



AMENDED MINUTES: EXCOM 10/31 (Happy Halloween!)

Present: Paul Carpenter, Karina Garbesi, Margaret Harris, Murray Horne, Edward Inch, Mark Karplus, Dawna Komorosky, Leroy Morishita, Meiling Wu

Guests: Mike Hedrick, Lindsay McCrea (by phone), Glen Perry, Gwyn Rhabyt, Maureen Scharberg, Angela Schneider, Jason Smith

Absent: Denise Fleming (at GEAC), Susan Gubernat (at Plenary)

- 1) **Approval of the agenda.** M/S/P (Harris / Komorosky) Agenda as amended to address item 6 no later than 3:45
- 2) **Approval of [10/17/17](#) minutes.** M/S/P (Carpenter / Harris)
- 3) **Reports:**
 - a) Report of the Chair
 - Senate Chair reported that the Executive Committee approved the appointment of Dawna Komorosky to substitute at ASCSU Plenary.
 - Karplus is awaiting President's signature on 17-18 BEC 3 and 16-17 FAC 9
 - b) Report of the President and Related Discussion
 - CFA contract up for approval at next Board meeting.
 - The current request is for a total of \$282.9M, which now includes itemization of cost of inflation of \$17M (for one year). There is a net deficit of \$161M between Governor's budget and the Trustees'. Only possible solution is through the legislature: specifically, a supplement based on the current year's budget, which does not set budgetary precedent. The Governor's budget includes a 1.5% increase, but salary increases will be 3%.
 - President is suggesting not filling positions that vacate.
 - Establishing committee for VP of Student Affairs search. President is requesting to have a staff member on that search committee on a one-time basis, until updated.
 - Wu asks: Will the budget for semester conversion budget be used to address increase in faculty workload?
 - President's response: Conversion funding was all one-time dollars. There is no reserve for later workload related issues. Budget for AY18-19 operations will all come from general funds and fees. CSUEB operates on 45% fees and 55% general fund. So, if we become more efficient educationally we will worsen our budget deficit because fees will go down. "Our success hurts us on the financial side." Problems with the online applications (Cal State Apply) process mean that enrollment will likely go down.
 - c) Report of the Provost and Related Discussion
 - Emeritus faculty hosted at event on campus for CSUEB's 60th anniversary.
 - Challenges with Cal State Apply: The application process is difficult to complete. At the end of the process it is unclear what University you applied for. We can see incomplete applications on our end. The problems are particularly bad for grad programs. Steer applicants to Enrollment Management if there is a problem.
 - 2025 Graduation Initiative Report Card (4 year rates improved, 6 year fallen, equity problems sky-rocketed) The Provost asked chairs about the level to which they wish to participate in Course Match. Chairs will be meeting to decide the degree to which they want to include course match in their scheduling mix, that is, adding capacity for on-line students participating through Course Match. If the course is completely on-line, we can open it to students on other campuses.

- Status of Workload Taskforce: Colleges have been asked to be sure that people get paid for the work they do (independent study and supervisory work). We are unlikely to find the additional \$2.5M - \$3M needed to implement the Taskforce recommendations. Continue with the current approach to assigned time next year. The Provost has asked the Deans to make the process clear and transparent. Carpenter observes: Much of the Taskforce recommendation was focused on time for research. Most assigned time currently is for administrative functions. Provost answer: At least in the foreseeable future the issue will be addressed through the colleges, in the current way, in which the primary focus is on meeting student services.
- Karplus: Will there be a document on the Workload Taskforce recommendations regarding compensation for supervisory work? Answer: yes, by next Fall. Budget Advisory Committee will be weighing in. Concern: Regarding reduction in teaching load, transparency regarding implementation across the University since each college will be operating independently. ANSWER Colleges say this needs to be a local decision because departments are different. Provost is asking that the Deans to publicize the decision-making criteria and process. To be in place for semester decision-making.
- Summer session formats currently under consideration: a 4-week all-inclusive session or a 7-week session with one additional week for exams.
- A number of seats have been set assigned time for course-match.

d) Report of the Statewide Academic Senators. No report.

e) Report of Semester Conversion:

Hedrick reported that the next steering committee meeting will be Friday, Nov. 3, 2017 from 12:00pm to 2:00pm in room SF-127

4) **Information Items: All approved to forward to the Senate.**

- [17-18 CIC 5](#): Curricular Procedures Manual and Curricular Timelines
M/S/P (Wu/Horne)
- [17-18 CIC 7](#): Foundational Level General Science Certificate
M/S/P (Wu / Harris)
- [17-18 CIC 9](#): Revision of the Minor in Philosophy
M/S/P (Wu / Komorosky)
- [17-18 CIC 10](#): Hybrid Modification for the Multiple Subject Credential
M/S/P (Wu / Horne)
- [17-18 CIC 11](#): Hybrid Modification for the MS in Early Childhood Education
M/S/P (Harris / Wu)

