

CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE  
ACADEMIC SENATE

Approved as Presented

Minutes of the Academic Senate Meeting, Tuesday, January 26, 2010

Members Present: William Alnor, Dee Andrews, Becky Beal, Luz Calvo, Cal Caplan, Chris Chamberlain, Don Choi, Michelle Collay, Marissa DeHerrera, Rohan Dixit, Jennifer Eagan, Lynn Eudey, Kelly Fan, Denise Fleming, Susan Gubernat, Erik Helgren, Linda Ivey, Evelia Jiminez, Joshua Kerr, Derek Kimball, Joanna Lee, Michael Lee, Rita Liberti, Evelyn Lopez-Munoz, Christopher Lubwama, Eve Lynch, Mike Mahoney, Monique Manopoulos, Tom McCoy, James Mitchell, Christopher Moreman, Julia Olkin, Gretchen Reeve-Manning, Henry Reichman, Jeffery Seitz, Elaine Shingleton, Aline Soules, David Stronck, Eric Suess, Claudia Uhde-Stone, Ellen Veomett, Dianne Woods, Meiling Wu

Members Absent: O. Bobby Aden, Korey Brunetti, Roger Doering, David Epperson, Melissa Grottkau, Barbara Jackowski, Bijan Mashaw, Lynn Paringer, Mo Qayoumi, Asha Rao, Michael Schutz, Jillian Trevisanut

Guests: Carl Bellone, Shawn Bibb, Debby DeAngelis, Thomas Dixon, Linda Dobb, Fred Dorer, Rosanne Harris, Rafael Hernandez, Michael Leung, Jim Murphy, Carolyn Nelson, Glen Perry, Angela Schneider, Jeff Smurthwaite, Terri Swartz, Jim Zarrillo

Meeting called to order at 2:02 p.m.

Chair Rush-Woods introduced herself and reported that she is replacing Dr. Sue Opp as Chair because Dr. Opp is the new AVP of Academic Programs and Graduate Studies. The Chair requested that senators give their name before speaking so that she will know who everyone is.

1. Approval of the Agenda

M/S/P (Caplan/Chamberlain) to approve the agenda

2. Approval of the Minutes from the meeting on 12-1-09

M/S/P (Liberti/Gubernat) to approve the minutes as amended

3. Reports

A. Report of the Chair

M/S/P (Caplan/Eagan) to recommend that ExCom draft a commendation for Sue Opp

The Chair commended Dr. Opp for her service as Senate Chair, working hard to represent faculty in a time of many challenges. She added that she is proud to have served with Opp and happy that she will represent us in the tower.

Rush-Woods reminded senators of the January 22 communiqué from President Qayoumi announcing a series of budget forums. Other announcements include the CSUEB Art Faculty Exhibit, which will run from 1/26-2/25; QueerFest and ASI will hold the 1<sup>st</sup> annual Queer Dance Festival on February 11.

## B. Report of the President

Interim Provost Dorer announced that the President is at the BOT meetings. He announced that in addition to Dr. Sue Opp being named AVP, Academic Programs and Graduate Studies, Dr. James (Jim) Houpis will be joining CSUEB as the new Provost. Dr. Houpis was formerly the Dean of Natural Science at Chico and also taught at the University of Southern Illinois. He earned his doctoral degree at UC Berkeley and worked at the Rad Lab, so he knows the Bay Area. Dorer thanked Dee Andrews, Sally Murphy and the Provost search committee for their hard work.

In response to questions about the stadium renovation article in the Pioneer, Shawn Bibb stated that the article was incorrect; the project was not paid for from interest on the money from facilities rental fees, but the overall interest on cash. Projects are funded based on the Cabinet's recommendations and there is a queue that is revised annually (Zavagno has the list) and a report is sent annually to the Chancellor's Office on the usage of those funds. In the past, for example, one of the projects was classroom renovation. In answer to the question about the recreational use of the stadium for faculty/staff, Bibb noted that the stadium will not be open to general public use, but will be open to our students/staff/faculty, with restrictions if a class is out there. There are dog issues, but the stadium is absolutely available.

## C. Report of the Statewide Academic Senators

Reichman stated that, in the interests of time, future reports will be provided to Senators as a written report, via email. Senators should receive the first update by tomorrow.

He reported that there were 16 resolutions approved at the last Plenary. Two issues were prominent: the Governor's continuing refusal to appoint a faculty trustee to replace the appointment that expired 6/30/09. In mid-December, the Governor sent a letter requesting additional names for consideration; the Statewide Senate declined, stating that the nominations before the Governor were in compliance with the law.

The other issue was the Chancellor's Office's Graduation Initiative. Reichmann referred senators to an article in the *Chronicle of Higher Education* on the underlying strategy known as "deliverology." The CO initiative began with a meeting with Sir Michael Barber, who "made the trains run on time in England." By 12/24, all campuses were to submit a plan for on time graduation. The Statewide Senate's concern is with process, as this process has been done with no faculty input or shared governance. He called for a discussion of the EB plan at the next ExCom meeting.

Linda Dalton stated that the graduation report was discussed at SSAC, which has faculty representation. Reichman clarified that the concern was not about CSUEB's plan, but about the CO process.

