

CALIFORNIA STATE UNIVERSITY, EAST BAY

ACADEMIC SENATE

Subject to approval

Minutes of the Meeting May 31, 2005

Members Present: Rita Akpan, Jim Anderson, Norman Bowen, Cal Caplan, Charles Cole III, Lynn Comerford, Jennifer Eagan, Judith Faust, , Denise Fleming, Liz Ginno, Susan Gubernat, Michael Hedrick, Doug Highsmith, Tom Hird, Scott Hopkins, Mark Karplus, Jose Lopez, Jane Lopus, Frank Lowenthal, Eve Lynch, Bijan Mashaw, Nan Maxwell, Michael Medeiros, Julie Norton, Susan Opp, Chung-Hsing Ouyang, Barbara Paige, Pamela Parlocha, Norma Rees, Hank Reichman, Juan Robles, Don Sawyer, Michael Schutz, Jeffery Seitz, Jason Singley, Eric Soares, Emily Stoper, Eric Suess, Jay Tontz, Vincenzo Traversa, Donna Wiley, Craig Wilson, Don Wort, Jin Yan

Members Absent: Dee Andrews, Diana Balgas, Linda Beebe, Alex Braun, Jack Davis, Andrea Kemp, Teena Khatri, Rebecca McCormack, James Perrizo, Laurie Price, Carl Stempel, Diane Rush Woods

Visitors: Carl Bellone, Bob Brauer, Bob Burt, Tom McCoy, Jim Kelly, Michael Lee, Michael Leung, Gary McBride, Xeno Rasmusson, Sue Schaefer, Melanie Spielman, Arthurlene Towner, Gale Young

1. Approval of the Agenda
M/S/P (Caplan/Opp) to approve the agenda.
2. Approval of the minutes of the meeting on May 10, 2005
M/S/P (Schutz/Caplan) to approve the minutes.
3. Sue Schaefer Faculty Service Award Presentation
The Chair introduced Sue Schaefer, a distinguished emeriti faculty member for whom the award was named. Schaefer joined Sawyer to present the award to Henry Reichman who has served the faculty and campus in a multitude of ways: by serving on Senate in the years of 1995-2002 and currently on ExCom; Chair of the Academic Senate, 98-99; served on state-wide Academic Senate and numerous committees, chair of the state-wide Senate's Fiscal and Governmental Affairs Committee, and is a member of the current bargaining team. Hank was presented with the certificate and a check, and the Academic Senate gave him a standing ovation. Hank thanked everyone and the FAC for the great honor, especially Emily Stoper for her nomination and kind words. He commented that it was an honor to receive the Sue Schaefer award as he has tried to be as active as Sue in faculty governance, and he echoed a sentiment that Stoper gave when she was given this award, that faculty ought to get involved for the good of the institution, and it's actually fun; you meet wonderful people on our campus and system wide.

Sawyer asked the Standing Chairs to come to the front of the room and he presented each with a gift, donated by Sandra Ehrhorn of the Pioneer Bookstore. Don thanked the chairs on behalf of the faculty for their dedication and hard work over the past year. He also extended thanks to the current members of the Executive Committee.

Thanked Susan Correia for her support and dedication in helping him throughout the year as Senate chair, and he presented her with a card & flowers; the Senate applauded.
4. **04-05 CIC 28**, and **04-05 CAPR 9**, Discontinuance of Minor in Taxation, *as amended* to change the effective date to Fall, **2006**
M/S/P (Caplan/Opp) to approve.

5. **04-05 CIC 29**, Discontinuance of Systems Engineering Option in the M.S. in Telecommunications, and **04-05 CAPR 13**, Discontinuance of the Telecommunications M.S. Degree Option in Systems Engineering, *as amended* to change the effective date to Fall, **2006** M/S/P (Opp/Schutz) to approve.
6. **04-05 CIC 30**, Application of Courses to the General Education Program (G.E.), *as amended* to change Area D1-2 to “**AREA D1-3**” M/S/ (Maxwell/Opp) to approve.
M/S/P (Caplan/Stoper) to further amend the document to remove the word “elective” from each Area title, and under Area C, delete “C3” and list specific sub-areas to which these apply.
Main motion passed.
7. **04-05 CIC 31**, New Option in International Accounting in M.S. in Business Administration, *as amended* to add to the action requested “; **effective Fall, 2006**” M/S/P (Wort/Mashaw) to approve.
8. **04-05 CIC 32**, and **04-05 CAPR 10**, Discontinuance of Options in B.A. in Liberal Studies *as amended* to change the effective date to Fall, **2006** M/S/P (Fleming/Soares) to approve.
9. A letter from CBE, “Description of Revision of BSBA Degree Core Classes,” as an informational item to accompany the CIC/CAPR documents above

