CALIFORNIA STATE UNIVERSITY, HAYWARD
EXECUTIVE COMMITTEE of
the ACADEMIC SENATE
Approved as presented

Minutes of the Meeting of January 29, 2002

Members Present: Dee Andrews, Kevin Callahan, Cal Caplan, Sally Murphy, Sue Opp, Henry Reichman, Don Sawyer, Eric Soares, Emily Stoper, Susan Sunderland, Don Wort

Members Absent: Norma Rees

Guests: Carol Becker, Carl Bellone, Frank Martino, Joe Zelan

1. Approval of the agenda

M/S/P (Murphy/Callahan) to approve the agenda

2. Approval of the Minutes of the meeting of January 15, 2002

M/S/P to approve the minutes of the meeting of January 15, 2002 with the following corrections:
3.A, page 1, line 1 strike "Statewide" and insert "Sacramento." 3.B, page 2, third paragraph, strike the 4th sentence, 4.b, page 3, 1st line, strike "there" and insert "their," 6, page 5, line 8, strike the sentence beginning with "It was his position."

3. Reports

Report of the Chair
Wort reported that he has asked Mac Lovett to attend our next meeting to provide a schedule of University events and activities associated with the celebration of Black History Month.
- Wort invited Bellone to provide the Committee with a summary of CIC’s plans for the review the General Education Program. Bellone indicated that the General Education Subcommittee is gathering data and information for CIC. CIC plans to review the information and make recommendations to EXCOM by the target date of May 6, 2002. This will provide time for EXCOM to review the report and place it on the Senate Agenda near the end of the Spring Quarter, 2002. CIC will be holding open hearings, and there will be a general call to the campus community to provide input. There will also be a survey (open-ended format) sent to the faculty from the Senate office soliciting information on the GE program. It is hoped that the data will be collected by the end of Winter Quarter, 2002. It is expected that the hearings will go into April.
- Wort attended the official opening of the University's Oakland Center and was very encouraged by the number of people who attended and their interest in the programs and classes CSUH will be offering in our high-tech classrooms. The four CSU Trustees in attendance were very positive about the facility and the community's interest and support.
- The Chair has talked with a number of faculty on the topic of scholarly research and has begun informal discussions on how faculty might be assisted. He will report back to EXCOM when some general concepts are formulated.

B. Report of the President
Martino reported that the President was in Long Beach for meetings.
-Winter Quarter enrollment is now up 7% from Winter Quarter last year. It represents approximately 650 extra FTE. If the FTE converts to additional resources next year it may help take some of the pressure off the budget issues. It appears that the greatest proportion is graduate and transfer students. Our Winter Quarter growth ranks with the increases in the larger campuses in the south. With regard to our regional sister institutions, SFSU shows no growth, while SJSU reports a 3% growth.

C. Report of the Statewide Academic Senators
Reichman reported on the Statewide Senate's meeting with Executive Vice-Chancellor West regarding the budget. He distributed and discussed a handout titled "2002/03 Governor's Budget Proposal versus CSU Support Budget Request." In response to a question about the use of salary savings, West stated that these savings go directly to the campuses and can be moved around. In a follow-up about its use, West stated that these monies do not go directly for faculty salaries. The Senate Executive Committee is attempting to clarify this issue.
- The Senate passed a resolution on Faculty Office Space in the CSU which urges the Chancellor to work closely with campus presidents to seek solutions to the problem of overcrowded faculty offices. It also urges that the development of single station faculty office space as recommended in trustee policy be kept high on the list of budget priorities.

Caplan presented an excellent publication by CSU Fullerton Senate Forum on the consequences of 9-11-01, to be placed in the Senate Library.
- The Senate also passed a resolution on Evaluating Teaching Performance of Temporary Faculty which encourages all campuses to develop written policies and procedures for periodic evaluation of temporary faculty (lecturers). These policies and procedures should be aligned with Article 15 in the CBA.
- Martino indicated that evaluation of lecturers has improved with increased litigation.

MISIP (Stoper/Caplan) to refer this matter to FAC, with the charge to investigate what other campuses are doing and provide a proposal of what we might do in regard to evaluating teaching performance of temporary faculty.

Caplan also reported that the ASCSU passed a resolution recommending a constitutional amendment regarding Senate membership. It may have implications for the larger campuses, but will not affect Hayward.
4. 01-02 CR 1, Nominees to fill vacancies on the Institutional Review Board

M/S/P (Stoper/Murphy) to approve the proposed nominees for membership on the Institutional Review Board.

5. 01-02 CIC 15, Calculation of GPA for Designation of Honors

M/S (Stoper/Murphy) to place on the Senate agenda.

At the suggestion of Reichman, Stoper moved that we include the first three paragraphs of the Proposed Policy on Calculation of Honors at Graduation in the action requested, following the sentence: "That the Academic Senate approve the following Policy on Calculation of Honors at Graduation:" This was viewed as a friendly amendment.

It was noted that our criteria for magna cum laude was in fact higher than that of Northridge, which is considered to be very demanding. Martino pointed out that our grading pattern provides for a relatively large distribution of individuals by categories, 1% summa cum laude, 3% magna cum laude and 8% for cum laude. Further, the GPA is recalculated every two years to make sure that it still represents the ranges set by the Senate.

- Stoper suggested that students should be informed and consulted about this issue. Bellone indicated that the two student members of CIC had not been attending. He will attempt to contact them and have them review the proposal.

- Soares directed EXCOM's attention to the language in the action requested which stated "catalog of record" and wanted to know if the student could change or petition to change the catalog of record. Murphy stated that this point was discussed in CIC and it was determined that the student could not change their entry catalog for honors designation.

Murphy moved to include the following sentence after the first sentence in the action requested: "Subsequent changes in catalogs for major or general education requirements will not affect the catalog governing graduation with honors." The amendment was considered friendly. Reichman also suggested that the third paragraph in the background information be eliminated.

- Due to the number of corrections, it was determined that the item would move to the Senate as a BEC document. It was further agreed that the Academic Senate Office would provide the BEC document via email for the members to vote on.

The motion as amended, Passed.

6. Discussion of CAPR's charge with regard to budget and resources issues

Becker (CAPR) explained that CAPR needs guidance regarding its role in budget and resource issues. Another issue relates to a document that was passed by the Senate, CAPR 10. This document was acknowledged by the President but not approved. She indicated that the President
and Provost had met with CAPR and discussed the document and its relationship to the role of CAPR.
- Martino said that the President will not approve the document because she is unclear what it means and how it is to be applied.
- Wort suggested we postpone the discussion until next week when the President will be present.
- Reichman asked how CAPR 10 and the Budget Advisory Report are linked. Wort indicated it might be appropriate to separate the two items on the agenda.
- Becker indicated that CAPR needs to receive guidance from EXCOM on how to proceed.

7. Discussion of process for nominations for Senate Officers and other Executive Committee Members

EXCOM held an extensive discussion as to whether we should continue to consider an alternative process for the nomination of Senate Officers and other Committee Members or simply continue the current practice. The discussion concluded with the understanding that a further exchange of ideas would continue between the members via email.

8. Adjournment

M/S/P (Soares/Sunderland) to adjourn.

Respectfully submitted,

Donald Sawyer