

CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE  
ACADEMIC SENATE

Approved as presented

Minutes of the Academic Senate Meeting May 22, 2007

Members present: Tom Bickley, David Bowen, Kevin Callahan, Calvin Caplan, Dennis Chester, Lynn Comerford, Jennifer Eagan, Denise Fleming, Vahid Fozdar, Tom Hird, Cathy Inouye, Derek Kimball, David Larson, Christopher Lubwama, Eve M. Lynch, Bijan Mashaw, Nan Maxwell, Laura Nelson, Robert Norton, Emily Nye, Susan Opp, Robert Phelps, Mo Qayoumi, Gretchen Reevy, Henry Reichman, Jeffery Seitz, Eric Soares, Barbara Storms, Eric Suess, Sam Tran, Bruce Trumbo, Mitchell Watnik,

Members absent: Tom Acord, James Ahiakpor, Audeen Carrol, Amber Doliner, Levent Ertaul, Jair Fory, Kara Gabriel, Karina Garbesi, Liz Ginno, Shivani Gupta, Leo Kahane, Dawna Komorosky, Carol Lauzon, Gary McBride, Melissa R. Michelson, Chung-Hsing Ouyang, Janet Patterson, Reuben Ramirez, Rosalinda Romero, Steve Ugbah, Dianne Rush Woods, Jin Yan

Guests: Carl Bellone, Linda Dalton, Rosanne Harris, Mark Karplus, Myoung-ja Lee Kwon, Michael Mahoney, Jim Okutsu, Sonia Redmond, Don Sawyer

1. Approval of the Agenda

M/S/P (Maxwell/Opp) to approve the agenda

2. Approval of the Minutes of the meetings on May 8, 2007 (not yet available)

3. Reports

A. Report of the Chair

The Chair announced that Exuvia, the Freshman year celebration will take place on May 23<sup>rd</sup> in the Amphitheater. There will be a light meal from 4:30-5:30, followed by student exhibits from 5:30-7:00. This is CSUEB's largest freshman class ever; those interested in attending may reserve a place by calling extension 52941 or 52939.

Reichman also announced that the Department of Communication and CLASS will host an all-day conference, titled "Communication Within and Across Cultural Boundaries: State of the Art Research," on May 25<sup>th</sup> in the Biella Room; admission is free and all are welcome to attend.

Due to circumstances this year, the Review Committee for the Dean and Associate Dean of the Concord Campus was only recently convened and the committee feels it does not have adequate time to do a thorough review. The Executive Committee generally agreed to roll the review over until the Fall. The same committee will conduct the review, with elections for replacements, if needed.

Reichman announced the results of the Spring University-wide Academic Senate elections: Diane Petersen (EOP), Student Services Professional Representative (07-09); Vibha Chandra (Women's Studies), Jair Fory (KPE), Gretchen Reevy-Manning (Psychology), and Michael

Schutz (Sociology) Lecturer Representatives At-Large (07-08); and Emily Stoper, Emeriti Representative (07-09).

The Chair stated that all Senators should have received an email regarding focus groups for WASC. He encouraged everyone to attend one of the meetings on June 5<sup>th</sup> or 6<sup>th</sup> in the Bayview Room in the New University Union; lunch will be provided. The focus groups are intended to solicit feedback from the campus community; therefore, it is important that those attending read the draft report prior to the meeting. The WASC team will be visiting campus on October 17-19, 2007; the Chair asked that everyone save the dates.

Reichman announced that CSUEB has “gone live” with PeopleSoft, due to the hard work of our IT staff. More than 15 million lines of student records have been inputted into the system with a 99.85% accuracy rate.

Vice President Dalton stated that during the transition the University has focused heavily on proactive communication with students; efforts include postcards, ads in the Pioneer, emails, and a banner at the campus entrance. In addition, there is a link to a help page on the myCSUEastBay website. Staff in the learning commons of the Library and on the first floor of Warren Hall have received extra training. The program has a great help schedule and help desk that faculty and staff can access without having to log in. Another positive aspect is that staff are able to see most of what students are seeing on their computers, making communication easier. Help and the schedule are available without a netid.

