

# ACADEMIC SENATE MEETING MINUTES

## May 7, 2002

### Agenda

1. Call to Order
  2. Approval of the Agenda
  3. Approval of Minutes from the Previous Meeting
  4. Welcome New Member
  5. Reports from Vice Presidents
  6. Report from the Chair
  7. Report from the Special Committee on Elections
  8. Recommendation from the Task Force on Course Schedule Format
  9. Report from the Committee on Tactical and Strategic Planning
  10. Report from the Special Committee on Community and High School Outreach
  11. Report from the Task Force on Advising
  12. Announcements
  13. Adjournment
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### Attendance

Dennis Muraoka, Alma Gonzalez, Ivona Grzegorzczuk, Jacque Kilpatrick, Dan Wakelee, Bill Cordeiro, Bill Adams, Jack Reilly, Ted Lucas, Steve Lefevre, Ching-Hua Wang, Frank Barajas, Merilyn Buchanan, Ira Schoenwald, Barbara Thorpe, Louise Lutze-Mann, Lillian Castaneda, Kevin Volkan, Phil Hampton, Alex McNeill, Brian Parra.

### Approval of Agenda and Minutes of the Previous Meeting

The agenda was approved unanimously. The minutes of the March 26, 2002 meeting of the Academic Senate were approved with a call for the minutes from now on to include last names of people mentioned.

### Welcome New Member

The Senate welcomes our newest member, Merilyn Buchanan.

### Report from the CSUCI Vice Presidents

*Report from Alex McNeill, Vice President for Academic Affairs.* Alex reported that the faculty members appointed to the Charter School Board are Bill Adams and Lillian Castaneda. All of the contracts for new faculty members have been received and the new Institutional Research Director will be starting in June. The budget is in its initial form and will be presented to the Faculty on Friday, May 10<sup>th</sup>, at 2 pm, for review. Faculty will be invited to make recommendations on the budget. Dan Wakelee and Steve Lefevre are currently working on the fall schedule. Ivona Grzegorzczuk inquired about the possibility of students taking classes at both universities. Steve LeFevre indicated that policies are in place that allow for this. Alex McNeill suggested that the programs be as flexible as possible to allow for students to take classes at either university.

*Report from the Vice President for Advancement, Alma Gonzalez.* Alma reported that the Presidential Inauguration was a success. The Advancement Office will now start working on the Opening Ceremony. Donors have been sought by selling a three-event package that give event tickets or seats to those sponsoring donors who attend the events. Alma indicated that she receives many invitations for community events and would like to send faculty members to represent the university.

### Report from the Chair

Dennis Muraoka reported that a task force on the Graduation Writing Assessment Requirement must be formed to recommend policy. The task force members will work with Dennis and Linda MacMichael to accomplish this task. Joanne Coville wants 3-4 faculty members to serve on a search committee for the Manager of Sponsored Projects position. This position will oversee development and budgets approval for money from sponsors. Alex McNeill states that new rules mandate that this responsibility will be taken

from the University Foundation and moved to a position within the university. Ching-Hua Wang, Phil Hampton, Bill Cordeiro, Lillian Castaneda, and Ivona Grzegorzczuk volunteered for the committee. Greg Sawyer is coordinating Onsite Community College Outreach and would like the faculty to participate in the outreach campaign. Dennis passed around a schedule and directed faculty to let him know by the end of the week if they were interested in helping.

#### **Report from the Special Committee on Elections**

It was announced that Louise Lutze-Mann was elected as the Academic Senate Chair for this next academic year. Bill Adams and Jacque Kilpatrick have been nominated for Academic Senate Vice-Chair.

#### **Recommendation from the Task Force on Course Schedule Format**

Jack Reilly presented a revised policy on the Course Schedule Format and recommended its approval. A motion was made and seconded to approve the Course Schedule Format. All were in favor of the motion and the Course Scheduling Policy was approved as Senate Resolution 2-02.

#### **Report from the Committee on Tactical and Strategic Planning**

Bill Cordeiro pointed out that new tasks have been added to the board for the faculty to accomplish by opening day in August. Faculty are directed to add their names to those things they want to help finish and inform Bill Cordeiro of any new items that need to be added to the board.

#### **Report from the Special Committee on Community and High School Outreach**

Friday, May 10<sup>th</sup> is Faculty Friday. Community college faculty members from the four local community college campuses have been invited to interact with our faculty from 10 am - 12:30 pm. Three of the four campuses have sent back their articulation agreements. Dan Wakelee has sent out personal letters to every eligible student at the four campuses encouraging them to apply to CSUCI.

#### **Report from the Task Force on Advising**

Dennis Muraoka reported that they will meet again and recommend to the president an advising plan that will include program advising by the faculty and general academic advising from a centralized advising center under the direction of Sue Saunders. This advising plan will be completed and presented in the next few weeks.

#### **Announcements**

Dennis Muraoka announced that the Executive Committee will meet on May 15<sup>th</sup> at 2 pm and that the next Academic Senate meeting is on May 22<sup>nd</sup> at 2 pm

Jack Reilly announced that CSUCI will host the annual Media Arts Festival, November 8<sup>th</sup> –10<sup>th</sup>.

Barbara Thorpe invited the faculty to an open house for the Center For Excellence on Thursday, May 9<sup>th</sup>, from 3–5 pm.

The faculty are encouraged to attend a presentation on the budget on Friday, May 10<sup>th</sup> at 2 pm.

The faculty are invited to the CSUN graduation, which will be held in the South Quad on May 24<sup>th</sup>.

Kevin Volkan announced that the paper that he presented at the WASC meeting is being published.