CALIFORNIA STATE UNIVERSITY, HAYWARD

EXECUTIVE COMMITTEE of The ACADEMIC SENATE

Minutes of the Meeting of November 26, 2002

Members Present:  Dee Andrews, Cal Caplan, Alex Cassuto, Jennifer Laherty, Julia Norton, Norma Rees, Hank Reichman, Don Sawyer, Emily Stoper, Alison Warriner, Don Wort

Member Absent:  Stevina Evuleocha

Visitors: Carl Bellone, Mark Karplus, Myoung-ja Lee Kwon, Bruce Trumbo

1. Approval of the agenda.
   M/S/P (Sawyer/Warriner)

2. Approval of the minutes of the meeting of October 22
   M/S/P (Caplan/Norton)

   Approval of the minutes of the meeting of October 29
   M/S/P (Warriner/Norton)
   In section #6, the second sentence was to be omitted.

   Approval of the minutes of the meeting of November 5
   M/S/P (Warriner/Sawyer)

3. Reports

   A. Report of the Chair
   Wort reported that:
   - XCOM may have a meeting on December 3 with new CIC agenda items.
   - Vish Hegde will replace Steve Peng on CAPR.  Vote was taken via e-mail.

   B. Report of the President
   Rees reported that:
   - National Organization of University Advancement Officers gave our U.A.office an award for general excellence in PR and greatest improvement in Alumni Affairs.
   - We had two meetings of people who are external Communities of Practice, representing local legislatures and businesses, Advisory Board member, etc.  They said very positive things to WASC Committee about CSUH.

   C. Report of the Statewide Academic Senator
   Caplan reported that:
   - Teacher Education and K-12 Relations Committee gave resounding approval to accreditation of CCTC.  CSUH received great reviews and complete approval/accreditation. The Multiple Subject Teacher Credential is now a model for others. President added that our campus TED program is known for turning out quality teachers.
- Reichman was elected to the Nominating Committee for Faculty Trustee.
- Other Academic Senates are passing similar budget resolutions to the one we recently passed

4. Faculty Appointments to the Strategic Enrollment Management Committee:
   - M/S (Caplan/Norton) to nominate Noel Samaroo to replace Colleen Fong on FDEC.
   - M/S (Andrews/Caplan) Chong Lee will serve on the SEM Integrated Marketing committee for enrollment planning.
   - Recruitment, Admissions and Financial Aid Committee not yet formed. Don Wort on major Steering Committee. Need another faculty representative.
   - M/S (Cassuto/Norton) to nominate Stoper to serve on the Review Committee of the Dean and Assoc. Dean of CBE.

5. Library Journal Cancellation Project and other Library Services
   Myoung-ja Lee Kwon, the University Librarian reported that:
   - The upstairs library has a new service center for students. Merged in this center are the old media service, music library, reserve bookroom, copy center and microfiche. Students and faculty have so far reacted positively to this change.
   - Library has 115 new wireless laptop computers for use by students and faculty. Network printing is always available.
   - Library had an Open House for faculty in the Fall. They will have an open house for new faculty in the Spring for faculty to introduce new services and meet the liaison librarians for the departments.
   - There was a Library Advisory Committee Faculty Focus Group discussion. LAC is developing a survey instrument for all faculty to find out how they’re using the library services and what they would like. Money for monographic services is decreasing while costs and demand for electronic information/periodicals is growing. E-access costs have risen to 90% of a regular subscription cost. Library, with the help of departments, must look at subscription costs in order to be able to free resources for other vital library services.
   - Reichman mentioned that CSU meetings have discussed that the prevalence of e-access causes worries about journals going out of business. Where will the old e-issues be stored?
   - Kwon also assured the Executive Committee that faculty & students will not be deprived of resources and research. The library will do all they can to get what is needed. The Library will need some advance notice of your needs. Kwon passed out a handout to include in packet for Searches.
   - The Executive Committee agreed that Kwon should give a 10 minute presentation before the Senate.

6. Nominees for Faculty Trustee

Two faculty have self nominated. All nominations and supporting materials are due in Long Beach by December 6. The full statewide Senate reviews the material January 23-24 and on March 6 and 7 the full Senate elects two or more final candidates whose names will be forwarded to the Governor. Chair informed XCOM that it can nominate both, one or neither.

The Vice Chair, Don Sawyer, took over the meeting and Wort left the room, since he was one of the nominees. It was decided that, due to time constraints, the Senate vote would have to be done by e-mail. Caplan suggested that, since the full Academic Senate must vote on the nominations, we provide the candidate’s qualifications as well as the requirements of the position in the email that is sent to the Senators when asking them to vote.
M/S/P (Caplan/Cassuto) to send Don Wort’s name forward to the Academic Senate.

7. 02-03 CIC 3, New course and Course Modifications Request Forms

M/S/P (Warriner/Stoper) to forward to the Academic Senate
Stoper reminded XCOM that this is a modification of existing documents rather than a new proposal. Stoper thinks the document is fine, but the attachments should be changed to show the changes more clearly. Stoper will discuss the changes with the Senate Office before the document is forwarded to the Senate.

8. 02-03 FAC 1, Proposed Membership of the Regular Subcommittees: Outstanding Professor for the 2002-03 award and the Promotion Tenure and Retention Subcommittee.

M/S/P with one abstention ((Cassuto/Sawyer).

Reichman asked if this PT&R committee had been around in past years. Answer: yes it has been in existence in past years.

9. Proposed Revision of the FAC policies and Procedures Document

M/S/P, with one no vote, (Stoper/Cassuto) to approve the word TENURED to be replaced by TENURED OR PROBATIONARY TENURE TRACK regarding the committee makeup of the Lecturer Subcommittee.

10. Election of Staff Representative to the Academic Senate

Trumbo led the discussion and cited Article 11 of the Academic Senate bylaws calling for staff assembly to appoint one representative. Since staff assembly no longer exists, we do not have a staff representative and need new procedures for electing/selecting. Caplan was concerned about who this person represented and who they would “report” to. Stoper cautioned that a very careful definition of staff must be made. Cassuto added that some “staff” is already represented on the Senate. President Rees mentioned that the new “Staff Connections” may be able to help, as they have assisted in getting staff appointed to search committees. Stoper thought the voting procedures suggested by FAC were too complex. Many other comments were made suggesting that the issue was not resolved in anyone’s mind. Since this was an advisory discussion no vote or action was taken.

Items 11 and 12 were postponed to a subsequent meeting.

13. Adjournment

M/S/P (Sawyer/Norton) to adjourn.

Respectfully Submitted
Alex Cassuto, Secretary