

CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE ACADEMIC SENATE

APPROVED Minutes of the Executive Committee Meeting, March 28, 2017

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

Guests: Nick Baham, Linda Dobb, Lindsay McCrea, Jim Murray, Glen Perry, Mark Robinson, Sophie Rollins, Maureen Scharberg, Angela Schneider, Jason Singley, Jason Smith, Mitch Watnik, Donna Wiley, Julie Wong

Members Absent: Denise Fleming, Susan Gubernat, Nina Haft, Meiling Wu

Meeting called to order (2:02 p.m.)

1) Approval of the agenda

M/S/P (Garbesi, Hedrick) approval as amended (unanimous) Chair Karplus has one addition, 4b, of a CBE rep on FAC for the Spring Quarter.

2) Approval of the 2/28/17 minutes

M/S/P (Geron, Garbesi) to postpone approval of the minutes.

3) **Reports:**

a) Report of the Chair

Several Items:

1. Chair will miss next Senate meeting and Garbesi will run in lieu
2. Statewide Senator Chris Miller will visit campus Tuesday May 2 and attend Senate meeting that day – from 12 – 2 please hold open, ExCom members.
3. D. Fleming is out today. ExCom would like to send a card.
4. D. Fleming statewide GE taskforce report, via Karplus, CC, UC etc., includes 3 reps from CSUEB, Caron Inouye, David Lopez and D. Fleming, so good representation!

Invite ExCom members to share:

Garbesi: Winona LaDuke April 17th 3:30 Univ. Theater – climate change speaker

W. Kamau Bell April 19th from 6 – 8 p.m.

b) Report of the President

Board of Trustees met last week and after discussion, the board did pass the tuition increase for next year. Speaker Rendon a little bit disappointing, stating that every time that the CSU has asked for money they have received it, a rather strange comment.

Week before in Sacramento for an advocacy event. Some state legislators may have possible pockets of money for one time funding. Would still need the governor to go along with it.

But with what is going on in Washington, the Governor may hold on to the money, e.g., coverage for MediCal

Next week the President will miss the Senate meeting, as he will be in Washington, meeting with members to discuss funding, etc. Search for VP Advancement is ongoing. Hope to finish that search by end of May.

Questions.

Geron, regarding remediation, i.e., stretch math courses. The LA Times article spoke of this. Funding has been given to some CSUs to run pilot courses, but the story was off, not relevant to all CSU. Something will be sent out soon to clarify.

Garbesi: what was the final vote: 11 yes and 8 no

Geron: Ten students went down and there was indeed a healthy debate.

c) Report of the Provost

Impaction documents were filed by the 15th

Community forums were not too filled.

CC representatives are interested in working with us to help with transfer.

Must make sure we forward the messaging that it will not affect current students.

Should know status next week for impaction by Fall 18

March 30 & April 4 further forums – what would it take for students to move along their path to graduate on time, i.e., graduation initiative needs, to inform the system; need best ideas! CSU 400 new tenure line faculty to accommodate demand

National concern regarding International students. Currently the applications for International students in the CSU and here at CSUEB are down. Need to address this for operational purposes but also to reach out and let students know that they do feel welcomed and belong

Tenure line searches: 21/30 completed, 6 are in progress and 2 rolled over to next year. Closes us in on goal of 350 TT faculty in the next year.

AVP Wiley announcing her retirement at the end of the year. Her work has been excellent, the amount, staggering, in helping all the programs move through the process of the quarter to Semester transition.

All our heartfelt thanks. (A cordial round of applause.)

Her FERP program will include helping us finish the Q2S conversion.

How do we deal with this departure?

Will lean towards merging the two units under Scharberg.

TT requests for next year, hopes to be able to fill all of those.

Budget for next year will remain flat.

President wanted to add:

Re. Impaction from CC make sure we use the word “guarantee” for the students in our 6 county service area. Not priority but actually guarantee.

Re. non-resident applications (some of our sister campuses are down, e.g., 15%), so this does bring in significant funding for CSUEB. 100 students will generate approximately \$1.8 million (all fees and tuition). Non-residents help subsidize serving extra residents.

Questions:

Garbesi – what fraction of our student body comes from our 6 counties? Consensus was approx. 70-80%

Geron –3 bills in the Legislature are calling for BAs for the community colleges (teacher credentials, nursing, etc.) on top of dual-enrollment (CC also teaching in high schools). Why not just fund the CSU to do this rather than come up with obtuse alternate mechanisms?

d) Report of the Statewide Academic Senators

Gubernat report given via Karplus. Eagan and Reichman both spoke at ASCSU plenary.

