Minutes of the Executive Committee Meeting, Tuesday, May 3, 2011

Members present: Jennifer Eagan, Denise Fleming, Susan Gubernat, Mike Mahoney, Jim Mitchell, Asha Rao, Tammie Simmons-Mosley, Dianne Rush Woods

Members absent: Mo Qayoumi, Jeff Seitz

Guests: Linda Dobb, Sharon Green, James Houpis, Mark Karplus, Michael Lee, Jim Murphy, Sue Opp, Glen Perry, Robert Phelps, Don Sawyer, Donna Wiley

The meeting was called to order at 2:05

1. Approval of the agenda
   M/S/P (Fleming/Gubernat) to approve the agenda

2. Approval of the past minutes
   M/S/P (Mahoney/Gubernat) to approve the minutes of 2/22/11 as amended
   M/S/P (Gubernat/Rao) to approve the minutes of 4/5/11 as amended

3. Reports
   A. Report of the Chair

   Woods stated that she will be attending the ASCSU meeting on Thursday and Friday. She has attended three A2E2 presentations to listen to different points of view. She reported that she, Seitz, and Fleming meet with President-Select Morishita on Weds; the Officers’ goals are to meet the incoming president and to request that he attend an upcoming Senate and ExCom meeting.

   B. Report of the President

   No report

   C. Report of the Provost (including update on Faculty Profiles from Assoc Provost)

   The Provost introduced Linda Dobb, who stated that Raj Prasad has started in his new role of Director of Grants and Sponsored Projects, and is moving into a new office in the old Faculty Development space. Dobb stated that five different faculty profile systems have been reviewed; it has been decided to use the in-house profile. She stated that there will be a call for an e-copy of faculty CV’s over the summer. Student workers will populate the system, but faculty should make any needed corrections. There are plans to mesh our in-house system with FRESCA.

   Dobb also invited all to attend Diversity Day events on Friday, May 6th. She noted that some of the public performances by students may contain some blunt language. She and Terry Jones decided to protect creativity and first amendment, but wanted to make all aware in advance.

   The Provost stated that the 5/1/11 deadline for the A2E2 proposal was met; more information will be forthcoming.

   D. Report of the Statewide Academic Senators

   Gubernat stated that ASCSU will be meeting tomorrow in committee; then in Plenary the next two days. This will be the last meeting of the year; she expects there will be some new officers and turnover.
Current business includes obtaining a waiver to eliminate requirement on American institutions requirement. CSUs are limited to a 60-unit maximum for incoming community college (CC) transfer students. If the American institutions requirement is not met at the CC, CSU’s would need to use 8 of their 60 units to have students meet the requirement. A major concern is that the process is moving very quickly. SJSU, Sonoma, and Dominguez Hills passed resolution against it.

It was also noted that 51% of the CSU major programs hit the 120-unit plus for majors, so we may want to take a close look at our major unit loads.

4. Appointments

M/S/P (Eagan/Rao) to place on the Senate agenda Denise Crozier for staff representative to the Senate for 2011-13 term

M/S/P (Mitchell/Eagan) to place on the Senate agenda Terry Jones for Diversity and Equity Liaison Officer (DELO) for 2011-13 term

5. 10-11 CIC 7, Application of Courses for GE

M/S/P (Eagan/Gubernat) to place on the Senate Agenda

6. 10-11 CIC 8, Engineering Restructuring, and 10-11 CAPR 11, New Engineering BS degrees in Computer Engineering and Industrial Engineering and discontinuance of options with the same names

M/S/P (Rao/Eagan) to place on the Senate agenda

Note: Discontinuance date should be fixed on backup document; department needs to make the change.

