California State University, East Bay  
Concord Campus Advisory Committee  

Minutes of May 5, 2008

Members Present: J. Davenport, C. Fong, N. Howard (Chair), S. Philibosian, D. Wiley, E. Woodard, M. Zaeem

Members Absent: E. Brizendine (Executive Director), C. Coulman, S. Green, M. Zaeem

Guests: M. Leung

1. Approval of Agenda: The agenda was approved with the following changes: The Executive Director Brizendine being absent, there was no Report.

2. Approval of the Minutes of April 7, 2008 The minutes were approved

3. Report of the Executive Director: There was no report, as noted above.

Report of the Associate Donna Wiley: Wiley reported that our pre-nursing cohort for Fall, 2008 will need to have ELM and EPT scores to determine who might need remediation. We will be scheduling an ELM test at the Concord Campus on May 17. It is estimated that as many as 200 potential students will attend.

4. Discussion of Faculty Experience at Concord: This agenda topic was deferred til later since Executive Director Brizendine plans to meet with faculty tomorrow and Wednesday.

5. Discussion Annual Report, due May 20, 2008: Chair Howard passed out copies of a previous annual report from 2003/2004. Since the report is due in two weeks, the Chair asked Committee members to consider what we should include from last year’s work. Some of the following items were discussed for possible inclusion:

- The need for more full time tenure track faculty at the Concord Campus
- The same standards as those used to evaluate majors at Hayward should apply to majors offered at Concord
- Rubrics used to evaluate programs at Hayward should also be used at Concord.
- The enrollment decline in the day program at Concord needs to be halted.
- There is a continuing need to have faculty advisors for majors offered at Concord.
- There is a need to address the disappearance of food service at Concord.
- What will be the fate of book store services at Concord now there is a possibility the Pioneer Book Store may be out sourced.
- What will be the fate of the Concord Campus Strategic Plan?
- How can we ensure that there are sufficient course offerings each quarter to ensure that students can complete their degree requirements in a timely manner?
• How do we address the needs of faculty who teach at the Concord Campus? What is the faculty “experience” at Concord? As noted above Executive Director Brizendine will be meeting with faculty on Tuesday and Thursday of this week.
• It was useful to discuss our need for courses meeting the B-6 upper division GE requirement with Dean Michael Leung of the College of Science.
• We need to consider developing environmental science programs at the Concord Campus. We had a opportunity to develop a partnership with Los Medanos College, which has lab space, and the Delta Science Center in Pittsburg.
• How can we schedule Faculty Development programs out at Concord – faculty teaching out here are rarely available in the afternoon, often arriving after 5 pm.
• What is the current status of CSUEB’s plans to occupy space on the former Concord Naval Weapons Station?

6. Next Meeting: We will meet on June 2 from 4 pm – 6 pm

Adjournment: 6 pm

Respectfully submitted

Steve Philibosian, Secretary