stall, Laurie Stowell, Paul Stuhr, Theresa Suarez, Richelle Swan, Jackie Trischman, Stephen Tsui, Jill Waters, Marshall Whittlesey, Camilla Williams,
- Not Present:** Jocelyn Ahlers, Bonnie Bade, David Barsky, Glen Brodowsky, Jason Saude, Qi Sun, Wenyuh Tsay, Yuan Yuan, Xiaoyu Zhang
- Ex Officio Present:** Regina Eisenbach, AVP-AP; Jennifer Fabbi, Dean Library; Dawn Formo, Dean Undergraduate Studies; Michelle Hunt, Int. AVP-FA; Jan Jackson, VP Community Engagement; Katherine Kantardjieff, Dean CSM; Mohammad Oskoorouchi, Assoc. Dean CoBA; Janet Powell, Dean CEHHS; Mike Schroder, Dean EL; Bill Ward, Interim Dean IITS;
- Guests:** Staci Beavers, Assoc. Dean CHABSS; Jackie Borin, Assoc. Dean Library; Darel Engen, CFA; Rick Fierro, Assoc. Dean CSM; Denise Garcia, Assoc. Dean CEHHS; Scott Greenwood, Assoc. Dean CHABSS; Robert McManus, Chief of Police; Mohammad Oskoorouchi, Assoc. Dean CoBA; Sarah Villareal, Assoc. Dean EL; Rodger D'Andréas, ASI; Haley Perko, ASI; Janet McDaniel, SOE, Jill Weigt, PAC
- Staff:** Adrienne Durso, Senate Coordinator
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(A group photo of the Academic Senate 14/15 was taken on the Reading Room Terrace. The meeting was called to order at 1:11 PM)

I. **APPROVAL OF AGENDA**

Motion #1 M/S/P*

To approve the Agenda as presented

II. **CHAIR'S REPORT** – Laurie Stowell

Referral to Committee – Referrals to the Academic Senate Standing Committees are attached.

Stowell welcomed new Senate Coordinator Durso; Senators, including Domenica Pearl, Undergraduate Advising; and Jeff Gutowski, and Haley Perko from ASI. She thanked everyone for their assistance during transitions, specifically Oberem, Marcy Boyle, and Bridgette Keene. Additionally, Stowell thanked past Chair Bennett who worked through the summer to support Senate during the transition. • Faculty and staff can still go online to offer feedback for the Diversity Mapping project. Responses are anonymous. The link is open until October 1, 2014. A report will be compiled by December. The Diversity Task Force will be invited to present to Senate in Spring '14. • Budget memos went out 9/2/14. Budget will be finalized in next few weeks.