7. 10-11 CIC 9 and 10-11 CAPR 8, Engineering Certificates,

M/S/P (Gubernat/Rao) to refer back to CAPR

There was discussion about the distinction between self-support and DCIE; it was clarified that the certificates are either offered by DCIE or through the regular University; Open University is a form of registration, and not a certificate granting entity. Clarification is needed on the documents

8. 10-11 CIC 10, Application of Courses for GE

M/S/P (Mitchell/Mosley) to place on the Senate agenda

9. 10-11 CIC 11 and CAPR 10, MLL Options Discontinuances

M/S/P (Gubernat/Mosley) to place on the Senate agenda

10. 10-11 CIC 12, Return to former Registration Unit Limits

M/S/P (Fleming/Gubernat) to place on the Senate agenda

11. 10-11 CAPR 15, Five-Year Program Review for Engineering

M/S/P (Mitchell/Gubernat) to place on the Senate agenda

Discussed referral of 08-09 CAPR 23 regarding the policy for reviews including both accredited and non-accredited programs

12. 10-11 cFAC 4, Dept Chair appointment policy

M/S/ (Gubernat/Fleming) withdrawn to give FAC time to review suggested language changes; postponed to next week
A suggestion was made to include “The Advisory Committee shall elicit the view of lectures, staff, and students” under point 4 after the words “Department chair” and before the last sentence of point 4 and to use “The Provost shall approve…”

13. 10-11 cFAC 5, Syllabus Policy

Will be placed on next week’s agenda

14. 10-11 cFDE 1, Revised CSUEB Diversity Plan

M/S/P (Mahoney/Fleming) to place on the Senate agenda

Jones invited all to Diversity day on Friday. The Committee thanked Dr. Jones and FDEC for their work.

15. 10-11 cFDE 2, LGBT Resolution

M/S/P (Fleming/Gubernat) to place on the Senate agenda

16. 10-11 CFAI 1, Fairness Document Revision

M/S/P (Mitchell/Fleming) to place on the Senate agenda

Donna Wiley is the Presidential Appointee to the Fairness Committee. The purpose of the change in the document is to add a statement, that within 10 academic days of the receipt of the report of the Hearing Panel, the appropriate faculty member or department will address the recommendations of the hearing panel and report the results to the Presidential Appointee. There are time limits on other facets, but not this one, and this has proved to be a problem in some instances.

17. Honors Program Annual Report (Robert Phelps)

Robert Phelps, Honors Program (HP) Director for the 2 past years, presented the program’s annual report. He presented a PowerPoint presentation of the program and stated that CSUEB’s HP budget is the lowest in the system with at $3K. His goal was to grow the program to 100 students and the program now has 112 students. The program now has a study room with 6 HP computers. There is an Honors Society based in ASI and as part of an enhanced experience, HP is partnering with Habitat for Humanity, which the students are excited about.

The HP just completed its first annual appeal, seeking donations from a database of 80 HP graduates. One alum donated $400, which paid for medals for the graduates. There will be a HP reception on May 11; every HP student in good standing will be invited.

Information on the ILO development process and upcoming forums (Green/Lee)

Sharon Green presented an update on the Institutional Learning Outcome (ILO) process. ILOs are the norm at most CSU’s; they are usually extracted from the Mission as statements of what the institution aspires to. All colleges/library have been represented in this development process and the subcommittee held interviews with 34 people, including Deans/Assoc Deans, Chairs, AVP, Provost, and Senate Chair. There will be a series of forums on May 23rd to explain the process and elicit feedback from all constituencies across the campus. Blackboard sites will also be available for others to weigh in on. They will continue to work on crafting statements over the summer and are planning a Back to the Bay session (with clickers) as another vetting process. It is hoped that the ILOs will be passed by the Senate in the Fall and will be a potent instrument for institutional change. Houpis complimented the subcommittee on their thorough job and noted its importance on how we aspire in the future.

Requested referral regarding Revision of the Centers and Institutes document (Dobb)

Dobb reported that she and a small group looked at the Revision of the Centers and Institutes document, but had not yet sought input from the Research Committee. There was a desire to get centers up and running. Dobb stated that there is now more synergy between colleges. The newly revised document may be found on the Academic Affairs website and it does not need to go to the Senate.

On a side note, the reception for CSU research competition will be held today at 5:00 in the Bay Room.

M/S/P (Fleming/Gubernat) to refer this to the Committee on Research to review for consistency with Senate-approved policy and to be apprised formally.
Discussion regarding the Statewide Technology Steering Committee (TSC)

Send questions about this item to the Senate Office; if there are any, they will be addressed on next week’s agenda.

18. Adjournment

Respectfully submitted,
Denise Fleming, Secretary