



**Amended Minutes of the Academic Senate Meeting
Tuesday, December 4, 2012**

Senators Present:

Chris Chamberlin, Randi Cowdery, Denise Crozier, Roger Doering, Jennifer Eagan, David Fencsik, Toni Fogarty, Kim Geron, Liz Ginno, Erik Helgren, James Houpis, Patricia Jennings, Evelia Jimenez, Chris Kitting, Keith Kravitz, Sweetie Law, Michael Lee, Monique Manopoulos, Dania Massey, James Mitchell, Christopher Moreman, Leroy Morishita, James Murray, Julia Olkin, Chung-Hsing Ouyang, Gretchen Reevy, Michael Schutz, Tammie Simmons-Mosley, Jason Singley, Carl Stempel, David Stronck, OanhTran, Mitchell Watnik, Evaon Wong-Kim, Lan Wu, Helen Zong

Senators Absent:

Chris Baysdorfer, Jeanette Bicais, Elizabeth Bergman, Patricia Drew, Eric Engdahl, Janet Green, Omar Hosny, Shubha Kashinath, Sarah Kelso, Grant Kien, Gary Li, Brian McKenzie, Cynthia Neira, Erik Olivar, Maria Ortuoste, Meiling Wu

Student Senators Present:

Erin Baca, Elizabeth Ortiz, Michelle Xiong

Guests Present:

Sarah Aubert, Jerry Chang, Linda Dalton, Linda Dobb, Chandrakala Ganesh, Renee Granados, Jiansheng Guo, Rosanne Harris, Mark Karplus, Sally Murphy, Sue Opp, Sophie Rollins, Kathleen Rountree, Dianne Rush Woods, Angela Schneider, Paulina Van Lynn VanHofwegen, Kaameelah Wesley

Meeting called to order at 2:03pm

Murray appointed secretary for 12/4/12 by acclamation

1. Approval of agenda; M Shutz, S Chamberlain/ **PASSED**

2. Approval of minutes:

Oct 9; M Ginno/ S Stronck/ **PASSED**

Nov 13th (Mitchell/ Ginno), 3 corrections from Senator Moreman (Moreman misnamed on first page, 3rd page report of provost)

Mark Karplus suggested postponement of 11/13 minute approval; M Murray/ S Reevy /**PASSED**

Reports:

3a. Report of the President

-Pleased about Prop 30

- Tim White new Chancellor starting Dec 31, Pres. has good relationship with him
- Will be visiting all 23 campuses in 2013, overnight stays, visit with all members of community
- Last meeting Planning for Distinction was discussed and he hopes Senate got answers. Conversation will continue.
- Asked Bellone to help with semester conversion and the campus needs to estimate costs; acknowledges that it will not be a simple process.
- Reminder regarding Faculty Reception in Multipurpose Room on Dec 12th
- Senator Murray comments that coffee meetings with President are helpful and appreciated
- Q: Senator Schutz comments on Prop 30 and asks about any future good news?
- A: Yes, with new legislature, the Chancellor's Office has requested an increased budget. President optimistic about fewer cuts in future.
- Q: Senator Gubernat asks about semester conversion. Might there be funding for all 6 campuses, or does each campus need to ask for \$?
- A: Yes, all campuses will convert together so there should be common parallel for funds. And we have also asked for forgiveness if FTE drops for 2 years after conversion.

3b. Report of the Chair

(see emailed document for details)

- Subcommittee of COBRA for conversion chaired by Jennings.
- Sen. Schutz is retiring from CSUEB and thanked for service. Certificate provided with applause. Was longest serving lecturer/senator.
- New Faculty Intros:
- Jennifer Miranda in Health Sciences
- Paulina Van in Health Sciences

3c. Report of the Provost

- Planning for Distinction has had 4 college meetings and 2 others; 2 more planned.
- Task Force has been working on soliciting input.
- Faculty Searches are going well
- CBE: 3 of 5 completed, 1 of 3 canceled, 2 offered
- COS: 9/10 are in interviews at least, and one is ready for offer
- CLASS: 8 of 8 in campus interview stage
- CEAS: 3 of 4 in interview stage, 1 at offer stage
- LIB: 1 search
- Thanks for moving quickly.
- A2E2, bought 1600 clickers for all freshman at a price of \$59K
- List of college funds from A2E2:
- CLASS: 161,000
- COS: 161,000
- CEAS: 42,000
- CBE: 43,000
- LIB: 20,000
- EIRA funded 653,000 in projects (breakdown by college given)
- IREE proposals due in January.
- Univ-wide Activities and Programs:
- Research Academy university fund headed by Jason Singley
- funded others items such as ESL tutors, and service learning coordinator
- VP Dalton describes new program for orientation of transfer students by Greg Smith

-A2E2 web site will be running in a week or two with information.