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

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

- III. **VICE CHAIR’S REPORT** – Debbie Kristan
No report.
- IV. **SECRETARY’S REPORT** – Vivienne Bennett
Bennett shared the status of the AY 13/14 Senate items (attached).
- V. **PRESIDENT’S REPORT** – Karen Haynes
Not Present.
- VI. **PROVOST’S REPORT** – Graham Oberem
Oberem welcomed back the Senate and introduce new administrators: Jennifer Fabbi (Library Dean); Dawn Formo (Dean of Undergraduate Studies); Wesley Schultz (Interim Dean of Graduate Studies and Research); and, Staci Beavers (Associate Dean of CHABSS). • Enrollment is up 8%, relative to last Fall, with a total of 9,800 FTES. CSUSM is now a mid-sized campus with nearly 13,000 students, including Extended Learning. In addition to new lecturers, 24 new Tenure Track faculty have been hired. • Oberem thanked Kamel Haddad and Kathy Martin for their work on the budget. The Chancellor’s office allocation to CSUSM was delayed due to receipt of a late allocation from Sacramento. The budget was prepared with input from Academic Senate/BLP. • Oberem has had meetings with faculty in order to find an Interim Dean for CoBA. Plans for a Spring search for CoBA Dean will follow. The search for IITS Dean will be conducted in Spring, and a Fall 2015 appointment is expected. The search for Dean of Graduate Studies and Research continues. The committee will be reseated and the position will be advertised at the end of the year, anticipating a Spring search. • Haddad has been working on the Student Access Initiative. A task force has been seated to take a look at scheduling of classes. Forums and information sharing continues with EC, ASI (9/19/14), Deans, Chairs, and open forum. • **Portfolium** is the new social portfolio network available to all on campus, specifically students and alumni; a tool for transition from university to career. Workshops will follow and faculty are welcome to attend. • Annual celebration of tenure and promotion will be held 10/8/14, 3:30 to 6PM. Faculty are encouraged to support friends and colleagues. Invitations will follow.
- VII. **ASCSU REPORT** – Glen Brodowsky
Brodowsky attending statewide meeting – no report.
- VIII. **CFA REPORT** – Darel Engen
Engen met with the Provost concerning CFA’s request for an equity-3 pay increase program. CFA would like the Provost and President to make it a higher priority. The Chancellor doesn’t want campuses to proceed by themselves while new contract bargaining continues. CFA calls upon the Provost and President to make it clear to the Chancellor that CFA needs should be addressed. • Bargaining update – Some faculty believe the Chancellor’s proposal is good, guaranteeing a 4.81% salary increase for Tenure Track faculty under SSI maximum. Engen stated if one is at their max, they would not see any of that raise. This would only apply to the first year, but does not address years two and three of the contract. Emails to follow on workshops, events and bargaining information. A formal response to CSU’s statement about bargaining proposals will follow.

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IX. ASI REPORT – JJ Gutowski

Gutowski thanked the Senate for providing time for a student voice. The ASI Board is sworn in and respective committees have begun their work. The LGBTQA Pride Center and Gender Equity Center (GEC) are both fully staffed and operating.

Daphney Bitanga is in charge of all ASI programming and is focused on ensuring that all events and programs have intentional purposes and impact. • The California State Student Association (CSSA), which helps with student lobbying at the Federal, State and local level, will be hosted at the CSUSM campus for the first time in 10 years. ASI's Student Rep at Large for Sustainability will make sure this event is eco-friendly, as well as other events in the future. • ASI is happy to be included in discussions about the Student Access Initiative. • Stowell thanked Tiffaney Boyd for helping fill student openings on AS committees, as their voices are very important.

X. STANDING COMMITTEE CHAIR INTRODUCTIONS

XI. CONSENT CALENDAR -- (NEAC Recommendations and UCC Course & Program Change Proposals, attached)

Motion #2 M/S/P*

To approve the Consent Calendar as presented.

XII. ACTION ITEMS

None.

XIII. DISCUSSION ITEMS

None.

XIV. PRESENTATION – Time Certain 1:45 PM – Chief Robert McManus

McManus reported in great detail about the development of the fire as it evolved, about the campus responses to the fire step-by step/hour-by-hour, about the successes of the evacuation process, about issues that arose during the evacuation process, and about the issues discussed over the summer as the debrief took place. A very detailed PowerPoint presentation was provided with helpful maps and data. UPD will share the PPT with Senate and we will upload it under Quicklinks on the Senate website. McManus stated that text message updates proved to be an important tool, and this system needs to be improved to keep everyone in the loop. The system was overwhelmed because police and fire radios take precedence over cellphones during an emergency. Information about the campus Emergency Notification System may be found at the following link:

<http://www.csusm.edu/em/Emergency%20Notificaiton%20System%20-%20Alert%20U.html> . The campus is revising the information for clarity. Faculty are encouraged to keep updated contact information in their "myCSUSM" portal. Part of a long-term plan to keep the campus safer is to conduct controlled burns between fires.

