COMMITTEE ON RESEARCH

TO: The Academic Senate
FROM: The Committee on Research
SUBJECT: 13-14 CR 4: Proposal to Renew the China America Business and Education Center

PURPOSE: Information to the Academic Senate

ACTION REQUESTED:
That the Executive Committee approve the recommendation from the Committee on Research to refer the renewal of the China America Business and Education Center proposal to the Provost and Vice President for Academic Affairs.

BACKGROUND INFORMATION:
At its meeting on January 9, 2014, CR discussed the China America Business and Education Center renewal proposal as presented by Dr. Nancy Mangold; the proposal was approved unanimously.
Memorandum

To: Linda Dobb, Associate Provost

From: Jagdish Agrawal, Dean, CBE

Date: November 6, 2013

Re: Letter of support for China America Business and Education Center

Enclosed is the Charter of the CBE China America Business and Education Center. The CABEC provides highly rated educational programs for Chinese business executives and Chinese government officials, and promotes bilateral exchanges with educational institutions in China and Taiwan. Through these executive educational programs, the Center generates considerable revenues for the College to provide research and teaching grants to its faculty and promote faculty research, publications and teaching excellence.

I wholeheartedly support the development of the China America and Education Center and look forward to actively participating in any way that would help achieve its goal.

Please let me know if you have any questions.

Thank you.

Attachment: Charter of China America Business and Education Center
CHARTER

CHINA AMERICA BUSINESS AND EDUCATION CENTER

OF THE

COLLEGE OF BUSINESS AND ECONOMICS

CALIFORNIA STATE UNIVERSITY, EAST BAY

In keeping with the guidelines and procedures outlined in Organization and Administration of Centers at California State University East Bay, and the directives of the College of Business and Economics, the China America Business and Education Center shall be named, organized, and administered as follows:

I. Name

The name of this organization shall be China America Business and Education Center (CABEC).

II. Center Type (University, College, or Department)

College Center

III. Purpose

The purpose of China America Business and Education Center, hereafter referred to as the Center, is to:

1. Provide educational programs and related business visits for Chinese bank/business executives and Chinese government officials
2. Promote educational cooperation and exchange between CSUEB and educational institutions in China and Taiwan
3. Provide research and teaching grants to CBE faculty to promote CBE faculty research and publications and teaching excellence

IV. Membership (if applicable)

Not applicable

V. Organization of the Center

A. Supervising University Unit

China America Business and Education Center shall operate under the College of Business and Economics
B. Organizational Structure

China America Business and Education Center shall be managed by:

1. Director

The Director shall be appointed every 5 years by the Dean of the College in consultation with the Advisory Board. The Director shall be directly responsible to the Dean. Additional administrative and management positions may be established as needed by the Director in consultation with the Advisory Board and with the approval of the Dean. If deemed appropriate, the Dean may function as Director.

The Director shall be evaluated by the Dean of the College at the end of the 5 year period in consultation with the Advisory Board. The evaluation will be based on the Center’s performance of its purpose and its contributions to the College.

The starting director for China America Business and Education Center will be Dr. Nancy Mangold, Professor, Department of Accounting and Finance. Dr. Mangold has directed the CABEC since 1998.

2. Advisory Board

The advisory board for China America Business and Education Center shall consist of the following members, the Center director and one faculty representative from each department of the College of Business and Economics.

C. Administration

1. Administration: Director

Under the oversight of the Dean of the college, the Director shall be responsible for the general operation and administration of the Center. Responsibility for the direct operation of a specific program may be delegated, as may other responsibilities of the Director as necessary.

The Director shall be responsible for generating revenues for the center, conduct center education programs, staffing programs, administrative operations, and for arranging for space, equipment, and other resources and facilities required to support and promote the work of the Center. All decisions concerning staffing and expenditures made by the Director must have approval of the College Dean. The Director is also responsible for the preparation of the Center’s annual report, as required by University policy.
2. Administration: Advisory Board

The Advisory Board shall serve as a scholarly and administrative resource to advise the director on center policies and on CABEC research or teaching grant policies. The advisory board will also make decisions on whether to fund each individual research or teaching grant application.

Current Advisory Board members are:

Dr. Nancy Mangold  Director, China America Business and Education Center,
                    Professor, Department of Accounting and Finance

Dr. Jed DeVaro     Chair, Department of Economics,
                    Professor, Department of Economics and Department of Management

Dr. Scott Fung     Associate Professor, Department of Accounting and Finance

Dr. Glen Taylor    Director, MBA Global Innovator Program and Full Time MBA program
                    Professor, Department of Management

Dr. Lan Wu         Associate Professor, Department of Marketing

3. Administration: Dean

The Dean of the college will be responsible for reviewing and approving all Center activities and published material. This review and approval process shall ensure that activities and published material of the Center contributes to the fulfillment of the CSU and CSUEB missions, are consistent with acceptable standards of scholarship, the charter of the Center and goals of the College, and otherwise conform to applicable laws, regulations, and policies of the University.

