

CALIFORNIA STATE UNIVERSITY, EAST BAY

ACADEMIC SENATE

Approved as presented

Minutes of the Meeting of October 4, 2005

Members Present: Tom Acord, Eileen Barrett, Tom Bickley, David Bowen, Kevin Callahan, Cal Caplan, Dennis Chester, Jennifer Eagan, Denise Fleming, Susan Gubernat, Tom Hird, Scott Hopkins, Leo Kahane, Mark Karplus, Dawna Komorosky, Bijan Mashaw, Nan Maxwell, Laura Nelson, Julie Norton, Emily Nye, Susan Opp, Chung-Hsing Ouyang, Pamela Parlocha, Robert Phelps, Norma Rees, Henry Reichman, Don Sawyer, Michael Schutz, Jeffery Seitz, Jason Singley, Eric Soares, Barbara Storms, Eric Suess, Jay Tontz, Bruce Trumbo, Steve Ugbah, Donna Wiley, Don Wort, Jin Yan

Members Absent: Linda Beebe, Tom Cadwallader, Saurabh Chaudhuri, Jennifer Daniels, Karina Garbesi, Charlene Jacinto, Jane Lopus, Eve Lynch, Rebecca McCormack, Barbara Paige, Tomas Santiago, Shazad Satar, Teri White, Diane Rush Woods

Guests: Carl Bellone, Bob Brauer, John Charles, Susan Correia, Craig Ishida, Jim Kelly, Michael Leung, Franklin Lowenthal, Tom McCoy

The meeting was called to order at 2:08 PM.

1. Approval of the Agenda

M/S/P (Maxwell/Reichman) to approve

- Tontz introduced a Resolution regarding agency shop dues increase and made the motion that it be placed on the agenda. The Chair explained how motions from the floor are added, and noted that a 2/3 affirmative vote of members present is needed.

M/S/Not Passed (Tontz/Soares) (11 votes in the affirmative)

2. Approval of the minutes of the organizational meeting of May 31, 2005

M/S/P (Hird/Caplan) to approve

3. Reports

A. Report of the Chair

- Announced upcoming Trustee visits: Jeff Bleich (October 18), Carol Chandler (October 25), Craig Smith, Faculty Trustee, (November 29, which will be a Senate meeting)).
- Announced important upcoming campus events: Al Fresco (October 5), Freshman Convocation (October 6), Faculty recital (October 11), Forum: Which Way the Supreme Court, sponsored by Student Union (October 18) Job and Intern Fair, hosted by Career Development Center (October 19)
- Received a letter from Chancellor Reed regarding the construction of a presidential search committee. Sawyer explained the process briefly and noted the web address for more detailed information was on the election memo; he encouraged members to identify faculty to participate in search

- Introduced standing chairs of committees: Cadwallader (Research), Garbesi (COBRA), Norton, (CAPR), Barrett (FAC), Seitz (CIC)
- Introduced Jacqueline (Jackie) Alnor, new staff member in the Senate Office
- Acknowledged Susan Correia's great efforts, leadership, and contributions in the Senate Office throughout the last years working without a second staff member.
- Lowenthal asked why there seems to have been a change in the calendar for drops, from the end of the 7<sup>th</sup> week to the first day of the 7<sup>th</sup> week; since "withdrawals are not permitted after the 7<sup>th</sup> week," the correct date appears to be November 9<sup>th</sup>, not November 3<sup>rd</sup>; many in attendance agreed that Nov 9th was correct; Sawyer will relate this to Jeff Cook
- Lowenthal raised question about process for informing the entire faculty about a Senate item of potential interest through email. Sawyer replied that email lists from colleges are only to be used for Senate business as some colleges were initially reluctant to provide list of faculty email. Caplan suggested bringing a motion forward for a subsequent meeting; if it passes, then would be announced in advance on Senate agenda; Reichman suggested there should be some mechanism for creating a listserv for communicating with entire faculty; Caplan suggested using massmail, but it was argued that few faculty subscribe; Seitz suggested Senate could have a Blackboard webpage that could be used for announcements. The Chair said he will refer the issue to FAC.

## B. Report of the President

- Provided an update on enrollment for Fall 05; CSUEB is short of our 3.5% increase target (1% down last year plus 2.5% additional increase expected this year). Entire CSU system is challenged to meet 2.5% enrollment increase targets; Chancellor's Office will determine if funding will be redistributed between campuses. Praised faculty for their efforts, like raising class sizes. Caplan asked how other presidents are reacting to possible redistribution of resources? Rees stated that those in a position to benefit are happy. It is important for the system as a whole to meet the 2.5% enrollment increase. Acord asked which campuses are experiencing difficulty? Rees replied that Humboldt and Dominguez Hills are in difficulty; most Southern California campuses are in good shape; looking at colleges for trends but no obvious patterns emerge. President met with Helen Carr, Chancellor of the Contra Costa Community College District, CSUEB's major source of transfer students. Hopkins stated that he has heard of applicants not hearing back from CSUEB and ended up going to another institution. Rees asked that such instances be forwarded appropriately. Wiley stated that application deadlines are late and fall too close to the start of quarter; Storms stated that later deadline facilitates enrollment in Educational Leadership.
- Provided an update on students impacted by Hurricane Katrina. CSUEB has admitted about 75 students, of which about 50 have been enrolled; 35 live on campus. The students have many needs; CSUEB has set up processes to help them. Unknown if they will stay the whole year.
- Reported on visit to Saudi Arabia's Office of Cultural Affairs; Saudi Arabia is committed to sending 5,000 students to the United States over the next four years; CSUEB will have 40 Saudi students enrolling in Winter 06
- Reported on new buildings: had a "beam raising" at Pioneer Heights; Business Center and Pioneer Heights are ahead of schedule; Student Union had a slight setback, but is now back on schedule; Warren Hall will not be reconfigured until the new Student Services Center is built. Rees estimated at least two years before new building is available and four years until Warren Hall is reconfigured. Wort regrets that Warren Hall will be shortened, as it is attractive and serves as a landmark; Caplan urged caution about acceleration of new building in light of the need for harmony in architecture; Rees stated that CSUEB will be doing a new campus master plan as part of the Strategic Plan.

