Minutes of the Executive Committee Meeting, Tuesday, February 2, 2010

Members present: Cal Caplan, Jennifer Eagan, Susan Gubernat, Derek Kimball, Jim Mitchell, Mo Qayoumi, Henry Reichman, Dianne Woods

Members absent: Denise Fleming, Chris Lubwama, Asha Rao

Guests: Deidre Badejo, John Charles, Fred Dorer, Michael Lee, Mike Mahoney, Sue Opp, Glen Perry, Terri Swartz, Gale Young, Jim Zarrillo

The meeting was called to order at 2:10.

1. Approval of the agenda

   - Derek Kimball agreed to be the acting secretary in Fleming’s absence.

M/S/P (Mitchell/Kimball) to approve the agenda.

2. Approval of the minutes

M/S/P (Caplan/Gubernat) to approve the minutes of 11-10-2009 as presented.

M/S/P (Eagan/Reichman) to approve the minutes of 11-17-2009 as corrected.

   - Typo on page 2: eliminate “of Senate.”

M/S/P (Caplan/Mitchell) to approve the minutes of 1-5-2010 as presented, with one abstention.

3. Reports

A. Chair

   - No report, busy week in Department, as Social Work has an accreditation visit on Friday.

   - On behalf of Chair, Reichman reported on ASI meeting in which Sarah Kim and two ASI Board members resigned for personal reasons. Mohammad Beig is the new ASI president and ran an efficient meeting.

B. President

   - Pleased that given fiscal difficulties of state and economic conditions that higher education faired relatively well in Governor’s budget proposal. K-12 is below maintenance and may ask for a waiver. Due to extreme cuts in other areas of budget (Health & Human Services took the majority of cuts), we will have to wait and see how CSU fares in May revise and through the expected lengthy legislative process.

   - Deans have been asked to develop contingency plans in case of changes in budget and enrollment targets. This year winter and spring enrollment was limited and he also wants to look at implications.
- Gubernat inquires about status of the $50 million from the feds at CO for 2009-10 budget, possible use for Spring quarter. President replies that there was no allocation to EB above the $25M and there is still no clear picture of how it will be used, no decision from CO, money is still there. All our allocation so far has been given to AA for lecturer hiring to reduce enrollment pressure. So far CSUEB has received $825k from CO in additional funds: some has already been used for more class sections. Provost Dorer notes that some funds have been reserved for new Provost Houpis and for Spring quarter contingency fund. The President reminds the group that these are not base funds, but temporary relief.

- Reichman inquires about Governor’s budget allocation for CSU, how safe is the $305 million? Has heard that some campuses are planning without the $305 million. President responds that of the proposed CSU allocation in the budget, $255 million is safer (back-fill for stimulus funds used in 2009-10), then next $50 million is more questionable, and the $60 million for extra enrollment is the least secure.

- The plan to be submitted for Feb 15th to the CO is based on the long-held assumption that the CSU will receive the $255 million but does not rely on the other funds. An additional $50M was received from the legislature as one-time, but later said it was base. President notes that there is also some discrepancy between CSU enrollment in Governor’s budget and CO projected enrollment. Extra enrollment and $62M has a precondition that the state will receive $6.7B from the Feds. Dorer notes that assumptions are similar on all campuses and the directive is to not add the $305M, as it is not guaranteed. Qayoumi notes that the base budget has not changed last year and this year; we should assume no furloughs for next year and lower enrollment.

- Kimball inquires as to the CSUEB share of the potential $50 million, President replies that this would mean $1.6 million additional funds for campus. Kimball reiterates importance of directing majority of $1.6 million, if available, to AA in order to offer enough class sections to meet target.

- Eagan asks about accounting of use of the $825k of additional funds to CSUEB already released by CO. Provost Dorer states that this accounting will be reported; the spreadsheets are out, including open university allocations. President notes that they are not tracking funds for individual colleges, this is for general use by AA to open more class sections as needed.

