EXECUTIVE COMMITTEE of the ACADEMIC SENATE

Minutes of the Meeting of May 7, 2002

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

Guests: Carl Bellone, Alex Cassuto, Rich Luibrand, Lettie Ramirez, Jodi Servatius

1. Approval of the agenda

M/S/P (Caplan/Soares) to approve the agenda, as amended by adding as item 13, Discussion of Election of EXCOM Members, and renumbering as 14, Adjournment.

2. Approval of the minutes of the meeting of April 16, 2002

M/S/P (Stoper/Caplan) to approve the minutes with the following corrections: Page 3, item 6, line 6, following the word Aeliminated" add the words Abut only if the number of offerings is limited." Page 3, item 7, line 1, strike the word "internships" and add "cooperative education placements." Page 3, item 7, strike the third sentence and insert "The policy as proposed limits paid and unpaid cooperative education, but fails to limit paid internships." Page 3, item 7, second paragraph, first sentence, strike the words following the word Afact@ and insert the words, "abuse of paid cooperative education courses to get around the ban on employment for most foreign students." Page 3, item 7, insert the following sentence between lines 9 and 10: "Soares stated that this policy could be discriminatory against international students since the policy does not apply to all students."

3. Reports

A. Report of the Chair

Wort reviewed the Senate meeting schedule and noted that the last meeting of the Senate this year will be on June 4th. There is a strong possibility the Senate will meet on May 21, and members were asked to reserve this date. EXCOM will meet on May 14 and May 28.
- The Ad hoc Committee on Tenure Track Allocation will meet on May 21, from 4-5 p.m.
- The meeting with the Deans and the Provost concerning requests for tenure-track positions was held on May 6th.
- The Chair is a member of a Statewide taskforce that includes representatives from the CSU Administration, CSU faculty and CFA which is addressing the ACR #73 issue of the ratio of tenure track faculty to lecturers, as it relates to the quality of education provided by the CSU.

B. Report of the President

President Rees reported that she and Bellone had two meetings with Community College Presidents in our service area last week. She characterized the meetings as very productive, with an ongoing agenda that allows us to fulfill partnership obligations and assist the Community Colleges in helping increase student transfer rates.
- Mr. Tom Coughlin, CEO of Wal-Mart, will be the alumni speaker at the Honors Convocation on May 19th. Unfortunately his wife, also an alumna, will not be able to attend.
C. Report of the Statewide Senators

Caplan reported that Statewide Senate Chair Kegley has sent an e-mail indicating that the Master Plan Draft is available for review between June 3-13th. Faculty can participate in the dialog online by registering on the web site.

- The amendments to the Statewide Senate Constitution passed. They provide for 1) an emeriti representative on the Senate and 2) a minimum of two senators from each campus. The larger campuses, however, could have up to two additional senators, based upon enrollment differentials. These changes are expected to increase the number of senators from a total of 51 to 56.

- Caplan reported on the following action items: Oversight of the Continuation of CalState TEACH; Advisory Resolution for SB1646 (Alpert) - this resolution opposes the bill which would mandate an undergraduate major at every public postsecondary institution in California; Short Term CSU Budget Priorities for 2002-2003 and 2003-2004 - this resolution endorses a set of budget priorities as essential for any possible adjustment to the 2002-03 budget and the development of the CSU Trustees proposed budget for 2003-04; Priorities for Strategic Budget Planning - this resolution endorses a set of budget priorities, drawn form the Senate's report: The CSU at the Beginning of the 21st Century, to be used in the development of future budgets; Implementation of the Contract between Faculty and Administration of the CSU regarding Domestic Partnerships and access to the Fee Waiver Program and Family Leave.

- Reichman reported that the Senate held its election of officers for the Academic Year 2002-03, and the members of the Executive Committee are: Kegley (Bakersfield) Chair, Hood (Long Beach) Vice Chair, Pincu (Fresno) Secretary, Jensen (Sacramento) and Charnofsky (Dominguez Hills) Members at-Large.