### C. Report of the Statewide Academic Senators

- Reichman announced that the first Plenary was held on September 16. Five resolutions were passed on the following: assistance for victims of Hurricane Katrina, urgency of settling faculty contractual issues (salaries), reaffirming prior actions and statements on merit pay, opposition to Proposition 76, and a Resolution regarding applied doctorates.
- Academic Affairs introduced the following five items: resolution to indicate all degrees (e.g., double majors) on diploma, support for explicit campus-specific course repeat policies, support for continuation of CSU-UC joint doctorates, reaffirmation of early declaration of major, and support of campus autonomy for setting calendars.
- Continuing issues: lower division transfer policy; 12 more disciplines will go through process this year. For those who completed the process last year, there is a second phase in which faculty groups will develop sets of course descriptors according to which community colleges will develop courses. Caplan asked about majors that are interdisciplinary; Reichman replied that committees will have representatives from all areas of the discipline.
- Facilitating graduation initiative: campus senate chairs, statewide Executive Committee, and provosts will meet to discuss this initiative. There will be accreditation-like visits to each campus to assess progress. Hammerstrom has been hired as a consultant.
- Chancellor's Office budgets for units in Academic Affairs, including Statewide Senate, have been cut; statewide senate costs are high this year for assigned time, as there are few first-time Senators.
- The Statewide Senate is drafting a letter to WASC outlining concerns about over-reliance on administrators and limited faculty input in the accreditation process.
- TEKR resolution stresses central role of faculty in CSU applied doctorates; senate to develop a task force or committee. Seitz asked if this process will this be like the CAN system; Reichman stated that CAN no longer exists; however, committees will be encouraged to use CAN descriptors to facilitate their initial discussions.

### D. Report of CFA

- Tom McCoy reported on 3.5% salary increase for faculty. CSU team wanted to tie raise to a GSI merit salary plan, but this was dropped after a cooling off period. The Board of Trustees want to take merit salary and SSI out of future salary increases; CFA will have to bargain SSI, FERP, workload, as well as protect lecturers' rights and grapple with backlog of grievances; urged no vote on Propositions 75 and 76.

### E. Report of Student Government

No report

#### 4. **05-06 BEC 1**, Standing Rules of the Academic Senate

M/S/P (Caplan/Acord) to approve

#### 5. **05-06 BEC 2**, Nominations for the Layoff Committee, 2005-06

M/S/P (Caplan/Wort) to approve, after receiving no additional nominations from the floor

#### 6. **05-06 BEC 3**, Acronym change for the College of Arts Letters and Social Sciences

M/S/P (Schutz/Eagan) to approve

Sawyer introduced the history of this issue; there was no discussion.

## 7. Presentation regarding Earthquake Preparedness

- Craig Ishida discussed earthquake preparedness for CSUEB in the context of what has worked and not worked at other campuses. Much of the information provided was faculty related. Showed clip of faculty interviews from a video on the earthquake affecting CSU Northridge. During such emergencies, there is often “communication without consultation,” creating an atmosphere that can feel more like the military than the university. There may be a great loss of data and research materials as clean-up or containment measures are put into effect. Many of Northridge’s faculty lost their life’s work and/or had no access to their office and labs until 3-4 weeks later. Even then, access was tightly controlled and what could be salvaged was limited. Most notebooks and files were damaged and dumped by a clean-up group (not the faculty). Chemistry employees denied access to their area by OSHA, as some chemical compounds are odorless and deadly. Normal governance processes and consultation processes were bypassed, so that the campus could survive. The faculty who had back-up disks at home or elsewhere were the least affected, but everyone suffered losses.
- Discussed what can be done to prevent damage; some things are low in cost, but require thought and planning: brace heavy items; bolt items over 48” high (which can cause injury and block egress) to the wall; anchor computer equipment to table; back up computer frequently and keep back-up disk outside of office; become a Building Safety Assistant (BSA); take emergency preparedness courses; secure lab equipment; take similar precautions at home; keep emergency cart in garage and in car; restrain gas cylinders at 1/3 and 2/3 level; install refrigerator clasp to avoid doors opening during earthquake.
- During an earthquake, faculty are responsible for students; remember that some people may not be familiar with earthquake “duck and cover” procedures; do not use elevators; know location of Emergency Assembly Area (EAA); use campus emergency lines 911 or 53333 for emergency use only; do not restore power until approved to do so; if off site during a disaster, can call 885-2000 for information
- Executive Order 921 addresses emergency preparation. Ishida will be chairing CSUEB’s Business Continuity Team
- Phelps suggested an article in the Pioneer and a Presentation to students in April 2006 (100<sup>th</sup> anniversary of the 1906 earthquake).

## 8. Adjournment

M/S/P (Maxwell/Eagan) with 1 opposed

Respectfully submitted,

Denise Fleming, Secretary