Minutes of the Meeting of November 13, 2001

Members Present: Dee Andrews, Kevin Callahan, Cal Caplan, Sally Murphy, Sue Opp, Don Sawyer, Eric Soares, Sue Sunderland, Emily Stoper, Don Wort

Member Absent: Norma Rees

Guests: Carl Bellone, Frank Martino,

1. Approval of the agenda

M/S/P to approve the agenda with the reordering of item number 8 to 4.A.

2. Approval of the minutes of the meeting of November 6, 2001 (not yet available)

3. Reports

A. Report of the Chair

Voting for the quarter to semester conversion question will end November 16, 2001. The Chair asked XCOM to join him in encouraging faculty who have not voted to do so. The Senate Office will provide ballots to those who may have misplaced them or for whatever reason failed to receive one.

President Rees has decided to postpone the formation of a search committee to replace the Vice President, Student Affairs position, which was vacated by the resignation of Gladys De Necochea. The item will be removed from the ballot for our upcoming Fall Quarter election. We have so notified the nominated candidates for the search committee positions.

Another major announcement is that the Vice President, University Advancement, Dennis Eloe, has resigned effective January 2, 2002. The President will soon name an interim replacement and a search committee will be elected. The procedures for the search committee formation were included in yesterday’s e-mail message to the Committee. The faculty representatives to the committee will be determined in school elections, one representative per school.

Fall enrollments systemwide have set a record at 388,734 students. It is considered likely that the higher enrollments are in part due to the slowing economy.

Stoper asked why the delay in the search for a replacement for the Vice President, Student Affairs position. Martino indicated that the President is concerned for the well being of the Division and feels it has a lot of healing and mending to accomplish. Coupled with the budget challenges facing the University and the large number of unfilled positions in Student Affairs, there are significant challenges facing the Division. The search will begin in the Spring Quarter or possibly in the Fall.
Martino said the President has met with the staff to set a tone for the process. Opp asked about the Vice President, University Advancement vacancy, and why the President is moving quickly to fill this position in light of the budget challenge. Martino replied that the President deems this position vital to the University. Caplan pointed out that the hiring freeze did not extend to tenure track searches (approximately 1000) presently going on in the system.

Chair Wort was called away from the meeting at this point and Vice Chair Eric Soares assumed the role of the Chair.

A. Report of the President - No report

Soares indicated Provost Martino is available to answer questions. Opp stated she had read in the paper that the campus will be returning 1% of this year’s budget to the system and wanted to know how that would be accomplished. Martino mentioned Rees is meeting with the Chancellor and the other presidents. The system is taking back the money. How that will be done is yet to be determined. Martino explained that until we know what monies may be exempt it will be difficult to determine how the 1% reduction will be accomplished. The effectiveness of the hiring freeze and salary savings from attrition of a campus this size may help. The bigger worry may be next year. However, we will persevere.

B. Report of the Statewide Academic Senators - No report

CIC Subcommittee on Critical Thinking Substitution.

M/S/P (Murphy/Caplan) to substitute Paul Bassen (Philosophy) for Robert Gorton (Philosophy) on the CIC Subcommittee on Critical Thinking.

4.A. Information regarding Policy on Compensation for Lecturers - President Rees.

Martino indicated that President Rees had asked to check on two points in this matter. She asked the Chancellors office if the items in the recommendations are items that can be bargained, and in fact these items are on the bargaining table now. The second issue related to the option of a faculty resolution. The President would not be bound by such a resolution so it would not affect bargaining. Stoper suggested that the document be sent forward as a resolution, and as such might provide moral suasion to those making decisions at the department level.

M/S (Stoper/Norton) to convert the document into a resolution.

Callahan asked how the resolution would find its way through the system. Caplan pointed out that typically one of the resolves includes to whom the resolution will be sent. Further discussion determined that the resolution should be sent to deans, department chairs, the Chancellor, Board of Trustees, Governor, CFA, campus senate chairs, and the Deputy Provost. It was agreed that Wort will prepare a draft and bring it back to the Executive Committee next week.

The motion passed.
4.B. General Education Program Review - Process and Timeline

**M/S** (Murphy/Caplan) that the Executive Committee charge CIC with completing a review of the 1998-2002 General Education program. Such a review should at a minimum consider the degree to which the program meets the educational goals articulated in the Program Proposal approved by the Academic Senate, June 3, 1997 (1996-97 CIC 24). CIC should complete its review in time for the Academic Senate to consider the Committee’s recommendations during Spring, 2002.

Murphy indicated that CIC would not act on this review until formally charged by the Executive Committee, and she pointed out that CIC needs to begin the process quickly to meet the goal of providing the review to the Senate by Spring, 2002. She recalled that at the Summer Retreat we discussed using an outside independent reviewer and the President had agreed that would be a good idea. Also, the CIC GE Subcommittee has already begun to collect data and prepare a report to assist CIC in their review. Emily moved to amend Murphy’s initial motion to include an outside reviewer.