XV. STANDING COMMITTEE REPORTS – (attached)

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XVI. SENATORS' CONCERNS AND ANNOUNCEMENTS

WASC – Eisenbach stated a Steering Committee will address WASC June 2015 Accreditation visit. The committee is comprised of representatives from each college and the Library. Eight essays required by WASC will be presented for online review. Town Hall meetings are scheduled this Fall (two or three), and the remainder in the Spring. There is a more supportive structure for assessment of academic programs in place. A University Assessment Council will work as a team to ask questions and provide resources. Eisenbach will work with the Chair of PAC, Professor Linda Shaw, and an assessment specialist hired through Academic Programs. The team will provide individual consultation, will attend meetings with faculty, provide support for annual assessments and PSLOs. For assistance and more information, contact Melissa Simnitt at msimnitt@csusm.edu.

The meeting was adjourned at 2:39 PM.

Prepared by Adrienne Durso, Senate Coordinator

Approved by the Academic Senate:  10-21-14
Vivienne Bennett, Secretary Date

*All motions were passed unanimously unless stated otherwise.

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2014/15 Referrals to the Academic Senate Standing Committees

General:

Reconvene Task force for lecturer inclusion (FAC Chair, FAC Lecturer representative, NEAC Chair, NEAC member).

Heads Up: When Halualani and Associates report on Diversity Mapping is issued, the Officers and EC will consider Senate implications.

Academic Policy Committee

APC Unfinished business from 13-14

1. Policy that defines Online and Hybrid Courses - The Online Instruction policy defines traditional, online, and hybrid courses, and delineates student, faculty, and university responsibilities with regard to online instruction.
2. Policy on Curriculum Originating Off Campus – APC prepared a first draft of this policy based on “Qualifications of Originators of Course and Program Proposals” resolution from erstwhile APP (the Academic Policy and Planning Committee).
3. Guidelines for Syllabi Policy - The requirements and recommendations found in this policy are intended to facilitate communication of course objectives to the curriculum review committees and to students who enroll in those courses. This is policy draft is being prepared in consultation with GEC.
4. Academic Freedom Policy – This policy defines that CSUSM is committed to promoting and protecting principles of academic freedom and responsibility.
5. Policy on Winter Intersession – APC had preliminary discussions regarding this policy. They recommend that more feedback be solicited from faculty who teach these courses in Fall 2014.
6. Credit Certificate Policy
7. Challenge Exam policy
8. Extended Learning’s Roles and Responsibilities Policy – See current policy online. It is out of date and needs to be updated
8. Create policy for program review and annual assessment process for fully online degree programs. Work with FAC and LATAC on this. Sac State has a good policy. (left over from EC retreat referrals in 12-14)

APC New Referrals:

1. Consult with Vice Provost regarding Space and Scheduling Task Force Report

APC Fall 2014 meeting times: second and fourth Wednesdays 2pm-3:30 pm.

MARK 322

(Chair F 14, Chetan Kumar, COBA; Chair, Sp 15, David Barsky, CSM)

Vacant Seat: CEHHS

Budget and Long Range Planning Committee

BLP Unfinished business from 13-14

AS 09/03/2014

1. The following P-forms await BLP and UCC review: Professional Certificate in Accounting, Certificate for Cultural Competency in Health Care, Minor in Convergent Media, Global Business Management, Advanced Study in Teacher Leadership in Middle Level Education (SOE), Master's in Public Health, B.A. in Music. NOTE: Pat Stall, BLP's chair, should coordinate with UCC chair Sue Moineau on the schedule for review (including scheduling for Senate agendas after both committees have completed their reviews).
2. An ongoing issue with new program proposals has been considering space needs. Past practice has been that EL courses are assigned space only after stateside classes are accommodated, though this is not a universally popular practice. BLP waited to make any recommendations until the new Vice Provost has a chance to review the situation; we recommend that BLP follow up on the issue with the start of the Fall 2014 term. Consult with the Vice Provost.
3. BLP has a joint referral with LATAC to develop a policy and procedures document on how existing stateside programs can be expanded to online offerings via EL. Chair Pat Stall will coordinate this work with the new LATAC chair (yet to be named).
4. Proposals to delete several options within two CEHHS Departments (Human Development and Kinesiology) have been submitted pursuant to the policy available at http://www.csusm.edu/policies/active/documents/Academic_program_discontinuance.html.

