

Minutes of the Academic Senate Meeting, Tuesday, May 5, 2009

Members present: William Alnor, Dee Andrews, Luz Calvo, Li-Ling Chen, Michelle Collay, Jonathan Crescenzo, Rohan Dixit, Dana Edwards, Bridget Ford, Liz Ginno, Julie Glass, Susan Gubernat, Erik Helgren, Evelia Jiminez, Sarah Kim, Derek Kimball, Dawna Komorosky, Joanna Lee, Rolla Lewis, Rita Liberti, Jane Lopus, Christopher Lubwama, Gary McBride, James Mitchell, Sally Murphy, Julia Olkin, Susan Opp, Gretchen Reeve-Manning, Henry Reichman, Jeffery Seitz, Aline Soules, Emily Stoper, David Stronck, Gregory Theyel, Claudia Uhde-Stone, Craig Wilson, Shirley Yap

Members absent: Jennifer Calbonero, Vibha Chandra, Joseph Corica, Jesus Diaz-Caballero, Jennifer Eagan, Lynn Eudey, Kelly Fan, Jair Fory, Farnaz Ganjeizadeh, Karina Garbesi, Saeid Haddad, Joshua Kerr, Jaimie Kwon, Tahira Music, Diane Petersen, President Mo Qayoumi, Felipe Razo, Michael Schutz, Krunal Shah, Bruce Trumbo, Meiling Wu,

Guests: Carl Bellone, Benjamin Bowser, Delfina Clinch, Cathy Coulman, Linda Dalton, Linda Dobb, Mary Fortune, Rosanne Harris, Mark Karplus, Udepto Maheshwari (ASI), Mike Mahoney, Glen Perry, Don Sawyer, Melany Spielman, Barbara Storms, Terri Swartz, Nancy White, Donna Wiley, Bob Williams (ASI)

1. Approval of the Agenda

M/S/P (Ginno/Seitz) to approve the agenda.

2. Approval of the Minutes from the meeting on 04-14-09

M/S/P (Liberti/Seitz) to approve the minutes.

3. Reports

A. Report of the Chair

There will be a second budget update/forum on Thursday, June 4th, 2 – 3PM in the New Union Multipurpose Room B. More information will be available soon so please save the date and time.

A CSUEB student, Brian Brandow, won 1st place at the CSU Student Research Competition. His faculty sponsor was Dr. Jeanette Bicais and he won in the Education Category. CSUEB is proud of all our student competitors who did extremely well overall.

Dr. Cathy Coulman gave a presentation about the CSUEB Business Continuity Group's work on the Campus Pandemic Plan in response to the H1N1 virus situation. Dr. Delfina Clinch was also on hand to answer questions. It was reported that the World Health Organization has declared a pandemic level 5 based upon spread of virus (human to human) and it is possible they will soon declare a level 6 (based on the spread of the virus outside of North America) which is the highest possible level. The various levels are described in the CSUEB Pandemic Plan. Cases at various regions schools, including 2 CSUs, were discussed. Different responses from school closures to isolating those who were affected were described. The virus is less severe than had originally been feared, but it is unknown if it will remain so. School districts are asking the CDC to reconsider the school closure decree while the CDC wants schools and other public entities to work on the local level with Health Departments. It was noted that nationwide, no universities have closed. The importance of planning and of developing a vaccine was stressed. CSUEB has posted CDC fliers in all restrooms encouraging everyone to wash their hands and cover their coughs. Anyone who is displaying symptoms should stay home. Faculty might consider relaxing attendance requirements. The current Business Continuity Group has met to discuss the pandemic plan which is quite broad and general at this time. The group has met to discuss and review different scenarios. Planning scenarios many include campus closures from 5 to 10 days and beyond. It was noted that faculty are important players in any scenario. In response to a question about privacy, it was explained that under FERPA, health and safety issues outweigh student privacy rights. If you have a student who has revealed that they are experiencing symptoms, it should be reported to Student Health.

B. Report of the President

The Provost gave this report for the President. The President is in Washington DC shopping three proposals for stimulus funding which are Career Pathways, Workforce Development and Construction. CSUEB is hoping to obtain substantial funds in the area of \$10 – \$20 million. Thanks were expressed to all those on campus who participated in the development of these proposals. The President also has the STEM Education Vision Statement with him.