- Reichman also reported on the following action items: Review of Administrators on the Campuses of the CSU System - this resolution articulates the role of faculty in the review of campus administrators; Search for, and Selection and Review of Systemwide Administrators - this resolution urges the development of a joint committee to review policy on search and selection of systemwide administrators; Implementation of Common Management Systems; Commendation for Laurence K. Gould; Adoption of Intersegmental Committee of the Academic Senates (ICAS) Document Entitled Academic Literacy: A Statement of Competencies Expected of Students Entering California's Public Colleges and Universities; Systemwide Task Force to Study Educational Support Services; and Campus Consultation with Faculty Before Establishing Enrollment Targets and Enrollment Management Policies of an Admissions Cycle.

4. Report from the Affirmative Action Liaison Officer (AALO) and the Faculty Diversity & Equity Committee (FDEC)

Charlotte Perry (AALO) provided an overview of the Annual Report of Activities (2001-02) of the Faculty Diversity and Equity Committee (FDEC).

M/S (Stoper/Reichman) to refer to the 2002-03 Faculty Affairs Committee, the first two recommendations of the report, which deal with mandatory attendance at two different workshops by all search committee members.

Discussion ensued on the logistics of getting the large number of individuals serving on search committees together at one workshop meeting. It was agreed that there would have to be several
meeting dates. A number of members suggested that attendance should be made mandatory or at least require each search committee to have 1 or 2 members attend. Rees asked the committee to also consider recommendations for consequences if individuals do not attend the workshops.

Perry noted that the FDEC is putting together a recruiting handbook that will be available on the web.

The motion passed.

Stoper commended Perry for the accomplishments of the FDEC this year and an excellent report. Perry thanked the FDEC members and recognized their efforts and contributions.

5. Report from the Interim Vice President, University Advancement

Jodi Servatius, Interim Vice President for University Advancement, provided a review of the University Advancement Office. Her report was divided into three parts: 1) Major Observations (upon arrival), 2) Goals and Progress for the Interim Period, and 3) Future Issues. In her view the goal of raising 10% of the campus operating budget annually (identified as a CSU Systemwide goal for campuses) is attainable. This performance level would be an 80% increase from the previous performance (2% of the campus budget). She characterized the University Advancement staff as hard working and giving a good effort. It was her position that future staffing of the University Advancement Office should be tied directly to performance of the unit. She emphasized that we need a top Vice President in this position and we need one that is vitally linked to the life of the University.

- President Rees commended Servatius for the excellent work she has done with the Alumni during her four-month appointment.
- Sunderland thanked Servatius for her success in reconnecting the faculty to the University Advancement Office. She identified the resumption of the University Advancement Faculty Liaison Committee as an excellent example of her ongoing efforts in this area.
- Wort thanked Servatius for her frank and thorough report.

6. Report from the Honors Program Director

Alex Cassuto, Honors Program Director, reviewed and summarized the Report of Activities for 2001-02. The report was divided into the following categories: Current Year Activities, Future Plans, CSU Comparisons, and A Modest Proposal. In an extensive list of current activities, several points were emphasized: Twenty-six students have signed up for the program, 16 students took an aggregate of 23 courses in the Winter Quarter, and in the Spring Quarter 17 students are taking 20 courses. Twenty-eight students have taken at least one course for honors this year. Two students will be the first to graduate this Spring from the Honors Program and will be recognized at the Honors Convocation and in the graduation listing. With respect to future plans, the possibility of developing a flyer appeared to be too costly for the program ($4,000). Rees urged the Director to work with Jay Colombatto to develop a flyer and indicated that through the Office of Academic Programs, the campus would find the funds for this important project. In reviewing the Honors Program in relationship to other CSU institutions, it was the Director's view that more release time is needed to administer the Honors Program, the Honors Senior Seminar, and the Presidential Scholar Program. The Director recommended that 4 additional units of release time be assigned to the
position.

\textbf{M/S/P} (Stoper/Sawyer) to recommend to the Provost that 4 additional units, for a total of 12, be allocated for the position of Honors Program Director.

Wort congratulated Cassuto on the advancement of the program, and thanked him for his comprehensive report.

7. Nomination of a Faculty Member from ALSS, a Faculty Member from SCI and a Librarian to serve on the 2002-04 Budget Advisory Committee (BAC)

\textbf{M/S/P} to nominate Bill Langan (Philosophy) to serve as the ALSS representative on the 2002-04 Budget Advisory Committee.