- Gubernat asks about potential for enrollment growth and change of target numbers as budget changes and how quickly enrollment planning can be “turned around.” President notes that Governor’s May revise is important and that the analyst’s report is a key element. The CSU system will aid/punish campuses regarding hitting target (or not) regardless of window of time for adjustments, and we will do our best with contingency plans to be ready if opportunity presents itself. Earlier it was +- 2%, but now it is exact. Since the Fall quarter starts later than semester campuses, we have a relative advantage for adjustments.

- President initiates discussion of graduation improvement plan. SSAC and Academic Senate have both been studying retention and graduation recently, and the ideas already generated are been incorporated into graduation initiative in response to CO directive. President notes that retaining a student costs half as much as recruiting a new student, not to mention that all entering students want to leave with a degree. CO wants identification of goals and timelines. CSUEB has submitted our existing plan, CO wanted more specific operational plans for first 2 years of initiative. As more operational details develop, more faculty consultation will take place.

- Opp discusses the work of SSAC, in which existing plans were incorporated into report to CO on our graduation initiative. Monthly reports will be submitted on our accomplishments re: graduation. The Provost has provided proposals, which were referred to CIC: (1) changes to 1st/2nd pass registration, (2) unit limits, (3) seniors with excessive units, etc. There will be an exit survey to investigate barriers to retention/graduation, which will be reviewed by SSAC.

- Reichman thanks administration for distribution of report and, putting aside questions at the CSU
level, the collaborative process on our campus and working through SSAC provides good consultation. Our report sticks out like a “healthy thumb.” At other campuses, there was little or no consultation, reduction in GE requirements, etc. We’re doing it right at CSUEB – others have agendas that have little to do with graduation rates and are using this directive as a means to other ends.

- Chair Rush-Woods notes that underrepresented minorities, who already lag behind in graduation rates, will be most adversely affected by budget cuts. It is critical to be upfront about these problems and weaknesses in our reports, with an emphasis on URMs. President agrees about importance of URM graduation rates – a passion of BOT President Herb Carter, and BOT will be watching carefully for disparate impact. Since 60-70% of CSU students are of color, rising graduation rates must rely on URM improvements. The President agreed that if extra funds materialize we should consider directing toward URM retention/graduation initiatives.

- Eagan reminds about the advising task force and the need to look at online advising. More web support is essential and she suggests that the Task Force continue to consult with ITS for a comprehensive module, which has the potential to serve the underserved, such as night students, working students, online students.

- Rush-Woods asks if CO is interested only in undergraduate graduation rates. President responds that CO directive is for UG only, but we can include graduate students at CSUEB.

- President raises the possibility of reducing/eliminating upper division GE. President believes our graduates should have the competency that comes with upper division GE, but how to acquire that competency (and ways to assess it) leaves room for a change of approach and should be discussed. For example, graduation requirements for engineering ensure competency but are flexible re: upper division GE. Sally Murphy and Saied Motavalli did a great job and have received systemwide commendation.

M/S/P (Eagan/Caplan) to move to defer budget discussion to 3:20pm.

C. Statewide Academic Senators

- Written report submitted by Reichman.

4. Appointments

- none.

5. Approval of the final list for the Winter 2010 University-wide election

M/S/P (Caplan/Eagan) to approve.

- need to recruit Faculty Marshall.

M/S/NP (Caplan/Mitchell) to add Rick Symmons, as he is in his last year of FERP.

M/S/P (Rao/Eagan) to add Jim Mitchell to the slate as Faculty Marshall.