Lowenthal commented that he would have liked to offer an amendment to restore Math1820; the document is excellent as a whole; however, the two faculty in the department who have taught the math class feel that it is a very necessary and valuable class for the program. Reichman noted that, for the record, it is odd that our policies are such that a change in our biggest program/degree does not need to actually go through Senate review when other minor changes, such as the discontinuances for programs which have no students, go through a more rigorous review.

10. **04-05 CAPR 11**, Name Change from “Department of Recreation and Community Services” to the “Department of Leadership in Hospitality and Leisure Services” M/S/ (Opp/Caplan) to approve.

Reichman noted that he does not object but will abstain, as he finds it strange that a department would change its name to something that does not match its courses and degree; implication of a degree change; Reichman requested that any changes to the degree go through the Senate procedures. Stoper remarked that this discussion relates to Reichman’s comments under item #9, under our present rules, based on our curricular procedures, such changes do not go through Senate review; we do not know how much the curriculum will change and what’s really happening with the name change. Sawyer commented that the chair of the department has conferred with Bellone and that any changes do go through his office; Bellone noted that additional and discontinuances of degrees and options as well as the change of the name of a degree goes through the Senate, but modifications to a current degree do not; Caplan called a point of order, as the document calls for the renaming of a department not a degree; Caplan wanted to remind the Senate that this is not the precedent on this campus as in 1986 KPE changed its name but not degree at that time; Towner remarked that it is only a department name change and was reviewed by the Council of Chairs, any curricular change would go through the appropriate Senate procedures. Grads usually end up in hospitality, so this addresses the reality of where the students find jobs. Caplan called the question. Stoper requested a show of hands
Motion passed with 25 ayes, 4 nays, and 10 abstentions.

11. COBRA Report (Lopez) – Annual Report is available on the COBRA documents page at http://imctwo.csuhayward.edu/senate/cobra_docs.shtml

Lopez shared three things: 1) overview, 2) recommendations, and 3) update on budget.

1) COBRA is in its 2nd year; 2 members elected from each college and 1 member from the library and a presidential appointee; members simultaneously serve on the President's Budget Advisory Committee; looked at activities from last year and set goals for this year; 1) Develop standard budget report system for the Committee, 2) Promote Faculty Involvement - continue to gather information and they determined that they needed information directly from individual faculty members versus at the departmental level; 3) Develop Recovery Plan – formed an ad hoc committee to gather information from unit heads (vice presidents, deans) to discover what their needs/priorities were and asked if money were to become available what were their priorities would be; 4) Develop faculty knowledge of budgetary issues; created an Ad Hoc Committee on Budget Information; had difficulty last year looking at budgets from different groups on campus as they all done differently; this year had ad hoc committee meet with CRUMS (Committee on Reporting Utilization and Monitoring of Budget Systems), and have a preliminary report (see website).

2) Faculty consultation – involvement in all levels; direct conversations with department chairs; devoted about an hour for each conversation; what kind of involvement do they have with development of the budget – and number of tenure-track searches; needed to get information from regular faculty of departments – currently in that process by getting responses to a brief written survey.

3) Development of a recovery plan – still behind where we were 2 years ago; need to begin to work on planning, if the funding increases, where do we need to go; thanks to Don Wort and Saied Motavelli for their work on this; met with CAPR and looked to see how to align the two committees' work and the distinction between COBRA and CAPR; continue to look at the role of the resource allocation arm of faculty governance.

