

MINUTES
Academic Senate
Executive Committee
Wednesday, October 29, 2014
12:00 noon – 2:00 pm, Kellogg 5207

Voters Present: Laurie Stowell, Chair; Deborah Kristan, Vice Chair; Vivienne Bennett, Secretary; Melanie Chu, Library; Chetan Kumar APC; Suzanne Moineau, UCC; Carmen Nava, FAC; Barry Saferstein, SAC; Linda Shaw, PAC; Pat Stall, BLP; Richelle Swan, NEAC; Marshall Whittlesey, GEC

Ex Officio Present: Glen Brodowsky, ASCSU; Darel Engen, CFA; Kamel Haddad, Vice Provost; Graham Oberem, Provost;

Parliamentarian: Marshall Whittlesey

Not Represented: Karno Ng (TPAC)

Guests: Regina Eisenbach, AVP, Academic Programs; Yvonne Meulemans, Psychology Librarian; Matthew Escobar, UCC Graduate Subcommittee Chair

Staff: Adrienne Durso

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

I. APPROVAL OF AGENDA

Added: Discussion of Student Access Initiative, Stowell

Motion #1 M/S/P*

To approve the Agenda, as amended.

II. APPROVAL OF MINUTES – 10/22/14

Motion #2 M/S/P*

To approve the Minutes of 10/22/14 with revisions.

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

- There is no EC Meeting scheduled for 11/26/14 (week of Thanksgiving).
- The EC and Senate Meetings on 11/5/14 will take place at the McMahan House Great Room. The EC meeting will begin a half-hour earlier (11:30 AM) to accommodate a heavy agenda.
- There will be a reception for Marcia Woolf following the Senate meeting on 12/3/14, at McMahan House. More information to follow.

IV. VICE CHAIR'S REPORT, [Debbie Kristan](#)

(No report given.)

V. PROVOST'S REPORT, [Graham Oberem](#)

Due to time constraints, Oberem answered questions from EC.

- Research, Scholarship, and Creative Activity (RSC) funds of \$65,000 have been received and will be dispersed as professional development funding via the Office of Graduate Studies and Research.

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

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- The American Indian Task Force held its first meeting this week and will be chaired by Cyrus Masroori, Professor, Political Science (CHABSS). The Task Force will provide feedback on process and criteria to establish a new department.
- An update will be provided in one to two weeks regarding the search for Dean of the Office of Graduate Studies & Research.

VI. VICE PROVOST'S REPORT, [Kamel Haddad](#)

- Haddad received the report from the Quality Online Teaching team. Information will be shared with the Provost and EC after a chance to review. Team leader Veronica Añover will present at EC on 11/12/14.
- Classroom rush has started. Last Spring there were 35 Impossible to Place Classes (IPC); this Spring there are 25. Departments are puzzling rooms, assisting in this process. For fall 2015, there will be an additional 150 classes to schedule.
- Haddad met with the Sociology Department on 11/28/14 to discuss the Student Access Initiative.
- Some of the CFA listserve discussion on the Student Access Initiative was forwarded to Haddad so he has had a chance to read it.

VII. PRESENTATION

Undergraduate Learning Outcomes, [Regina Eisenbach](#), [Linda Shaw](#), [Yvonne Meulemans](#)

A PowerPoint Presentation was shared. Highlights:

- Undergraduate Learning Outcomes are required by WASC as an indicator of the Meaning, Quality, and Integrity of each degree and are now required by the Chancellor's Office when proposing new programs.
- Since February 2013, three drafts of ULOs have been prepared. Over 65 faculty have been involved.
- The latest draft (#3) was shared with EC; feedback was given, some of which will be incorporated into the document before taking it to Senate on Nov 5. The document may be further revised as it is shared with Senate.

Motion #3 M/S/P*

To place ***Undergraduate Learning Outcomes***, on 11/5/14 Senate Agenda

VIII. DISCUSSION ITEMS

A. UCC: Certificate in Advanced Study in Teacher Leadership in Middle Level Education, [Matt Escobar](#)

- This P-Form creates a Certificate that will be an addition to other certificate programs offered currently by SoE (CEHHS) in their M.A. program.
- Focus is on Credentialed teachers coming back to gain additional specialization and professional development. It consists of four classes (12 units, total); designed for K-12 teachers, not just those with Middle Level credentials. This may be beneficial to credentialed teachers who did not graduate from CSUSM, where a unique Middle Level credential program has been in place for many years.
- BLP found no negative resource implications for this stateside certificate program and UCC voted unanimously to recommend approval.
- This item to be placed on Senate Agenda 11/5/14.