Gubernat urged Senators to read the report of the Academic Senators carefully, as there are many resolutions that potentially impact CSUEB and our potential to admit additional students. Please address questions and comments to Senators Reichman and Gubernat.

#### D. Report of CFA

McCoy reported that the California Faculty magazine's next issue will have an article on deliverology. McCoy reminded Senators that March 4 is "Education's Day of Action." People will come together at several places in the state to protest and make the Governor, Legislature, and public aware of the plight of education in CA. McCoy urged senators to get as many students as possible to the EB event on the Agora stage, where there will be an open mic. They plan to bus as many faculty/students to the Civic Center in San Francisco for the 5PM event.

In response to questions, McCoy stated that there are no furlough talks in CFA for next year as the CO says there will be no furloughs. Reichman added that the same issue was discussed at the Statewide Senate and the VC of Admin & Finance said there was no interest in continuing furloughs.

#### E. Report of Student Government

Rohan Dixit and Marissa De Herrera reported for ASI. Dixit reported that Mohammed Shahid Beig is the new Vice President. There are still 3 leadership positions open. The ASI is working on an online book swap to reduce textbook costs for students. ASI and colleges have been collaborating on a series of "Meet the Dean" events.

De Herrera added that on February 1 at 9:00 a.m. in the gym, CSUEB will be participating in California's "Jumping Over the Record" attempt to set a record for the most people jumping rope at the same time. The \$1 registration fee goes to the American Heart Association. ASI and KIN will be supplying jump ropes for those without one.

#### 4. Election of a replacement Vice Chair of the Academic Senate

M/S/P (Mitchell/Eagan) to elect Cal Caplan as Vice Chair, by acclamation

#### 5. **09-10 CAPR 10**, Change of Status of Multimedia Program

M/S/P (Caplan/Gubernat) to approve

#### 6. **09-10 CAPR 7** New Options for the BA Chemistry, Biochemistry, Biology and Physics; **09-10 CIC 13**, New Options in Biochemistry, Biology, Chemistry, Physics

M/S/P (Fleming/Chamberlain) to approve

#### 7. **09-10 CIC 10**, Priority Registration

M/S/P (Reichman/Caplan) to approve

There was some discussion regarding whether or not the new policy will solve the priority registration problem as the number of veterans and athletes increases. Honors and Renaissance Programs are also bringing in more students, so ultimately Priority Registration may not serve the purpose of assisting those with special needs and will need to be revisited in the future.

8. **09-10 CIC 11**, Taxation Certificate offered online

M/S/P (Lubwama/Eagan) to approve

9. **09-10 CIC 12**, Application of Music Courses for GE Area C1

M/S/P (Caplan/Fleming) to approve as amended

M/S/P (Reichman/Chamberlain) to amend to replace the effective date with "04-current."

10. **09-10 CIC 7revised**, New Course Add Period Policy

M/S/P (Lubwama/Soules) to approve as amended

Eagan/Caplan friendly amendment to change from "administrative add period" to late add period

M/S(Reichman/Eagan) to replace "approval by the academic department" to "approval by the instructor"

M/S/P (Kimball/Eagan) to amend the amendment (with no objection) to "approval by the instructor and the academic department offering the course"

Perry noted that there are 3 alternatives: send the student with a note to admin; student sent to dept with a permission number; faculty gives student permission # , course & class capacity.

M/S/P(Olkin/Soules) to change from 5 instructional days to 6 for adds,

(Reichman/Soules) to additionally change from 6 to 5 instructional days for drops (so the total days will remain at 11 days) (no objection).

Discussion ensued as to the purpose of the policy, the effect on instructors and students, and the use of control or permission numbers to make the add process easier. There was strong belief among senators that allowing students to add courses into the second week is problematic as nearly 20% of the quarter will have elapsed. Having students obtain instructor permission before adding during the second week was seen to mitigate this problem. Senators had many questions about the process and about the effect on wait lists, etc.

11. Presentation of the draft Academic Affairs Budget for 2010-11

Interim Provost Dorer and VP Linda Dalton presented the draft Academic Affairs Budget for 2010-201. Dorer stated that this presentation is another in a series of meetings. The administration has met with UPABC and other committees. Dalton has been working with Shawn Bibb on the financials. Dalton added that when President Qayoumi came to CSUEB, the priorities were to meet our enrollment target, establish financial order, increase tenure track faculty, and improve the physical plant. An analysis conducted at the time revealed a \$4.2M structural deficit. The plan, which was to grow out of the deficit by increasing enrollment over the next three years, was proceeding on track until the Su and F 08 budget cuts negated the viability of the enrollment growth plan. Further reductions in 09 led to furloughs and the mandate to reduce enrollment by 9.5%.

Thus, the campus needed a different way to address budgets. Budget forums were held along with meetings with ExCom and the Senate. The task requires a strategic, multi-year approach to protect the core functions of the University. Dorer came on board in Su 09; he has worked with Deans and other divisions to come up with a plan (posted on web in draft form). ExCom has previewed the Academic Affairs piece. The next step is a series of budget forums beginning next

week through 2/5 to get feedback before Bibb submits the plan to the Chancellor's Office by 2/15.

