

MINUTES
Executive Committee Meeting
CSUSM Academic Senate
Wednesday, March 2, 2016, 12:00-12:50 pm
Library Reading Room – Kellogg 5400

Voters Present: Deborah Kristan, Chair; Michael McDuffie, Vice Chair; Laurie Stowell, Secretary; David Barsky (APC, ASCSU); Allison Carr (BLP Co-Chair); Marie Thomas (FAC); Marion Geiger (SAC); Yvonne Meulemans (GEC); Suzanne Moineau (UCC); Karno Ng (TPAC); Moses Ochanji (NEAC); Linda Shaw (PAC Co-Chair)

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

Parliamentarian: Jackie Trischman

Not Present: N/A

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

(The meeting was called to order at 12: 03 PM.)

I. Approval of Agenda

Motion #1 M/S/P*
To approve the Agenda of 03/02/16, as written.

II. Approval of Minutes

Motion #2 M/S/P*
To approve the EC minutes of 02/24/16, as written.

III. Chair's Report, Deborah Kristan

- Kristan thanked EC Committee Chairs for replying to a query about attendance of committee members at meetings. Most committees have regular attendance.
- President Haynes responded to the Senate resolution on the Office of Diversity, Educational Equity & Inclusion, and Ombuds Services. The document is posted on the Senate website under the 'Quick Links' column at <http://www.csusm.edu/senate/images/Response%20to%20Senate.pdf> The President has agreed to add an additional faculty member (total two) to the search committee for the AVP of the ODEEIO. Kristan thanked the President for responding to the request for greater faculty representation and for her thoughtful remarks throughout the document.
- **Referrals:** (as attached to Agenda)

IV. Vice Chair's Report, Michael McDuffie

- Report to be given at 03/02/16 Senate meeting.

V. Secretary's Report, Laurie Stowell

- The two recent Senate resolutions passed by large margins: *Resolution Honoring the Contributions of Arturo Ocampo Associate Vice President for the Office of Diversity, Educational Equity & Inclusion, and Ombuds Services* and *Resolution in Response to Restructuring of the Office of Diversity, Educational*

Equity & Inclusion, and Ombuds Services into the Division of Community Engagement. Resolutions are found at <http://www.csusm.edu/senate/quicklinks/resolutions.html>

VI. Provost's Report, Graham Oberem

- Full report details will be given at the 03/02/16 Senate meeting, but topics will include
 - A search firm has been identified for the position of AVP of the Office of Diversity, Educational Equity & Inclusion, and Ombuds Services.
 - Funding associated with the Office of Graduate Studies and Research
 - Budget Process Update

VII. Vice Provost's Report, Kamel Haddad (no report)

VIII. Consent Calendar

- No changes were made to the Consent Calendar

Motion #3 M/S/P*

To place the Consent Calendar on the 03/02/16 Senate Agenda for approval.

IX. Committee Reports (as written).

X. Discussion Items

A. GEC: Credit/No Credit Grade Option Policy-separate resolutions within one policy

- In response to discussion/feedback from the 02/24/16 EC meeting, the GEC subcommittee made changes to the policy's original language stating, "*No GE course taken at CSUSM may be taken with a Credit/No Credit Option.*"
- Discussion continued clarifying procedural issues and analyzing the content of the document with the suggestion for a policy and an associated resolution regarding a process to review the policy after three years.
- Barsky said the review after three years was requested by the Registrar's Office.
- The GEC subcommittee will consider EC feedback and proposed changes.

Motion #4 M/S/P*

To place **GEC: Credit/No Credit Grade Option Policy** on the 03/02/16 Senate Agenda as a Discussion Item for a first reading.

B. APC: Writing Requirement Documents

- APC was asked to clarify the distinction between the two current meanings of the acronym "GWAR," the Graduate Writing Assessment Requirement (for Graduate students as a requirement to advance to candidacy) and the Graduation Writing Assessment Requirement (for Baccalaureate students associated with the current All University Writing Assessment Requirement). APC also looked at language in the All-University Writing Requirement.
- APC revised the existing GWAR Policy to change references throughout to *Graduation Writing Assessment Requirement: "Graduate Level"* and separated the All-University Writing requirement into an *All-University Writing Requirement* (requiring writing proficiency in all degree-credit courses at CSUSM, including graduate courses) and retaining the acronym AUWR. The second part of the AUWR was given a new name, *Graduation Writing Assessment Requirement: Baccalaureate Level*.
- APC added language giving the Dean of Graduate Studies the authority to exempt certain courses from the AUWR.
- Discussion ensued about whether the GWAR/AUWR actually assess proficiency in writing and how the policies relate to graduation.

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

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

- It was suggested to keep the GVAR policy for graduate students and AUWR policy for undergrads
- Because the GVAR for graduate students is not a graduation requirement (but a requirement to advance to candidacy) it was suggested to return to the original language and keep “graduate” (not ‘graduation’) for the graduate student policy. Using different acronyms for the graduate and undergraduate policies may be helpful.
- Barsky added that the CSU Executive Order requires the writing requirement for both undergraduates and graduates.
- APC will consider EC feedback. The proposals have also been sent for comment to the Graduate Studies Council, which is scheduled to review them at its mid-March meeting.

Motion #5 M/S/P*

To place **GEC: Writing Requirement Documents** (with four attachments) on the 03/02/16 Senate Agenda as a Discussion Item for a first reading.

C. NEAC: Open Call for Empty Seats


- EC discussed the idea of changing Senate procedures by keeping a perpetually open call for senator or senate committee seats.
- Spring elections process for either Senate or committee vacancies would occur as normal.
- Ochanji said keeping the call open might encourage more faculty to participate in Senate service. Email reminders could be sent out once a month during the academic year, except during the Spring election period.
- NEAC will review the Governing Documents to assess whether specific wording about the change would be needed if EC adopts the change. Discussion will be finalized at the next EC meeting.

XI. EC Member Concerns & Announcements (none).

Meeting was adjourned at 12:53 pm.

Prepared by Karen Arvin, Administrative Assistant to the Academic Senate.

Approved by the Executive Committee:


Laurie Stowell, Secretary

3.14.16
Date

The next meeting of the Academic Senate Executive Committee is scheduled for Wednesday March 9, 2016, 12:00 – 1:50 PM, Provost’s Conference Room – Kellogg 5207

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

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