
1. Welcome and Chair’s Report: Chair Don Wort was absent. Member Herb Eder agreed to serve as Acting Chair for this meeting. The minutes of the December 7, 2004 meeting were approved with minor corrections.

   Name Change Vote in the CSUH Academic Senate
   Dean Peter Wilson forwarded an email from the Chair indicating that the Academic Senate at the Tuesday, January 11, meeting, voted narrowly not to support Cal State Hayward’s name change to Cal State East Bay. This non-binding decision will be presented to the Chancellor and Board of Trustees. There had been concern on the part of some CSUH faculty and students that there had been insufficient consultation. Local business and community leaders in Hayward had been strongly opposed to the change. The CSU Board of Trustees are also scheduled to vote on the name change at the January 26, 2005 meeting in Long Beach. The Concord City Council, as well as the Concord Chamber of Commerce have both publicly supported the proposed change. There was further discussion of what if any action should be taken by the CCAC on this matter. As a standing subcommittee of the Academic Senate, the CCAC may not have the authority to oppose or otherwise show concern regarding, motions made by the Senate membership of the whole. It would be useful to determine what the Contra Costa Student Committee (C3) felt about this issue. There was to be a C3 meeting later in January. Horan noted that many students attending at Concord were divided about the name change proposal and would prefer having “CSU Hayward” on their diplomas to avoid confusion. Students also were concerned that their fees would be used to finance the name change. There was no further action taken by the CCAC.

2. Concord Campus Update and Dean’s Report: In winter quarter several departments added courses at the last minute, which has caused some problems with scheduling. There have been some difficulties in adjusting course scheduling to insure a daily balance in facility use. Member Woodard indicated that the automatic wait list process has been a concern in that some departments have not been using it. Students have not always been notified by the end of the first week whether they have been admitted to classes. Woodard has been trying to ascertain the campus policy regarding wait lists, but has been unable to locate it. Discussion continued over the necessity of getting course schedules at least one year in advance. This goal has been frustrated by the budget situation and department chairs have been reluctant to commit to courses at Concord. The Dean
suggested that it may be necessary to bring this issue to the Strategic Enrollment Management Committee for discussion.

The Dean reported that we are continuing to experience severe staffing shortages at CCC. Jacqueline Walker, the Faculty Services Coordinator, resigned her position in December and the search for search for an Executive Assistant to the Dean has proven unsuccessful and will be reinstituted. The Dean noted that Faculty have been very cooperative in this difficult situation. The Dean attended a recent meeting of the Mayor’s Conference and presented on the issue allowing lower division courses to be taught at the Concord Campus. Current CPEC policy does not allow this. However, given that most local community colleges have impacted programs, there is a stronger case now that we could present to CPEC. On January 18 will be planning on for the next Day of the Teacher program, which will be held in April, 2005.

The Concord campus has gotten approval for its first-ever graduation celebration, which will be held June 9 in the Lesher Theatre. Caps and gowns will not be worn and degrees not conferred. It was suggested that students honored at the University-wide Honors Convocation also be recognized at the Concord graduation ceremony.

Melissa Michelson, of the Department of Political Science will present a Scholar-Olli lecture this afternoon. The subject will be getting out the vote.

3. New Business:

A. Agenda for 2005: The Chair had provided the Committee with a proposed agenda for the current year. It was left to the Committee to discuss these items and how they should be elaborated/changed. The Chair’s original list included the following:

- Creating an Academic Community
- Enrollment Management
- Program Delivery

The above items were discussed individually and in relation to one another. 1. Creating an Academic Community: The membership agreed on the continuing need to focus on getting a core group at full or part time resident faculty at the Concord campus. In addition to faculty headquartered at the Concord campus, the need exists for the development of “Academic Anchors” which would be academic programs uniquely associated with the Concord Campus. While we should show our appreciation for the efforts of distinguished faculty who have devoted time and energy to Concord, we should focus on working with newly hired junior faculty. In this light, Eder felt that the name change, if approved, would be helpful in generating faculty interest in the CCC. A reception for new faculty teaching at Concord could be arranged for the coming Fall. It was also hoped that negotiations currently underway with the Hayward campus will restore lost bookstore and food service functions to the campus perhaps as a joint venture.

2. Enrollment Management: The Dean reminded the committee that it will be functioning as an arm of the Strategic Enrollment Management Committee. 3. Program Delivery: The Dean suggested that services, such as those provided prospective credential applicants, could be streamlined. Perhaps we could have our own credentials office at the Concord campus.
As an outgrowth of further discussion on the above agenda items, the Chair suggested the following to prioritize our work for the coming year:

- Faculty Presence
- Creating an Academic Community
- Enrollment Management and Outreach
- Program Service Delivery

These would be addressed on a monthly basis i.e.: Faculty Presence at our February meeting, Creating an Academic Community in March, Enrollment Management and Outreach in April, and Program Service Delivery in May. It was felt that the issue of a faculty presence was of the highest priority; a core faculty presence would free up much staff energy for some of the other agenda items on the list.

B. Other: Our student member will not be able to attend the next meeting on February 9.

Adjournment: 11 AM

Respectively Submitted,

Steve Philibosian, Secretary