

**MINUTES**  
**Academic Senate**  
**Executive Committee**  
Wednesday, November 19, 2014  
12:00 PM – 2:00 PM, Kellogg 5207

**Voters Present:** Laurie Stowell, Chair; Vivienne Bennett, Secretary; Glen Brodowsky (ASCSU); Melanie Chu, Library; Chetan Kumar APC; Carmen Nava, FAC; Karno Ng (TPAC); Barry Saferstein, SAC; Pat Stall (BLP); Jill Weigt (PAC); Marshall Whittlesey, GEC

**Ex Officio Present:** Kamel Haddad, Vice Provost; Graham Oberem, Provost; Darel Engen, CFA;

**Not Represented:** Deborah Kristan (Vice Chair); Richelle Swan (NEAC); Suzanne Moineau (UCC)

**Parliamentarian:** Marshall Whittlesey

**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, as presented.

**II. APPROVAL OF MINUTES – 11/12/14**

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

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

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

- A NEAC Call has gone out. EC members are asked to encourage colleagues to serve. There are several seats that need to be filled on GEC.
- The Academic Senate Office will be closed the week of Thanksgiving. If you have urgent matters, contact the [Senate Chair](#). If you are sending items for the 12/5/14 EC or AS meetings, please cc Stowell.
- The Reception honoring the Retirement of Marcia Woolf begins at 3:15 pm on 12/3 (after the Senate meeting). Please RSVP if you have not done so already.
- January 16<sup>th</sup> is the deadline for CSUSM to put forward nominations for CSU Faculty Trustee. Detailed nomination and process information will follow.
- On 11/18, a small committee, including Senate Chair Stowell, met to put forth recommendations for honorary degrees to the President.
- Faculty are still needed for the Search Committee for EL Associate Dean.

**Referrals to Committee:**

• **FAC: Faculty Awards Policy**

- It was clarified that Policies for the Wang Family Excellence Award and the Harry E. Brakebill Distinguished Professor Award will be separate.
- Faculty Awards Policy was referred based on this year's committee's recommendations.

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

Legend: M = Moved      S = Seconded      D = Defeated      P = Passed      L = Lost      W = Withdrawn

- **FAC: Professional Leave Policy**
- **FAC:** Nava shared with the Executive Committee that a new policy was recently announced in CHABSS, the “CHABSS Policy for the Internal Re-Allocation of Faculty Lines to Meet Growth Demands.” This policy is intended to operate under the new joint appointment article of the University RTP document. Nava noted that this document was not routed through the Academic Senate even though it has to do with faculty appointments. There was a brief discussion. The item will not be referred to FAC at this time, but it may be brought back for discussion later.

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

(No report given.)

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

- The WASC Open Forum is scheduled for 12:00 Noon on 11/20/14. Glen Brodowsky’s WASC essay will be presented.
- As part of Affordable Learning Solutions, the Chancellor’s Office forwarded \$55,000 to Cougars Affordable Learning Materials (CALM). The estimated cost savings to students of the CALM Initiative to date is \$414,000. There will be a ceremony honoring the forty faculty participants for their efforts and participation in CALM.
- CEHHS Dean Janet Powell will Chair the Search Committee for CoBA Dean.
- Vice Provost Kamel Haddad will Chair the Search Committee for IITS Dean. TPAC will be invited to a Search meeting when Faculty Fellows are included. EC will also be invited to meet with candidates.
- The Provost provided as a handout a memo dated 10/31/14 that he gave to the LAMP Committee at its first meeting of AY 14-15 outlining its charge. The handout will be uploaded to Senate website. The Provost stated he sees LAMP as being visionary in the way it informs the growth of the campus and gave an overview of the new charge.
  - Concern was expressed that it is unclear if LAMP’s recommendations are meant as recommendations or are binding.. The Vice Provost stated that LAMP’s recommendations should be taken seriously by faculty and college leadership, but are not binding. For example, LAMP’s prioritization of programs could be implemented out of order due to the availability of resources.. He further stated that resources must first be looked at by colleges in proposing new programs and that BLP also would weigh in regarding available resources.
  - There was a question raised: Whose job is it to contextualize new proposals by looking at the pipeline of upcoming programs per LAMP’s prioritization and per the Colleges’ Strategic Plans in order to determine which programmatic needs should be met when there are campus-wide budget constraints? The Vice Provost stated this should be discussed between college Deans and the Provost’s and Vice Provost’s offices; he does not see this as the job of LAMP.
- The Provost distributed to EC the document ‘*Student Access Initiative Frequently Asked Questions.*’ When updated with changes and additions suggested by EC, this document will be available on the Scheduling Office website and will include a place to provide feedback/comments. <http://www.csusm.edu/par/acdsched/sai-faq.html>. This link will be forwarded to all Faculty and Students and will include the most current version of the proposed class meeting times as well as some of information that was provided by the earlier SAI PowerPoint presentation. It is possible that another Open Forum could be held before the next Academic Senate Meeting of 12/3/14.