Q: Will grad students be hooded this year?

A: Yes, they will. He will let us know the details.

3ci. PFD Report

-VP Dalton, Chair of the Steering Committee

-Meeting will be Monday 4-530p

-Role is to affirm actions

-Request for feedback going out to campus community today, e.g. criteria for evaluation, all info will come in from web form so we don't miss anything.

-Can be anonymous or enter name.

Q: Carl asked for clarification about web form

A: Watnik notes one can attend meetings. Yes, agenda is going to be posted.

Q: Eagan asks about Instructional Group not meeting because they broke into subcommittees. Eagan asks that subcommittee meetings also be posted for transparency. Also notes that layoffs are a possibility. Suggest that role of groups should not be personnel, and if so, the Union should be involved. Suggests that CAPR and PFD should not do the same evaluation in parallel, and PFD does not have Senate oversight.

-Houpis notes that committees do not make recommendations regarding layoffs.

Q: Schutz follows up on Eagan comment. States that showing concern is to be expected. Are there targets for elimination and what might happen if a program is deemed low priority?

A: Dalton says there are no targets related to dollars.

3d. Report of the Statewide Senators

-Susan Gubernat gave report; Denise Fleming absent

-Next plenary is in Jan before Board of Trustees (BOT) meeting; many items on agenda will impact us, e.g. limits programs to 180 units. Exemptions possible but unclear now who will be exempted.

-Gubernat is on Academic Affairs committee that will address this issue

-Cal State Online will be codified in Title V as well as in BOT meeting

-Faculty Trustee nominations due in January. See criteria in report.

3e. Report of Student Government

-ASI President Jerry Chang reporting

-Gave thanks for faculty for support

-Wish to invite Faculty to RAW membership

-All ASI committees are running

-Faculty on committees are role models to students

-We know that there are hard decisions in the future

-Statewide SSCA? ASI has plans for lobbying- invites faculty input

-Planning projects with students and alumni.

-Working on sustainability.

-Senator Ortiz is graduating and served on senate for over 1 year.

-Questions? None.

4. Consent Calendar

-2 items related to discontinuances of Urban Teaching Leadership, first appearance

5. Info Items

- DELO report from last year
- Eileen Barrett says report is excellent and valuable recommendations.
- Interim administrators were cited but the issue has been addressed with Excom.
- Kim Geron commends Terry Jones for long service.
- FDEC committee had discussions with many in updating the faculty search process, and hopes to create university-wide system.
- Campus Climate Survey will be done again.
- Gubernat suggests that Excom have a regular progress report on the recommendations. -
- Develop process for implementing them.
- Watnik replies that Excom will address 'actionable items'.
- Gubernat asks for quarterly progress reports from FDEC.
- Eagan notes report of where Office of Equity and Diversity should be housed. How to change administrative structure, and how does administration reply? Would change lead to more proactive action rather than reaction?
- Watnik asks if Provost wants to reply.
- Houpis states that Academic Affairs hopes to have one single process for Diversity and Equity in recruitment. Start searches in Spring to follow best practices.
- Watnik suggests that Eagan's question is written and he will forward too President.

6. Election for At-large Senator Replacement for W13 and S13

Senator Mike Mahoney at-large seat replacement

Mitchell nominates Sharon Green

Toni Fogarty nominates herself.

- Sharon Green elected At-Large Senator

7. Election for Excom replacement for Sweety Law, W13

Sweety Law will be on sabbatical Winter 13; replacement needed on Excom

-ExCom can appoint replacement member, but chose to seek nominations from senate

-Must be current member of senate

Tammie Simmons Mosley nominated by Sweety Law

Linda Ivey nominated by Jen Eagan

- Sen. Doering announces jazz band event tonight while votes are tallied

- Sen. Chang announces Old Union open to 1am in finals week with free coffee while votes are tallied

-Linda Ivey elected ExCom member for Winter 2013

8. 12-13 CIC 3: Nursing 20 units exemption

-M Murray/ S Ginno to floor

-Watnik explains recent modification of CIC3

-The listed courses have been supplanted

-Opp replies that 23 units of courses are being replaced by 20 units received by exam

-Motion to waive 1st reading; M Murray/ S Kravitz/PASSED

-Eagan asks if it applies only to transfer students

-VanHofwegen answers only post-license transfer

-Singley asks if accreditation will be a problem

-Question called: **12-13 CIC 3 PASSED**

9. 12-13 CIC 6: GE Subcommittee Assessment Plan 2012 2017

M Murray/ S Ginno to floor

- Murphy wishes to expedite and explains.
- Last WASC visit showed we need a continuous assessment effort.
- plan to assess one learning outcome per year
- GE subcomm met once in fall and Eagan provided critical thinking documents.
- M Schutz/ S Murray to waive first reading
- Someone asked why in a hurry?
- Murphy says we need to start assessment now to be ready for WASC
- WASC has asked for a good process and colleagues at other campuses already started.
- Watnik states that Science still needs to provide member to GenEd subcomm
- Schutz argues in favor of first reading waiver
- Motion to waive 1st reading PASSED**; one abstention

Q: Jennings asked if faculty can opt out of courses being evaluated/assessed.