B. BLP: Moving Kinesiology Program from EL Support to Stateside, [Pat Stall](#)

- The original P form from 2013 proposed as a self-support Masters in Kinesiology via EL. The report from the Chancellor's office seems to suggest that this program should be a stateside program. BLP sought EC feedback regarding the process from here, as Senate approved this program last year as an EL funded program.

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- Concerns expressed included: There may be resource implications with curriculum; the number of students accepted into the program would be larger stateside; budget will change when resubmitted as a stateside program.
- It was determined that a new P form should be sent to the College Curriculum Committee and College Budget Committee for proper review, including determining if they want to keep it a cohort model and then sent to BLP and UCC for review.

C. UCC: Resolution on Revision to Routine Curricular Flow, [Sue Moineau](#)

- Through this resolution, UCC suggests a change in procedures for review of C-2 and P-2 forms, in order to alleviate a backlog and prevent further backlogs from developing. C2 and P2 forms will be reviewed by College Curriculum Committees, then sent to Academic Programs where they will be reviewed by the AVP of AP and the Chair of UCC who will move them to a consent calendar unless they determine that the forms propose changes that are substantial enough to require a full UCC review.
- Eisenbach and Moineau will provide training for college curriculum committee chairs in Fall 2014, so that all CCCs are ready for the new process.
- Moineau to make minor revisions to the resolution document before bringing to Senate 11/5/14.

Motion #4 M/S/P*

To place **Resolution on Revision to Routine Curricular Flow** on 11/5/14 Senate Agenda

D. SAC: Student Grade Appeals Process, [Barry Saferstein](#)

- The Student Grade Appeals Policy has been revised and was shared with EC. The new process requires students to upload their appeals online (currently via Moodle).
- SAC to make minor revisions to document based on EC feedback and bring to EC 11/5/14, with the intention of taking it to Senate 11/5/14.

E. Senate Officers: Student Access Initiative and Possible Resolution, [Laurie Stowell](#)

- Haddad would like to see the Initiative approved by Senate in December to be used for the Fall 2015 schedule build in the spring. He stated that something must change before we can obtain new space on campus, and this is a first step. If not, we will run out of room in 1-1/2 years. We would have to add more classes before 10AM and after 5 PM, which would be a Band-aid solution.
- Addressing the workload increase, Haddad stated the increase would be incremental, and not substantial. He also stated that data doesn't support the assertion that students would be harmed (e.g., more travel time, difficulty in holding jobs). He also shared that our campus is not unique in its makeup in regard to disadvantaged, poorer (on-average) students compared to other CSUs.
- When faculty on the Student Access Initiative task force came back after summer break they were updated on developments that took place in their absence. All four voted to move forward with the proposed schedule. At this time, three of the four faculty are still in support. CoBA's rep has voiced concern that the current draft of the schedule will not work for CoBA if University Hour remains as scheduled.
- Stowell received memos from the departments of History and Sociology expressing concerns. She forwarded these memos to Vice Provost Haddad and EC members. Additionally, Stowell summarized concerns expressed on the CFA listserve discussion and from a few other emails from tenure track faculty and lecturers and sent these concerns to Vice Provost Haddad and EC members.
- Concerns expressed by EC attendees included:

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- Concern about lecturers being available to teach on Fridays.
- Students should be polled, as ASI is not representative of the student body.
- Students should not be polled, because it sets precedent; we study these issues and they are done in good faith.
- This is contrary to moving towards online course initiatives to address student access.
- Not enough time left for scholarly activity.
- Supportive comments expressed by EC attendees included:
 - Work schedules for students could become more flexible.
 - The Initiative is designed with students in mind; is student-centered; and, humane.
 - More classes should be available on more days.
 - More variety of times would be available to lecturers; more flexibility.
 - There will be more choices so schedules can accommodate home life for some; more class time available in daytime hours, with addition of Fridays; some may not have to teach at night any longer.
- An anonymous poll of voting EC members in attendance was taken to see if a majority was in favor of bringing a resolution of support to Senate, after an EC review next week.

Results of poll: 7 oppose/6 approve.

There will be no resolution brought forward to Senate for review.

The meeting was adjourned at 2:10 PM

Submitted by Adrienne Durso, Senate Coordinator.

Approved by the Executive Committee:


Vivienne Bennett, Secretary

11-18-14

Date

Next meeting: November 5, 2014 ~ 11:30-12:50 p.m. ~ McMahan House (Great Room)

Start time is temporarily changed to accommodate agenda items and shorter meeting time due to Senate.

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