One action taken, recommend nominations of faculty trustees to governor, including Steven Filling, Stanislaus and Romey Sabalius, San Jose.

Susan forwarded the summary of resolutions to the Senate list.

Questions:

Garbesi – The \$48 fix? Indeed one of the resolutions that was passed focused on this.

e) Report of Semester Conversion

Hedrick – last steering meeting approved 2 policies

1. ASCSC 3 – charge to co-curricular subcommittee
2. ASCSC 2 – student catalog rights

Both on the agenda for today's meeting

4) **Appointments and Elections:**

a) AVP of Enrollment Management search committee member

Vacancy on this committee and we need one member – Dan Martin in Management
M/S/P (Garbesi/Hedrick) approved.

b) DELO nominees for 4/4 Senate election

Call went out for 17-19 – one nominee came in: Carlos Salomon
M/S/P (Geron/Garbesi) approved to forward to Senate.

c) Space Advisory Committee members

Background: Karplus and Garbesi attended a Space Policy Committee meeting last quarter. Discuss membership to review possible changes.

Current Advisory Committee Membership

One Rep from Academic Senate

Proposed revision: Two reps. From Senate (COBRA and CAPR)

Propose.

Jason Smith (CAPR)

Paul Carpenter (COBRA)

M/S/P (Garbesi/Hedrick) to appoint, one as voting member, one as alternate

We flipped a coin and Smith called heads in the air, but the coin came up tails so Paul Carpenter will represent on the Advisory Committee in the Spring as the voting member. Jason Smith will be alternate.

d) Smoke and Tobacco Free Task Force members

As of this morning there still is no Executive order, nevertheless we are moving forward.

We have put out a call to faculty and received two nominees for the 2 slots:

Doris Yates HRT

Anna Alexander, History

M/S/P (Hedrick/Garbesi) to approve these two members.

Added during Approval of the Agenda:

4e) fill the vacancy on FAC CBE Spring 17 replacement.

Vish Hegde, Management

M/S/P (Garbesi/Hedrick) to approve the appointment.

5) **New Business:**

a) [16-17 CIC 68](#): Degree title change request for M.S. in Recreation and Tourism

M/S/P (Geron/Garbesi) approved to go on next week's Senate agenda.

b) [16-17 CIC 69](#): Semester Catalog Issues

M/S/ (Geron/Hedrick) to postpone at Chair's suggestion. Was not ever voted on but rather see substitute motion below.

Changes discussed at CIC yesterday was regarding catalog rights (Wiley).

Hedrick to Wiley – is there a conflict with ASCS2 on the agenda today? Wiley thinks no.

Newcomb commented about the style of questions in the "Background" section.

Garbesi – why are we delaying then? Karplus: Notice came to Senate office this morning regarding changed document.

Wiley – If we pass the catalog rights document later today, then this CIC policy could pass today.

McCrea: the SC document is more guidance to the Registrar, rather than the CIC document, and in her opinion are distinct.

Perry – concern about postpone. Need the guidance to build out Peoplesoft. Timeline.

Watnik, who just arrived, was asked by Chair Karplus to comment after a brief catch-up:

CIC voted yesterday to change the document with the impending referral to CIC of the ASCSC document.

Substitute motion after discussion M/S/P (Garbesi/Hedrick) approved to send to Senate.

- c) [16-17 CIC 65](#): Approval of M.S. Environmental Geosciences
M/S/P (Garbesi/Geron) unanimous add to Senate Agenda.
- d) [16-17 CIC 74](#): Process for approval of second composition and first-tier and second-tier UWSR courses during semester conversion
M/S/P (Garbesi/Geron) unanimous to place on the Senate Agenda.
- e) [16-17 CIC 75](#): Approval of B.S. Criminal Justice (Name Change)
M/S/P (Garbesi/Geron) unanimous to place on Senate Agenda.
Watnik – normally would be Information item but with name change it needs Senate approval.
- f) [16-17 CIC 78](#): Proposed Change to Bylaws
M/S/P (Garbesi.Hedrick) unanimous to place on the Senate Agenda.
- g) [16-17 CIC 79](#): Request for discontinuance of six Kinesiology options
M/S/P (Garbesi/Hedrick) approved to bundle with 16-17 CAPR 6 when it goes to Senate Agenda (concerns the same discontinuance).
- h) [16-17 FAC 7](#): Suggested changes to CSUEB Constitution and Bylaws
M/S/ (Garbesi/Geron) to place on the Senate agenda (not voted on but substitute motion see below passed)
Murray called on to address: minor problems pointed out by Karplus could be edited in situ or back in FAC, e.g., when do Senators start their term, etc.
M/S/P Change the motion to refer back to FAC (Garbesi/Hedrick). Approved.
- i) [16-17 FAC 8](#): Revisions to the Faculty Office Hour Policy
M/S/ (Garbesi/Hedrick) approve to send to the Senate.
Some errors were noted on this Office Hour document.
Garbesi: first paragraph last line, office hours by the first day of classes. (include “by”)
Murray: The intent was not to allow an increase in the Faculty workload. Move to time certain (3:15 p.m.)
- j) [16-17 ASCSC 2](#): Student Election of Catalog Rights During Semester Transition
Not addressed.