A: Murphy said selection of course was random, and we did not consider the possibility of opting out, but in Excom asked if lecturers, who are not under contract, would be exempt due to extra workload

Q: Jennings asked if there is consultation with Department Chairs

A: Murphy says they will.

Eagan points out that assessment will require a lot of effort and there is no budget for it. Suggests that reasonable stipends could help.

Q: Michael Lee asks how to align GE with ILOs but we don't know how to exactly quantify outcomes.

A: Create matrix and make changes in GE SLOs as needed to meet CSUEB ILOs.

Q: Is there consideration of clusters?

A: Murphy Math clusters are not included, but others are.

Q: Gubernat, how will the committee get a valid sample?

A: Murphy has not done that.

Gubernat calls question: **12-13 CIC 6 PASSED**

10. 12-13 CAPR 1: Five Year Program Review for Math and Computer Sciences

-M Chamberlain /S Olkin move to floor

-Jennings suggests she will ask for amendment to change to "without modification".

Because weakness was assessment of program and not a problem with program.

-Watnik says CAPR meeting soon.

-Chamberlain said this document came from last year.

-Eagan points out that CAPR1 is linked to CAPR5, referring to new policy. Cart before the horse? Is department being held to higher standard based on new policy that was not in effect?

-Lee disagrees even if language was not in place, used same criteria.

FIRST READING

11. 12-13 CAPR 5: Academic Program Review Changes

- M Chamberlain/ S Ginno move to floor

-Jennings proposes friendly amendment for next time. Cites lack of resources, and this document should address resources for increased workload. Acknowledges that this may have always been expected, but was not done before. External reviewers have commented on lack of resources.

- Singley asks if we need to do this extra work, what should we cut and give up? Should have campus conversation.
- Stempel greatly supports assessment, but without including resources might produce inferior output. Can we link to availability of resources?
- Eagan says Wiley sent her comments about why CO has required us to do this.
- Wiley says new policy is not really different from before, but is laid out differently, so she asserts it should not be more work.
- Lee states that the P&P of CAPR governs how to create report, and states that it should be more work.
- Eagan said annual reports are means to the end of 5 year report
- Jennings says some are out of compliance and need more resources
- Eagan asks if she can forward email about issue from Wiley, but might have been from Opp
- Opp says often program is doing assessment but not recording it.
- Houpis says now giving \$100K for assessment, but Jennings says she has not seen it.
- Rountree says it is going into stipends.
- Chamberlain says new process will be online and easier. Hope to improve process by pulling data from Blackboard assignments and Amber Machamer is helping.
- Stempel asks that CAPR bases request on availability of resources.
- Moreman reports typo

FIRST READING

12. 12-13 CAPR 7: Proposed changes to Committee on Academic Planning and Review Policies and Procedures for Committee Operations and University Bylaws

- M Chamberlain/S Ginno move to floor
- Chamberlain intends to amend because CAPR does not address all programs.
- change to AVP sending designee instead of AVP
- Gubernat asks about C4. Designee; is that permanent or ad hoc?
- Chamberlain says Wiley has been serving for years as APGS designee.
- Gubernat suggests language for 1 year appt. as opposed to several people rotating.
- Reevy asks if every program will have an annual report?
- A: Chamberlain, Yes
- Q: Reevy asks what does 'review' mean in comparison to evaluate?
- A: We used rubrics to make a report.

FIRST READING

13. Report of the CFA

- Eagan
- settlements of grievances:
 1. Travel from home campus to Concord, should reimburse travel, refer to Gubernat or Karplus. Covers travel to any location. See email for details.
 2. Sabbaticals for those with 12-mo appts. If denied sabbatical or reduced to 9-mo apt, then due redress. Goes back a few years.
- Chris Kitting states that safe driving certificate is important.
- Karplus states that it is not important retroactively
- Guo says that deadline exists
- Karplus says deadline to submit claims for retroactive mile reimbursement is Dec 19.

Adjournment: 3:55pm