Members Present: Andrews, Eder, Krickx, Mitchell, Phelps (Chair), Philibosian, Wilson (Dean)
Members Absent: Horan
Guests: Hudler, Peyton

1. **Introduction of the Dean:** Peter Wilson was introduced to the committee. His report appears as item 5 below.

2. **Introduction of new committee members:** Jim Mitchell of Teacher Education was introduced to the committee.

3. **Election of Chair for the 2003-2004 academic year:** The committee applauded Robert Phelps work as Chair in 2003-2004. All present asked him whether he wished to serve again as chair this year. He agreed, was nominated and elected by acclamation. Note: later in the meeting Steve Philibosian again volunteered to serve as secretary in the 2003-2004 year.

4. **Establishment of a CCAC meeting schedule for the Fall 2003 quarter:** The membership agreed that the following schedule would best work given the usual teaching schedule conflicts: the next meeting would be Thursday, November 6 at 5 PM, and after that, Thursday, December 4, at 5 PM.

5. **Report of the Dean:** Dean Wilson’s first report served also as an extended introduction and overview of his management philosophy and thoughts about the development of the Contra Costa Campus, in which he has shown an avid interest dating back before our move to the present site in 1992. In explanation of the former, he passed out to the committee documents describing his management ideas as previously expressed to the CCC staff in a previous meeting. Wilson stressed that he has had considerable experience with the management of a satellite campus of the CSU, given his more than 12 years with the Palm Desert campus of CSU San Bernardino. There, he expanded a small collection of temporary buildings in 1991 to the modern, soon to be two building facility occupying 200 acres. Central to his development of the PDC was the role of technology in a fully wired modern facility providing numerous network access points to both personal laptops as well as campus owned fixed workstations. Central to the academic mission of the campus, in his view, is the library. He hopes that the library, as well as other units of the CCC can begin to establish a unique identity for the Contra Costa Campus. He has studied a number of documents prepared by the CCAC and various consultants previously engaged by CSUH with an eye to developing two important documents crucial to the CCC’s future growth: (1) a strategic plan outlining the campus’ academic mission over the next several years – subject of course to necessary
modifications to suit changed conditions and (2) a facility plan providing essential
guidance in the development of the substantial and valuable property on which the CCC
rests. Dean Wilson stressed that we can no longer expect state funds to effect the
realization of our goals; that an energetic pursuit of external funding will be essential. He
recounted his own experiences in getting substantial private sector support in the
development of the PDC and notes that given our already established facility here at the
CCC that other opportunities such as the naming of campus buildings, could be explored
here. He notes that there has been a favorable rise in enrollment at CCC. From a
headcount of 1500 last year we now have 1,630, a 9% increase.

Committee members reminded the Dean of our previous efforts toward getting a regular,
rather than adjunct, faculty presence at CCC. Wilson stressed that a strong regular faculty
contingent at CCC is essential. Faculty members should be encouraged to use the CCC as
a site for the development of new programs. This can be members of departments who
cycle in and out. Additionally, there will be a need to attract new programs. Wilson
firmly believes that we cannot develop these programs merely with transfers, due to the
limited concentrations at the community college level. This is in part due to budget
problems experienced by the community colleges. We will need to have lower division
students at CCC, in particular in the sciences, since students typically begin those majors
at the lower division level. Mention was made of the efforts of enrollment management to
reach out to high school students in the Hayward area. Similar efforts should be made in
the Contra Costa high schools.

In regard to the above, Robert Peyton reported to the committee of a recent meeting he
had with Senator Torlakson, in which the goal of doubling the Contra Costa Campus’
enrollment was discussed. Considerable funds would be required, of course, for faculty
and for program development. The possibility of lower division courses being taught at
CCC was also discussed. The Senator indicated he would do what he could. In addition to
having our own lower division students, the committee discussed the possibility of
developing seamless 2+2 partnerships with community colleges using as a base, our
long standing day class offerings partnered with Diablo Valley College.

6. Discussion of formation of new CCAC task forces: In the previous academic year
the CCAC compiled a list of some 40 faculty willing to serve in some capacity in the
developing the Contra Costa Campus. Many of these presently or formerly taught here or
currently live in adjacent communities. The committee’s first task for the current year
will be that of providing guidance and structure for the task forces that would assist the
CCAC in the following areas: 1) Curriculum Development/Partnerships 2) Community
Outreach/Recruitment 3) Faculty Enhancement 4) Student Life. Since the volunteers will
already have busy schedules, attention must be paid to the provision of sufficient
structure with the flexibility to allow task force members to work at their own pace. The
Chair asked the committee to consider for our next meeting the above so that we might be
able to kick off the task forces as soon as possible. A schedule for task force meetings
needs to be established. Should these meet once a month or less frequently? We need to,
as well identify a date for a task force reception, to be held sometime before the end of
Fall Quarter. Discussion revolved around identifying local groups who might be valuable
contacts for the task forces in both Contra Costa and adjacent counties. Perhaps a database could be created local community programs of use to the development of the CCC. An example would be the TriValley Educational Collaborative in San Ramon.

7. **Roundtable on goals for the 2003-2004 academic year:** In addition to the development of the task force subcommittees outlined above, continuing work needs to be done to recognize faculty service at CCC. A suggestion was a letter thanking faculty for their service here. The Chair was pleased to note that an additional faculty position in California history was planned. He noted that the California history classes have been very popular here.

We need also to consider that we have a valuable property here and that we need to think creatively about using it to develop the CCC. As noted above a facilities plan will be essential. There have already been discussions, for example at the Hayward campus as to the potential siting of faculty housing here.

8. **Other Old business:** There was none.

9. **New Business:** Joy Andrews distributed to the committee a handout describing the new Bay Delta Science Consortium. This collaborative of bay-delta agencies and various scientists and universities (including, of course CSUH), will focus on the study and preservation of the bay and its delta through a number of programs and scientific activities. The Contra Costa Campus might ultimately benefit from associating with consortium activities in the creation of future science programs located at our campus.

**Adjournment:** 7 PM

Respectfully Submitted,

Steve Philibosian, Secretary