Linda Dalton, VP of PEM, gave an enrollment update. For Spring, 2009, CSUEB is 5% above target (which includes CA residents and international students). Any non-resident students in this group pay full tuition while the campus gets only student fees for CA residents exceeding the target. Enrollment growth is attributed in part to international students and freshman growth (almost 1400). As we look to next year we are looking at being more stringent in admission of students at the margin. While we have to admit any student who is fully eligible we can enforce academic requirements as well as enforcing deadlines. At the same time we have to be careful not to do anything to lose momentum. We also have to maintain our commitment to our service area where some students are coming from schools that don't offer all requirements for entry into the CSU. For these students we are closely checking GPA. In addition, there is a review committee to evaluate these applicants. It was noted that the year before President Qayoumi arrived CSUEB was approximately 7% below target and in each subsequent year we have been inching up. Last year we were 2% under on the CA resident target while this year we are above.

The Provost noted that this means the campus is up about 12% over 3 years and applications are way up. The reputation of the university has increased over the past years. He also noted that our enrollment progress has been noted systemwide.

The Provost announced the retirement of Carl Bellone, Arthurlene Towner and Armando Gonzales this summer. Searches for two of these positions are in process. There will be a party celebrating their accomplishments. It is likely to occur on June 9th at 3 or 4 PM.

C. Report of the Statewide Academic Senators

Committees meet tomorrow with plenaries on Thursday and Friday. It was reported that Senator Gubernat has circulated a report from the statewide English council to ASCSU. The board resolution is aimed at having more remediation completed before students arrive on campus. A number of campuses want to make it a requirement that students have remediation the summer before. This policy would change EPT into an admission test. It is anticipated that this report will be of major concern at the ASCSU. While summer opportunities are encouraged, making them a requirement raises issues related to access. The CSUEB ASCSU members will provide an update after the issue is discussed by the ASCSU.

D. Report of CFA

There was no report.

E. Report of Student Government

The report was given by the President of ASI, Udepto Mahashwari. Copies of first ever news letter from ASI were offered to those who did not already receive a copy. It is hoped that this newsletter will come out quarterly to report on current ASI activities and accomplishments. Two issues have arisen over the past few weeks. The ASI president clarified that ASI advocates only for students and that if a student approaches ASI and expresses concern over which instructors

are being kept on for instruction and which are not, than ASI will pass on those concerns to the Colleges. The second issue is in regards to funding for student organization activities. Several such organizations requested funding through appropriate ASI channels but have clearly stated that departments are requesting that the student groups organize the events. ASI encourages this type of collaboration but also encourages faculty mentor/sponsors to ensure that student groups develop their own ideas for events and activities. These requests will be channeled to the Executive Director and Programs Coordinator. Finally it was reported that the ASI bylaws have been changed significantly. One new policy is that the four directors of the colleges will serve as 4 of the 7 student senators. The other 3 may be appointed from the remaining student body. The Director of Recreation and Wellness Center is a new board position and so it is expected to be an exciting election season. Campaign guidelines should be closely followed and there will be open forums for members of the university to meet with applicants for the new Director position. The Ground Breaking Ceremony for the new center is going to be a big event and everyone is invited to attend. all are invited.

Two other events were announced: Ludacris will be on campus on May 30th and there will be a dance competition on June 6th at the Chabot performing arts center.

It is the mission and objective of ASI to hire more students as assistants to ASI. The goal is to make the organization completely student driven.

4. **08-09 CIC 15**, Policy on Repetition of Courses and Grade Forgiveness (formerly Academic Renewal)

M/S/P (Murphy/Alnor) to approve.

5. **08-09 CIC 27**, Revised Policy on Withdrawals

M/S (Ford/Seitz) to approve. When this was discussed at Excom it was recognized that it was a mandate, however it was felt that it might be appropriate to send campus comments to the Chancellor's Office nonetheless. Specific issues of concern included the requirement that faculty report the last known date of attendance and the different rules regarding WTU limits on withdrawals for postbacs vs. open university vs. regularly enrolled students. It was reported that this policy is the outcome of a systemwide task force on Drops/Withdrawals/Incompletes/Repeats (DWIR) that came out of the Trustees facilitating graduation initiative. The Task Force's recommendations had been even harsher than those included in the Executive order (EO 1037). Concerns can be expressed to Hank Reichman and/or Susan Gubernat who will, in turn, communicate them to the ASCSU.