Recommendations: 1) Development of Principles of Collaboration to ensure consultation between deans, chairs and faculty in the budget development and resource allocation process; 2) Continue to standardize the budget documentation and reporting systems; 3) Incorporate the WASC goals into the budget process (Rees has done already); 4) Create a plan to implement the ACR 73 ratios of tenure-track faculty to lecturers that ameliorates the decrease in the lecturer ranks; 5) Continue the examination of the tenure-track allocation process.

Update: In January, the Governor presents his initial budget, after legislative negotiations, he publishes the May-revise; COBRA is trying to work with those particular numbers which reflect adherence to the CSU compact; in return for some deduction in our budget last year, we have been promised an increase as written in the compact; but, as President Rees has commented, not until the budget is signed are the numbers hard; based on that allocation, CSUEB portion of the CSU budgetary augmentation is \$2.6M of additional funding; at 2 BAC meetings, the vice presidents presented their wish lists; COBRA and BAC are now analyzing the requests and prioritizing them, and will present those recommendations on June 3. Thanked the COBRA members for all their work.

Reichman congratulated the committee on its excellent job; the report illustrates that the committee members take their charge very seriously; noted that \$2.6M = seems a little low, does it assume

that money for compensation monies are not counted; Rees replied that compensation monies are counted in the amount, and Brauer stated that they will share the official dollar amount with COBRA; Rees noted that the compensation is shown in the president's line; \$2.6M includes benefits; Reichman remarked that compensation/benefits are decided in bargaining, and that the BOTs budgeted \$3.5M for compensation benefits; on the system wide budget there is some indication that the legislature is considering adding \$50M to the Governor's May-revise budget, due to of the political maneuvering between legislature and Governor; there is a recent agreement that may facilitate standardized budget documentation; Judy Chu introduced the bill that required CSU to report on its budget – also asked the legislative analysis' office to review the CSU budget. Lopez noted that they will be providing 3-tiered recommendations. Rees noted that the compact provides additional funding as well as a new enrollment target; new money for new things to increase access. BAC meets tomorrow at 8am in President's Conference Room, COBRA on Friday at 9am. BAC will meet again on June 3rd at 8am, They are open meetings.

12. **04-05 BEC 10**, Proposed Timeline for Tenure Track Position Requests for Searches M/S/ (Caplan/Maxwell) to approve.

Stoper strongly objects to the document assertion that it supersedes old document (BEC 6) as it provides a new timeline, but that the change should be worked into the existing document; by superseding we remove the role of the faculty and the action of CAPR; this is a huge policy change and she sees no reason to do this today; should not be removing the faculty's role in consultation on tenure-track position requests; it should be done right or not at all; Sawyer noted that we have done this for two years, and that it is important to formalize the process; Stoper replied that although items on this policy have not been followed in recent years, we should see what we want to salvage and not dump it completely.

M/S/ (Reichman/ Caplan) to amend by changing the Action Requested to approve the timeline "for 05-06", superceding relevant "timelines" of 98-99 BEC 6 (rather than "sections"). Reichman stated that he believes we do need a revamping of the whole thing; this amendment is an awkward solution but allows for more thoughtful review and another year to make a systematic revision of the policy. Stoper replied that the amendment is not acceptable as the timelines are inextricably tied to the policy. She again stated that this is disempowering the faculty.

Motion approved with one nay.

Main motion passed with 24 ayes, 4 nays, and 8 abstentions.

13. Report by Vice President Burt regarding the Policy on University Endowments (DRAFT) and Policy on Appointments of Endowed Faculty Honors (DRAFT)

As chair of campus Endowment Policy Drafting Committee charged to create an administrative policy, Burt requests comments and questions on the proposed policy with a deadline on comments of June 15th. Committee is comprised of Burt, Metz, Travis (Student Affairs), Leung, Sawyer, Larson, and McBride. Attempt to codify what has already happened and to help University Advancement to inform prospective donors; item 2 – illustrates the different types of endowments available; the heart of this are the endowments for faculty excellence, endowments for support funds; page 2 shows the general description of the endowments; page 7 describes how the income is to be used, page 9 defines stewardship; need to communicate well with donors throughout their lives; faculty reporting what s/he has done with the endowment to forward on to the donor; balance of the policy how to create an endowment, what the unit responsibility is, comment on endowment management; and the fiduciary responsibility belongs to the Foundation. Please forward any comments to Burt – via email, phone, or paper copy.