6) **Discussion items:**

- a) Scheduling under semesters (*Provost Inch, 3:15pm time certain*)

Provost Inch presented a Powerpoint slideshow. Some of the following captures elements of the data presented in the slides and the discussion surrounding the presentation:

Background was to alleviate work for Chairs.

Using Broad strokes take a first pass on Time Modules for Semesters – an attempt to generate a first schedule for semesters.

Good news – it looks like it can work, but it needs some adjustments.

Assumptions – current enrollment, time modules model 3 passed by Senate, 90 Hayward rooms and 25 Concord campus, (start by assuming Hayward is preference), Average 5.3 FTES 3-unit and 7.1 FTES for 4 unit courses, 75% are 3 WTU and 25% are 4 unit courses, 3 and 4 unit courses have assigned spaces, allocation proportions can be swapped, “Relocations” can be accommodated in College managed and Concord Spaces. (distribution will be even across the day).

Space needs: FTES = 13,905 (10,473 face-to-face, 2521 online, 911 hybrid) Total space 3 unit 1546 4-unit 385...

Goals to maximize flexibility and space utilization. Loss of capacity when 3 and 4 unit courses conflict.

Next Steps:

Designing scheduling parameters

How to cluster programs

Student work concerns

How (if) to assign spaces

Deciding use of Concord.

McCrea noted that now faculty work locally either in Concord or Hayward and students travel by quarter. She posits that under Semesters it would likely be vice versa.

Inch asks - How should we proceed?

Watnik –Sociology with mainly 4 unit courses could get designated rooms and fill them.

Also suggest that Freshmen clusters be MWF as there is likely less likelihood for job/time conflicts...

Smith – can we get a triage algorithm on slotting? It didn't look like course classification was taken into account? (Inch agrees no, course classification was not taken into account).

Baham – two comments/questions For TT faculty linking classes online and on-ground, so rather than 4 classes on ground, maybe 2:2. As he has taught in some “hellholes”, how do we make them better?

Smith – Concord campus leads to a demoralizing location for full time faculty.

Karplus – With respect to process, should we help formulate a plan over the next few weeks?

Inch's reply – He is open to suggestions from all.

The following were not addressed during the meeting due to adjournment, except for Item (8) the draft Agenda for next week's Senate meeting which had a time certain:

b) Further discussion of classroom renovations

7) **Information Items:**

- a) [16-17 BEC 8](#): Details of three-year pilot for time modules under the semester calendar
- b) [16-17 ASCSC 3](#): Charge to the Co-Curricular and Student Support Subcommittee of Semester Conversion
- c) [16-17 CIC 70](#): Revision request for B.A. Communication
- d) [16-17 CIC 71](#): Revision request for B.A. Theater Arts
- e) [16-17 CIC 72](#): Revision request for Minor in Advertising
- f) [16-17 CIC 73](#): Revision request for Minors in Art
- g) [16-17 CIC 76](#): Revision request for M.B.A., Concentration in Analytics for Managers
- h) [16-17 CIC 77](#): Revision request for Foundational-level Mathematics, Single Subject Matter Preparation
- i) [16-17 COBRA 4](#): Executive Summary of the University Revenue and Expense Summary by Fund Group – Year End June 30, 2016

8) Academic Senate [4/4/17 draft agenda](#) (3:50pm time certain)

M/S/P (Garbesi/Newcomb) to approve as amended.

9) Adjournment

Karplus adjourned (4:01 p.m.)

Respectfully submitted by substitute secretary Erik Helgren