

MINUTES

Executive Committee of the Academic Senate CALIFORNIA STATE UNIVERSITY SAN MARCOS

Wednesday ~ September 17, 2014 ~
Kellogg 5207 ~ 12-2 pm

Voters Present:	Laurie Stowell , Chair; Deborah Kristan , Vice Chair; Vivienne Bennett , Secretary; David Barsky (APC, ASCSU); Melanie Chu , Library; Chetan Kumar , APC; Suzanne Moineau , UCC; Carmen Nava , FAC; Barry Saferstein , Pat Stall , BLP; Richelle Swan , NEAC; Jill Weigt , PAC; Marshall Whittlesey , GEC
Ex Officio Present:	Graham Oberem , Provost; Kamel Haddad , Vice Provost; Glen Brodowsky ASCSU; Ann Fiegen , CFA
Parliamentarian:	Marshall Whittlesey
Not Represented:	LATAC
Guests:	Scott Gross (Associate V.P., Community Engagement) Sarah Villarreal (Associate Dean, Extended Learning)
Staff:	Adrienne Durso

(The meeting was called to order at 12:02 PM)

I. **APPROVAL OF AGENDA**

Motion #1 M/S/P*

To approve the Agenda as amended.

II. **APPROVAL OF MINUTES – 9/10/14**

Request to add line to Provost's Report – last line, "Concerns were raised about this unusual process and the Provost acknowledged this."

Motion #2 M/S/P*

To approve the Minutes of 9/10/14, as amended.

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

President's Awards for Outstanding Faculty – EC volunteers needed to fill slots on four committees. Three names put forward; one name still needed. • Whittlesey will be Chair's designee to attend Chancellor's Office meeting to set graduation rates. • Information item from Office of Academic Programs: Students in CHAD program are going to need a background check as part of program participation. Information about this will now appear in catalogue and recruitment materials. No approval process needed from EC. • **New York Times** editorial on the "Yes Means Yes program" was forwarded to EC. Bridget Blanshan is tracking the bill's progress; as yet, it has not been signed by the Governor. • President's Ad Hoc Leadership committee met last week and looked at the **Great Colleges to Work For** survey data. The President will form a Blue Ribbon Task Force to determine next steps. • The Chancellor's office has approved the conversion of the MBT program to permanent status; this EL program is the first pilot program for CSUSM and the first

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self-support pilot in the CSU system. • As many faculty and staff as possible are needed to take the [Diversity Mapping Process](#) survey. All are encouraged to upload documents. • With the Student Health and Counseling Services center opening, spots have been taken away from the parking structure. The topic was discussed, along with mention of lawn being watered inefficiently, during daytime hours. Oberem asked for a list of these issues to be compiled and sent to his attention.

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

Kristan met with Neal Hoss regarding the capital campaign, which will become more public in 2015, coinciding with CSUSM's 25th celebration.

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

President Haynes has put together a Blue Ribbon Task Force to look at the **Best Places to Work** data. Matt Ceppi will be leading this group. Inquiries on this group's work/shared data should be directed to [Ceppi](#). • James Hamerly begins as CoBA Interim Dean on 9/24 and will be in the position through June 30, 2015. Hamerly has been associated with the college as an undergraduate and graduate lecturer for ten years and has a strong business background. The search for Dean will take place with the assistance of an outside agency doing recruitment; the search process itself will be done on campus. • No update this week on the Department of American Indian Studies Task Force.

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

Student Access Initiative – consultancy sessions have made it clear there is a need to give more attention to U-hour. Student Affairs would like to keep two hours per week reserved around noon for U-hour, during which classes will not be scheduled. This option will not affect 3-unit courses. This information will be given to Patti Seleski, then back to the two Chairs' meetings to share, next week. • Haddad, Stowell and Hunt have met to discuss a faculty handbook. They are looking at handbooks from other CSUs and have identified a few to model after, also incorporating work already up on the Faculty Center website.

VII. **DISCUSSION ITEMS**

- A. **CSU Board of Trustees** – Brodowsky announced that due to legislation signed by the Governor, faculty will always be represented on the Board of Trustees; it will be impossible to have a vacancy.
- B. **NEAC – Library Seat on PTC** – The Library seat on the PTC is uncontested, and rules state there must be a contested election for all PTC seats. Going forward, it may be wise for the Library to seat its representatives on PTC before PRC. Swan asked for a one-time exception to run an uncontested election for the PTC Library spot.

Motion #3 M/S/P*

To approve a one-time exception, allowing NEAC to hold an election with an uncontested candidate to fill the Library seat on PTC.

- C. **Committee Seats** – There was discussion regarding the possibility of filling empty committee seats with faculty reps from other colleges. Many seats have gone unfilled for years and there is much work to be done. • Stowell to refer topic to NEAC. • Whittlesey objected to the proposed change, and to the referral. Bennett shared that other campuses have this procedure in place, having the person serve at-large for one term only.

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- D. **Internship Implementation Task Force** – Scott Gross, Associate V.P., Community Engagement; and Sarah Villarreal, Associate Dean, Extended Learning , provided information on the background of the President’s Task Force on Engaged Learning and the Implementation Task Force on Engaged Learning. The purpose of the document, *Definitions of Engaged Learning Activities at CSUSM*, was explained, in order to assist with EC’s upcoming review of that document, as well as with SAC’s work on responding to EO 1064 with the development of an internship policy. • Gross agreed it would be helpful if the Senate officially approved the definitions as campus held definitions. • Villarreal shared that the Task Force Implementation Team was comprised of the original task force, plus some other area experts. The definitions of engaged learning become important in a common portal, in order to communicate to all stakeholders the distinction between the various types of engaged learning. • It was agreed that this will be an EC Agenda item 9/24, including discussion of how we will reach approval of the terms and be able to make policy from them. Suggestions should be sent to Stowell. Stowell will follow up with targeted invitations to respond.

VIII. **EC Members Concerns & Announcements**

A. **APC – Kumar**

- 1) There is a need for clarification of a policy that defines online and hybrid courses. Stowell stated once a chair is seated on LATAC, Kumar should email them regarding who should take the lead on this.
- 2) Bennett, Weigt, Shaw and Stowell to clarify referral for assessment process for fully online degree programs left from AY 12-13 and share with APC (e.g., should this referral go to PAC and APC, or to PAC/LATAC/APC?)
- 3) Kumar to discuss the Extended Learning policy with Stowell.
- 4) Bennett asked APC to finalize the Academic Freedom policy because it is required by WASC.

- B. **UCC – Moineau** – How does the University look at proposed programs in light of space concerns? Discussion followed.

The meeting was adjourned at 2:02 PM

Respectfully submitted by Adrienne Durso, Senate Coordinator.

Approved by the Executive Committee:



Vivienne Bennett, Secretary

10-22-14

Date

Next meeting of the Academic Senate Executive Committee: Wednesday, September 24, 2014, 12:00 to 2:00 PM,
Provost’s Conference Room – Kellogg 5204

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