California State University, East Bay
Concord Campus Advisory Committee

Approved Minutes of December 1, 2008

Members Present: E. Brizendine (Director), J. Davenport C. Fong, S Green, R Phelps (Chair), S. Philibosian, J. Tontz, D. Wiley, E. Woodard
Members Absent: C. Coulman, S Green
Guest: S. Hebert

1. Approval of Agenda: Fong/Davenport

2. Approval of Minutes: The minutes of November 3 were approved with the following changes: page 2 item 4, line 7 should read “We are planning to offer the Mild/Moderate Special Education Credential in Fall 2009.” Page 2 item 5 line 20 should read “The Chair remains concerned about a lack of strategic vision among the colleges offering programs Concord.” And page 3 Chair’s Report/Activities for 2008-09 Academic Year, line 6 should read “For next week: the Chair suggests we ask Dean Badejo for her vision for CLASS…”

3. Report of Emily Brizendine, Presidential Appointee: April Halverson was introduced as our new student committee member. Brizendine thanked Associate Director Wiley for reporting in her absence last week. We are happy to report that we are working with John Muir Health to develop a new Clinical Lab Scientist Certificate program, which would require a bachelor of science degree such as our B.S. in Biomedical Lab degree. John Muir is very anxious to develop this program, which is currently only offered at Sacramento State University. There is now a joint effort of the Departments of Chemistry and Biology to develop a feasibility study for this program. The feasibility study will explore how to implement the program in the next two years. Critical to the success of the feasibility study will be new courses that need to be offered here. Online prerequisites may also be part of the mix.

Student Survey: Due to the new cohort of freshman who have transportation concerns, we have designed a quick survey of students to determine 1) public transportation needs 2) advising 3) student activities. The last survey of students at the Concord Campus was done some time ago.

Concord Naval Weapons Station Update: CSUEB originally asked for 415 acres out of the 5,000 to be made available by the base closure. This has been pared down to 150 acres. The plan had also proposed a four year university to be located on the site. Recent meetings of the Base Advisory Committee have discussed two proposals 1) a clustered village concept which is our favorite and 2) a conservation concept. Our proposed campus would be located on an educational campus space near the North Concord BART station. Uses of adjacent land could include a performing arts center, and of course residential development. The educational campus might also be a joint use partnership. It is hoped that public hearings will result in a plan by mid January for the use of the land. We are fortunate that the Concord Naval Weapons Station is relatively environmentally “clean.” It is assumed that any CSU presence on the CNS land will remain attached to CSUEB.
Concord Community Advisory Board: Brizendine passed out a membership list for this group to CCAC members. President Qayoumi has met several times with the Board and finds these meetings very useful.

Leadership Scholarship: It is hoped that our Leadership Scholarship, which has supported students studying at the Concord Campus can be replenished sometime in the future.

Budget: Many of you have heard about the need to get students to register immediately. Low enrolled classes will need to be cancelled or combined with other courses. Unfortunately we at the Concord Campus are saddled with small classrooms, so increasing class size may be a problem. Some business courses have as many as 40 students enrolled. Brizendine provided the Committee with current enrollment statistics which showed that Concord, at an average of 22.5 students per class, was not far behind Hayward, at 24.4 students per class. We need to enlist the aid of faculty in thinking more critically in cutting low enrolled classes. Some majors do not enroll in classes until after the quarter begins and some classes have been cancelled as early as December. Again, we need to urge departments to consider developing program ‘road maps” for courses offered at Concord. to assist students in planning their majors.

Rental property: The long time renters on Concord Campus property are moving out and the campus hopes to use the site as a photovoltaic “farm” which may generate enough electricity to power the entire campus.

Food Truck: We are still counting on this arriving in Winter Quarter.

4. Report of Robert Phelps, Committee Chair: Phelps wished to continue our discussion of using the History Program Report as a model for other reports. It is hoped the committee can provide other such reports for Excomm at the May 2009, meeting. As noted at the previous meeting, Dean Badejo was impressed with the data provided in the history report. Many of the other deans might also be impressed with detailed course data. Our average enrollment in the history major is actually somewhat higher than at Hayward and so the major is not a “drain” on CSUEB resources. We need to see how we can get student needs met and we are pleased to now have a student member on the committee. It is important that the college deans get specific course data across disciplines that demonstrates that programs offered at Concord boost scus for the University as a whole. A discussion ensued over the current status of various programs offered at Concord. In the case of Human Development, the push has been to make the program online. Both Teacher Education and Business are in the process of accreditation review and this has affected course offerings at Concord. How do we communicate on a regular basis with the colleges? In the case of CEAS, there is a College Council, but this is not true in the other colleges. The Chair hopes to get all the Deans to meet with CCAC once per quarter. Perhaps we can get the Provost Council to meet at Concord.

5. Stan Hebert, Associate Vice President of Student Affairs: Student Affairs has been working to identify core functions not just for the current fiscal year, but for on-going activities. We need to identify both core and non core functions. This will help us more efficiently deliver services and determine service levels we can provide students. Student Affairs will need to address the impending $9,000,000 in cuts faced by the University. New staff include Mary
Fortune, Professor of Leisure Services, who is now Directory of Student Life, Marguerite Heinrichs and Jim Hodges, our new police lieutenant. Kevin Lynch will be our Interim Director of Student Academic Services. We are now down one student advisor and will need to pool resources so that we can have a constant presence. We would like to develop orientation teams for Concord similar to the Hayward Orientation Teams (H.O.T.). We hope to develop clubs at Concord that are officially recognized, as they are at the Hayward Campus. Advising at Concord is still a topic under discussion. We hope to have Fall and Spring leadership conferences. ASI plans to hold a quarterly board meeting at the Concord Campus.

Next meeting: The next CCAC meeting will be held on Monday, January 5, 2009

Adjournment: 6:30 PM.

Respectfully Submitted,

Steve Philibosian