Dalton added that extension 5-2784 is the main line to reach Planning and Enrollment Management. Faculty can use PeopleSoft to enter grades and to help students enroll. Grading will not be hard to do, but will be somewhat different as there is not an export function. Dalton asked that faculty and staff alert her office to any issues that may arise so that improvements may be made to make it more faculty/student-friendly. All admissions for Summer and Fall were done via PeopleSoft; advising module will be available at the end of June. Dalton added that you can search by department and that new sections can appear right away.

Charles added that faculty and staff at the Concord Campus should address questions to Donna Wiley. Importing grades from Blackboard is on our hope-to-do list; no sister campuses have developed the capacity as of yet.

The Chair reminded Senators that President Qayoumi’s Inauguration is scheduled for June 1<sup>st</sup> at 10:30 in the Amphitheatre; faculty should wear regalia, as they will be part of the formal procession. Robinson Hall will be the robing area; faculty should plan to arrive by 10:00 a.m. Nine trustees and eight CSU presidents are expected to attend, as well as a number of state and local officials. Reichman encouraged faculty to consider canceling classes and bringing students to the event, which will be followed by food and entertainment by student groups. The Inaugural Gala is sold out; proceeds will benefit student scholarships.

Reichman announced that the last meeting of Senate will be on June 5<sup>th</sup>. As there will be a very full agenda, he asked that everyone come prepared having read all the documents. There will also be an organizational meeting of the new 07-08 Senate directly following.

## B. Report of the President

President Qayoumi reported that the May revise was published a week ago; there are few changes. An additional allocation of \$3.6 million to the CSU for nursing programs will equate to

about 324 FTE; unknown impact to CSUEB. The Governor did not approve \$7 million in outreach funding, although it did pass through the Senate and will likely pass through the House. Qayoumi and other campus Presidents plan to go to Sacramento to lobby.

Qayoumi announced that schematics for the next phase of student housing have been approved by the Board of Trustees; bids go out in the next couple of weeks. Once approved, construction should begin in summer, with the first units scheduled for completion in August 2008.

The President reported that work has begun on a Physical Master Plan for the campus. No campus-wide master plan has been done since the initial inception of the campus. The plan will encompass a broad array of considerations, including land use; parking needs, traffic flow, entrances to campus, grounds, various buildings, including student housing and future faculty housing, support needs, parking structures, and environmental impact. A master plan is, therefore, a major undertaking. The last plan was created before the passage of the California Environmental Quality Act. Qayoumi anticipates it will take about 18 months to prepare before going before the BOT for approval (planned for Jan/Feb '09). The process will require a lot of work; the committee will have several members, including representatives from the Academic Senate and each of the colleges. The University will need to identify a consulting firm, and they will start this summer. The timing is right for a Master Plan as it will help the campus look at our development in a larger context and identify long-term issues, including considerations of circulation, links, and elements to improve campus uniformity. We will have to work with the community, especially with regard to any environmental impact. A master plan can help plan capital outlay to be more successful and have a major positive impact for queuing up for capital outlay funds. One example is SJSU's plans to negotiate a strategic street closure to provide space for housing—items that were part of a master plan they created in 1991. Another example is at CSU Northridge, where the campus moved from #16 in fundraising in 2001 to #2 in 2005, all as a result of capital outlay linked to their master plan.

In response to a question about an exit off of 580 that would bypass Foothill Blvd, the President said the bypass issue is dead; the city will receive proposals regarding the future of CalTrans land, some of which will be used to ease traffic. Qayoumi serves on a policy committee that will meet in a week. He noted that the process will take several years.

### C. Report of the Statewide Academic Senators

Caplan reported that Statewide Senators have chafed under the heavy WASC workload. There is a continuing battle over pressures to federalize the accreditation of higher education, somewhat along the lines of No Child Left Behind. Such policies are problematic as they would, among other things, measure college success in terms of exit exams, such as those that high school students must take.

