

MINUTES
Executive Committee Meeting
CSUSM Academic Senate
Wednesday ~ October 14, 2015 ~ 12-1:50 pm
Provost's Conference Room – KEL 5207

Voters Present: Deborah Kristan, Chair; Michael McDuffie, Vice Chair; David Barsky (APC, ASCSU); Suzanne Moineau (UCC); Karno Ng (TPAC); Marion Geiger (SAC); Linda Shaw (PAC Co-Chair); Allison Carr (BLP Co-Chair); Yvonne Meulemans (GEC); Ann Fiegen (FAC)

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

Not Present: Laurie Stowell, Secretary; Moses Ochanji (NEAC);

Staff: Adrienne Durso, Senate Coordinator; Karen Arvin, Senate Administrative Assistant

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

I. Approval of Agenda

Motion #1 M/S/P*

To approve the Agenda of 10/14/15, as presented.

II. Approval of Minutes – 10/7/15

- The Provost requested a minor change to his report.

Motion #2 M/S/P*

To approve the EC Minutes of 10/7/15, as amended.

III. Chair's Report, Deborah Kristan

- Kristan attended a CSU wide Senate Chair meeting in Long Beach and provided an update on key issues:
 - Not all campuses uniformly agree with the Academic Senate resolution calling for open and transparent searches for CSU presidents. Barsky commented that roughly half of the CSU campuses have adopted the Academic Senate resolution calling for open and transparent search for CSU presidential searches.
 - The status of implementation of the Assigned Time for Exceptional Levels of Service to Students policy varies among CSU campuses. Fiegen requested that Deans and Department Chairs widely distribute announcements to publicize the applications.
 - Our campus is doing well in the area of shared governance with a climate of respect and collegiality between faculty and administration.
 - Kristan asked for EC feedback to share at the next CSU wide Senate Chairs meeting.
- Nominations for the Ernest & Leslie Zomalt Outstanding Service Award are due by 10/26/15.
- The Cougars Affordable Learning Materials (CALM) project event on 10/23/15 from 9-3:30 needs additional faculty, or the event will need to be rescheduled.
- The Human Development Department has submitted a request to discontinue two concentrations in their major.
- Kristan, McDuffie, and two faculty from the School of Nursing met with Mike Schroder, Dean, Extended Learning, to discuss the fully online RN to BSN degree. Primary discussion points focused on managing faculty workload, meeting increasing demand for the program, and the

- impact of charging lower student fees for this program, vs. other self-support Nursing programs.
- A proposal to scale up the program and also begin offering lower division courses was the impetus for the meeting, and Schroder was receptive to faculty concerns about workload assignments.
 - There will be further discussion about terms and conditions of faculty workload, with the goal of drawing up a mutually agreeable Memorandum of Understanding.
 - Discussion ensued to clarify the goal of discussions in the meeting, and to provide basic information about the program and its delivery.

- **Referrals (none)**

IV. Vice Chair's Report, Michael McDuffie

- Kristan and McDuffie have an upcoming meeting with Neal Hoss, Vice President, University Advancement.

V. Provost's Report, Graham Oberem

- The CALM program has reduced textbook prices and saved students over one million dollars in textbook costs. Oberem encouraged faculty participation in the program, including the 10/23/15 workshop.
- The celebration of faculty who received Tenure and Promotion is set for 10/14/15, and all are encouraged to attend.
- Oberem sits on the CSU taskforce assessing Learning Management Systems. Currently the nursing classes and the Institute for Palliative Care are using Canvas, while the campus as a whole is using Moodle. The LMS taskforce will inform the CSU campuses about the different learning systems through webinars and facilitate campuses that want to move to new systems. In discussion, concerns were voiced about the expense and disruption of adopting new systems, and Oberem offered assurances that on our campus there was no movement toward any major changes.

VI. Vice Provost's Report, Kamel Haddad

- The data on student course demand and bottleneck courses should be ready by 10/15 or 10/16; data will be analyzed to see how evidence of student demand correlates with the supply in the spring schedule.
- An email to faculty and students about a two-phased Spring registration is going out today. Initial registration allows students to register for up to 15 units, then two weeks before school starts students may register for up to 17 units. Following current practice, up to 19 units can be taken starting on the first day of classes, with unit cap exceptions for graduating seniors and veterans.

VII. Committee Reports

A. Standing Committee Reports

- GEC - A subcommittee was convened to consider procedures for general education assessment. Learning outcomes and the assessment plan are in place. Department Chairs will be consulted before plans and procedures are written. Another subcommittee was convened to discuss the issue of accepting a C- to earn area B4 GE credit. GEC is also reviewing proposals for GE curriculum, wrapping up the lower division GE recertification process and planning for the upper division GE recertification process.
- BLP - The committee is working on the policy for moving programs from self-support to stateside support.
- UCC –The committee is working on the American Indian Studies P2-form to change the name 'Native Studies' to 'American Indian Studies'. UCC is also reviewing the P-form for Ethnic Studies.

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

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

- SAC – The committee is working on an internship policy, which was sent to Associate Deans and the departments for feedback. SAC will bring the policy to EC for discussion soon.
- TPAC—The committee is focused on a policy for online hybrid courses. Comments were sent to APC and the updated draft was completed at the last meeting. TPAC will bring the open access policy to EC soon.
- FAC –EC will receive two documents from the committee soon: the Sabbatical Policy revisions, and the Athletic Coaches' Evaluation Policy. The committee is also working on the Computer Science and Math RTP documents.
- APC –The committee is working on three major issues, the biggest being the Online Instruction Policy. APC is currently reviewing TPAC's comments and bringing in campus experts. Another issue is the GVAR vs. All University Writing Requirement. APC is querying the graduate programs that have their own writing requirement assessment. The third issue is academic program discontinuation. APC is also working on the Academic Calendar, Excess Units Senior Policy and the Curriculum Proposers' Policy.
 - Discussion ensued concerning the Curriculum Proposers' Policy, with regard to the role of lecturer faculty in curriculum development. Barsky pointed out that a 2003 Senate resolution stated that a curriculum originator must be a faculty member (vs. an administrator). However, because of that non-specific language, APC created a policy that was approved by Senate last year. This policy was not approved by the Provost and is now being reconsidered regarding the role of lecturer faculty.
- PAC - The committee is responding to the Mathematics BS and MS self-studies, including consultation with external reviewers for those programs.

B. APC: Feedback on Ethnic Studies Taskforce Draft Report

- The Statewide Academic Senate Chair asked GEC, APC and UCC on campuses system wide to review the draft report from the taskforce on Ethnic Studies (found at this link: <https://www.dropbox.com/sh/u2hbtch15rsrux/AAAgpuyXuppJkg3XBwxmYPhla?dl=0>) and provide feedback. APC reviewed it and drafted a response. APC expressed concern that the draft report discussed making ethnic studies a general education requirement and that this narrower focus might deemphasize other dimensions of diversity. Barsky noted that CSUSM was commended at statewide Senate for having a broad understanding of diversity.

VIII. Discussion Items (none)

IX. EC Members' Concerns & Announcements (none)

Meeting was adjourned at 1:28 PM.

Respectfully submitted by Karen Arvin, Administrative Assistant to the Academic Senate.

Approved by the Executive Committee:


Laurie Stowell, Secretary

11.9.15
Date

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

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