CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE
ACADEMIC SENATE

Minutes of the Executive Committee Meeting, Tuesday, September 28, 2010

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

Members absent: none

Guests: Nicholas Baham, John Charles, Linda Dalton, Toni Fogarty, Jiansheng Guo, Mark Karplus, Michael Lee, Michael Leung, EJ Murphy, Susan Opp, Glen Perry, Carol Reese, Kathleen Rountree, Don Sawyer, Eric Suess, Donna Wiley, Rhea Williamson

The meeting was called to order at 2:05. Welcome back!
Jeff Seitz agreed to take the minutes until the Secretary arrived.

1. Approval of the agenda
M/S/P (Gubernat/Mitchell)

2. Reports

A. Report of the Chair
   CSUEB Audited Financial Statement for 08-09 was provided (as info item only- for ExCom and the Senate) and also linked on the COBRA web page.

The Chair made the following announcements: ExCom’s meeting with Trustee CC Yin is scheduled for October 4 from 1-2 p.m. The first of the Chair’s monthly Brown Bag Lunches will be held on Wednesday, October 6, from noon-1:30 in LI2250. ExCom members are invited to participate. The Philosophy Society will host a discussion on “Trash, Litter, Garbage, Art?” on October 12 at noon in MI 2008. The Fall faculty reception will be held on Thursday, September 30, from 4-6 p.m. in the New University Union.

The Chair announced that Jennifer Eagan will serve as Parliamentarian.

There will be no ExCom meeting the week of Thanksgiving.

In response to a request regarding the number of faculty after retirements and FERP, Rush Woods stated that as of Fall 2010, there are 319 faculty. This number includes librarians, deans, and associate deans, but not administrators with retreat rights. This info was also sent to ExCom via email. She added that Deborah Brothwell will be reporting to ExCom on University finances.

The Chair introduced Interim Dean Kathleen Rountree, who will be attending ExCom meetings regularly.

The RTP document revision from 09-10 was not signed by the President. There was a process and suggested modified language for professional achievements. It is referred back to FAC.
B. Report of the President

The President welcomed everyone to the new academic year and expressed his hopes that this will be a more pleasant one. It is expected that, within the next 10 days or so, there should be an agreement that will lead to a State budget.

Last year, the Chancellor’s Office reduced enrollment by about 9.5%. This year, enrollment will be increased about 30K across the system, which means that approximately half of the 9% of lost enrollment will be restored. The President has asked deans to identify any sections with large waitlists and to offer more sections so as to clear the waitlists as soon as possible. We will accept students for Winter and Spring.

Qayoumi discussed the Foundation Board Retreat session that was held to discuss fundraising and the critical role that faculty can play; he was pleased with the attendance. The University met last year’s advancement goal. Goals for this year for all divisions will be based on items mentioned in Qayoumi’s Convocation address and appropriate items will go to the Senate.

The President expressed his hope that ExCom members will attend the October 4th meeting with Trustee Yin.

Gubernat asked how enrollment targets are determined. The President responded that campuses have some leeway to set their own enrollment and that there has been no funding allocation for new enrollment as yet; the one-time money has already been allocated to cut waiting lists and increase course enrollments. We are still waiting to see what the new budget will be. Our campus will not be penalized for exceeding the enrollment target last year or for missing enrollment targets this year. When questioned, he noted that “impaction” was a college decision for CBE.

In response to whether new money will be allocated to rehiring lecturers, Qayoumi stated that the first priority is our students and clearing up bottlenecks. The Provost is working on a plan for addressing the loss of assigned time, etc which must be part of the normal base budget for academic affairs so that there is a continuing allocation in the budget each year. Using “one-time” funding for such expenses as assigned time is one of the reasons why the campus has a history of structural deficits.

C. Report of the Provost

The Provost reported that he has completed the first phase of the budget model for Academic Affairs. It will take about an hour to explain in detail and he plans to present it to COBRA first. He will present the base budget and the model, which will level the playing field so all will know the level of funding. Phase 2 will address fixed costs, SFRs, average salary for lecturers, class mode (e.g., breakout studios, labs, independent studies, etc.). He will have the framework in place by the end of the year. He plans to build into the budget an annual allocation of professional development monies to ensure consistent availability. In addition, in touring the campus, the Provost noted that we have an antiquated infrastructure and need to have monies for base equipment (e.g., replacement of aging pianos, lab equipment). The next WASC visit is approaching and we need to have the resources for timely data collection and assessment, which will also be in the base budget.

