

**MINUTES**  
**Executive Committee Meeting**  
**CSUSM Academic Senate**  
**Wednesday, March 9, 2016, 12:00-2:00 pm**  
**Provost's Conference Room – Kellogg 5207**

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

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

**Not Present:** David Barsky (APC)

**Guests:** Regina Eisenbach, Dean, Academic Programs

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

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(The meeting was called to order at 12:08 pm.)

**I. Approval of Agenda**

**Motion #1 M/S/P\***  
To approve the Agenda of 03/09/16, as written.

**II. Approval of Minutes**

- Meulemans suggested a minor correction to the minutes.

**Motion #2 M/S/P (Yes-11, No-Zero, Abstain-1)**  
To approve the EC Minutes of 03/02/16, as amended.

**III. Chair's Report, Deborah Kristan**

- The Faculty Open Forum with President Haynes is scheduled for 04/05/16, noon-1:00 in MARK 104.
- Two members of the Western Association of Schools and Colleges Accreditation Review Team will meet with faculty members of EC on 03/16/16 from 11:30-12:15. The EC meeting will follow at 12:15. Download the full schedule of meetings.
- The Full-Professor Luncheon with President Haynes is scheduled for 04/21/16 from noon to 2:00pm in the Kellogg Reading Room, KEL 5400. Please RSVP and encourage full professor colleagues to attend.
- Please email Kristan/Durso if you cannot attend any upcoming EC meetings.
- An open forum with Koya Leadership Partners, the consulting firm hired to solicit candidates for the AVP of Office of Diversity, Educational Equity & Inclusion, and Ombuds Services, is set for 03/10/16 from noon to 1:00 in ARTS 240. Kristan will meet with the firm later that day as part of the Diversity & Inclusion Strategic Plan workgroup.
- Brodowsky reported on state Senate resolutions passed at the March Plenary Session. The full text of ASCSU resolutions is available at: <http://calstate.edu/AcadSen/Records/Resolutions/>

IV. **Vice Chair's Report, Michael McDuffie** (no report).

V. **Secretary's Report Laurie Stowell** (no report).

VI. **Provost's Report, Graham Oberem**

- Oberem discussed coordinating the searches for the AVP of ODEEIO and the Dean of CHABSS. The open forums for the CHABSS Dean search will take place approximately the first week of May and the AVP of ODEEIO search forums will likely be scheduled for the following week in May. This week the CHABSS search committee will begin reviewing the initial pool of candidates.
- Moineau asked for clarification on admissions criteria for special populations such as foster youth and students in the Alliance to Accelerate Excellence in Education program. Oberem said CSU criteria set the mandatory admissions for local service areas and suggested contacting, Scott Haag, AVP of Enrollment Management Services for more detailed information.
- The Chancellor's visit to CSUSM has been confirmed for 04/25/16. Oberem said details about the Chancellor's agenda would be available soon.

VII. **Vice Provost's Report, Kamel Haddad**

- A first read item from the ASCSU March Plenary Session, AS-3250-16/FGA – Resolution Regarding Evaluation of Online Teaching, can be found as part of the ASCSU Plenary Report linked on the [EC Meeting webpage](#) – 03/09/16.
- Haddad gave an update on the student Academic Success Center which is funded by a grant from the California Department of Finance. Two teams are leading the effort, one that meets weekly and a second travel team, which has visited other campuses to explore their versions of success centers. An implementation/advisory team has started meeting as well.
  - The ASC will be located on the 2<sup>nd</sup> floor of the library behind the Media Lab in the current space used as study rooms for students. Students will still have access to the space for study rooms when the center is closed. The decision to move to the library space was made in consultation with the Dean and faculty of the Library.
  - Discussion ensued about the representation of CoBA and CEHSS.
  - There will be a seamless referral system so any student from any college can access resources and referrals can be made to other support centers, such as Math and Language Centers.
  - Activities in the ASC will be complementary not duplicative of other campus resources. The ASC will be composed of four teams, each with a dedicated staff and a faculty advisor and is envisioned to be a "one stop shop for success."
- Our campus received 13 course redesign awards. These courses have documented improvement in student retention, engagement, and success. Haddad thanked the Dean of Academic Programs, the Dean of Undergraduate Studies and the Faculty Center for the successful proposals. Workshops are available to assist with future grant submissions and implementation.

VIII. **Discussion Items**

A. **WASC Update, Regina Eisenbach**

- EC will meet on 03/16/16 with the WASC team Chair and Assistant Chair. Eisenbach said the accreditation process is a collaborative effort and all faculty, staff and students are encouraged to participate in the open forums on 03/17/17, faculty at noon in MARK 125, students at noon in USU 2310 and staff at 2:15 p.m. in Kellogg 5400.
- Discussion ensued about the WASC lines of inquiry on program assessment and the intersection of Academic Affairs and Student Affairs. An initial report from WASC will be available by mid-April with findings/recommendations available in May.

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

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

**B. NEAC: Open Call for Empty Seats – Update**

- NEAC continued discussion on changing Senate procedures by keeping an open call for vacant seats, accepting volunteers at any time for either Senate or committee vacancies that fall within the election time frames. The Senate office will maintain a list of the vacant seats on the Senate website so that eligible faculty can identify seats and self-nominate. NEAC will continue to review the names of the nominees on a monthly basis and make the appropriate recommendation to EC.
- Discussion ensued regarding including a monthly deadline as part of the continuing call.
- NEAC reviewed the process and found no changes needed to be made to the Governance Documents.
- NEAC will present the new process as an Information Item at Senate.