*The motion, as amended, passed.*

5. **01-02 CAPR, 1, Proposed Modification of Policies and Procedures Document.**

**M/S** (Opp/Murphy) to approve the proposed Modification of Policies and Procedures Document.

Stoper asked why the changes are being made. Carol Becker, CAPR Chair, indicated that the Subcommittee duties are outdated, and several of the Subcommittees have not met for years. This is largely due to the changing role of CAPR over the intervening years.

Caplan raised a question about item k, on page 3, under D.2, The role of the Committee Chair. Becker pointed out that the goal was to make sure the program review documents and the recommendations get to the Department Chairs and Deans. Caplan stated that once the documents get to the Academic Senate they become the responsibility of the Senate and should be directed by the Senate and not the Chair of CAPR. Callahan thought this was a mechanism to close the loop at the end of the process. Opp pointed out there needs to be a way to get the documents to the Dean and Chairs and there may have been some instances where the Chairs did not get the documents.

**M/S** (Caplan/Callahan) to amend item k to have the document sent at the instruction of the Chair of the Academic Senate.

Stoper spoke against the amendment. Item k, at it stands now, gets the document to the Dean and Chair and does not involve another layer of bureaucracy.

After further discussion related to whether the CAPR Chair or the Senate Chair should send the documents, Stoper called the question. *The question to end debate passed.*

*The motion to amend item k was defeated.*
Soares indicated that discussion was now back on the main motion. Andrews asked how CAPR now gets information they used to get through the subcommittees on curricular resources and the budget. Becker again stated that those subcommittees have not met in years. Stoper pointed out that the name CAPR is a misnomer. Basically, CAPR’s function is now program review, and not planning and resources. Caplan explained the earlier role of CAPR in curriculum review. Every curriculum proposal went to both CIC and CAPR; there were two separate reviews and one was curricular and one was budgetary. Now the only faculty input to the budget is through the Budgetary Advisory Committee, which is not a faculty committee.

Andrews suggested the faculty needs more interaction between CAPR and budget and resource information. Martino indicated that part of the program review is to provide a page of data that is fiscal and resource related. It was his position that this information was much more valuable in understanding the programs than the BAC information which is not focused on the department or program level but rather at the division level. CAPR has recently standardized the format of their responses to program review. Becker responded that during CAPR’s discussion with the Provost, it was clear that CAPR is confused about their charge with regard to resources. Stoper pointed out that the Program Review Document and the Faculty Participation in Tenure Track Allocation Document indicate what types of resource information CAPR is to receive and what its responsibilities are in these two areas.

A call for the vote on the original motion passed.

Soares stated that the issue of CAPR’s charge and budget and resources should be a future Executive Committee agenda item.

6. 01-02 CIC 3, Honors Program Policies.

M/S (Murphy/Norton) to place CIC 3 on the Senate agenda.

Stoper indicated she did not understand the section related to priority registration as written. Does the priority registration apply only to courses designated as honors courses? This area needs clarification. Martino indicated his concern on how to accomplish partial priority registration in some courses but not others without significant demands on central administration. Extensive discussion continued on how to accomplish the intent of the policy. It was concluded that providing priority registration for all eligible honors students would not be feasible due to the number of eligible students.

Andrews moved to amend the document to include An honors student may request that a faculty member teaching an honors designated course reserve a place for him/her at the time of registration. @

The view was that the Department secretary or the designated SAIL person has the ability to adjust the course caps. Opp indicated her concern for classes which have high demand and are heavily enrolled. Murphy indicated that the Honors Director could handle this issue with the honors students. The motion indicates the student may request it does not say guarantees.
Stoper called the Committee’s attention to a point in the original document which had been dropped from this one.

**M/S (Stoper/Sunderland)** to amend the document to include Andrews’ point and the statement that the Honors Director reports to the Associate Vice President of Academic Programs and Graduate Studies. Further, the heading **Priority Registration** should be changed to **Honors Registration**.

The original motion, as amended, **passed**.

7. **Fairness Committee Membership - response from the Faculty Affairs Committee.**

FAC was asked to consider if the Fairness Document should be revised so that members’ terms include the summer quarter. FAC was not in favor of changing the document but instead recommended that the Executive Committee draw from the pool of faculty whose normal year includes the summer quarter and appoint any necessary temporary replacement members.

Martino stated that this is in fact a very small number and would not represent a pool of faculty. Stoper suggested the recommendation is impractical. It might be more effective to continue what we did last year and that was to ask committee members to commit to come to the campus one time during the summer.

It was agreed that in the future the Executive Committee will continue to make summer quarter appointments to the Fairness Committee on an as needed basis.

8. **Academic Standards Report-Implementation.** Held over to next meeting.

9. **Discussion of process for nomination of Senate Officers and Executive Committee members**
   Held over to next meeting.

**Search Committee for the Vice President, University Advancement**

**M/S/P (Murphy/Sunderland)** that the Executive Committee will act as a temporary Search Committee for the position of Vice President, University Advancement until School elections are conducted to form the Search Committee.

At the request of the Provost, the Executive Committee will review the job description and the preliminary announcement which will facilitate the process of beginning the search.

11. **Adjournment**

**M/S/P (Sunderland/Opp)** to adjourn.

Respectfully submitted

**Donald Sawyer, Secretary**