

CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE ACADEMIC SENATE

Approved Minutes of the Executive Committee Meeting, May 13, 2014

Members Present: Eileen Barrett, Luz Calvo, James Houpis, Patricia Jennings, Mark Karplus, Derek Kimball, James Murray, Mitch Watnik

Guests Present: Endre Branstad, Chris Chamberlain, Kim Geron, Jiansheng Guo, Sue Opp, Glen Perry, Gretchen Reevy, Sophie Rollins

The meeting was called to order at 2:03 p.m.

1. Approval of the agenda

M/S/P (Murray/Barrett) to approve, amended to give FDEC Chair Geron a time certain of 3:05 for Items 5.D and 6.D, provide for a ten-minute break at 3:50, and move Items 6.K and 6.M from CIC after Item 6.C.

2. Approval of the minutes of April 29, 2014

M/S/P (Calvo/Murray) to approve, amended to add a "C" to California in the heading.

3. Reports:

A. Report of the Chair

FAC will announce the Outstanding Professor Award at the next Senate meeting. Election results are in and will be posted. M/S/P (Kimball/ Calvo) to certify the University election results. M/S/P (Murray/Calvo) to certify the Lecturer Representative election results. M/S/P (Barrett/ Murray) to certify the SSP election results. College election results, except those from CEAS, have been certified.

Time certain Item 6.A was next.

i. Outstanding referrals:

- (1) Referral regarding second-tier writing courses (CIC)
- (2) Referral regarding Lecturer involvement on Department Chair appointment within Appointment and Review (FAC)
- (3) Referral regarding Evaluations of Teaching (FAC)
- (4) Referral regarding 13-14 CAPR 13 (CAPR, CIC, FAC)
- (5) Referral on online student evaluations (FAC)
- (6) Referral on evaluation exceptions (FAC)
- (7) Referral on Bylaws Article IX referring to lecturers on the Academic Senate (FAC)

B. Report of the Provost

Provost Houpis provided three one-page handouts, on affinity groups, a table showing approval decisions on faculty searches, and a position description for the Director of Sustainability. Regarding the table showing approval decisions, Watnik suggested “Not Funded” might replace “Not Approved.” Barrett commented positively on the “goal to reach 350 tenured/tenure-track faculty by Fall 2018” in the affinity groups document. The Provost stated he had a very good record on shared governance when it comes to MPP appointments, citing several recent examples. M/S/P (Barrett/Kimball) to accept the position description for the Director of Sustainability as information.

Time certain Items 5.D and 6.D were next.

#### C. Report of the Statewide Academic Senators

Statewide Senators Gubernat and Fleming were not present. They were attending the last committee meetings and plenary of the ASCSU in Long Beach.

#### 4. Appointments:

##### A. Replacement for Carl Stempel on FAC for remainder of Spring 2014

There were no nominations. FAC has one more meeting.

#### 5. Information Item:

##### A. 13-14 CIC 29: Course modification request for Online Teaching

M/S (Murray/Kimball) to place on the Senate agenda as an information item. There was discussion. M/S/P (Murray/Kimball) a substitute motion to place on the consent calendar of the Senate agenda as an action item.

##### B. 13-14 CIC 36: Update on 13-14 CIC 6 regarding Modifying Online Schedule Links to Separate Extension and Stateside Courses

M/S/P (Murray/Kimball) to place on the Senate agenda as an information item. CIC Chair Murray stated that the 13-14 CIC 6 separate listing of extension courses will begin in Fall.

##### C. 13-14 GASG 1: Resolution on Academic Advising (ASI BOD 2013-10R)

M/S/P (Calvo/Murray) to place on the Senate agenda as an information item.

Item 6.B was next.

##### D. 13-14 FDEC 7: Request for Accommodation (given a time certain of 3:05 during approval of the agenda, along with Item 6.D)

M/S/P (Calvo/Barrett) to place on the Senate agenda as an information item. Opp questioned whether this item should have gone to CIC. Fleming noted that it was not policy, but a recommendation.

Item 6.D was next.

6. New Business:

A. CAPR documents (Dr. Chris Chamberlain, 2:15 PM time certain):

i. 13-14 CAPR 10: Academic Program Review Procedures proposed changes

M/S/P (Kimball/Murray) to place on the Senate agenda. CAPR Chair Chamberlain introduced the document. Barrett inquired about the use of the word “suggested’ on the ninth line of Page 2. A different annual cycle can be followed. Barrett inquired whether annual reports go to the dean or to CAPR. The answer from Chamberlain was both. Calvo inquired whether departmental MOUs are posted. The answer was unclear. Karplus noted that the document did not address the concern raised by the amendment made to the document the previous year, to fund appropriate assigned time for program review, both for departments and for members of CAPR. Chamberlain stated that colleges are allocated funds for assessment. Jennings stated that the allocation leads to a \$1500 stipend for one faculty member in a department for a considerable amount of work. Houpis noted that every chair receives release time for a five-year review. Houpis stated that CAPR does a considerable amount of work and that the Senate Chair could request an increase in assigned time for the Academic Senate. Watnik stated that he would resend to ExCom his proposal for assigned time for CAPR members from last year. The motion passed. There was an abstention.

ii. 13-14 CAPR 13 amended: Formation, Dissolution, Merger, or Name change of Academic Units (revision of 05-06 CAPR 8 revised), 13-14 CIC 31: Endorsement of 13-14 CAPR 13

M/S/P (Murray/Kimball) to place on the Senate agenda. FAC has not yet fully discussed the amended document but expects to at its next meeting.