6. Consent calendar discussion

- Kimball stated concern, especially for newer faculty members of Senate, that a consent calendar would severely limit or discourage debate and discussion of Senate items. Efforts should be made to increase senator engagement and a consent calendar might actually be counter-productive toward active participation of senators. Agreement from Eagan and Rao.
7. Interpretation of the impact of 09-10 CAPR 1, 5-year Program Review schedule shift, on externally accredited programs and future dates of reviews that have had postponements

-CAPR Chair Lee explains that CAPR has interpreted 09-10 CAPR 1 to mean that accredited programs are allowed to remain on usual schedule – but not forced to. Trying to make easier for programs, not harder. Some feel CAPR review on top of accreditation is burdensome. Lee considers the situation this year to be an opt-in. Rush-Woods states that externally credited programs were not to be given the automatic 1-year delay; Eagan follows that the language of 09-10 CAPR 1 is not ambiguous. Accredited programs can request a postponement from CAPR should it be needed.

8. Conversation with PEMSA re: faculty support of additional MW modules for Fall 2010

- Eagan explains that intent of discussion is to see if decrease in class sections might open opportunity for a switch to MW modules beyond 2PM, prompted by CLASS faculty

- Kimball asks if the idea is to convert MWF classes to MW classes, concern about lab sections, conflicts with required courses across departments (for example, schedule has been arranged to fit together like a puzzle for required math, physics, chemistry courses for physics majors).

- Reichman agrees regarding lab conflicts and classroom availability and voices concern over this being a more complicated problem, as decline is hoped to be temporary and there are issues regarding furloughs.

- Opp notes that many people are still working on this. Lots of students (800+) have schedules that work only with MWF configuration. Ormsby is developing survey to determine confluence of student/faculty wants and needs. Hopefully a better proposal is on the horizon.

- Caplan notes that most faculty don’t think about the complexity of this problem: interplay between departments, GE, etc.

- Eagan suggests that in low enrollment environment, this might be most opportune time to make such a transition. Opp will be happy to report back on survey results. Reichman notes that low enrollment environment may not exist all across campus, and discussions can easily become politicized.

- PEMSA representatives voice concerns over GE and time conflicts in general. No time for adequate study to impact Fall 2010, which is due in April. President notes that it is still possible we will be asked to add enrollment at the last moment. Provost Dorer agrees that this is not a trivial problem and suggests caution and studying the issue well; will need a year or two lead time. It was also noted that departments can post a 1-year schedule, which would help.

- Rush-Woods suggests that discussion be ended due to time certain.

M/S/P (Mitchell/Eagan) to move agenda item 10 forward.

10. Impact of IT announcement of no weekend service on both weekend and online classes, both for student and instructor problems

- Charles notes that some weekend support for students has been delivered out of Learning Commons for past several years, and Dobb noted that it will continue. No more Service Desk support on weekends. Staff reductions compete with 24/7 needs: plan to use more self-help and pool resources with sister agencies.

- Discussion ensued on ways to avoid complete elimination of service, but Charles explained that IT is maximally stretched and there is no way to fund. System-level problems such as complete
shut-down of BlackBoard will still be handled, as major problems provide an auto-alert to staff and volume of individual problems is low on weekends. There is no coverage to fix smart classrooms on weekends. Lubwama noted that problem happened for him just last night with no IT help available.

- President noted that Charles and CSUEB are leaders in synergy projects to improve the budgeting dynamics and pushing central services across CSU system, should lead to better service for less cost.

9. Discussion of closure of undergraduate and transfer applications

- President clarified that we are closed at this point, to assure we don’t go over target. Opened for a few particular majors that applied for exception for Winter/Spring 2010. Next year, will not be open unless more funds materialize. Fall 2010 is closed for UG, but still open for graduate students.

- Sawyer notes that CSUEB has achieved status as destination campus. We are over-enrolled. CSUEB had the largest increase in number of frosh applications of any CSU campus – 35%. 17,000 freshmen applications with usual 25% admission yields = 4250 new freshmen. Increase in freshmen by 3 times over 3 years and 4x grad applications. Sign of pent-up demand for CSUEB.

11. Budget discussion

- Provost Dorer notes College presentations begin tomorrow. The Deans will go over their plans and sessions will be recorded. The President will attend, only to listen.

12. Adjournment

M/S/P (Gubernat/Caplan) to adjourn.

Respectfully Submitted,

Derek Kimball, Acting Secretary