

## MINUTES

### Executive Committee of the Academic Senate CALIFORNIA STATE UNIVERSITY SAN MARCOS

Wednesday, October 15, 2014  
12:00 noon – 2:00 pm, Kellogg 5207

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**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;

**Ex Officio Present:** David Barsky, ASCSU; Ann Fiegen, CFA; Kamel Haddad, Vice Provost

**Not Represented:** Karno Ng, TPAC; Marshall Whittlesey, GEC

**Staff:** Adrienne Durso

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(The meeting was called to order at 12:05 PM)

#### I. APPROVAL OF AGENDA

**Motion #1 M/S/P\***

To approve the Agenda.

#### II. APPROVAL OF MINUTES – 10/1/14 and 10/8/14

**Motion #2 M/S/P\***

To approve the Minutes of 10/1/14 as presented.

Nava proposed changes to the EC minutes of 10/8/14.

**Motion #3 M/S/P\***

To approve the Minutes of 10/8/14, as amended.

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

##### *Referrals to Committee:*

- A. NEAC – Senate Chair/Vice Chair Terms (See Discussion item III. D., below)
- B. SAC – Student Course Grade Appeals Policy

President Haynes and Provost Oberem have accepted ECs nominations for the Wang Family Excellence Awards.

- The call for nominations for honorary degrees has gone out.
- Issues with the FAC Emeritus policy poll have been resolved. FAC is reviewing the survey question in response to faculty feedback. A new poll will be sent out.
- Highlights of Statewide Chairs meeting last week: Ad hoc committees are proliferating across the CSU and starting to do more work, rather than standing committees due to everyone being spread too thin; Student Success fees are a high priority; some campuses have a university Senate, rather than a faculty Senate. This allows for broader representation.
- Stowell met with Dawn Formo, Dean of Undergraduate Studies. This position is a two-year appointment with the option for renewal.
- The Graduate Initiative Committee will begin meeting soon.

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

No report given.

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

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

Not present; no report given.

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

Even though the Quad classrooms were deemed ready, construction outside the classroom area has made it nearly impossible to teach in them. Additionally, there were parking and IT issues (now resolved). The contractor has been asked to do most of the noisy work between 7:00 am and 1:00 pm. Classes previously scheduled between these hours have been moved, with the exception of one T/TH class which utilizes musical instruments. Noise after 1:00 pm should be minimal. During the Spring semester, four concrete pours are scheduled for off-hours, and most construction should be complete. However, new construction is scheduled for buildings about 100 ft. away. Other options are being explored, including offering schedule flexibility for those who choose to use the rooms (made possible by keeping the Quad classrooms, "off the grid"). There is a two-year lease on the space, so, if possible, these rooms need to be used. The November and December Academic Senate meetings will take place in the Reading Room (Kellogg) due to COMMONS 206 being used for classes moving from the Quad. • **Student Access Initiative** – The two Chair meetings to discuss the Student Access Initiative were not well attended. The Provost's open forum was better attended. Opposition points are being addressed and a new draft of the schedule blocks will be distributed. ASI has endorsed the Initiative.

VII. **DISCUSSION ITEMS**

A. **Student Access Initiative** (see attached), Stowell/Haddad

The Student Access Initiative Task Force has drafted a plan. Haddad stated that any remaining adjustments needed to the current proposed schedule seem minimal. Concerns have been expressed about the initiative by CoBA, Sociology (4 unit classes), and Biology (in relation to clean up and set-up time required between labs). Other concerns include losing lecturers to the schedule change, and losing lecturers and majors with 7:30 am classes. Haddad indicated that 4-unit courses will be accommodated as much as possible. EC discussed having a vote regarding EC support prior to the next Senate meeting, followed by a first reading at the November Senate meeting with a second reading and vote at the December Senate meeting. • Haddad to attend SOC department meeting to share more information and will continue working with CoBA and Biology, as well, over the next two weeks. • Next steps: This item to be placed on 10/22/14 EC Agenda to discuss if the officers should bring a draft of a resolution of support to the 10/29/14 EC meeting. EC will decide if resolution or statement should be brought to the November Academic Senate meeting.

