

CALIFORNIA STATE UNIVERSITY, EAST BAY
OFFICE OF THE ACADEMIC SENATE

APPROVED Minutes of the Academic Senate Meeting, November 15, 2016

Senators Present:

Elizabeth Bergman, Joseph Brandao, Paul Carpenter, Shannon Coskran, John Eros, Denise Fleming, Amy Furniss, Karina Garbesi, Joanna Giron, Nina Haft, George Hanna, Margaret Harris, Erik Helgren, Thomas Hird, Murray Horne, Edward Inch, Linda Ivey, Pat Jennings, Kevin Kaatz, Yi Karnes, Mark Karplus, Jaiman Khaira, Dawna Komorosky, Sherman Lewis, Robert Lin, Robert Loveland, Matthew Moore, Christopher Moreman, James Murray, Jeffrey Newcomb, Gretchen Reevy, Omri Shimron, Jason Smith, Sara Smith, Rachael Stryker, James Tandon, Steve Ugbah, Mitch Watnik, Meiling Wu

Guests Present:

Derek Aitken, Nick Baham, Diana Balgas, Mark Chan, Linda Dobb, Hendrix Erhahon, David Fencsik, Liz Ginno, Julie Glass, Lindsay McCrea, Josh Peckham, Glen Perry, Mark Robinson, Sophie Rollins, Maureen Scharberg, Carl Stempel, Lucero Wallace, Donna Wiley

Senators Absent:

Stephen Andrews, Gilberto Arriaza, Steven Borish, Ayona Chatterjee, Eric Fricke (*Fall Sabbatical*), Chandra Ganesh, Kim Geron, Susan Gubernat (*Fall Sabbatical*), Jennie Guzman, Yi He, Michael Hedrick, Sukari Ivester, Ehsan Kamalinejad, Nancy Mangold, James Mitchell, Leroy Morishita, Jenny O, Sharon Radcliff, Pradeep Ramanathan, Andrew Wong

The meeting was called to order at 2:01 p.m.

1. Approval of the agenda

M/S/P (Watnik/Reevy) to approve, as amended to place 6E before 4B, 6G after 4K, and give 16-17 CAPR 4 a time certain of 3:45pm

2. Approval of the 10/25/16 minutes

M/S/P (Garbesi/Newcomb) to approve

3. Reports

A. Report of the Chair

Chair Karplus announced that the President is attending the Board of Trustees (BOT) meeting in Long Beach.

He reported on Trustee Stepanek's visit. Stepanek met with members of ExCom and chairs of the standing committees and discussed a wide range of topics. As the sole faculty Trustee, he is tasked with providing the faculty perspective on matters that come before the BOT.

On November 16, Karplus attended the 2nd CSU Lecturer Conference on Shared Governance. There were 55 attendees from 19 campuses; all CSUEB Senate Lecturer Representatives (Newcomb, Reevy, Harris, and Karplus) attended. The inclusion or exclusion of lecturers in faculty governance varies by campus, depending on their constitution and bylaw. CSULA was chosen for the conference site because it is now the only campus in the system that does not allow lecturers to serve. That said, CSULA's constitution and bylaws can be changed to allow for lecturer service.

Karplus announced that Mike Hedrick's father passed away; a card has been sent on behalf of the Senate.

Finally, Chair Karplus stated that the last week (post election) has been stressful; he is thankful that we have the Senate as a place where we can come together and make a difference for us and for our students. He thanked senators for their efforts and service.

B. Report of the President

President Morishita attending BOT meeting in Long Beach

C. Report of the Provost

Provost Inch

Provost Inch reported that faculty and staff have really stepped up to assist students, especially those feeling threatened. He reminded senators that counseling services are available to students and that the Employee Assistance Program (EAP) can provide assistance for faculty and staff. Dianne Rush Woods is organizing efforts; Student Affairs and Student Services are working to help students, as well.

The Provost was distressed to hear about classroom disruptions; he stated it is not acceptable to disrupt classrooms and that the Time, Place & Manner policy provides for places where open sharing can take place.

