

**MINUTES**  
**Executive Committee Meeting**  
**CSUSM Academic Senate**  
**Wednesday, April 6, 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); Marion Geiger (SAC); 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 President

**Parliamentarian:** Jackie Trischman

**Not Present:** Yvonne Meulemans (GEC)

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

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(The meeting was called to order at 12: 04 p.m.)

Portions of the meeting were videotaped by the campus Communications Department for archival purposes. No audio was recorded.

**I. Approval of Agenda**

**Motion #1 M/S/P\***  
To approve the Agenda of 04/06/16, as written.

**II. Approval of Minutes**

**Motion #2 M/S/P\***  
To approve the EC Minutes of 03/30/16, as written.

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

- Senators are encouraged to vote on the Referendum and in the Spring Elections. Polls for both are open until 04/12/16. Email reminders will be received until votes are cast.
- Please RSVP for the Full Professor Luncheon with President Haynes, scheduled for 04/21/16 from Noon-2:00 p.m. in KEL 5400.
- There was a good exchange of ideas at the Faculty Open Forum with President Haynes held on 04/05/16.
- An EC representative is requested to attend the Assistant Professor Luncheon scheduled for 04/07/16 from noon to 1:30 p.m. Contact Senate Coordinator Durso for details.

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

**V. Secretary's Report, Laurie Stowell (as written)**

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

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Withdrawn

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

- The Chancellor's office is providing ongoing funding for the Research, Scholarship and Creative Activity Award Program (RSCA).
- Thank you to faculty who participated in the Super STEM Saturday community event; approximately 8500 people attended.
- Oberem is optimistic that the campus will identify 50 course sections to apply for the full \$50,000 Request for Proposals as part of Assembly Bill 798, the College Textbook Affordability Act of 2015.
- The searches for CHABSS Dean and AVP of ODEEIO are progressing as scheduled.
- Nine open forums for the Diversity & Inclusion Strategic Plan are planned for students (3), faculty (2), staff (2) and administrators (2). The meeting dates can be found at <http://www.csusm.edu/equity/strategicplan/upcoming/index.html>. Feedback may also be submitted online at <http://www.csusm.edu/equity/strategicplan/upcoming/feedback.html>
- Faculty are encouraged to sign up to participate in Commencement ceremonies. <http://www.csusm.edu/news/articles/Commencement2016Volunteers.html>
- The Academic Success Center (ASC) project, funded by the California Department of Finance, is moving forward. The ASC will be located on the second floor of the library behind the Media Lab in a shared space with study rooms for students. The mentoring/tutoring center for all undergraduate students is expected to open for the Fall Semester.

**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 04/06/16 Senate Agenda for approval.

**IX. Committee Reports (Written reports, as attached to Agenda.)**

**X. Discussion Items**

**A. NEAC: Senate Chair Qualifications**

- Following a successful referendum to separate the election of the Senate Chair and Vice Chair, NEAC was charged with making a recommendation on the qualifications of the nominees for the Senate Chair.
- NEAC recommended applying the same requirements and procedures that EC developed for the election of the Senate Vice Chair and Secretary. *"Nominees for Senate Chair, Vice Chair and Secretary of the Senate must be either a current voting member of the Senate or eligible faculty who have served as a Senator or in any capacity on a Senate Standing Committee for two of the past five years."*
- Discussion ensued regarding the definitions of voting Senators and that "Senator" has a specific definition other than a voting member of Senate (i.e. chairs of standing Senate Committees). Ochanji said the language in NEAC's Election Procedures addresses both *"voting Senate members and Senators."*
- EC voting faculty members serve as voting Senate members, as an extension of their EC role. It was noted that at the 03/16/16 EC meeting the Standing Rules of the Academic Senate were amended so that an EC member should be able to relinquish their College Senator seat, in order for another colleague to serve.
- It was agreed that only tenured faculty should be eligible to run for Secretary.

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

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

To amend the Senate Chair nomination criteria in the *Election Rules and Procedures* to state, as follows:

*IV. Procedures for Election of Senate Officers A. Nominees for Senate Chair, Vice Chair and Secretary of the Senate must be either a current voting member of the Senate or eligible faculty who have served as a Senator or in any capacity on a Senate Standing Committee for two of the past five years. Nominees for Chair, Vice Chair and Secretary must be tenured at the time of nomination.*

**B. BLP: Moving Self-Supported Academic Programs to State-Supported Funding Policy & Procedure**

- BLP reviewed the version of the policy that was passed by Senate last year and added current feedback to clarify the changes made. BLP retained the proposal template and created a new signature page.
- Discussion ensued regarding how proposals would be considered for approval by the Academic Senate and the process for moving a program to state-support if there are also curriculum changes proposed.

**Motion #5 M/S/P\***

To place **BLP: Moving Self-Supported Academic Programs to State-Supported Funding Policy & Procedure** (as amended at EC) on the 04/06/16 Senate Agenda as a Discussion Item for a first reading.

**C. APC: Excess Units Policy**

- APC reviewed the campus policy that addresses the issue of students seeking a first baccalaureate degree, who have earned 150 or more units yet have still not graduated. The policy update suggests the limit be capped at 130 units at which a student is considered to be in "excess," and lowers the threshold from 130 to 100 units at which the "Preventions of Excess-Units Seniors" advisory provisions would be triggered.
- Discussion ensued regarding how decreasing allowable units before students are prevented from taking other courses might restrict students from achieving a minor in another field of study, or a second minor. The lack of flexibility might also be significant for veterans who arrive to campus with a large number of units which may not be relevant to a degree.
- It was noted that these so-called "Super Seniors" can exhaust their financial aid after 150 units but that these students should be able to stay and pay for their units while completing work toward their education goals.
- EC agreed that 'intrusive advising' was needed to encourage students to decide on a major and focus their efforts toward graduation.
- Oberem said that the Board of Trustees is discussing the issue of 'Super Seniors' and has a goal of reducing their numbers to zero.
- Barsky suggested the policy return to APC and then come back to EC before being moved to Senate.

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

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**D. APC: Final Exam Conflict Policy**

- The campus currently does not have a policy to prevent a final exam schedule that requires students to take multiple exams within a short period of time.
- APC suggested that if students have to take three or more exams on a single day, or four or more exams in a 24 hour period, they should be able to request that the instructor reschedule the exam. Students would have to ask for a rescheduled exam with at least three weeks advance notice.
- If an instructor refuses, the Dean of Undergraduate Studies would make the determination.
- APC consulted with the Vice Provost and said that the current exam schedule should prevent conflicting exams for two different classes that meet during the semester at the same time.

**Motion #6 M/S/P (Yes-10, No-Zero, Abstain-1)**

To place **APC: Final Exam Conflict Policy** on the 04/06/16 Senate Agenda as a Discussion Item for a first reading.

**E. NEAC: Recommendation to Update Language on the participation of Ex-Officio Members on the Senate Standing Committees (not heard due to time constraints.)**

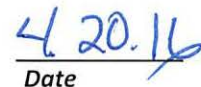
**XI. EC Member Concerns & Announcements (none).**

Meeting was adjourned at 12:58 p.m.

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

Approved by the Executive Committee:

  
Laurie Stowell, Secretary

  
Date

*The next meeting of the Academic Senate Executive Committee is scheduled for Wednesday April 13, 2016, 12:00 – 1:50 PM, Provost Conference Room – Kellogg 5207*

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

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Withdrawn

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W =