Due to objections raised against each program discontinuance proposal, an ad hoc task force has been seated to review each proposal, in accordance with the standing policy. Task force work will begin in the Fall. The UCC and BLP Chairs (Sue Moineau and Pat Stall, respectively) will coordinate to convene each task force this Fall. This task force shall also prepare a report regarding the implementation of this policy: what worked and suggested revisions if the Task Force deem them necessary, submit to the Senate officers for consideration, then to EC.

Task Force Membership:

Human Development (both Children's Services and Adult Services concentrations)

UCC representative (Sue Moineau)
 BLP representative (Pat Stall)
 PAC representative (Linda Shaw)
 Department faculty rep (Fernando Soriano)
 Department Chair (Alice Quioco)
 CEHHS Dean (Janet Powell)

Kinesiology (Physical Education option)

UCC representative (Sue Moineau)
 BLP representative (Pat Stall)
 PAC representative (Linda Shaw)
 Department faculty representative (Paul Stuhr)
 Department Chair (Jeff Nessler)
 CEHHS Dean (Janet Powell)

BLP Meeting time: Tuesdays 2:30-4:00pm
 MARK 322
 (Chair: Patricia Stall, CEHHS)
 Vacant Seat: CHABSS

Faculty Affairs Committee

Unfinished Business from AY 2012/2013

1. Guidelines for Part-Time Faculty Development¹--not completed

Referrals Discussed then Tabled (can FAC bring them back on their own)

1. Question of Timetable for Lecturer Evaluation from CFA (also referred to as Careful Consideration of New Contingent Faculty)

Unfinished business from AY 13-14

1. Revise Emeritus Policy
2. CEHHS Social Work Department RTP Standards
3. CEHHS School of Nursing Department RTP Standards
4. CSM Policy and Procedures for the Nomination and Election of Peer Review
5. Applicability of Department RTP Standards (See P & T annual report item #5)
6. Conferring with the Office of Institutional Planning and Assessment regarding their Pilot Project on all-online student evaluation this semester
7. CHABSS Department of History RTP Standards
8. CHABSS Department of Economics RTP Standards
9. Beavers/Avalos letter re: opening presidential awards to lecturers
10. Campus-wide PRC policy and procedures

New referrals for 14-15

1. Update the FAC Guidelines for Department RTP Standards. The update should include at least a requirement for departments to include a Table of Contents and to standardize the phrasing of the three areas of faculty work.
2. Procedures for campus recommendations for CSU Wang Family Excellence Award. This could be added to our Brakebill Policy. We can also revisit how this was handled before. But we need to consult the CO timeline to see how quickly to move on this.
3. Conflict of interest for evaluators of RTP files. From the P & T annual report: "FAC may want to consider a policy that clarifies the roles an evaluator may or may not play in the RTP process when s/he and the candidate under evaluation are collaborators insofar as the evaluator is evaluating, in part, his/her own work as this presents a conflict of interest."
4. Length of PRC/Dean RTP letters. From the P & T committee final report: "There continues to be a practice of writing long evaluation letters. Last year's PTC report suggested it may be time to consider limiting the length of evaluation letters, and the recommendation bears repeating. Candidates are limited to 15 pages, yet some PRC letters were 6-8 pages and several Dean's letters were 3-4 pages. While we understand and value the PRCs and Deans' positions to substantiate the quality contributions of the candidate, many of these long letters restate much of the information already included in the candidate's reflective statement and file. The most effective evaluation letters we read were about two pages in length and offer a succinct evaluation of the candidate's file

Meeting times: Mondays 10:00am-12:00 noon KEL 3010

¹ Concern has been expressed that there is too much variation in expectations across departments and colleges. Some departments support faculty development for their PT instructors, others do not; some expect PT instructors to take advantage of campus workshops, others do not. Now, with online instruction picking up steam, there is concern that this range of expectations will negatively impact some PT faculty. Check with CFA if they are addressing this for the next contract. This is a real challenge here because we hire PT faculty solely to teach. We can't require them to take training workshops on online teaching, yet the increase in online teaching definitely means that it behooves PT faculty to carry out professional development in that area. FAC needs confirmation of referral.