Houpis also discussed the need to pay attention to research efforts; he formed a committee to look at the research plan for the campus. Members include Lettie Ramirez, Evaon Wong-Kim, Nan Maxwell, Jeff Seitz, Diana Wakimoto (chair of research committee), Aline Soules, and
Dianne Rush Woods (Senate Chair). He wants to fund Faculty Learning Communities, pedagogy, diversity initiatives, quantitative reasoning, and incorporate service learning into GE.

Karplus’ asked how much money the University took in over the summer, including the $60 fee and whether the money will go toward college budgets during the academic year. He also expressed concern over DCIE funds reportedly being transferred in the general fund. The Provost responded that the income from summer session will be broken down and an accounting will be provided to ExCom and the faculty asap. There are predefined ways that the fees can be spent. Deans have been told that, of the three fees ($90 for each college, $90 for student costs, and $60 for instruments), the $60 fee will go towards instrument requests. The $90 is not restricted and will go back to the colleges to use as they see fit. In response to Karplus citing Ed Code 89704 (“All revenue that comes from Extension shall go back to extension”), the Provost stated that the summer courses were not Extension courses, but regular catalog courses administrated through DCIE. Brian Cook can explain.

The Provost reiterated that using one-time monies to backfill base costs caused structural budget problems for Academic Affairs. Houpis added that the budget is an ongoing process; the use of modeling provides experience, raises questions, and helps identify what is missing and/or needs fixing. Eagan requested that ExCom be advised of the COBRA meeting where the Provost will present the budget.

The Provost stated that some of the funding for additional budget items this year will come from enrollment growth and savings yielded by FERP and retirements. It remains to be seen if self-support summer sessions will continue. It is too late this year to hire quality tenure track faculty to replace the 31 faculty lost due to retirements, FERP, and resignations. There are two faculty searches this year, for accreditation purposes, in the Department of Social Work. It was noted that we worked hard over the past years to increase TT faculty; Houpis stated that we will begin hiring again next year.

Mahoney, Seitz, and Rush Woods noted that faculty assigned time and resources for advising and other student services needs must be addressed. Houpis stated that there is inequity across the university in how WTUs are allocated; some faculty receive units for working with grad students and others do not. He is working to correct these inequities with the deans and in his funding matrix. We need to get FTEs on the books. He noted that establishing research units rather than independent study makes an enormous difference to the campus.

D. Report of the Statewide Academic Senators

Gubernat reported that Hank Reichman stepped down from his position on the Statewide Academic Senate (SAS) and urged all to read the SAS commendation in his honor. The SAS held an abbreviated session (two days, instead of three) and, due to time constraints, waived second readings on three resolutions. Resolutions included 1) the annual call for adequate and sustainable support for the CSU (resulting from some concern that the $106M allocated to the CSU may be subtracted from the promised $305M to come; 2) an endorsement of the October 27 National Day of Action in Defense of Public Education, in the hope that events will be lawful; and 3) call for a formation of a joint CSU and Community College AA transfer degree committee. AB 1440, which is awaiting the governor’s signature, will necessitate a prompt curricular response to the AA transfer process; it is hoped that a joint committee will provide needed advice.

Gubernat requested feedback on other resolutions, including the Troops to College Program.
Returning troops should have catalog rights back to the time they left to serve; they will require special counseling and that will require funding support. Other resolutions include efforts to make learning solutions (textbooks, etc.) affordable to students. Gubernat noted that another resolution “Public Education Leadership and Political Neutrality” noted that the Chamber of Congress has endorsed Meg Whitman; both the COs of the CC and UC systems have resigned from Chamber citing commitments to non-partisanship; Chancellor Reed has not resigned.

3. Appointments

M/S/P (Mitchell/Gubernat) to approve the following:
Jason Singley, Physics, to replace Eric Helgren on Senate for Fall
Toni Fogarty to replace Meiling Wu on the Senate for Fall
Yi He, Marketing & Ent, to replace Jed DeVaro on Comm on Research for Fall
Henry Gilbert, Anthropology, to replace Andrew Wong on Comm on Research for Fall
Toni Fogarty, PUAD, to replace Dennis Chester for Fall on Faculty Affairs Comm (FAC)
Steve Peng, Mgmt, to replace Vish Hegde on Fairness for Fall.