Inch reported that the Workload Committee convened last week. A key goal is to structure workloads such that there are opportunities for scholarship and creative activities.

Next, he discussed the state of the budget, which is tight, but in balance, and without a big reserve. There are adequate funds to cover payroll and ensure that students have the classes they need. The policy of triggering a new section when courses are 90% full continues.

At the system level, there will likely be no increase next year in the base or for target enrollment. However, enrollment will increase and, as the President seeks ways to manage enrollment, impaction is on table. We are on currently on target for FTES and funding; assuming we add 200-300 students next year, FTES will increase to 13.3 K. By designing a strong summer

schedule, we hope to increase retention and that will add another 250 FTES. As a result, space is becoming an issue.

Fleming stated that at ASCSU, she learned that there is tension between the Graduation Initiative and campus' ability to admit first-time freshmen. As retention increases, there will be fewer open seats, meaning fewer first-time freshmen applicants will be admitted. Fleming also raised concerns about impact negatively affecting Hispanic students from southern California; since all but four campuses in the system are impacted, CSUEB is one of the few choices they may have. Fleming asked how the Concord campus might be used to accommodate increased enrollment. Provost Inch responded that the Concord Campus is being looked at, particularly for high demand areas, such as transfer programs and remediation, with some "anchor" programs included. The challenge is that, at present, Nursing is the only degree that can be fully completed at Concord.

In response to Senator Watnik's question about summer session funding allocations, the Provost stated that allocations would be released to the colleges by end of December.

In response to Senator Ivey advocating that CSUEB declare itself a "sanctuary campus," the Provost stated that will need to be a conversation.

Provost Inch then spoke about time modules, stating that, regardless of the model we select and due to the physical capacity of this campus, the schedule will stretch into Friday, Saturday, and evenings. At our current load and density, all 92 classrooms will need to be in operation for 45-50 hours per week. As enrollment grows, they will need to be in operation for even more hours per week. Inch stated that with 25% of the schedule being 4-unit courses and the remaining 75% being 3-unit courses, the way to make the schedule work is to use MWF for 4-unit courses and TR for 3-unit courses and that will be a challenge. The goal is, with the budget we have, we must ensure that students get the schedule they need to support their progress. We must use Fridays and Saturdays wisely. Since most students must work to pay for their education, he hopes that GE will be put in two or hopefully three of the blocks in the schedule.

Regarding a University Hour, Inch stated he has spent time with students and some say East Bay is too much like a commuter campus. The students want a space where they can be together in guided conversation; they also want time during the day when services that they need are open.

Finally, the Provost urged all to complete the Campus Climate Survey.

D. Report of the Statewide Academic Senators

Senator Fleming reported that the ASCSU held committee meetings and Plenary November 1-4:

- The Trustee Recommending Committee met; Praveen Soni is the Chair and Fleming sits on the committee. Next meeting scheduled during January Plenary in Long Beach
- Michael Ratcliffe (CSUEB) provided the CSSA Report. He explained CSSA's opposition to the tuition hike. Fleming noted Ratcliffe was articulate about the impact of the increase on students who are most vulnerable.

- The Emeriti and Retired Faculty Association (ERFA) Liaison are working to collect 1M shoes for needy individuals. Those interested in donating should reach out to CSUEB’s representative, Sherman Lewis.
- Jennifer Eagan gave the CFA Liaison Report. CFA has taken an oppose position to the tuition increase, as it represents a burden on low income students and students of color.
- Ryan Storm, Assistant Vice Chancellor for Budget presented a PowerPoint on the tuition increase; the same PPT will be presented to the Board of Trustees and CSSA. Fleming reported that some elements of the presentation will be experienced as offensive, e.g., comparing notification of the tuition increase to teacher layoff slips in March and framing it as “an opportunity to plan.”
- The Chancellor spoke about the tuition increase and hoped that the CSSA response might serve to nudge the legislature to better fund the system and avert the increase. Fleming added that it is important to realize that the tuition raise is not a pain shared by all, since 39% of our students will pay for the entire increase.
- Faculty and staff from the Education Insights Center (EdInsights) spoke about the initiative and indicated they welcome opportunities to liaise with ASCSU. The Center has received over \$1M in funding and is looking at how the CSU can improve in the area of student success.
- Second Reading Resolutions passed include
 - Course Grading in the Golden Four AS-3269-16/AA (Rev).
 - Endorsement of the Quantitative Reasoning Task Force AS-3270-16/APEP (Rev)
 - Establishment of an ASCSU Faculty Workgroup to Study AS-3271-16/AA (Rev) General Education
- First Readings took place for
 - Lactation Station Policy
 - Avert a tuition increase (Resolution from the Floor: Fleming)