(Chair: Carmen Nava, CHABSS)

Vacant Seat: CoBA

CEHHS

Replace Marie Thomas from CHABSS for a semester

Replace Sue Thompson from the library for at least a semester.

Secretary's Report

I. The following policies and resolutions were approved by the Academic Senate in Spring 2014 and have been approved (policies) or acknowledged (resolutions) by the President and Provost.

EC	Resolution, Equity 3 Salary Increases. Reply sent to CFA with cc to Senate Chair, acknowledging resolution and providing response.
APC	Policy on Centers and Institutes, approved 5-14-14.
APC	Graduate Probation, Disqualification, and Reinstatement Policy, approved 8/11/14.
BLP	Resolution on Restructuring, acknowledged on 6-20-14.
FAC	University RTP Policy, revised, approved 3-19-14
FAC	Faculty Awards Policy, approved 4-15-14.
FAC	CEHHS Speech Language Pathology RTP Standards, approved effective 7-17-14.
FAC	Sabbatical Leave Policy, approved effective 7-17-14.
FAC	Psychology Department Standards for RTP, approved 7-24-14.
FAC	RTP Calendar for AY 14-15, approved on 5-21-14 with effective date of 8-20-14.
FAC	Periodic Evaluation of Tenured Faculty Policy (previously PTPE), approved with effective date of 8-20-14.
FAC	Temporary Faculty Unit 3 Employees Evaluation- CHABSS, approved with effective date of 8-20-14.
GE	Mission Statement, forwarded to the Provost as an information item; no action needed.
LATAC	Resolution in Support of CALM, acknowledged on 6-20-14.
LATAC	Resolution in Support of Open Access for Faculty Publication, acknowledged on 7-17-14.
SAC	Field Trips Policy, approved effective 5-14-14.
UCC	Flow Chart for Opposition to Curricular Proposals, sent as info item.

II. The following policies and resolutions were approved by the Academic Senate in Spring 2014 and the response from the President and Provost is still pending or under discussion.

APC	Dual Listing of LD and UD courses. <i>Administration's review is ongoing; response pending.</i>
BLP	Policy and Procedure for Expanding Existing Programs to Self-Support Delivery. <i>Under discussion as the Provost sees this as BLP guidelines rather than university policy.</i>
BLP	Moving Self-Support Academic Programs to State Support.

Under discussion as the Provost sees this as BLP guidelines rather than university policy.

NEAC Faculty Service and Voting While on Leave.
Administration's review is ongoing; response pending.

CONSENT CALENDAR
NEAC Recommendations

Committee	Seat & Term	Name
Academic Senate	CHABSS- 14-16	Nicoleta Bateman
Faculty Affairs Committee	At-large 14-16	Carmen Nava
Faculty Affairs Committee	CSM 14-16	Ahmad Hadaegh
UCC	CSM 14-16	Jacquelyn Trischman
UCC Grad Subcommittee	CSM 14-16	Matthew Escobar
Professional Leave Committee	COBA 14-15	Ted Shore
Student Grievance Committee	CHABSS 14-16	Matthew Atherton
Co-Curricular Funding Committee	At-large 14-16	Theresa Suarez
Student Media Advisory Council	At large 14-15	Matthew Atherton
Student Media Advisory Council	At large 14-16	Jonathan Berman
University Global Affairs Committee	CEHHS 14-16	Elizabeth Bigham
University Global Affairs Committee	CHABSS 14-16	Ibrahim al-Marashi
Advisory Coordinating Committee for Diversity Mapping	CEHHS 14-15	Annette Daoud