M/S/P (Seitz/Gubernat) for Rush Woods (Social Work) to replace Hank Reichman for the November 4-5 Statewide Plenary meeting

M/S/P (Mitchell/Mahoney) to approve those individuals who have agreed to continue to serve on the 2010-2011 University committees, listed on the attached document on sharepoint.

The Chair requested that members bring recommendations for those who would be willing to serve on the following committees (and email them when nominees are found):

One faculty member to replace Michelle Lee (Econ) for CAPR
Replacement of Dianne Woods on the Foundation Board for Fall
One tenured faculty from a non-CBE college or library, excluding deans and directors, for the Review Committee of the CBE Dean and Assoc Dean. (The other members of the review committee are elected by the College.)
And those positions noted as “needs replacement” on the attached document.

4. ACIP replacement appointment; term ending 2012

Nominee names were noted on the white board and all materials (letter of intent and CV) were provided on Sharepoint, for review by ExCom prior to the meeting. Nominees were: David Bowen, Sweety Law, Lettie Ramirez, and Evaon Wong-Kim.

M/S/P (Mitchell/Gubernat) to vote by paper ballot

Lettie Ramirez was elected. The Chair thanked Donna Wiley for her service. Wiley noted that she stepped down with great regret; urged all to encourage students to participate in studying abroad as part of global awareness.

5. Approval of the 10-11 Five-Year Program Review Schedule (ExCom approval only)

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

6. Approval of the 10-11 Administrative Review Schedule (ExCom approval only)
M/S/P (Fleming/Mitchell) to approve

7. Confirmation of email approval of the Fall Election Schedule (*ExCom approval only*)

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

8. *draft 10-11 BEC 1*, Standing Rules

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

9. *draft 10-11 BEC 2*, UCL (layoff committee)

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

Nominations for college representatives to UCL were made by ExCom:

- Dennis Chester (CLASS and FAC)
- Dee Andrews (CLASS)
- Hongwei Du (CBE and COBRA)
- Jim Mitchell (CEAS)
- Mike Mahoney (CSCI)
- Jeff Seitz (CSCI)

10. Proposed Meeting Schedule for the 10-11 Academic Senate (*ExCom approval only; info to the Senate*)

M/S/P (Fleming/Seitz) to approve, and to place on the Senate agenda as an information item.

11. 09-10 CIC 34, GE application of Courses

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

12. 09-10 CIC 35, Online BA in Ethnic Studies

Chair Baham of Ethnic Studies, answered ExCom questions regarding the online request.
M/S/P (Mitchell/Eagan) to place on the Senate Agenda

13. 09-10 COB 1, 09-10 Annual Report and Recommendations to the President

Report not yet available. Postponed to the next meeting.

14. Discussion of Referral items to committees (a list of proposals from the Senate Chair is available on Sharepoint)

The Chair stated that she met with committee chairs. Chairs will report out quarterly about work in progress, rather than wait until the end of the year. Discussion ensued about how to evaluate online instruction. ExCom added another referral item to CIC, which will be charged to read and review the online and hybrid policy passed three years ago.

The RTP document modifications from last year, were not signed by the President and have been referred back to FAC.
a. **09-10 FAC 10revised.** RTP revisions/clarifications
b. **09-10 cFAC 12,** Revisions in Library RTP Policies and Procedures (this also will NOT go forward at this time, as it mirrors 09-10 FAC 10 and may need to be updated as well)

15. Placement of a FRESCA presentation on the Senate agenda (Williamson)

Will be rescheduled due to lack of time.

16. Placement of a Grad Initiative Update on the Senate agenda (Opp)

The Grad Initiative Update will be rescheduled due to lack of time. Opp stated that she hopes to have ExCom involved in the selection of faculty to serve on the Early Start Team. The EB proposal must be developed and submitted to the CO by mid-November.

Discussion ensued about potential committee members. Suggestions were offered, such as Department chairs, Margaret Rustic or Sara Nielson (both involved in composition); Julie Glass, Kevin Callahan (both for Math). Dennis Chester for English and Kevin Callahan for Math should be consulted for appropriate nominations and Excom will approve by email when received. Susan Gubernat offered to come to as many meetings as she can, but declined nomination.

17. Adjournment

M/S/P (Gubernat/Seitz) to adjourn at 4:03

Respectfully submitted,
Denise Fleming, Secretary