Item 3.B was next.

B. 13-14 CIC 19: Prerequisite Enforcement (replaces 12-13 CIC 8)

M/S/P (Murray/Kimball) to place on the Senate agenda, amended M/S/P (Karplus/Murray) without objection to add “upon the signature of the President” to the Action Requested.

There was a ten-minute break.

Time-certain Item 6.AA was next.

C. 13-14 CIC 35: Infrequently Offered Courses Not Taught for Three Years memo from APGS

M/S/P (Calvo/Barrett) to place on the Senate agenda.

Item 6.K was next, followed by Item 6.M.

D. 13-14 FDEC 5: Resolution on location of Senior Investigator Position (formerly EEO Officer) (given a time certain of 3:05 during approval of the agenda, along with Item 5.D)

M/S/P (Calvo/Barrett) to place on the Senate agenda, amended M/S/P (Karplus/Kimball) to edit the redundant reference to location in the second sentence of the Background and correct the reference to the Office of University Diversity in the next-to-last sentence of the Background.

Item 3.C was next.

E. 13-14 FAC 7: Review Schedule and MPP Acting/Interim Appointments

M/S/P (Murray/Kimball) to place on the Senate agenda. Karplus noted that while the intent in the Background was clear, the Action requested was not and the reference to Article II, Section D was incorrect. Karplus has emailed the FAC Chair a possible amendment. There was discussion of the use of “acting” versus “interim.”

F. 13-14 CIC 15: Request for Curriculum tracking software

M/S/P (Murray/Kimball) to place on the Senate agenda.

G. 13-14 CAH 2: Resolution to request larger computer classrooms

M/S/NP (Jennings/Calvo) to place on the Senate agenda. Barrett stated that the document could contain more evidence in support of the request, including evidence of consultation with faculty. Karplus noted that the designation code should be changed from CAH 1 to CAH 2. Several questioned the number of 80 in the document and whether space in a classroom of that size would often go unused. The motion did not pass. M/S/P (Jennings/Barrett) to refer back to committee.

Time-certain Item 6.BB was next.

H. 13-14 FAC 8: Response to Elections Committee Referral

M/S/P (Calvo/Murray) to accept.

I. 13-14 FAC 3: Recommendation to Reduce the size of the Academic Senate and its Standing Committees

M/S/NP (Murray/Watnik) to place on the Senate agenda. Barrett spoke against the motion, citing the Provost’s goal of reaching 350 tenure-line faculty. Calvo noted the need for service work to satisfy RTP requirements. Watnik spoke in favor of the motion. The motion did not pass.

Item 7 was next.

J. 13-14 FAC 11: Digital Dossiers referral of November 1, 2013

K. 13-14 CIC 25: Approval of CHEM 1610 and 1615 for B1 Status

M/S/P (Murray/Barrett) to place on the consent calendar of the Senate agenda.

Item 6.M was next.

L. 13-14 CIC 26: Revised policy for Online & Hybrid Instruction

M. 13-14 CIC 27: Approval of CHEM 3080 for B6 Status

M/S/P (Murray/Kimball) to place on the consent calendar of the Senate agenda.

APGS AVP Sue Opp suggested that Item 6.S be next. M/S/P (Murray/Kimball) to amend the agenda to make Item 6.S next.

N. 13-14 FAC 12: Interpretation of terms of office in the CSUEB Constitution and Bylaws

O. 13-14 BEC 16: Resolution in Support of AB 2324

P. 13-14 BEC 17: California State University, East Bay Resolution Supporting Academic Senate of the California State University (ASCSU) Recommendation to Amend Title 5 to Re-Establish Appropriate Unit Limits for Engineering Degrees

Q. 13-14 FAC 13: Updating of Quorum language in FAC Policies and Procedures document

R. 13-14 BEC 18: Interpretation of Bylaws Article X, Section 1

S. 13-14 CIC 30: GE Subcommittee cluster approvals 2014-2017

M/S/P (Murray/Kimball) to place on the Senate agenda. Murray explained that this is the first time in the history of the freshman learning community program that there have had more proposals than needed for the incoming class. There was discussion about one of the clusters that was not approved that receives funding from an AANAPISI grant.

Item 6.E was next.

T. 13-14 CIC 34: Academic Dishonesty in First-tier Writing Courses

U. 13-14 FAC 10: Lecturer Subcommittee Suggested Changes to the CSUEB Constitution and Bylaws

V. Discussion of Online Teaching

W. Discussion of campus workshops

X. Discussion of Lecturer emeriti policy

i) CSUDH Emeritus Status for Non-Tenure Track Faculty

ii) CSUDH Initial and Continuing Placement of Temporary Academic Personnel on the Salary Schedule

Y. Discussion of LAO 14-15 Analysis of the Higher Education Budget report

Z. Discussion of uniformity of elections procedures

AA. Discussion of Policies and Procedures Governing Faculty Participation in Appointment and Review of Administrative Officers of California State University (time certain 4:00 PM)

i) II. A. Appointment Committees: Membership and Procedures

The topic was discussed during Report of the Provost. There was no further discussion.

Item 6.C was next.

BB. 5/20/14 Academic Senate draft agenda (4:45PM time certain)

M/S/P (Barrett/Kimball) to approve, amended to include items approved at today's meeting.

Item 6.H was next.

7. Adjournment

M/S/P (Murray/Kimball) to adjourn. The meeting adjourned at 4:59 p.m.

Respectfully submitted,  
Mark Karplus, Secretary