B. **Officer and Chair Course Release Funds**, Stowell (see attached)

A draft document titled, *Officer and Chair Course Release Funds* was distributed. Stowell shared this guide, provided by former Senate Chair Janet McDaniel, as the document to be used as guidelines for how to allocate course release funds to Senate committee chairs. The guidelines in the document will aid in keeping Senate work viewed as part of faculty workload, not overload. Committee Chairs will be surveyed for feedback each November regarding work load and that feedback will be incorporated as needed in each three-year rolling plan. EC members are asked to review the document and bring any concerns, revisions, or endorsements to the EC meeting on 10/22/14.

C. **Interdisciplinary Seat Eligibility**, Swan

There is now a seat on PAC for a faculty member representing Interdisciplinary Studies, per the success of the Amendment on the recent Referendum. NEAC needs to determine who is eligible to run for this seat. There is a difficulty in defining programs that are interdisciplinary. The definition currently in use, as stated in the

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referendum is, “a program where over one-quarter of the core required courses are delivered by faculty outside of the department or program.” Programs identified are Global Studies, Liberal Studies, Social Sciences, PSM in Biotechnology, and the BS in Biotechnology. • Discussion was held about whether all faculty teaching for these programs are eligible, whether members of Advisory councils for GBST and Social Science should be the eligible faculty, whether other programs should be included. Feedback should be sent to Stowell or Swan.

**D. Senate Chair and Vice Chair Terms, Stowell and Bennett**

Bennett explained that CSUSM is one of only two campuses in the CSU with one year non-renewable terms for the Senate Chair. As a result, each year we have a new Chair that has to learn the job, build relationship, etc. Conversely, administrators stay in their positions for years. This puts the Senate at a disadvantage, with a Chair learning the job while working with seasoned administrators. It is also a burden for administrators to have to build a new relationship each year with a new Senate Chair, as well as to have to provide background and history on issues to each new Chair. Much effort is put into each new Chair coming up to speed, something accomplished about halfway through the year, and then their term ends a few months later. Currently, we don’t elect a Senate Chair; the Vice Chair is elected, serves a one-year apprenticeship, and automatically becomes the next Chair. The other model would mean electing a Vice Chair and a Chair, with independent terms. This opens the option of someone coming into being a Chair with no Vice Chair experience, however, a requirement for running in the Chair election might be having served as Vice Chair or Chair of a Senate Committee or equivalent in the prior five years. Bennett to send Swan a chart of what other campuses are doing. • This item is referred to NEAC.

**E. Department Guidelines for Writing RTP Standards (see attached), Nava**

Nava stated that this document, originally created in 2009 and available on the Faculty Affairs website has served as guidelines for departments now writing RTP standards and for FAC’s review of these standards last year. Revisions have been made to the document, and discussion of draft began with feedback provided by Bennett. Discussion will continue on 10/22/14.

**X. EC MEMBERS CONCERNS AND ANNOUNCEMENTS**

- A.** Fiegen shared an update on behalf of Darel Engen. There have been recent instances of harassment and defacement of faculty items and racial profiling on campus. 1) On Friday, 10/10/14, faculty in SBSB reported to UPD that all the CFA signs in the Liberal Studies, Women’s Studies and Sociology corridors were defaced with the word, “Socialist” scrawled on them. 2) A new faculty member who had Spanish wording on a door sign had that word crossed out and the words, “speak English” placed over them. This is being considered a possible hate crime. CFA believes the vandalism is targeted at faculty of color, with hate messages. 3) A guest lecturer was stopped by campus police when walking into the USU store, and asked what they were doing there. The faculty member who reports this considers it racial profiling. • Engen will be sending a message to see if Senate wants to take action or have EC put forth a resolution as a means to inform all campus units to redouble their efforts to ensure there is an environment of diversity and civility on campus. • The suggestion was also made to report these incidents to Office of Diversity AVP Arturo Ocampo.
- B.** Melanie Chu requests discussion at next EC meeting of the false alarm Shelter in Place.

**The meeting was adjourned at 2:04 PM**

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Respectfully submitted by Adrienne Durso, Senate Coordinator.

Approved by the Executive Committee:  10-27-14  
Vivienne Bennett, Secretary Date

***Next meeting: October 22, 2014 ~ 12:00-1:50 p.m. ~ Provost's Conference Room – Kellogg 5207***

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