Faculty at both CSU Sacramento and Sonoma State recently held votes of no confidence with respect to their campus presidents. The Board of Trustees has responded to these votes in a manner that faculty found repugnant; rather than expressing confidence in their executives, the Board criticized the campus votes as "irrational." Normally, the Chancellor would investigate the reasons for such votes. This has resulted in a flurry of email complaints. Craig Smith, the Faculty Trustee, held a conference call with the Chairs of the Academic Senates of Sonoma State and CSU Sacramento.

Following the last plenary (please look at web report), the new Senate had its organizational meeting, at which the officers for next year were elected. 07-08 ExCom is well balanced between disciplines and north/south.

#### D. Report of CFA

No report

#### E. Report of Student Government

Chantel Johnson, ASI Chair, stated that the Division II Athletics report is now available. She plans to circulate the report and obtain feedback/consultation. ASI is also exploring the possibility of a Recreation and Wellness Center on campus; 1500 students responded to a recent survey on the project. A feasibility study is in progress; two locations are under consideration, an extension of the current gym or at student hub.

Reichman commended Ms. Johnson for her work on behalf of ASI. He added that Johnson has secured an upcoming paid summer internship with Lt. Garamendi; she is also one of 16 successful candidates for the CA Senate Fellowship for the Fall, out of a pool of 1400 applicants. These graduates will work with the State Senate as interns or aides and will be able to enroll in policy courses during their internships.

#### 4. **06-07 BEC 13**, Free Expression: Time, Place & Manner Policy (*same as the "Interim" policy distributed by mass mail on April 20<sup>th</sup>*)

M/S/P (Caplan/Larson) to approve 06-07 BEC 13, as revised

Reichman provided the background; the old policy was hopelessly out of date and not in compliance with current law. He stated that two changes were made in section XII regarding posting; a fourth type of bulletin board for unions will be added; in section VII on public forums, the phrase "and external community" is added after "all members of university community."

Reichman noted that compromising free expression could result in significant penalties. In response to questions about the use of campus email and resources, Reichman stated that campus employees may include information about meetings or events in email and mass mail, but may not include political comments or editorial messages in the body of the email.

#### 5. **06-07 CIC 23**, Discontinuance of CSUEB participation in a Joint Ed.D Program in Educational Leadership; **06-07 CAPR 8**, Discontinuance of CSUEB participation in a Joint Ed.D Program in Educational Leadership

M/S/P (Storms/Soares) to approve 06-07 CIC 23 and 06-07 CAPR 8

#### 6. **06-07 CIC 24**, Approval of Discontinuance Requests from the College of Business and Economics; **06-07 CAPR 9**, Approval of Discontinuance Requests from the College of Business and Economics

M/S/P (Maxwell/Lubwama) to approve 06-07 CIC 24 and 06-07 CAPR 9

#### 7. **06-07 CIC 27**, Retention of Infrequently Offered Courses, with one revision from MLL (highlighted)

M/S/P (Suess/Maxwell) to approve 06-07 CIC 27, as amended  
 M/S/P (Nelson/Caplan) to move ANTH 4240 to retain.

It was noted that the \* means it is banked.

8. **06-07 FAC 3**, Proposed 10 Year Calendar for 2010-2020 and **06-07 BEC 12**, Ten Year Calendar, 2010-2020

M/S/P (Eagan/Opp) to approve 06-07 BEC 12

Reichman provided background on the issue. There was discussion about which calendar would be optimal for a variety of purposes, including accommodating the work schedules of students as well as lecturers who teach at other universities. A significant challenge is correcting an imbalance in Monday sections of certain science courses, where there can be as much as a 20% difference in scheduled lab sessions. The FAC proposal attempts to even out the number of course meetings; this proposal moves a lot of classes to Wednesdays. The BEC proposal follows the current policy of the Senate, which states that action is taken when the number of course meetings falls below 9 meetings/week. Those who supported the BEC argued that it is a simpler solution, one that will cause the least amount of confusion for students and faculty. There was considerable debate and it was agreed that communication is key and that any changes of classes should be noted in the Schedule.