UCC Course & Program Change Proposals

SUBJ	No.	COURSE/PROGRAM TITLE	FORM	ORIGINATOR	TO UCC	UCC APPROVED
VSAR	333	Visual Culture Studies	C	Kristin Moss	11/14/2013	8/13/2014
LTWR	304	The Fairy Tale	C	Rebecca Lush	11/8/2013	8/27/2014
WMS T	380	Women and Social Movements in the United States	C	Jodie Lawston	11/8/2013	8/27/2014
ECON	600	Managerial Economics	C-2	Stephen Zera	12/3/2013	8/27/2014

General Education Committee

Unfinished work from 13-14

1. Complete the lower division/area E recertification process. Decertify courses not submitted for recertification.
2. Make appropriate modifications to lower division forms. Begin to require the upper division GE student learning outcomes on all proposals for upper division GE certifications, perhaps as an addendum to the forms.
3. Study what it would take to do a review of upper division GE courses. Survey faculty to determine the number of courses that would be submitted for recertification at upper division, decide what would be required for recertification of a course, and formulate a plan for execution of the recertification.
4. Coordinate assessment of GE program student learning outcomes.
5. Study CLEP exams for GE certification; solicit departments for input.
6. Empanel Golden Four task force again. (Does the senate chair do this? Not sure what this work would be)
7. Complete effort to revise syllabus guidelines, working with APC.

New business for 14-15

8. Determine the long-term status of the 60 unit requirement for upper division GE policy.
9. Study Halualani and Associates report on diversity for implications for GE.

Left from 12-13 report: Where does this stand?

1. Creation of formal definitions of “diversity” and “global learning” based on the 2nd learning outcome of Area DD for “diversity” and learning outcomes C3.3, C3.5 and C3.6 from LOTER for “global learning” for the purpose of assessing student learning about diversity and global perspectives. *Consult with AVP for Diversity*

2. Completion of the General Education Handbook

2. Approve annual assessment plan for GE □

Meeting times: Thursdays 10:00-11:30am MARK 421
(Chair, Marshall Whittlesey, CSM)
Vacant Seats: CEHHS- SOE, CEHHS- HA, CEHHS - HA

Library & Academic Technology Advisory Committee

Unfinished business from 13-14

1. Consult with APC on developing definitions of online, distance, and distributed learning. The committee gathered related policies and definitions from around the CSU and other entities. These were shared with APC, and feedback provided to APC on a draft revision to the campus Online Instruction Policy. APC's revisions to that policy went well beyond updating the definitions of course modalities. This work will continue into next year. The recent passage of definitions by the systemwide AS should inform these efforts.
2. Worked with BLP to draft a policy on expanding state supported programs to online programs offered through EL. This will continue into next year. A draft policy was developed, but LATAC will need to continue working with BLP as the policy moves forward.
3. Create a comprehensive data-base of existing online and hybrid courses, plans for online and hybrid courses, wish-lists for online and hybrid courses.

New referrals for 14-15

1. Development of an open access policy (See Resolution passed by Academic Senate)
2. Consult with Vice Provost and Online Quality Teaching Fellows regarding issues surrounding faculty preparation for online teaching, including certification models, and needs and resources for professional development.
3. Consult with Senate Officers and EC to determine next steps in terms of guidelines, policy and/or procedures about faculty preparation/training to teach online courses.

Meeting times: alternate Mondays 1:00-2:30pm, starting with August 25 KEL 3010
(Chair TBD)

Vacant Seat: Library staff, AA Staff at large

Nominations, Elections, Appointments, & Constitution Committee (NEAC)

Business for 2014-2015

1. Constitutional referendum in September

The revised charge and membership of LATAC needs to be in the referendum

2. Evaluate the language about ex-officio representation in the Constitution and Bylaws. Consider where it is appropriate to add the Dean of Undergraduate Studies. Consider other extinct seats like "LOAF" on PAC.
3. Revisit the issue of interdisciplinary representation on committees.