Dorer stated that, beginning next week, there will be a series of meetings with each college; the President and Interim Provost will be present. Dorer showed the senators where they can access budget information and college/library plans on the CSUEB website under "About CSUEB: Mission and Strategic Planning."

Dorer stated that a narrative preface sets the context and explains that CSUEB must cope with a loss of about \$10M of our base budget, which equates to about a 90% loss of lecturers. Significant changes include no state supported summer sessions beyond a few selected courses in special circumstances. The fee for self-supported summer session is being worked out statewide. There is work on initiatives to backfill some monies that will be lost.

Growth in graduate programs enrollment needs to be limited in CLASS and CEAS. Undergraduate Business degrees and Nursing have been declared impacted. Enrollment in EPSY, Social Work, and Education Leadership will be limited to ensure access and stabilize undergraduate enrollment. After discussion, a decision was made to protect lower division remedial programs, but move upper division writing skills to self support for students who do not test out. SSAC recommended limiting students to <18 units/qtr to help keep seats available; beyond that a higher fee would be assessed.

Concord programs will be focused down to those with high community interest; the campus will be open fewer days per week to keep costs at a lower level.

Dorer stated that he cannot be specific about personnel due to potential CBA issues. The administration is working hard not to lay off faculty, but cannot guarantee anything. He thanked everyone for participating in the process during a time of great stress.

Reichman thanked the administration for working with the faculty and complimented Dorer on the draft plan for the inclusion of narratives. He noted that this has been an iterative process that has included changes that colleagues in ExCom and others have recommended. Now, it would be helpful to connect the narrative and aspects of plan to actual dollar amounts in the charts. Regarding p. 5 streamlining remedial and upper division writing skills course (3000 and 3002), which will be moved to self support; not comfortable; what does "streamlining" remedial courses mean?

Further discussion ensued regarding the implementation of different aspects of the plan. Dorer stated that students wouldn't know the difference between state and self support, since we can only charge fees that they are charged in regular registration. So, Deans had to work with chairs to develop curriculum and class size to offset costs. Now, the CO says we can charge about \$60 more a unit for instructional support, e.g., library.

In answer to a question regarding the 9.5% enrollment decrease, Dorer stated that we won't know until August whether any additional monies will make it possible to admit more students for Fall, depending on conditions & how the funds will be allocated, so we must be prepared with a contingency plan for accepting more students at the last minute.

Kimball noted the cooperative spirit of the process on this campus and encouraged better models for future budgets, perhaps making it part of the 5 year review process to consider sustainable costs. Dorer agreed that programs incur different costs for offering their program.

The Interim Provost also announced that Carol Reese arrived in November as the new budget person for Academic Affairs.

Bibb restated that the plan will go to the Chancellor's Office in mid February and they may be a dialog between the CO and EB for clarification/specificity. We will know by the end of February.

Rush-Woods asked for more clarity on the cost difference per student between UG and Grad programs (real numbers) so we can work with facts. Dorer stated that he ran the numbers but

hesitates to share them with Woods, but does have PEMSA enrollment data and good data on SFRs. Kimball asked for information that linked enrollment numbers and the budget, to get an idea of how they relate in a quantitative way.

## 12. Presentation regarding the migration to Google mail

John Charles, Jeff Smurthwaite (Director of Specialized Technology Integration), and Thomas Dixon gave an informational presentation on the migration to Google mail. After a six-month study comparing Microsoft to Google, it was determined that we could save over \$100K annually by moving to Google. User advantages include 6mg of storage, a fairly intuitive web interface, embedded chat, and collaboration tools. Docs and Sites are a good way to collaborate with students.

The migration will begin at 5 p.m. on 1/29 and will take approximately 24-48 hours to complete. When complete, there will be a "We're Live" message on the Google apps site (no later than 8a.m. Monday). Calendars, contacts, and mail will be migrated; junk and deleted files will not.

Smurthwaite described the information stream and timeline about how everyone was notified. IT will continue to delete mail after 120 days; use a desktop client to archive mail. Outlook tasks and outlook notes will not be migrated. Email instructions have not been sent. Rules will not be migrated, but these are similar in Gmail. Email forwarding: Google does not support automatic forwarding, so folks who use this were notified w/instructions about how to set up from the personal email.

Faculty will not be able to communicate with students by email during the migration, although Blackboard communication functions will still work. Alternatives and alerts have been posted and Blackboard will have an announcement on this. The Google apps page has been revised with a lot of new information, including videos.

Smurthwaite encouraged everyone to make use of Google's support model, as it has many instructions (see links on Google apps page and the help page specifically set up for CSUEB). Everyone must go to the NetID page and change their password to sync up with Google. PeopleSoft users must change passwords; all others may use their same password. The CSUEB service desk will support Entourage and Outlook clients.

Important upcoming dates: 3/11: Going live with Google Docs and 4/22: Going live with Google Sites.

## 13. Adjournment

M/S/P ( Reichman/Caplan)to adjourn

Respectfully submitted,  
Denise Fleming, Secretary