In the area of endowment of faculty honors, this is a faculty prerogative to determine how the honors are awarded. The rough draft was compiled from a variety of different documents from other campuses and the policy needs to be approved through the Senate policies and procedures so that when the first donor they can explain how the appointment works.

Bowen asked about socially responsible investing by the University; wanted to go on record that we ought to take up the issue of where we do invest the funds we receive; Burt noted that the trustees of the foundation would appreciate any guidance on investing University funds, not aware of any restrictions on how to invest our funds aside from fiscal responsibility. Wort thanked Burt on his leadership on pushing forward this topic and chairing the Committee, it will help the faculty and campus – we should have been working on this sooner. Burt noted that he hoped that this would be useful in attracting tenure-track faculty. Schutz commended Burt on the work and asked how other CSUs stand in terms of endowment; Burt replied that our \$5M endowment ranks low among the CSUs; we are an emerging program and he will be happy to email what the Committee discovered in their research on the other endowment programs among the CSUs.

14. ACIP Report (Michael Lee, Representative to the Council on International Programs)

The full report will be posted on the Senate web page. Key points: student applications were down for the CSUEB IP Study Abroad Program in 2005-06, true for CSU as a whole. Total number of applications received by the Office of International Programs (OIP) for northern hemisphere programs was down from previous year (2004-05=915, 2005-06=751 students); reasons being that it is more expensive for students now (worsening value of the dollar against the EURO and other currencies); CSUEB had 12 applicants for the 2005-06 northern hemisphere programs; 9 were accepted (2 to Spain, 1 to UK, 1 to Taiwan, and 1 to France, 4 to Mexico (BCLAD program)); the BCLAD Mexican program is having difficulties due to an enforcement of federal rules that financial aid only be given to students studying for 75% or more of their degree in the US (BCLAD is a one-year program); 3 students were rejected due to low GPA; 1 student received a \$4000 Wang Family Scholarship to Taiwan; thanked Norm Bowen for being a major component for advising students to participate; CSUEB student majors represented include International Studies, Latin American Studies, MBA, Political Science and Teacher Education, with additional 2 applicants to Australia from CBE, and an applicant to New Zealand from Geography. A 12-month full-time, one-year Resident Director (RD) will be sought next year for the China, France, Mexico, Spain and Italy programs – packet available at <http://www.gateway.calstate.edu/csuienet/> (only full-time faculty can apply). Lee reminded Senate that the Wang Family Scholarship provides \$10,000 annual stipends until 2012 for research and teaching at the National Taiwan University, the Peking University (Beijing), National Tsinghua University (Taiwan), and the Jiao Tung University (Shanghai); these scholarships are flexible and do not require that the recipient spend a year overseas; for more information, see <http://gateway.calstate.edu/csuienet>. CSUEB professor, Meiling Wu (Modern Languages & Literatures) received \$10,000 in 2004-05 to work with the National Taiwan University. This year two awards went to CSU Sacramento and two to SFSU faculty.

Dr. Lee was elected ACIP chair for 2005-06; and he encouraged anyone who wants to take on this role in 2 years to contact him; ACIPA Spring Meeting will be here next year, he will send around a list of ACIP members and their academic specialties to all CSUEB faculty to encourage interaction.

IP budget for 2004-05 is \$4.7M, with the cost per student averaging at about \$7,000 across the 16 active programs; IP administration totaled approximately \$1M; programs in Zimbabwe and Israel

remain suspended; opening two other programs in South Africa (a pioneer group will be sent in 2006) and Ghana (accepting students in 2006-07). Lee encouraged faculty to send students his way and to help further promote Study Abroad opportunities to our students; students need a 2.7/3.0GPA to apply, pay their home CSU campus fees; the total cost of studying in the CSU IP program for a full academic year runs \$12,000 - \$13,000; these programs are a wonderful opportunity, and he thanked the faculty for their support.

Reichman congratulated Dr. Lee on his election to ACIP Chair and commented that this illustrates Dr. Lee's hard work and dedication to the job.