The motion passed with several abstentions.

6. **08-09 CIC 26**, Application of GE Courses

M/S/P (Seitz/Alnor) to approve.

7. **08-09 CIC 29**, Proposed (New) Online and Hybrid Course Modification Form for Existing Courses, as further explained by **08-09 BEC 10**

M/S (Reichman/Murphy) to approve. The BEC adds some language to clarify, based upon questions that came up at Excom, which classes this policy applies to. It was noted that APGS keeps track of all approvals even those whose approval process stops at the college level. This approval process could apply to approximately 100 courses or more current online and hybrid courses. However, it was noted that departments can put more than one course on a single form. It was also noted that this policy is actually just a (belated) implementation of the Online Policy of several years ago. CSUEB strives to be a leader in online education not by having the most online classes, but because our online classes are held to a high standard of excellence.

The motion passed.

8. **08-09 CIC 30**, Proposed (New) On-line Format for the M.S. Educational Leadership

M/S/P (Garbesi/Liberti) to approve.

9. **08-09 CIC 31**, Revised On-Line Curricular Procedures Manual (*for acceptance by the Senate*)

M/S (Alnor/Seitz) to acknowledge this document. The senate was also asked to acknowledge the hard work of Carl Bellone and his staff, especially Rosanne Harris in creating this procedures manual. It was noted that there are already modifications in the works as the document goes to CAPR.

The motion passed.

10. **08-09 CAPR 15**, Name Change for LHLS

M/S (Reichman/Liberti) to approve. The degrees offered by this department were discussed.

The motion passed.

11. **08-09 CAPR 16**, and **08-09 CIC 33**, Minor In Hospitality And Tourism, *as modified by ExCom to delete the references to the BS degree, as minors are not offered within a degree*

M/S/P (Liberti/Seitz) to approve.

12. **08-09 CAPR 17**, and **08-09 CIC 32**, Minor in Recreation Therapy *as modified by ExCom to delete the references to the BS degree, as minors are not offered within a degree*

M/S/P (Liberti/Seitz) to approve.

13. **08-09 COBRA 4**, Revenue and Budget Implications of the Online Campus Initiative (*for info to the Senate*)

This is just an informational item so no motion is required. It was noted by a student senator that there is also a need for student support in understanding and efficiently utilizing new media for online courses. It was noted that the report makes a nice distinction between online courses being revenue generators rather than cost savers. The problem of increased workload through training and mentorship will be an across the board problem, not just for online instruction. This will raise the problem of assigned time again across the board.

14. **08-09 BEC 9**, Staff Representative to the Academic Senate 09-11

Nominations: ~~Barbara Jackowski, Director of PACE~~
Evelyn Lopez-Munoz, Energy Manager
Barbara Warsavage, PEM

One of these nominees, Barbara Jackowski, will be considered in another electorate. The candidates' statements were read by the Chair of the Senate.

After a vote, it was announced that Evelyn Lopez-Munoz will be the Staff Representative to the Academic Senate for 2009-2011.

15. ACIP Report to the Senate (Academic Council on International Programs) (Wiley)

Donna Wiley gave a report from the Academic Council on International Programs. There is a review and interview process for our local students whose applications are then forwarded to the statewide program. This year there was a record number of applications, 12 (there were 6 last year) and all 12 were accepted into the programs of their choosing. Congratulations were offered to Norman Bowen as 9 of the 12 applicants were from his international relations program. There was a large turnout of faculty who volunteered for the interviews. This process is a great way to get to know our students in a new and different way. Please consider volunteering next year. The statewide program is currently having to make tough decisions about programs, but it is hoped that none will have to close entirely. Some may move to an exchange program rather than covering the full cost for the host institution. There are currently no applications for the resident director positions this year but look out for calls in the future. The report ended with a brief and inspirational video about international programs. Faculty can also help by encouragement of students.

16. Adjournment

M/S/P (Lopus/Ginno) to adjourn.