1. Proposal of policy for temporary replacements on non-Senate committees

Meeting Time for 2014-15

NEAC conducts most of its business electronically; in-person meetings are typically scheduled twice a semester (at the beginning and at the end of the semester) and on an as-needed basis.

(Chair, Richelle Swan, CHABSS)

Vacant Seat: CSM

Program Assessment Committee

2014-15 AY Agenda

During the 2014-15 academic year, the PAC will review and respond to Program Reviews from the following 12 programs: Human Development B.A., Nursing M.S., Anthropology B.A., Economics B.A., Mass Media B.A., Spanish B.A. and M.A., Special Major B.A., Applied Physics B.S., Biochemistry and Chemistry B.S., and Psychology B.A. and M.A.

Meeting Time

PAC Meeting Times:

Chair: Linda Shaw, CHABSS

Vacant Seat: CEHHS - SOE, CEHHS - SHSHS/SON

Student Affairs Committee

Unfinished business for 2014-2015

1. Definitions for Engaged Education
2. Consult with Office of Community Engagement (Scott Gross) and EC. Determine if the definitions rise to the level of policy.
3. Draft/revise internship policy in compliance with Executive Order 1064
 - Work with Senate Officers, to determine if SAC is still the most appropriate group to draft the initial policy
 - Review Vivienne Bennett's correspondence with other Senate chairs about ways in which other CSU campuses are addressing EO 1064

New Referrals for 14-15

1. Student Course Grade Appeals Policy: Confer with chair of SGAC from last year and committee this year regarding their input for revision

Meeting Times: SAC: 1st and 3rd Tuesdays of the month, 3-4pm

SBSB 2240

Chair: Barry Saferstein, CHABSS

Vacant Seats: CEHHS, CSM, Library

University Curriculum Committee

Unfinished business from 13-14

1. Prominent among the curriculum for which UCC was unable to complete its review were the P form for the Masters of Public Health (with 24 C forms) and the P form for the Bachelors of Arts in Music (with 34 C and C-2 forms). These items will be reviewed in the Fall semester of AY 14/15.
2. At the beginning of AY 14/15, UCC and BLP will convene Ad-Hoc Program Viability Review Committees related to the proposed discontinuation of the Physical Education Option in the Kinesiology major and the proposed discontinuation of the of the Children's Services and Adult Services concentrations in the Human Development major. These committees will be convened in response to stated opposition to the discontinuation of these options, as specified in CSUSM's Academic Program Discontinuance policy.
3. A revised C form was approved by Senate in May 2013, but was never implemented in AY 13/14. Initially, this was due to compatibility issues with the fillable PDF form. When these problems were resolved by IITS (Dec. 2013), UCC voted to convert the new C-form to an online form, which will greatly simplify curriculum review, revision, and signature collection. Unfortunately, IITS was unable to implement the desired dynamic web form in AY 13/14. It is expected that a web-based version of the C form (and potentially other curricular forms) will be implemented before the end of Fall semester 2014.

New referrals 14-15

1. UCC will create a new graduate curriculum review subcommittee in AY 14/15. This subcommittee will consist of one representative from each of the four colleges as well a library representative. Graduate UCC (GUCC) will focus on the review of graduate programs and courses, while UCC will focus on undergraduate curriculum. Following AY 14/15, the effectiveness and appropriateness of GUCC will be evaluated in order to determine whether GUCC, or other alternative solutions to accelerate curricular review, will continue to be implemented in the future.
2. Ad-Hoc Program Viability Review Committees shall evaluate the process and prepare a report regarding the effectiveness of the implementation of the Academic Program Discontinuance Policy stating what worked and suggested revisions if the Task Force deem them necessary, submit to BLP and UCC for consideration, then to Senate chair for discussion among officers and referral to APC.

Meeting times: **UCC:** Wednesdays, 3:00-4:30pm
MARK 421

(Chair, Suzanne Moineau, CEHHS)

Vacant Seats:

Grad Subcommittee: (meets at the same time as UCC)

Library

CHABSS

CoBA