

**California State University East Bay  
Concord Campus Advisory Committee  
Annual Report: Academic Year 2008-2009  
Delivered June 2010**

**1. Mission**

The Concord Campus Advisory Committee (CCAC) is a Senate Subcommittee charged with: "...Advising the Senate on policy issues related to CSU East Bay's Concord Campus. Recommendations from the CCAC on matters pertaining to the affairs of students, curriculum and instruction, research, faculty affairs, technology and/or resources will be subject to review and comment by other committees of the faculty as determined by the Executive Committee." (95-96 BEC 10)

**2. Committee Composition**

During the 2009-2010 Academic Year the CCAC was composed of:

Joan Davenport, College of Education and Allied Studies  
Lynn Van Hofwegen, College of Science  
Sharon Green, College of Business and Economics  
Steve Philibosian, University Library  
Robert Phelps, College of Letters, Arts, and Social Science; Committee Chair  
Jay Tontz, Emeriti Representative  
Ellen Woodard, Lecturer Representative  
Emily Brizendine, Executive Director of the Concord Campus

**3. Committee Activities for 2009-2010**

The CCAC met regularly through the 2009-10 academic year. Fall quarter meetings dealt with general discussions regarding the committee's goals for the current academic year, and to consider the director's reports on the effect of budget cuts on the Concord campus.

In the Winter quarter, the committee met with Diane Woods, the new chair of the Academic Senate. The chair of the committee also met with COBRA to discuss enhanced communication between the budget committee and CCAC.

The Spring 2010 quarter was devoted to the final drafting of the committee report, and a meeting with James Houpis, the new university provost.

**4. The General State of the Campus, 2009-2010**

As with other university units, the Concord Campus experienced a 17% cut in its 2009-2010 budget. Currently, the campus is at the minimum staffing level for providing the range of basic administrative, academic and student life services, absent tested alternate approaches and tools.

Specifically, the campus was faced with the partial loss of funding for the associate director position. The position was converted to .50 faculty release time, resulting in a major blow to the functionality of the campus, particularly in regards to schedule coordination.

Moreover, due to the elimination and alignment of positions with "home" divisions, there was an overall reduction of personnel in the Concord campus budget from 17.15 FTE to 7.6 FTE since 2008-09. The personnel changes at the Concord campus since 2008-09 are as follows:

- MPP associate dean converted to .50 faculty released time; duties assumed by Executive Director and Budget Analyst.
- SSP II Academic Advisor position eliminated at Concord campus; transferred to Hayward campus.
- The MPP Executive Director taken on additional duties as Director of P-20 Initiative.
- MPP Facilities manager reassigned to the Hayward campus for four days a week..
- IT coordinator position eliminated at Concord campus; transferred to Hayward campus.
- Computer Lab Supervisor retired; position eliminated.
- Library Assistant transferred to Hayward campus.
- Two CSOs positions eliminated; transferred to Hayward campus.

As a partial remedy, staff have been cross trained and now perform multiple functions that are typically performed by separate offices or departments.

In spite of the budget cuts, progress was made in the realm of student services, Associated Students created a ½ time student position at the Concord campus, a major breakthrough in student services. The existing student leadership on the campus currently includes 6 student ambassadors who assist with student orientations, the grand reopening of the campus bookstore, and the campus' al Fresco event. Five student clubs are currently established on the campus.

### 5. 2009-2010 Enrollments

Enrollments at the Concord campus experienced a significant drop over the 2008-2009 academic year, as shown in the following tables for the Winter and Spring quarters. The committee attributes the drop entirely to a major decrease in the number of sections offered at the campus.