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

- The Vice Provost shared an update on restructuring of MPP positions that report to him.
  - The Vice Provost has elected to extend the position of Interim Dean, Graduate Studies and Research (Wesley Schultz) for one year, ending August 2016. Schultz has accepted the offer of extension.
  - The title of the position held by Regina Eisenbach will become *Dean of Academic Programs*. This will align her title with those who have similar duties.
  - Following the recommendation of the Faculty Center and the Provost, Elisa Grant-Vallone's position as Faculty Center Director has been renewed for another three years. Grant-Vallone will be on Sabbatical Spring 2015. Veronica Añover and Marie Thomas will co-direct the Faculty Center during her absence.

**VII. PRESENTATIONS (none)**

**VIII. DISCUSSION ITEMS**

**A. BLP: Pre-Proposal Forms**

- BLP shared three Pre-Proposal forms. These items will be placed on Senate Agenda 12/3/14 as Information Items.
  - ***CSUSM Degree Program Proposal Checklist***  
Proposers will have this form at the beginning of the process. It should alleviate the problem of submission of incomplete documents. Forward comments to BLP.
  - ***Program Proposal Tips Sheet***  
This Tips Sheet is designed to assist with the new P-form. Much of the verbiage comes from the Chancellor's Office and is aligned with WASC. Some changes will be made based on EC feedback, before taking to Senate on 12/3/14. Forward comments to [BLP](#).
  - ***CSUSM Degree Program Proposal Template***  
This document is the new P-form. Forward feedback to [BLP](#).

**B. BLP: Ad-hoc Program Viability Review Committee – Report Regarding the Proposed Suspension of the Physical Education Option in Kinesiology**

- Affected Faculty have been assigned to other courses. It is possible there will be a requirement for Kinesiology students to take a PE related course.
- It was suggested that, since this report will be sent to the Provost and the College Dean, a background section be included to provide context. BLP reported that the current version of the report follows exactly what the policy asks for. BLP also notes that extensive notes from the review process, including minutes and records of voting, are archived for reference, if needed.
- Per the Discontinuance Policy, EC (Senate Officers) will write a memo outlining the process that was followed, the findings and the recommendations of the Ad-hoc Committee and bring to EC for a vote of support. If approved by EC, the memo will be brought before Senate on 12/3/14. Stowell will follow up with CEHHS Dean and Provost to see if they intend to submit a report to EC (as allowed by the policy). BLP will forward the Ad-hoc Committee's report to those listed in the policy.
- Supporting documents will be forwarded to Senate Coordinator for archiving in the Senate Office.

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**X. EC Members Concerns & Announcements**

**A. Student Access Initiative (SAI)**

- An EC member moved that the SAI be brought to the Senate on 12/3 as a first reading.

**Motion #3      M/S/   Motion Did Not Pass\***

To place the SAI Schedule as a first reading on the Agenda for Senate 12/3/14.

\*A written, anonymous vote was taken. Results: 4 In Favor / 4 Against / 0 Abstain.

**The meeting was adjourned at 2:10 PM**

Submitted by Adrienne Durso, Senate Coordinator.

Approved by the Executive Committee:  12-10-14  
Vivienne Bennett, Secretary      Date

**Next meeting: December 3, 2014 ~ 11:30 AM– 1:00 PM ~ McMahan House**

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

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