Nominations of a Faculty Member from SCI and the Library will carry over to the next meeting.

8. 01-02 CAPR 4, Five-Year Review of the Department of Chemistry and Biochemistry

\textbf{M/S} (Soares/Reichman) to place on the Senate agenda.

Caplan asked about CAPR\# vote, which was not included in the background information. It was reported that the vote was unanimous to approve 01-02 CAPR 4.
- Stoper pointed out the fact that the CAPR guidelines ask for information about FTES trends and number of majors. She questioned why this information was not included in the background information. Richard Luibrand (Chemistry Chair) responded that during the period of 1996-2000 chemistry departments in the CSU have seen a 12\% decline in FTES. During this same period however, the CSUH Chemistry Department has experienced a 13\% increase in FTES. The 1998 introduction of the program in Biochemistry (which includes approximately 50\% of the department total majors) has been a major part of the department growth.
- Opp pointed out that the background information describing the department's interdisciplinary B.S. degree was incorrect. The departments participating in the degree are Biological Sciences, Geography & Environmental Studies (not Environmental Sciences), and Geology. Physics should not have been included.
- Callahan asked whether the Chemistry degree program was accredited. Luibrand indicated that the department is moving in that direction; however, the expectations by accrediting bodies are sometimes unreasonable.
- Rees pointed out that accreditation in this instance is voluntary and not required, as for example in Nursing and Teacher Education.
- Rees asked Wort to request that CAPR follow a standard format for content requirements for the program review reports.

The motion to place on the Senate agenda, with corrections, \textbf{passed}.

9. 01-02 CIC 27, Application of PHIL 3010, Critical Legal Reasoning, to G.E. Area A3 for the 1996/98 and 1998/02 G.E. Patterns

\textbf{M/S} (Murphy/Stoper) to place on the Senate agenda.
Caplan noted in the background information that the ALSS School Curriculum Committee is listed as the reviewing body. He asked if this was the case or was the ALSS Sub-Committee on Curriculum the review body. It was determined that it was the latter.

- Sunderland asked if the review included the syllabus, textbook and faculty who would teach the course? It was pointed out that the review included the syllabus.

The motion to place on the Senate agenda passed.

10. 01-02 CIC 28, Application of ANTH 3545, China; ANTH 3550, Japan; ANTH 3730, Anthropology on the Internet; to G.E. Area D4 for the 1999/02 G.E. Pattern

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

Caplan again asked for clarification of which ALSS curriculum committee reviewed the courses and asked whether the votes were recorded? It was concluded that the ALSS Sub Committee on Curriculum reviewed the proposal, and the votes were recorded.

- Caplan asked what criteria were used to determine if the courses were appropriate. The response was that the criteria utilized are in the catalog.

- Caplan reminded the committee that the catalog criteria was not acceptable to the ALSS Curriculum Committee when considering a proposal from outside the school last year. He was concerned about equity in review and the use of concise requirements to be applied by both CIC and the ALSS Curriculum Sub-Committee.

- Reichman pointed out that the Senate assigned the responsibility to the School of ALSS for determining courses meeting D4 requirements.

The motion to place on the Senate agenda passed.

11. 01-02 CIC 29, Modification of the University Writing Skills Requirement (UWSR)

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

12. Appointments

A. Contra Costa Advisory Committee
John Primus (Lecturer rep.) and Robert Phelps (History) were appointed to continue on the CCAC. The replacements for Guido Krickx (Management & Finance) and Marc Ratner (Emeriti Rep.) were held over to the next meeting.

B. Campus Planning Committee
Don Sawyer (KPE) was reappointed to a one-year term.

C. University Advancement Faculty Liaison Committee
Steve Ugbah (Marketing & Entrepreneurship) was appointed to another two-year term. A replacement for Michael Lee was held over to the next meeting.

D. Transportation Committee
Sherman Lewis (Political Science) was appointed to another two-year term.

E. Faculty Diversity and Equity Committee- (two-year terms)
Rita Liberti (KPE) was appointed to replace Greg Jennings (Educational Psychology).

Replacements for Pat Guthrie (Human Development/Women's Studies) and Tom Roby (Math & Computer Science) were held over to the next meeting.

12. Adjournment

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

Respectfully submitted,

Donald Sawyer, Secretary