15. **04-05 BEC 8**, Resolution in support of the "Faculty Compensation and the Crisis in Recruiting and Retaining Faculty of High Quality" document
M/S/P (Wiley/Caplan) to approve.

16. Reports
 - A. Report of the Chair
 - Tenure track faculty recruitment – reported that for this year there were 32 approved searches, 25 accepted, 3-4 pending – very successful and he thanked the faculty for their efforts; 22 authorized searches for next year;
 - Thanked the ExCom for helping him this year; it was a great team and gave him support and valued council;
 - Thanked the members of the Senate; appreciated the student members' contributions;
 - Reminded Senate of the Connie Sexauer Bench Warming Ceremony this Thursday from 4-6pm near parking lot A.

 - B. Report of the President
 - We are in between the first and second visits of the WASC team; have received the final form of the report which did not clear up questions she had; on June 16th, when the commission meets, there will be an hour on the agenda for this report and our response to it to be considered by the commission; she will be there in person; will receive the report from the commission soon afterwards with recommendations of what we need to do for the educational effectiveness portion; 4 major things we offered to work on - academic quality, student success, campus climate, and planning – very well under way; we are in very good shape; applauded Carl Bellone's efforts and especially his suggestion to offer a plan to WASC since no guidelines were provided in the report. She will keep us informed.
 - Lowenthal asked about the traffic problems to the Concord Campus; Rees noted that where campuses are placed is always a political decision and both campuses were promised a freeway going by it. Faculty housing is also a big issue, which is in process, but she has nothing to report at this time; Lowenthal asked about scheduling changes to help ease around traffic problems for classes at the Concord campus; Rees noted it would help if we have faculty teaching and living closer to the campus.

 - C. Report of the Statewide Academic Senators
 - Reichman reported that June 1 is the official take-over date for newly elected officers; mentioned new committee chairs; the new chair, Marshelle Thobaben, will be meeting with C.O.'s officers and will raise the resolutions endorsed by Statewide Senate, FERP, etc.; new ExCom will meet over the summer; meeting with the ExComs of UCs and the International Center for Advanced Studies (ICAS); ICAS may be doing a review of WASC; first state-wide Academic Senate plenary is in September. Caplan reminded the Senate that TEKR had sent out a survey looking at the amount of collaboration, or lack

thereof, in TED in subject matter disciplines and have started to analyze them; will be issuing reports in fall.

D. Report of CFA

- No report by Eric Seuss.

- Lowenthal asked about a report/rumor that there is going to be a raise in the dues of .1% and what happened to the agency fee money; Reichman responded that the publicly announced dues increase was proposed at the delegate assembly in the spring, they decided to hold off on it to see what the response was from campus chapters, and it was eventually voted in; CFA members agreed that it was essential to have stronger resources to counter attacks made by the governor and administration, and the money will go to help us bargain better; agency fees are dependent upon a percentage of our fees not the fees themselves; Lowenthal remarked that this year there seems to have been a feeling that lecturers are entitled to go up in range elevation even though they clearly did not have a Ph.D.; Reichman remarked that the criteria can be found online (http://www.csu Hayward.edu/OAA/range_elev.pdf), and that is the criteria set by the Senate that may be changed, modified, etc., within the range of the CBA and bargaining. CFA services are available for all faculty, lecturer or tenure-track, to protect them against violations of their bargained rights, and to help represent them, as given under the contract/Senate policy. Range elevation grievances are determined by a faculty panel, chosen by lot, and that the panel's decision is final – only place where faculty decision is final.

E. Report of Student Government

- Akpan reported that there were two major AS events; elections March 25-27, and on the 2nd day they surpassed the electorate by a 2 to 1 ratio from last year; the new AS board will be in place June 30th; had an awards ceremony for clubs and organizations on campus – very nice event; thanked Don Sawyer, who was actually at the awards ceremony; and thanked the administration for building a bridge between students and the administration; thanked the Senate for their help and inspiration by leading by example.

17. Adjournment

M/S/P (Anderson/Schutz) to adjourn at 3:43pm.

Respectfully submitted by
Liz Ginno, Secretary