

MINUTES
Academic Senate
Executive Committee

Wednesday, November 12, 2014
12:00 PM – 2:00 PM, Kellogg 5207

Voters Present: Laurie Stowell, Chair; Deborah Kristan, Vice Chair; Chetan Kumar APC; Suzanne Moineau, UCC; Carmen Nava, FAC; Toni Olivas, Library/BLP; Barry Saferstein, SAC; Pat Stall (BLP); Richelle Swan, NEAC; Jill Weigt (PAC); Marshall Whittlesey, GEC

Ex Officio Present: David Barsky (ASCSU); Glen Brodowsky (ASCSU); Kamel Haddad, Vice Provost; Darel Engen, CFA;

Not Represented: Karno Ng (TPAC), Vivienne Bennett (Secretary)

Parliamentarian: Marshall Whittlesey

Staff: Adrienne Durso

(The meeting was called to order at 12:04 PM.)

I. APPROVAL OF AGENDA

Motion #1 M/S/P*

To approve the Agenda, as presented.

II. APPROVAL OF MINUTES – 10/29/14

Motion #2 M/S/P*

To approve the Minutes of 11/5/14, as presented.

III. CHAIR'S REPORT, Laurie Stowell

- The invitation to Marcia Woolf's Retirement Reception went out to all CSUSM faculty, staff and administrators. The event will be held Wednesday, December 3, 2014, 3:15 pm – 5:00 PM at the McMahan House, following the Academic Senate meeting.
- The Faculty Center Advisory Committee's membership list will be updated by Director Elisa Grant-Vallone and it will be forwarded to EC as an information item.
- The Chancellor's Office has issued a call for Nominees for 2015-2017 Faculty Trustee. Information from the Academic Senate office and NEAC will follow, via email.
- UBC met Friday. The Committee is preparing for work on the three-year rolling plans.

Referrals to Committee: (None.)

IV. VICE CHAIR'S REPORT, Debbie Kristan

(No report given.)

V. PROVOST'S REPORT, Graham Oberem

(Not present. No report given.)

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

Legend: M = Moved

S = Seconded

D = Defeated

P = Passed

L = Lost

W = Withdrawn

VI. VICE PROVOST'S REPORT, Kamel Haddad

- As of 11/3/14, there are over 9,800 FTES, counting residents; over 10,000, including non-residents. This number is 7% higher than last year's FTES for Fall, and 11.4% greater than the assigned target. Estimates show a 5% increase yearly, for the next five years, even taking into account a lower number for Spring semesters.

VII. PRESENTATIONS

A. Quality Online Teaching, Veronica Añover

Veronica Añover gave an overview and PowerPoint presentation on Quality Online Teaching. Highlights included:

- The Quality Online Teaching Team (QOTT) was formed to implement activities and initiatives related to the Chancellor's Office Quality Assurance Program award. Additionally, the Team's charge is to recommend to the Provost and to the Academic Senate whether or not a process should be developed at CSUSM to offer or to certify new or existing courses fully or partially online.
- There are currently 3,000 Course Match online courses in the CSU system – courses taken online via the CSU system, which match courses at other CSU campuses. (Although the courses may match similar courses, it is up to the individual program to determine if the course will count towards a student's curriculum needs for graduation.) The Chancellor's Office wants to certify that quality assurance criteria are met in each CourseMatch course.
- Añover will work with APC and TPAC to provide information to facilitate their current discussion of the Online Instruction Policy.
- Añover recommends that any faculty considering, or already conducting online courses look into training to help cultivate their teaching excellence. The Faculty Center will offer more workshops and hands-on sessions.

VIII. DISCUSSION ITEMS

A. BLP: Pre-Proposal Forms

- The Pre-Proposal Program Launch Decision Form was shared with EC. This form is to assist program proposers when deciding whether to launch a program through State funding or Extended Learning (EL). Clarifications and edits were suggested.
- BLP provided EC with sample anticipated Revenues and Costs worksheets.
- EC consented to place these two forms on the December Senate agenda as information items.
- BLP will bring the P-form Template, Tips Sheet and Checklist to EC on 11/19/14, and, if approved, on to Senate on 12/3/14.

B. Senate Officers: Request for Scheduling Task Force Report (aka Student Access Initiative)

- The Senate Officers believe it would benefit Faculty if they could receive written information on the work of the Scheduling Task Force, up to and including the Proposed Class Schedule Change in its most recent draft. EC was provided with a draft of what the officers believe should be included in such a report. They believe this should happen before the next Open Forum(s); that this would also benefit Faculty who are not able to attend Open Forums or Senate, and those who may not have accurate information.
- EC members discussed the process for endorsing the Proposed Class Schedule Change as well as the best way to get accurate information to tenure track and lecturer faculty. It was suggested that the video link from the first chair's forum be sent directly to all faculty.
- The Provost determined that it was not appropriate for EC to ask for a report from the task force.

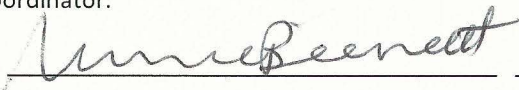
**All motions were passed unanimously unless stated otherwise.*

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The meeting was adjourned at 2:08 PM

Submitted by Adrienne Durso, Senate Coordinator.

Approved by the Executive Committee:



Vivienne Bennett, Secretary

1-21-15

Date

Next meeting: November 19, 2014 ~ 12:00 – 2:00 p.m. ~ Provost's Conference Room – Kellogg 5207.

- There is no EC Meeting scheduled for 11/26/14 (week of Thanksgiving).
- The EC and Senate Meetings on 12/3/14 will take place at the McMahan House Great Room.
- The EC Meeting on 12/3/14 will begin ½ hour early – 11:30 AM, due to anticipated full agenda.

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

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