#### Winter 2010 Enrollments

College Enrollment (SCU's) by Location	Hayward		Concord		Online		Other	
	SCU's to DATE	Last Year (Final)	SCU's to DATE	Last Year (Final)	SCU's to DATE	Last Year (Final)	SCU's to DATE	Last Year (Final)
CBE	27,659	27,804	1,556	2,168	120	0	196	0
CEAS	12,875	15,511	1,773	3,062	7,301	6,816	524	822
CLASS	53,537	54,135	2,968	3,253	9,412	10,642	275	306
CSCI	44,276	40,743	2,818	2,874	1,970	1,956	1,278	1,223
University-wide	1,219	1,347	33	24	518	712	168	36
<b>Total</b>	<b>139,566</b>	<b>139,539</b>	<b>9,148</b>	<b>11,381</b>	<b>19,321</b>	<b>20,126</b>	<b>2,441</b>	<b>2,387</b>

## Spring 2010 Enrollments

College Enrollment (SCU's) by Location	Hayward			Concord			Online	Other	
	SCU's to DATE	CSUEB Target	Last Year (Census)	SCU's to DATE	CSUEB Target	Last Year (Census)	SCU's to DATE	SCU's to DATE	Last Year (Census)
CBE	28,218	27,356	26,665	2,264	2,249	1,740	392	0	0
CEAS	15,601	21,013	15,212	2,788	2,394	2,711	6,647	788	5,147
CLASS	53,125	61,793	53,568	3,550	3,148	3,420	9,758	256	7,319
CSCI	37,834	37,009	36,729	2,119	1,526	1,921	1,652	1,341	1,135
University-wide	1,269	1,923	1,412	23	0	0	346	180	192
<b>Total</b>	<b>136,047</b>	<b>149,094</b>	<b>133,586</b>	<b>10,744</b>	<b>9,317</b>	<b>9,792</b>	<b>18,795</b>	<b>2,565</b>	<b>13,793</b>

### 6. Factors in the Decline

As stated in the 2008-2009 CCAC report, it is the committee's belief that a confluence of factors is contributing to these lower enrollments, most of which relate to:

1. A significant decline in the number of sections offered at Concord.
2. A specific decline in key programs, particularly Business and Human Development.
3. The absence of permanent faculty tasked with program development, particularly in regards to outreach, advising, and the building of institutional partnerships.
4. A lack of coordinated course scheduling, the absence of which forces students to choose between classes fulfilling similar general education requirements that are offered in the same time slot, resulting in an overall decrease in enrollment.

### 7. Current CCAC Committee Charge and the Development of the Concord Campus

Last year the CCAC recommended that the committee should be reconfigured to assist the Senate and the University Administration in the long term development of the Concord campus. Specifically, the committee found that it lacked:

- 1) Coordination with standing committees such as COBRA and CAPR.
- 2) Regular communication with the full Academic Senate.
- 3) Regular communication with the faculty and administration of the committee members' representative colleges.
- 4) A charge that reflects the wider goal of advising on the university's general presence in Contra Costa County, which may, in the future, involve the operation of multiple campuses.

5) Regular communications with the students served by the university.

#### **8. 2009-2010 BEC 6**

The Chair of the CCAC appeared before ExCom to press these concerns, and advocate that the CCAC be elevated to the level of a full standing committee to achieve the needed results. ExCom determined that the elevation of the CCAC to the level of a standing committee was, however, premature at this time.

Under the leadership of Academic Senate Chair Diane Rush Woods, an alternative revision of the charges of the Senate's standing committees was devised in order to better integrate the Concord campus within the process of faculty governance.

The result was *2009-2010 BEC 6*, which creates liaisons to the CCAC on CAPR (Committee on Academic Planning and Review), COBRA (Committee on Budget and Resource Allocation), and CIC (Committee on Instruction and Curriculum). These liaisons will report regularly to the CCAC on committee work that may affect the Concord campus.

Moreover, the Chair of the CCAC will report to the full Academic Senate as needed, but no less than annually. BEC 6 was passed by the full Academic Senate in May.

The committee thanks Senate Chair Diane Rush Woods for her efforts to better serve the needs of students, faculty and staff at the Concord campus.

#### **9. Summary**

Although the current budget difficulties faced by the university will require short term sacrifices, Contra Costa County remains a vital part of CSU East Bay's service area. The committee looks forward to working with Provost James Houppis and other members of the CSUEB community in the development of long term plans to serve the educational needs of the citizens of the region.

Respectfully Submitted

The Concord Campus Advisory Committee  
2009-2010 Academic Year