CALIFORNIA STATE UNIVERSITY, HAYWARD

EXECUTIVE COMMITTEE of the
ACADEMIC SENATE

Approved as amended

Minutes of the Meeting of January 13, 2004

Members Present: Cal Caplan, Denise Fleming, Karina Garbesi, Liz Ginno, William Langan, Julia Norton (Chair), Norma Rees, Hank Reichman, Jeffery Seitz, Steve Ugbah, Alison Warriner, Donald Wort

Members Absent: none

Visitors: Carl Bellone, Bob Burt, John Charles, Stanley Clark, Susan Correia, Rosanne Harris, Frank Martino, Tom McCoy, Dick Metz, Sonjia Redmond, Keith Sell, Michael Strait, Barbara Storms, Gale Young, Joe Zelan

1. Approval of the agenda

(M/S/P) Garbesi/Langan.

2. Approval of the minutes of the meeting on November 18, 2003

(M/S) Caplan/Langan. Seitz noted that on page 8, 4th line down change “the office secretary” to “administrative offices such as Enrollment Services.” Norton asked if we wanted to urge our sister campuses to obtain a “technology fee?” Rees responded that the Chancellor is unlikely to approve one while other fees are under consideration. Minutes were approved as amended.

3. Reports
   A. Report of the Chair
      -We were asked to appoint a representative from CSUH to attend two system-wide meetings on the Integrated Program Framework for Multiple Subject Teacher Preparation Program. Carl Bellone suggested that we send Dr. Zajac, since she has been heavily involved in this. (M/S) Reichman/Langan that Pat Zajac be appointed. Caplan noted that it might be useful to also ask someone from TED to go as well. Motion to appoint Zajac approved.
      -Bob Brauer will discuss his advocacy efforts in Sacramento at the January 27th Senate meeting. President Rees would like to be at the meeting in which we discuss renaming the university. We will have a special Senate meeting on February 3rd to discuss this item.
      -Homecoming will be January 30th, those who offered may write a check to CSUH Foundation with the subject of “Homecoming.”
      -We are now on the list as supporters for Bond 55.
      -Draft charge to COBRA was emailed to members for review.
      -Kathy Kaiser’s and Bob Cherry’s visit has been scheduled for April 6, 2004.
      -For the record, December 1, 2003, ExCom approved by email that 03-04 CIC 5 and 03-04 CIC 6 (History & Philosophy items for GE area C4) be forwarded to the Senate. Another email vote was taken by ExCom on November 24, 2003, approving the amended 03-04 FAC 1 document (FAC Subcommittees).
-Joint meeting of COBRA, UCL, ExCom this Friday (January 16th) at 9am in the Pres. Conf. Room. The Pres will be addressing the group at 10am, so please be there if possible.

B. Report of the President
-Governor’s preliminary budget info has been distributed which shows a cut of 7.2% (this includes additional fee increases). This budget will change by the time the legislature finally approves it. The Chancellor etc. will be trying to ensure that the system has maximum flexibility in how to deal with the cuts. The President will attend the Board of Trustees meeting on Thursday and will report back on Friday at 10am.
-On January 27th, Brauer will speak to the Senate on all the things he and his counterparts have been doing in Sacramento. As an Example, Rees and Brauer are meeting with Perata tomorrow).

C. Report of the Statewide Academic Senators
-Caplan gave his compliments and appreciation to Hank Reichman for being part of the bargaining group, which has almost concluded its work.
-Reichman noted that SAS is meeting next week. Bargaining is waiting for approval. One item is to extend the contract to June 30, 2005 with provision that allows the CSU to reopen at any time any provision in the contract that is affected by inadequate funding. This allows both the CFA and CSU work together to try restore as much as we can the CSU budget. The Golden Handshake of 2 years service credit is pending on the Governor’s signature. Those taking advantage of this Golden Handshake will not be able to FERP. Instead, FERPers can take a leave of absence. Another change in the FERP program is that up until you apply you are able to go into the program (without bridging contractual language). FERPers, with permission from the President, will be allowed to serve on personnel committees.

D. Report of the ExCom representative to ASI
-No report.

4. Appointments
(M/S/P) Wort/Langan nominated Jack Kilgour to replace Eric Soares on the Academic Senate for Winter Quarter.

There were no nominations for 1 quarter replacements for Good on FAC nor Radin on CAPR. Norton reported that, as they are running unopposed, Janet Patterson (CSD) will be serving on CAPR; Ann Pym (Comm) will serve on FAC.

5. Naming Proposal for the Presentation Center Gallery in the Business & Technology Center
Norton opened this by asking under what circumstances do we take this sort of issue to the Academic Senate? Bob Burt announced that we have a 1991 policy regarding naming buildings on campus. The policy does not require Senate approval, but there are two faculty member slots on the committee that deals with this issue (Campus Physical Planning Committee). Burt stated that it would be good for donor relations to have these requests approved by Academic Senate. Bob introduced Maryann Annunziata, who was significant in obtaining the $800,000 gift from the Acostas, which is the largest gift from any alum. We have reached $9.3M.
(M/S/P) Wort/Ugbah to bring this to the Senate.
6. **Approval of the Winter 2004 University-wide Election Schedule**  
(M/S/P) Warriner/Ginno to approve.

