

CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE ACADEMIC SENATE

APPROVED Minutes of the Executive Committee Meeting, September 27, 2016

Members Present: Denise Fleming, Karina Garbesi, Kim Geron, Nina Haft, Michael Hedrick, Erik Helgren, Edward Inch, Mark Karplus, Leroy Morishita, Jeffrey Newcomb

Guests: Debbie Chaw, Linda Dobb, Rita Liberti, Nyassa Love Johnson, Lindsay McCrea, Glen Perry, Mark Robinson, Sophie Rollins, Angela Schneider, Donna Wiley, Julie Wong

Members Absent: Susan Gubernat (*Fall sabbatical*), Meiling Wu

1. Approval of the agenda

M/S/P (Garbesi/Geron) to approve as amended to add 5.B and G

2. Reports

A. Report of the Chair

Chair Karplus welcomed members. He provided updates on a Senate vacancy to be filled by the Senate.

Karplus also reported on the ASCSU Faculty Trustee recommending committee. Five ASCSU members were elected to the committee at the September Plenary. In addition, the committee selection process calls for two campuses (chosen by at random and not represented by any of the five elected members) to select a committee member. As CSUEB was one of the two campuses identified, the Senate will need to elect a committee member.

The Chair opened the floor to questions. Dr. Rita Liberti (KIN) expressed concern about declining support in Media and Technology Services for faculty teaching online and hybrid classes. She asked the Executive Committee to examine the situation. Chair Karplus invited Dr. Liberti to contact him to set a time to return to speak to the Executive Committee in more detail.

B. Report of the President

President Morishita welcomed everyone to the new year. The University has had an excellent first week, with Convocation, classes starting, and the highly successful Gala event.

The President announced that ATT awarded CSUEB a \$500K grant aimed at the drop-out prevention program in the Hayward Promise Neighborhood service area high schools. These new funds will continue the programs established two years ago at Hayward High School and Tennyson High School and will also expand services to Mt. Eden High School.

In other announcements, President Morishita reported that CSUEB was named to President Obama's Community Engagement Honor Roll and that CSUEB alum Gene Luen Yang was selected as a 2016 MacArthur Foundation Genius grant winner for his graphic novels, including *American Born Chinese*.

C. Report of the Provost

Provost Inch stated that the first week of the term has been filled with positive events, including Convocation and a smooth start for our students. He also reported that the University received two AANAPISI (Asian American and Native American Pacific Islander-Serving) grants, including part F (Asian American) and Part A for (Hispanic students).

The Provost stated that our funded enrollment target is 13,371 FTEF. To account for some expected attrition, the goal is to reach exceed the target somewhat in the fall, which we did, with 13,736 students enrolled in courses this quarter. Growth by college: CBE 6%, COS 5%, CEAS 3%, CLASS 3%

Inch reported that there are more than 4,000 seniors with 135 units or more that have yet to take the writing skills test. By waiting so long to take the exam, these students run the risk of not passing the exam and delaying their graduation by one or more terms. The Committee discussed ways students could be encouraged to take the exam earlier and/or alternative pathways to demonstrate competence, e.g., a major writing course, taking the test in the junior year.

The Provost also briefed the committee on a change he implemented to clear wait lists by triggering the addition of one or more new sections when a course has reached 90% enrollment. A total of 71 sections were added using this method, allowing approximately 2,000 students to obtain the general education and major courses they need. This method should help reduce bottlenecks and decrease time to graduation.

Another bottleneck the Committee discussed is the 40% repeat rate (D, F, W grades) for some courses. We need to find ways to reduce the repeat rate in these courses to approximately 10%.

Among other items discussed: the Task Force on Faculty Workload (which Dean Nelson has advocated be continued another year) and CSU student homeless and food insecurity issues.

D. Report of the Statewide Academic Senators (ASCSU)

Senator Fleming reported that the ASCSU held committee meetings and Plenary September 13-16. Among other items, the ASCSU passed a resolution in support of Proposition 55 and another resolution calling for implementation of selected recommendations found in the recently released Quantitative Reasoning Task Force (QRTF) Report. The QRTF Report may be accessed at <http://www.calstate.edu/AcadSen/Records/Reports/documents/QRTF.FinalReport.KSSF.pdf>

Fleming also reported that ASCSU is considering ways to engage with the Chancellor's Office in productive discussions around Academic Freedom and Intellectual Property.

For more on the ASCSU September Plenary, see <http://www.calstate.edu/AcadSen/Records/Plenary.shtml>

E. Report of Semester Conversion

Dr. Hedrick reported on the decision to implement Individual Advisement Plans to assist students who will be completing their degrees during the conversion from quarters to semesters.