**C. NEAC: Role of Ex Officio or Designee Members on Senate Standing Committees and Clarify Committee Membership for Non-Faculty Members**

- NEAC discussed whether the 'or designee' notation should be added or removed for each of the ex officio members on Senate Standing Committees. Discussion ensued about the composition of each committee's membership as listed in the Constitution and how effectively the committees function based on representation.
- EC noted the value of having the Provost and Vice Provost attend EC meetings and reaffirmed support for keeping the President as an ex officio member of EC.
- EC agreed that NEAC would update the Standing Committee structure of 'ex officio' or not as allowed per article 8.5 of the Constitution and By-Laws
- TPAC is one of the most recently formed committees, but language in the Constitution still reflects the former committee structure (LATAC). Changes in committee composition need to be made to reflect the new TPAC committee title and charge.
- NEAC will to seek feedback from other committee chairs and from ex officio members regarding the addition or deletion of 'ex officio' for committees where they serve.
- NEAC proposed articles 6.1, 6.9, and, 6.13 be updated, as written in agenda packet via the referendum process, Spring 2016. It was determined that EC would initiate the referendum.

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

Initiate a Spring Referendum by the Executive Committee to addressing changes to Article 6.1, Article 6.9, and Article 6.13 of the *Constitution and By-Laws of the University Faculty and Academic Senate*.

- The referendum calendar will begin 03/10/16 with distribution of the initiated referendum. Voting will take place 3/29/16 through 04/12/16, taking into account Spring Break and the Cesar Chavez holiday.

**D. FAC: Retention, Tenure and Promotion (RTP) Standards – Liberal Studies**

- The *Retention, Tenure and Promotion (RTP) Standards – Liberal Studies* document was reviewed by FAC, sent back to the Liberal Studies (CHABSS) department with comments, and returned to FAC with changes. FAC has accepted the proposed changes.

**Motion #4 M/S/P\***

To place **Retention, Tenure and Promotion (RTP) Standards – Liberal Studies** on the 04/06/16 Senate Agenda as a Discussion Item for a first reading.

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

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**E. Senate Officers: Possible Resolution in Support of CSU Academic Senate’s Resolution AS-3249-16/AA/FA/EX – Concerns about Administrative Communications Regarding Classroom Discussion of Possible Strike Action**

- Statewide Senate passed a resolution regarding recent communication from CSU administration to faculty regarding discussion of the potential strike action in their classrooms.
- In a letter to CSUSM faculty on 01/22/16 and in a link in the recent announcements from the Office of communications (<http://www.csusm.edu/bargainingupdate/>) President Haynes stated that “Classroom time cannot and should not be used by faculty to discuss issues related to the strike.”
- EC discussed issues of academic freedom and what can and cannot be said in the classroom related to the potential strike.
- CFA President Engen said faculty have expressed concern to CFA over what is within the purview of the faculty to discuss in their classrooms. Discussion ensued over the President’s comment “Faculty who strike will generally arrange for assigned reading or other work if their classes are canceled.”
- EC Officers proposed a resolution in support of the Statewide Academic Senate’s resolution that faculty determine what is discussed in their classrooms.
- It was noted that our campus needs to vote on the proposed resolution very quickly if it will be effective.
- An email will be sent to Senators indicating EC would like to vote on their behalf. If there are no objections, EC will vote on the resolution at the 03/16/16 meeting; otherwise the resolution will be sent out for electronic voting by Senators.

**F. SAC: Student Grade Course Appeal Policy -Policy Document and Grade Appeal Flow Chart**

- SAC presented two major revisions to the *Student Course Grade Appeal Policy* since presented at EC on 02/24/16. A deadline extension has been proposed for the Formal process to distinguish it from the Informal process. Language has been added to clarify that the Informal process is not optional and it is being referred to as “Informal Resolution” to differentiate it from the “Formal Grade Appeal Process.” Discussion continued about the two different processes involved and that ‘Informal’ processes in the policy are actually quite formal. A change in terminology is still desired.
- SAC will consider EC feedback; additional comments should be sent to Geiger.

**G. Senate Chair: ASCSU Resolution about Shared Governance in the CSU- Reaffirming the Principle of Shared Governance Within the California State University**

- EC discussed the importance of joint decision making and the consultative process between administration and faculty/academic employees and that shared governance has not been fully realized in Chancellor White’s administration.
- EC will review the ASCSU resolution to consider for discussion at the 03/016/16 EC meeting.
- Feedback on the issue is requested.

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

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IX. EC Member Concerns & Announcements (none)

Meeting was adjourned at 1:57 pm.

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

Approved by the Executive Committee:  3.28.16  
Laurie Stowell, Secretary Date

*The next meeting of the Academic Senate Executive Committee is scheduled for Wednesday March 16, 201. Early Start – 11:30 to 12:15 with WASC team chair and vice chair; ex officio members join EC meeting at 12:15 PM. Location: Provost's Conference Room – Kellogg 5207*

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