7. **Discussion regarding closing committee meetings**  
-Norton requested advice on how to proceed in determining what to do at this point: she was excluded from an FAC meeting, along with others. Reichman recommended that we need to bring to the chair’s attention the policies in place that govern Senate committee meetings. FAC is responsible to the Senate as well as the campus as a whole. Seitz suggested a memo restating the policy. Caplan suggested a discussion with the chair of the committee, the Senate chair and parliamentarian to review the policy and procedures. Wort suggested that anything the committee changed in closed session ought to be brought to open discussion before going forward. Garbesi suggested that the memo be from ExCom, rather than the Chair. Ugbah stated that Julie was attempting to attend the meeting in her role as Chair of Academic Senate and wondered if there was anything to preclude her, in that role, from exclusion from any Senate committee meeting? Pres. Rees remarked that it is not uncommon for the chair of a board to be an ex officio member of all committees, with or without a vote, and we may want to consider it for the future. Several ExCom members volunteered to attend FAC’s next meeting.

8. **Discussion of Lecturer Ad-hoc Subcommittee**  
-Norton reported that Mark Karplus is away due to his mother’s death. FAC informed Norton that the whole Faculty Affairs Committee is interested in responding to ExCom’s charge and they will not forward it to the Lecturer’s Subcommittee. Caplan responded that it is appropriate for ExCom to provide a specific charge to a standing committee which would decide how best to complete that charge. Wort seconded that we do not provide a charge to a committee and also tell it how to fulfill the charge. If ExCom is not satisfied with the response, then we can bring the issue to the Senate floor. Reichman noted that it is troubling that ExCom cannot have the issue addressed with existing committees. Fleming asked what our intention is and what would be the best way to achieve our goals. Norton responded that we wanted to provide an effective communication tool for lecturer’s to discuss and report back issues to ExCom and Senate. Warriner recommended that we ask for a formal response from FAC to ExCom. Reichman noted that ExCom can put this issue as a resolution on the next Senate agenda for discussion and decision. Creating more committees might undermine the standing committee. Langan noted that the subcommittee has the opportunity to meet without being convened by FAC (Article 15, Section 11, in the Bylaws). Wort noted that we could step up the date for FAC to respond. Also, if UCL needs input, they can ask lecturers for specific information, perhaps using the same members as the FAC subcommittee. Fleming noted that before we take any action we need a written response from FAC.

It was agreed that more discussion was needed on this and perhaps a proposal could be formed next week.

9. **03-04 CIC 7, Revision of the University Writing Skills Requirement**  
(M/S) Warriner/Ginno to send to the Senate. Reichman noted that there are 8 proposed changes and strongly suggested that there be more background/supporting information (rationale, budgetary impact and funding) to be sent along with it to Senate. Langan remarked that this is a return to prior practice; we used to offer courses. Warriner responded that gathering fiscal impact information may be hard to determine. Motion carried. Warriner will bring information to the next meeting.
10. **Discussion regarding the hiring freeze**

Norton asked the President about the situation. President Rees remarked that we will comply with the Governor’s request and that exceptions can be made by the President based on the essential nature of the hire as well as budget availability. Each Vice President is responsible, in their area, to give information to help her make that decision. Searches are going on right now, but Deans may cancel on their own volition. The Deans have to figure out how to cover the costs in the fiscal environment that we’re facing. If searches proceed and a recommendation for hiring is sent forward and the provost asks for an exemption, she will make the decision on a case-by-case basis. Reichman remarked that with bargaining, system-wide, presidents are required to balance the number of faculty who left in 03-04 with hires. Rees noted that the contractual obligation is for conducting searches versus actually hiring faculty. The Dean/Provost/President can stop a search at any time. But the point is reasonable guidance and dialog among these departments. It doesn’t make sense to do a search if we now know we don’t have resources. Wort asked if departments could have an abeyance (rollover to next year) rather than a cancellation. Rees replied that it could happen. Rees noted that she took a chance last spring when authorizing searches in the same numbers as separations. It’s time to stop going out on a limb. By the May revise, if things look dimmer than now, it would be crazy to go forward with the maximum number of searches. She also noted that she is pleased we have COBRA looking into the various areas of the budget. It is a good partnership effort. McCoy reported that CFA has stated that tenure-track searches are not subject to the freeze. Rees agreed and reiterated that prudent decisions need to be made. She will provide information on new directives if they come.

11. **WASC Update**

Carl Bellone remarked that in March we will have a preparatory review that looks at institutional capacity. The report is due at the end of this year so they are hoping to have a preliminary report for review by faculty by the beginning of Fall 2004. WASC committees are asked to complete their preliminary reports by the end of Spring 2004. Gale Young distributed progress report #2. Ahead, the different outcome teams will need to meet and discuss different issues (diversity, degree program outcomes, etc.). Michael Strait demonstrated data collected and the resultant new database(s), to assess how each degree program is doing. This information will be helpful for the 5-Year Review and other internal assessments. Straight thought CAPR would be the appropriate body to be responsible for the evaluative part of the database. To access the database, go to http://www.w3workshop.com/csuh/assessment/

12. **Disruptive Student Behavior** *(postponed to the next meeting)*

13. **Discussion of draft Resolution on Violence** *(postponed to the next meeting)*

14. **Adjournment**

    (M/S/P) Caplan/Ugbah.

Respectfully submitted by,

Liz Ginno, Secretary