3. Administration: Space and Location

The Center does not have a location or require any space. The director will use his/her office to perform the work of the center. The Center uses an existing VBT classroom to conduct its education programs.

VI. Faculty and Student Involvement

CBE faculty who can teach the requested topics by the Chinese organizations will be invited to teach in the training programs. Students who can translate the lectures into Chinese language are invited to translate for the programs. In addition, there are events for the Chinese delegation to meet with MBA or business students.
1. New Faculty Participation
CBE new (or all) faculty who can teach the requested topics by the Chinese organizations will be invited to teach in the training programs. Faculty will participate in a particular program based on their teaching expertise and program needs.

2. Faculty Removal
When faculty completes teaching their sessions in a program, their responsibilities are complete for the particular program.

V. Finances

A. Source of Funds
CABEC generates revenues by conducting education programs and related business visits for Chinese bank/business executives and Chinese government officials.

B. Operations
In consultation with the College Dean, the Director will be responsible for all financial operations of the Center and for maintaining its financial soundness.

C. Will your center receive grant funding (if yes please explain.)?
No. CABEC does not receive grant funding.

D. Will your center accept cash (if yes please explain.)?
No. CABEC does not accept cash. The funds will be deposited directly into CSUEB account through wire transfer.

E. Will your center provide services to external entities (if yes please explain.)?
Yes. CABEC provides educational programs and related business visits for Chinese bank/business executives and Chinese government officials.

C. Management of Resources
The use of resources shall be subject to review and must be approved by the Dean.
VII. Annual Report

A. Proposed Activities

Each year by a date established by the Dean of the college, the Director shall submit to the Dean of the College (a) an annual report that conforms to the established format and (b) a business plan for the coming academic year. The Director will then meet with the Dean to review all proposed activities, publicity, plans, advisory board changes, and budget projections for proposed Center projects. The Dean will review additional activities proposed during the academic year, as necessary. The Advisory Board will review the annual report prior to submission, as appropriate.

B. Submission of Annual Report

By December 30 of each year, the Director shall forward to the Provost or their designee a copy of the completed annual report for the previous fiscal year.

C. Contents of Annual Report

The annual report shall include a financial statement, an activities statement for the previous year and a summary business plan for the upcoming academic year.

VIII. Period of Operation

The Center will be dissolved no later than June 30, 2019, unless this Charter is renewed prior to that date upon application to the Provost. Similarly, all projects and component organizations of the Center shall operate for fixed periods and shall be automatically dissolved at the end of the period unless renewed by the Director, in consultation with the Advisory Board and the Dean.

Submitted By: ____________________________ Date: 11/6/2013

Dean of College: __________________________ Date: 11/6/2015

Provost or designee ________________________ Date: 

President or designee ________________________ Date: 

5
Memorandum

To: Dr. Jagdish Agrawal 
Dean, College of Business and Economics

From: Advisory Board 
China America Business and Education Center

Date: November 6, 2016

RE: Support for the Charter of China America Business and Education Center

China America Business and Education Center (CABEC) received its charter from CSU East Bay in 2004. CABEC has conducted numerous education programs for Chinese government officials and bank or business executives. Beijing Municipal Governments sent their officials for training at CSUEB on a regular basis. Many Chinese banks participated in the bank management training program at CSU East Bay since 2001. These organizations found our education programs very beneficial for their participants.

These education programs have greatly expanded CSUEB reputation in China and among the banking community in the San Francisco Bay Area. CSUEB is highly regarded in China for educating senior level Chinese bankers. In addition, the funding from the education programs help to promote research and teaching excellence at the College of Business and Economics. The teaching and research grants have assisted many CBE faculty to be able to present research papers at professional conferences and to attend teaching related courses and workshops to improve or update their teaching or to be prepared to teach new courses for CBE.

We strongly recommend that the Committee on Research approve the proposal charter for China America Business and Education Center.

Jed DeVaro, CABEC Advisory Board Member 
Chair, Department of Economics 
Professor, Department of Economics and Management

Scott Fung, CABEC Advisory Board Member 
Associate professor, Department of Accounting and Finance

Glen Taylor, CABEC Advisory Board Member 
Professor, Department of Management 
Director, MBA program for Global Innovators and Full Time MBA program