He also reported that CSUEB will use an advising handbook that has been modeled after one used at CSU Bakersfield.

Hedrick encouraged all to become familiar with the three proposed time modules as we will be voting on one in Senate this term.

3. Information Items

A. 16-17 BC 1: Committee Chair Annual Reports

M/S/P (Garbesi/Geron) to accept and place on the Senate agenda as an information item

B. Title IX Registration Holds

Angela Schneider and Nyassa Love Johnson reported on the status of Title IX-mandated student training, which must be completed annually. Of almost 17,000 students, only 4,000 have completed the training. If students do not complete the training by October 28, their registration will be blocked. This will be the largest hold ever and will have a massive impact. The Committee discussed ways to encourage students to complete their training and Senator Haft agreed to liaise with the Registrar and Title IX offices. M/S/P (Garbesi/Newcomb) to accept and place on the Senate agenda as an information item.

4. New Business

A. Fall 2016 university-wide election schedule

M/S/P (Fleming/Hedrick) to approve

B. 16-17 BEC 1: Standing Rules of the Academic Senate

M/S/P (Garbesi/Newcomb) to place on the agenda

C. 16-17 BEC 2: Executive Committee and Academic Senate Meeting Schedule

M/S/P (Garbesi/Hedrick) to approve and place on the Senate agenda as an information item

D. 16-17 BEC 3: Election of 16-17 University Committee on Layoffs (UCL)

M/S/P (Garbesi/Geron) to place on the Senate agenda

E. 16-17 BEC 4: 2016-2017 Administrative Review Schedule

M/S/P (Garbesi/Fleming) to approve, as amended (to place AVP HR André Johnson's review year as 16-17) and to place on the Senate agenda as an information item when signed by the President

F. 16-17 BEC 5: Change in Due Date for Proposals for Exceptional Levels of Service to Students Awards for 2016-17

M/S/P (Fleming/Newcomb) to place on the Senate Agenda

G. 16-17 ASCD 1: Policy on Continuous Enrollment

M/S/P (Hedrick/Fleming) to refer to CIC

H. 10/4/16 Academic Senate draft agenda

M/S/P (Garbesi/Geron) to approve as amended

5. Appointments

A. Task Force on Faculty Workload

M/S/P (Karplus/Hedrick) to appoint Linda Ivey as ExCom's liaison and Jeff Newcomb as the lecturer representative (also member of ExCom and continuing member of the task force).

B. Statewide Senate

M/S/P (Fleming/Garbesi) to appoint Mark Karplus to serve as Senator Gubernat's replacement to the November 2016 ASCSU Plenary.

C. Senate

i. CEAS – remained unfilled

ii. CBE – Dr. Robert Lin appointed for Fall 2016 or until filled by College election; M/S/P (Fleming/Newcomb)

D. CAPR

i. CLASS – remained unfilled

E. COBRA

i. CEAS – remained unfilled

ii. CSCI – remained unfilled

F. FAC

- i. CLASS - Elizabeth Bergman appointed for Fall 2016; M/S/P (Fleming/Hedrick) to
- ii. CSCI - Maria Gallegos appointed for Fall 2016 or until filled by College election; M/S/P (Geron/Helgren)
- iii. LIB - Kyzyl Fenno-Smith appointed for Fall 2016; M/S/P (Garbesi/Geron)

G. CR

- i. CSCI – Tyler Evans appointed for Fall 2016 or until filled by College election; M/S/P (Hedrick/Geron)

H. A2E2 appointments 2016-2018

- i. CBE - Dr. Robert Loveland appointed; M/S/P (Fleming/Garbesi)
- ii. CLASS – remained unfilled

I. Information Technology Advisory Committee

To be determined by ExCom email vote

J. Semester Conversion Subcommittees

M/S/P (Fleming/Geron) to appoint the following: Paul Carpenter, CEAS and Balaraman Rajan, CBE to Co-Curricular and Student Support; Elizabeth Bergman, CLASS to Student Advising; and Margaret Harris, CEAS to Faculty Development.

6. Discussion items:

A. Possible referral to CIC on EO 1071

B. ORSP AVP Position:

The position description was approved by ExCom on 5/24/16

(The following items were not discussed due to adjournment)

C. Possible referrals to FAC

- i. Allowing untenured faculty to serve on COBRA and FAC

D. 15-16 BEC 12: Report of the Time Modules Task Force

7. Adjournment

The meeting was adjourned at 4:00 p.m.

Respectfully submitted,
Denise Fleming, Secretary