E. Report of Student Government

Joann Giron reported for ASI as follows:

- He thanked the faculty for listening to student fears about the presidential election.
- Approximately 150 students have applied for ASI scholarships thus far.
- ASI passed two resolutions, one in support of extended library hours and another in support of a fitness room at Concord Campus.
- ASI will vote on a resolution opposing the tuition increase. They will propose an advocacy partnership with CSSA, CSUEB CFA, and the CSUEB Senate.
- The Chancellor’s Office has changed the timeline on the tuition increase. It will be an information item at the Board of Trustees meeting in January.
- The “It’s On Us” campaign was launched two weeks ago, with videos, the “Hook Up” program, and other activities.

- Two trustees visited. Stephen Stepanek (Faculty Trustee) spoke about the Graduation Initiative and the tuition increase. Maggie White (voting Student Trustee) also spoke about the tuition increase and about how ASI can make a difference.
- The Hayward campus food pantry is open and there will also be a food pantry at the Concord campus.

F. Report of Semester Conversion

Associate Director of Semester Conversion, Lindsay McCrea, reported that the Individualized Advising Program (IAP) will go live on November 16. The first round of advising will target those students with more than 150 units and who have not received previous advising. Next will be students with more than 150 units who have had previous advising, followed by seniors. McCrea reported that the Semester Conversion Faculty Development Subcommittee is developing an idea book to serve as a resource for faculty as they plan for course delivery under semesters.

G. Report of the CFA

CSUEB CFA Chapter President Baham thanked everyone for their support for Prop 55. He also thanked the ASCSU for the resolution on tuition and commented that some students have been led to believe that the tuition hike is due to the faculty salary increase.

Baham reported that CFA had petitioned the previous provost on behalf of 30 new incoming faculty for a 7% salary increase. He stated that the 30 new faculty members organized themselves independently of CFA to advocate for the 7% increase.

The Provost responded that granting the 30 increases would cause 380 inversions; however, he would be willing to review cases on an individual basis. Baham and Inch agreed to discuss the matter.

4. Action Items:

A. 16-17 BEC-6: Report of the Time Modules Task Force (second reading)

Chair Karplus prefaced the discussion by stating that the Senate would vote on one of the models, perhaps as early as the next meeting on 11/29/16. Senator Watnik (Chair of the Time Modules Task Force) and Senator Hedrick (Director, Semester conversion) were available to answer questions. Lucero Wallace presented an overview of the models and the factors (e.g., classrooms, courses, University Hour) that were used to analyze them.

The following comments were made during the Senate discussion:

- None of the modules can accommodate overlapping classes, e.g., a 4-unit MWF course meeting from 10-12 would conflict with a course offered from 10-10:40 on the same days.
- The above notwithstanding, this does not mean that there will be a set number of courses allocated to MW, MF, and WF.
- It is not desirable to require faculty teaching four courses to have to be on campus five days a week, meaning it may be wise to advocate for holding 4-unit courses on MWF.
- Department chairs will need to submit schedules very early so that adjustments can be made.
- Some senators find the models confusing and difficult to compare
- Some Senators worry about the impact of a University Hour on students who must work or who have families or who must make childcare arrangements.
- The University Hour can create a sense of community, connectedness, interaction, and engagement.
- Labs should be exempt from observing the University Hour.

