

MINUTES
Executive Committee Meeting
CSUSM Academic Senate
Wednesday, May 4, 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); 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 President

Parliamentarian: Jackie Trischman

Not Present: N/A

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

(The meeting was called to order at 12:02 p.m.)

I. Approval of Agenda

Motion #1 M/S/P*

To approve the Agenda of 05/04/16, as written.

II. Approval of Minutes

- The Vice Provost asked for clarification about an issue in his report. Kristan noted that the 75% tenure-track density is a goal put forth by the California legislature (Assembly Concurrent Resolution 73) and supported by the statewide Academic Senate.

Motion #2 M/S/P*

To approve the EC Minutes of 04/27/16, as amended.

III. Chair's Report, Deborah Kristan

- Kristan thanked EC for their work this year.
- Kristan thanked committee chairs for turning in their year-end reports on time. They will be posted on the Senate website.
- Names of the AY 16/17 Chairs of GEC, TPAC, NEAC, and PAC should be forwarded to Senate Coordinator Durso. All committees need to confirm committee meeting times for 16/17 with the Coordinator as well.
- Polls are open to fill vacancies on the Promotion and Tenure Committee for CSM and CHABSS-BSS. Polls close 05/10/16 at 9:00 a.m.
- Senators are currently voting for Senate Secretary 16/17 and Vice Chair 16-18 with polls closing on 05/05/16 at 9:00 a.m.

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

Legend: M = Moved S = Seconded D = Defeated P = Passed L = Lost W = Withdrawn

- There are three Open Forums for candidates for the AVP of the Office of Diversity, Educational Equity & Inclusion, and Ombuds Services on 05/09/16 and 05/10/16 from 2:30-3:30 p.m. and 05/11/16 from 10:00-11:00 a.m. Locations to be announced. No faculty forums are scheduled for the candidates, so faculty should attend the open forums for an opportunity to engage with the candidates.
- Referrals: (as attached to Agenda)

IV. Vice Chair's Report, Michael McDuffie

- McDuffie had his second meetings of the semester with Mike Schroder, Dean of Extended Learning (EL) and Neal Hoss, Vice President for Advancement. Schroder discussed continuing developments at CSUSM at Temecula, as well as the potential effects of the Tentative Agreement for the faculty contract for self-support programs. McDuffie and Schroder agreed that holding down fees is essential, particularly for students receiving financial aid. McDuffie and Hoss discussed issues raised by the Senate Officers regarding event scheduling and the structure of fees for external and internal clients. There is concern that newly increased fees are prompting a migration of events off campus for internal clients such as student and faculty organizations, honorary societies and co-curricular events. Hoss will consult with his staff in Event and Conference Services about the fee structure.
- Trischman commented on the grant funded via EL for Brewing Science Certificate for AY 16/17.

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

VI. Provost's Report

- Oberem recognized the EC and staff and thanked them for their hard work this year. He noted that his full report will be presented at the 05/04/16 Senate meeting.

VII. Vice Provost's Report

- Haddad provided details of a new Degree Planner report that was based on an updated model of tracking course demands that were then used to determine full time equivalent student (FTES) allocations to colleges. The updated model includes data on declared minors (in addition to majors) and the effect of minors on demand for classes. Haddad said he feels confident with the new adjustments in model.
- The next step was to use the demand data from the Degree Planner model to assign FTES targets to the various colleges. Haddad noted he would be comparing data from AY 15/16 with the new information to see if that would be an appropriate target for AY 16/17 FTES. There are differences in the two models with regard to the different colleges. Haddad said this may have to do with freshmen not taking classes they were expected to take according to the Road Maps, possibly because those classes were unavailable. CHABSS and CSM indicated the most variability between the two models.
- In order to transition to the newly improved model, Haddad said he will go halfway between the new and former models of student demand which will allow time for adjustments during this transition phase.
- Haddad said he discussed ways to implement the Degree Planner model with the Dean's Council and with Associate Deans and recognized concerns from CHABSS about possible reductions in classes. The CHABSS Dean will meet with Haddad on 05/06/16 to discuss the implications of the data.
- Discussion ensued regarding FTES allocation. Barsky asked about assumptions of size of AY 16/17 freshman and transfer classes. Haddad noted that both models were run before 05/01/16, the date students must have made an admission commitment to the university. Haddad said the Eligibility Index (EI) was set using last year's numbers.
- Haddad said when arriving on the campus two years ago he consulted with Deans and Associate Deans for their recommendations on FTES allocations. He said he is trying to follow their input calling for greater transparency in the allocation system and the use of data driven decision making.

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- McDuffie questioned the consultative process with regard to use of degree planner models to determine FTES allocations. Haddad said he has been updating the Senate regularly on the different models and obtained Degree Planner feedback from Department Chairs/Program Directors. For use of degree planner demand data to determine FTES allocations Haddad said he consulted with the Student Affairs Leadership Team and Associate Deans. Before making a decision on the new FTES allocation, Haddad met with the Dean and Associate Deans of CHABSS. McDuffie said the relatively quick decision to reduce CHABSS AY16/17 FTES allocation by 3.8% was not made in the spirit of shared governance with faculty; no faculty were consulted at this step. McDuffie added that he heard of the decision through an email this morning and that the faculty expected and deserved better in the area of consultation and collaboration.
- Haddad agreed with McDuffie that consultation is important but commented that a realistic timeline sometimes necessitates moving ahead before full consultation can occur. Discussion continued on seeking a balance between changing the current schedule where lecturer faculty would have to be told that their course assignment no longer exists and meeting student demand needs for specific classes needed for graduation. McDuffie noted he was not necessarily criticizing the final decision of FTES allocations but the process by which the decision was made which included no faculty consultation.
- Trischman asked about use of the Degree Planner by Department Chairs and the Associate Deans to identify seniors who need sophomore classes but still have not taken the freshman prerequisite. Haddad said the Degree Planner does identify such course demands and he has explained to Associate Deans and Department Chairs how to understand and use the data from the Degree Planner. He said his goal with the new data is to improve graduation rates by identifying demand and offering the classes that are needed.
- Kristan noted that the conversation could continue at the Senate meeting this afternoon.

VIII. Consent Calendar

- No changes were made to the Consent Calendar.

Motion #3 M/S/P*

To place the **Consent Calendar** on the 05/04/16 Senate Agenda for approval.

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

X. Discussion Items

A. Senate Officers: Write in names Submitted on Election Ballots

- Kristan introduced a topic for consideration by next year's EC regarding write-in names on election ballots and whether a candidate should automatically fill the position or if they should be elected by a vote of Senators.

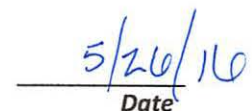
XI. EC Member Concerns & Announcements (none).

Meeting was adjourned at 12:47 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 September 7, 2016, 11:30 a.m. – 12:20 p.m., in the Library Reading Room, KELL 5400.*

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

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