9. Presentation on Multi-Year Budget Plan (*President Qayoumi & VP Bibb*)

President Qayoumi presented a three-year plan to eliminate the structural deficit in the University budget, while maintaining the three primary goals of the university, i.e., to increase enrollment, develop financial stability, and increase tenure track faculty.

Qayoumi stated that the budget process has been challenging; there was not enough data during the first six months of the year, until Vice President Bibb joined the University in February. In addition, the University had borrowed large amounts of money, incurred significant expenses for “golden handshake” separations, owed \$350,000 on the stadium lights, and still owed a large balance on CMS loans.

Further, areas such as Academic Affairs had monies available that were not earning interest. Using these internal funds, the University has paid off two years of golden handshake costs, saving between \$25,000-30,000 in interest, and paid the remaining balance on the stadium lights. Of the \$6 million owed on the CMS project, \$2.65 million has been paid through a forgiveness loan from the Chancellor’s Office, leaving a balance of approximately \$3 million.

The budget’s structural problems are a result of a larger ongoing expenditure than its ongoing revenue. Currently, there is a \$4 million structural deficit. Another problem is the impact of contracts that cost more than the Compact funds. If nothing is done, the University would be faced with \$7.5 million deficit by AY 09-10, one that equates to approximately 100 full time positions.

Qayoumi has been working with COBRA and has developed a three-year plan for eliminating the structural deficit through a combination of increasing enrollment over the next three years (2% in 07-08, 4% in 08-09, and 4% in 09-10) along with a reduction in spending. Reductions in spending will occur through energy savings (approximately \$250,000 annually), termination of

the I-House contract in 2008 (eliminating a \$1.2 million annual loss), and working to offset the \$500,000 annual loss at the Oakland Center. In addition, the Foundation, which should be a source of support to the University, has been operating at a loss (\$1.4 million over the past three years); the new expectation is for a \$500,000 contribution beginning in AY 08-09. Further, as we increase enrollment, the intent is to make the academic side of the house whole by adding needed tenure track positions.

Qayoumi discussed the link between freshman enrollment and overall campus enrollment growth and stability. He noted that the 5 campuses that are lowest (toward their target) also have frosh problems. He added that the glitches regarding application processing, as well as the timetables have been fixed. Retention has improved as well. Currently, less than 10% of community college students transfer to the CSU and the trend is declining, so we cannot rely on transfer students for great enrollment growth.

Thus, our emphasis needs to be on strategic tactics to enhance our freshmen enrollment. As it currently stands, only one-third of eligible high school graduates come to CSUEB. The Freshman Cluster Program has been quite successful; this can be used to our advantage. In addition, Phase 4 of student housing is already in planning; the implementation of the plan will be determined by how well Phase 3 is received. Hopefully we will be able to offer lower division classes at the Concord campus in the near future. Essentially, enrollment is everyone's responsibility. Most simplistically put, if everyone brought in one student, the problem would be solved.

Reichman stated that other campuses are also hearing presentations about structural deficits; most have been addressing the problem by patching or camouflaging it. This inevitably ends with a time to pay the piper. Qayoumi's plan is focused on growing enrollment and increasing our faculty.

Garbesi stated that she has spent four years working on COBRA. While the former administration had a vision, there was neither a credible plan, nor enough understanding of the budget to see where debts lay. Over a one-year period, and at a great handicap without inclusive budget reports until March, the President has succeeded in bringing the University to a much better position. Further, Qayoumi has brought in \$10 million in a combination of one-time funding and debt forgiveness; this has positioned the University to emerge from its deficit. We are the envy of the system, with a tremendous high-level cabinet that holds high expectations. The President's plan is ambitious, but not unachievable. An enrollment target of 12000 for next year is a stretch, but is doable if everyone works toward the goal. Qayoumi added that the Deans have done a good job of putting out good courses for the summer, to increase our summer enrollment possibilities. We will need a strong summer in order to negotiate with the Chancellor's Office. Opp added that it is our responsibility to take this message to our colleagues. We are no longer asked to do more with less, but to work together because we will see more.

## 10. Adjournment

M/S/P (Caplan/Opp) to adjourn at 4:00 p.m.

Respectfully submitted,

Denise Fleming, Secretary