The following questions were raised during the Senate discussion:

- Will the Senate vote on the University Hour before voting on a model? Chair Karplus said that no decision had been made on that.
- If the University Hour is supposed to be a time when students could access services, has there been any analysis of the impact of large numbers of students looking for the same services at the same time? What about food services? Could those accommodate high volume traffic? The Provost stated that that could be a challenge and that staff would have to plan.
- How can we know the University Hour will foster community? Our campus might be bigger than other campuses with a dedicated Hour; perhaps this works better in a small campus setting.

The following action items were not addressed before adjournment:

- B. 16-17 CIC 8: Probation Status Catalog Statement for Semesters (first reading)
- C. 16-17 CIC 9: Revision to Declaration of a Major and Change of Major/Minor Policy (first reading)
- D 15-16 CAPR 9: 2013-2014 Five-Year Program Review for Master in Public Administration (first reading)

- E. 15-16 CAPR 13: 2014-2015 Five-Year Program Review for Criminal Justice Administration (first reading)
- F. 15-16 CAPR 16: 2014-15 Five-Year Program Review for Art & Multimedia (first reading)
- G. 15-16 FAC 7: Suggested changes to the Appointment and Review of Department Chairs Policy and Procedures (first reading)
- H. 16-17 CIC 16: Policy on Continuous Enrollment (first reading)
- I. 16-17 CIC 19: Policy on rounding units to meet the graduation requirements during semester conversion (first reading)
- J. 16-17 CIC 20: Approval of B.S. Economics (first reading)

Item K was addressed due to a time certain

- K. 16-17 CAPR 4: Resumed and rebalanced Five-year Review schedule for 2017-2022

M/S/ (Garbesi/Helgren) to approve

Fleming raised concerns about teacher credential programs not being included, as previously. The CAPR Chair and CEAS Associate Dean will meet with ExCom.

5. Information Items:

The following information items were not addressed before adjournment:

- A. 16-17 BEC 4: 2016-2017 Administrative Review Schedule
- B. 16-17 CIC 12: Revision request for B.A. Geology
- C. 16-17 CIC 13: Revision request for B.S. Geology
- D. 16-17 CIC 14: Revision request for B.S. Hospitality and Tourism
- E. 16-17 CIC 15: Revision request for B.S. Recreation Management
- F. 16-17 ASCSC 1: Deadlines for Submission of GE and Overlay Courses for Review
- G. 16-17 CIC 17: General Education Approvals for Semesters from Department of Mathematics
- H. 16-17 CIC 18: General Education Approvals for Semesters from Department of English
- I. 16-17 CIC 21: Revision request for B.S. Mathematics
- J. 16-17 CIC 22: Revision request for B.S. Biochemistry
- K. 16-17 CIC 23: Revision request for B.S. Chemistry
- L. 16-17 CIC 24: Revision request for Psychology minor
- M. 16-17 CIC 25: Revision request for Foundational-level Mathematics, Single Subject Matter Preparation
- N. 16-17 CIC 26: Revision request for Master of Arts in Communication
- O. 16-17 CIC 27: Revision request for Master of Science in Special Education
- P. 16-17 CIC 28: General Education Approvals for Semesters from Department of Chemistry and Biochemistry
- Q. 16-17 CIC 29: General Education Approvals for Semesters from Department of Communication

6. Consent Calendar (items a-f as second appearances):

Consent Calendar items A-F, as second appearances, are now passed

- A. 16-17 CIC 2: Honors Policy for Semesters
- B. 16-17 CIC 3: Policy on Changes to a Student's Historical Record
- C. 16-17 CIC 4: Policy on Withdrawals
- D. 16-17 CIC 5: Graduate Academic Probation and Disqualification
- E. 16-17 CIC 6: Online and Hybrid Instruction
- F. 16-17 CIC 7: Registration Order

G. 16-17 CIC 10: Credit for Military Service under semesters

Item G was removed from the Consent Calendar, but was not discussed due to adjournment

7. Adjournment

The meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Denise Fleming, Secretary