5) **Business:**

- [17-18 CAPR 1](#): Department of Philosophy Name Change Request
M/S/P (Komorosky / Horne): Place on the Senate agenda for approval
- [17-18 CAPR 2](#): Department of Nursing and Health Sciences Request to Dissolve the Department of Nursing and Health Sciences and Form a Department of Nursing and a Department of Health Sciences
M/S/P (Komorosky / Horne): Place on the Senate agenda for approval
Discussion: To what degree has all of the necessary documentation been addressed. Each proposed department has its own committee working on the issues (e.g. bylaws and RTP document). Each program is developing its own student faculty handbook and its own Professional Achievement definitions for RTP. Most of the bylaws are already separated by program, so only modest additional work will be needed.
- [17-18 CIC 1](#): Policies and Procedures for CIC
M/S/P (Meiling/Carpenter) Approved with amendments indicated below.

Discussion: The document is missing a requested action. The Senate office will make appropriate edits for clarification. The title of Academic Programs and Services is incorrect, because of recent changes in the title. The intent is to have the Dean of Academic Programs and Services or their Designee.

M/S/P (Wu/Komorosky) Amend to add the action requested.

M/S/P (Meiling/Harris) Change “Director of Graduate Studies” to “Dean of Academic Programs and Services”.

d) [17-18 CIC 2](#): Graduate thesis due dates on semester schedule

M/S/P (Harris / Komorosky) Place on the Senate agenda for approval. Approved with amendments indicated below.

Discussion: Harris asks: Does ‘thesis’ include project? Rhabyt answers: This applies only to University Theses.

Departmental theses and projects are Department requirements, not addressed here. University level theses are more formal with a uniform look and feel across all departments. Departments can make the decision (or not) to have their thesis be a University Thesis. All other deadlines are set by the departments alone.

M/S/P (Garbesi/Wu) Amend all occurrences where thesis is referred to in the document, replace with ‘University Graduate Thesis’.

Other discussion: Carpenter asks: Why week 10? Answer: Rhabyt answers: Week 10 was chosen to be about 2/3 of the way through the term, as in the current case for quarters.

M/S/P (Garbesi / Carpenter) Change APGS to APS for current accuracy.

e) [17-18 CIC 3](#): GE considerations for Engineering

M/S/P (Wu/Komorosky) Place on the Senate agenda for approval. Approved with amendment indicated below.

Discussion: Carpenter asks: What is the rationale? Rhabyt answers: Engineering has a conflict between unit cap on the degree and the accreditation requirements. The on-course waiver was the most efficient way to address the issues. Garbesi adds: Engineering has been granted this waiver for many years because of the conflict.

M/S/P (Meiling/Komorosky) Amend to include link to letter for justification.

f) [17-18 CIC 4](#): Incomplete grades in the Semester Catalog

M/S/P (Harris / Horn) Place on Senate agenda edited to make the “a” before “one semester” red.

g) [17-18 CIC 6](#): California Promise Implementation

M/S/P (Horne/Komorosky) Place on the Senate agenda for approval, after editing indicated below.

Discussion: As with prior documents, the Senate Office will edit to reflect the current name of APS.

Garbesi asks: This appears to be treating our transfer students better than our native freshmen. Shouldn’t it apply to both? Scharberg/Schneider answer: We intend to apply it to both. 17-18 CIC 6 will start that process off with a pilot for Fall 2018 applications that applies only to the transfer population. That population is relatively small, providing a useful pilot to test the process. By the Fall of 2019 we will implement for all relevant students.

6) **Discussion:**

a) Fall 2017 Election update

Karplus: We still only have 2 faculty for the Professional Leave Committee. Senate office will continue the search.

Carpenter asks: How often does the Committee meet? Hedrick answers: Based on past activity, probably 1 or 2 meetings to review sabbatical applications.

b) Wang Family Excellence Awards – [Call for Nominations](#).

Discussion: There will now be more awards: four faculty and 1 staff. What should the procedure be for selection? Note that timeline is very short for selection. Provost: In the past the call went to the Deans. They nominated. Selection made from their nominations. President decides. We can change the process. Hedrick: In the past, the Outstanding Professor was nominated automatically. Provost: We have existing awards on campus that correspond with those identified in (a) – (c); only (d) is not directly aligned. The consensus is to use the existing faculty awards processes and forward those

names. Those were based on an open call to faculty, and the selections were vetted by faculty-populated committees (sub-committees of FAC). Nominees can be invited to submit a longer statement (corresponding to the Wang award criteria), or their existing submittal letters can be used.

7) Adjournment

M/S/P (Harris / Horne)