Members Present: Arlene Kahn, Guido Krickx (Chair), Andrea Laird, Mark Nickerson, Robert Phelps, Steve Philibosian, John Primus

Member Absent: Richard Vrmeer

Guests: Herb Eder, Michael Good, Barbara Hudler, Myoung-ja Kwon, Frank Martino, Robert Peyton, Jay Tontz, Arthurlene Towner

1. Approval of the Minutes of the April 9 meeting: The minutes were approved with the sole correction on item 5 line 10 being the removal of a repeated word.
   Krickx/Laird to approve

2. Report of the Chair: Guido Krickx expressed his intention that the Committee remain a standing committee of the Academic Senate. While the Committee waited for the Provost and Deans to join us, there was some discussion of the perceptions of the CCAC by members of Excomm and the Academic Senate generally.

3. Meeting with Provost and Deans concerning the role for and tasks undertaken by CCAC in 2000-2001: Following the Deans Meeting held at the Contra Costa Campus, the four School Deans, the Provost and the University Librarian met with the CCAC.

   - Presentation by the Chair: Guido Krickx next passed out to the Committee and to the Provost and Deans a copy of his Presentation to the Directors and Deans. The presentation, which served in part as CCAC’s end of year report, cited the CCAC’s goal statement, which was part of 95-96 BEC 10 of the Academic Senate.
     "The CCAC shall have primary responsibility for advising the Senate on policy issues related to Cal State Hayward’s Contra Costa 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"

   - Chair Krickx discussed some of the items outlined on his presentation, including the September 15-17 faculty retreat, and the resolve, undertaken at the retreat, to conduct a needs assessment of the various constituent groups in Contra Costa County. Also discussed was the Assembly Concurrent Resolution 179 sponsored by Senator Tom Torlakson, as well as CCAC outcomes of 2000-01, including the Review of Student Satisfaction, the Survey and Focus Groups of Community Counselors, the CSU Hayward CCC employer awareness and needs analysis (2000) as well as a projected survey of community college students. Also
discussed was a regrettable “vicious cycle of enrollments and offerings” where fewer students lead to fewer courses and then fewer students.

- **Discussion with members of CCAC:** The discussion of the above document merged with the next item.

- **Discussion of School of Business Course offerings at CCC: Identification of progress to date and possible solutions:** In this portion of the meeting, the Chair directed his remarks specifically to his area of expertise in the School of Business. Members of the CCAC were to discuss their concerns with the Provost and Deans. Obviously the case of the business program at CCC is merely symptomatic of issues facing the other programs represented here; that as mentioned above there is a vicious circle of programs and stagnant FTE here. What to do? With many other CSU and UC institutions accepting community college transfers, for example, it was noted that we need the community colleges for more than they need us. The CCC needs at least a two year calendar of program offerings to assure transfers that they can matriculate here in a reasonable period of time. It was suggested, for example, that we select a handful of programs and commit resources to these based on the assumption that attendance will grow. These programs could be funded on an annualized basis. Note: the Provost cautioned that we must remember the enrollment has also stagnated at the main campus and that the CCC has actually outpaced the main campus in some programs. Possibly seed money could be used to fund courses at CCC, in a situation where there were insufficient resources at the main campus.

- **Targeting faculty to play a greater role at CCC:** There is a need for faculty at CCC who are passionate proponents of their programs, in order to attract students to these programs. For example, Robert Phelps cited the work of junior faculty in the History Department who helped boost enrollment of majors. There is a need for a resident faculty who would identify with the Contra Costa Campus and promote it. These could serve here in a rotational fashion. It is also important to get younger tenure track faculty to teach here so that programs will not suffer when a particular faculty member retires who was the primary booster for that program. (“faculty renewal”).

- **Objectives of CCAC for 2001-2002:** Chair Krickx will give a presentation to the Academic Senate on May 9 outlining CCAC’s plans for the coming academic year. He plans to stress our concerns about the need for tenure track faculty to teach here as well as the need for course scheduling which is less ad-hoc. We will also be reviewing the focus group, CSU demographic, and the Phase II (Tapan Munroe) reports.

4. **Other Old Business:** There was none

5. **Other new business:** There was none

6. **Adjournment:** 5:35 PM

Respectfully Submitted,

Steve Philibosian