CALIFORNIA STATE UNIVERSITY, HAYWARD

Approved as presented

Minutes of the Executive Committee Meeting, April 20, 2004

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

Members Absent: Liz Ginno, Norma Rees

Guests: Carl Bellone, Alex Cassuto, Stanley Clark, Susan Correia, Jim Kelly

1. Appointment of an Acting Secretary
   Hank Reichman was appointed by the chair.

2. Approval of the agenda
   M/S/P (Langan/Garbesi)

3. Approval of the minutes of the meeting on March 30, 2004
   Postponed

4. Reports
   a. Report of the Chair
      - Welcome Day had 700 people in attendance (therefore approx 350 students). Discussion on whether something could be assumed from those numbers. Clark mentioned that applications are up both here and system-wide.
      - Concern that faculty are not understanding our budget concerns and that rumors abound. Norton asked that COBRA present a written and oral report at the end of May. Langan agreed. Since the Budget Advisory Committee meeting on May 28th, it was tentatively planned to have the COBRA report at the last Senate meeting on June 1st. This could be a problem, as there is a lot of business to do at the last meeting. She will work on it.
      - Rumor has it that Hayward and Dominguez Hills campuses will be closed. Rees replied that it is not true.
      - Student Services election has no nominations for CIC and CAPR. Would appreciate advice or recruitment help.
      - Norton advised that serving on committees is important in order to effect change. ExCom should be active in their college elections. It was noted that CEAS is voting and CBE is almost ready to vote.
      - Electronic voting was again mentioned as a way to save money and time for elections. Seems like the way to go. FDEC survey, which will test the web voting program that was recommended by Computing Services is almost ready to send.
      - Changes are coming to amphitheatre for the concert promoters. There is a “Bond” in case they leave. We have learned from our past.

   b. Report of the President
      - Clark reported that the Golden Handshake (GH) is back on the table for consideration by the Governor. He explained that there was a recalculation (% of faculty on FERP/duration/cost to CSU) to try to demonstrate some slight savings to the system if the GH went through. There is still a question regarding the campus payments to the system (over how many years), which is a central decision. Mar 27-July 31 was the old window. He suspects, if signed, the new window will be the signing date and thereafter, ending on 7/31/04. Monday he will remind the Deans that anyone considering the GH cannot be in a work assignment (eg. Extra Quarter for Pay) during the open window period, if the language of the bill remains the same as it has been. Also, if someone opts for the GH, they cannot FERP. Campuses can hire retired annuitants only in emergency situations or such specialized knowledge that you can’t find anyone else. No estimate of when it might be signed, but Clark guessed within a few weeks. It would lose its effect if employees didn’t have time to consider it. Reichman stated that there was a problem with the first round, as the Governor wanted to see savings in every year. Also, it is PERS that offers amortization plans of 2 years or 4 years, which is key. He added that all agencies were asked to plan for an extra 3% cut. The Chancellor’s Office response was to suggest raising fees from 11%-21% and decrease enrollment another 1.5%. Clark mentioned that it all was discussed at the System Provost meeting, but we have to understand that the picture changes weekly. There is a possibility of 3%. Colleges have reduced assigned time and incr FTES. There are classroom restrictions. Sacramento has to understand that quality has been compromised. SDSU said that they are already too late asking to reduce enrollment, as students have already been admitted. There is a growing recognition that we cannot present
such an accommodating picture to the legislature. West seems to think that the CSU will not be asked to take an additional 3% cut, but the disabled will create an incredible pressure in Sacramento. We will not know more until the May revise. Higher Ed and Health/Human Services are at risk.

c. Report of the Statewide Academic Senators
Reichman reported there is a growing sentiment in the Statewide Senate that we need to be more aggressive in fighting the cuts. It’s impossible to accommodate all these cuts. Keith Boyum (Fullerton) has been appointed as the new AVC for Academic Programs. (Hammerstrom retired). Hearings for 2 bills tomorrow, including SB1335 (Academic Bill of Rights) and another (Brulte) regarding common course numbers for entire higher education (including UC). Statewide Senate is very closely monitoring these and a number of other bills that would affect CSU faculty.

d. Report of the ExCom representative to ASI
No report from Ugbah, but he wanted to thank ExCom for the card. Baby & mom are doing well.

5. Appointments
Postponed until next week. A list of upcoming committee vacancies was e-mailed to ExCom.

6. Report from the Search Committee for GE Coordinator
Fleming reported that the search was conducted and only one application was submitted to the search committee. The applicant was very qualified, so they don’t want to reopen. On behalf of the search committee Fleming moved to reappoint Sally Murphy for 2 years. Caplan seconded. Motion carried.

7. Update on the Memorial for Connie Sexauer
Norton introduced the topic and proposed approval of an Ad-hoc Liaison committee. Don Wort and Janet Lopus have agreed to serve.

MSP (Ugbah/Langan) to approve as proposed.

8. History Code Requirement – Revision proposed by Alex Cassuto
MSP (Garbesi/Fleming) to refer to CIC

After some discussion on impact to students and how the proposal would work, it was agreed that the proposal would be referred to CIC.

9. 03-04 CIC 16, Proposed New Certificate in Engineering Management
MS (Wort/Garbesi) to forward to the Senate
The main discussion centered on the fact that adding options in these lean times was not a good idea unless a good case was made that it will not be an additional burden on the budget. The paperwork was lacking critical information. Will this be self-supporting? Engineering is already the most costly major on the campus (per student). The paperwork does not demonstrate the need for the option (needs assessment), nor an explanation of cost. It is an inadequate proposal. Could include a comparative analysis (to other CSU Engineering programs).

It was moved (Caplan/Garbesi) to return it to CIC. Bellone mentioned that these issues were discussed at CIC and that the committee was satisfied with the answers they got from the department. Ugbah argued that there was not enough information on the document to make a good decision. Langan stated that whether different student populations will be mixed in the same class or “piggyback” needs to be spelled out. Seitz disagreed and thought it should be passed to the Senate. Clark reminded ExCom that colleges look at resource issues. Motion to return it to CIC passed with 1 no and 1 abstention.

10. 03-04 CIC 17, Proposed New Certificate in Quality Management
MSP (Caplan/Langan) to return this to CIC. Ditto the last discussion. Passed, with 1 no and 1 abstention.
11. Academic Dishonesty/Plagiarism
Postponed until it can be represented by Sonjia Redmond, who asked that it be put on the agenda.

12. Revision of the Academic Renewal Policy (Lowenthal)
MS (Reichman/Caplan) to send a referral to CIC and to broaden the charge to review the current Academic Renewal Policy. There is an underlying question that there is no room for some students, while current students take classes again. Some departments have set limits. Bellone mentioned that students have a right to retake classes if they receive a D or F. He agreed that looking at it again would be good. It was agreed that CIC should let Lowenthal know when they’re having that discussion. Passed.

13. Revision to the PT&R Policy and Procedures relating to the new language in the CBA allowing FERP'ers to serve on PT&R committees

MSP (Langan/Warriner) to refer the issue to FAC. The new MOU language should be sent, along with the current Senate policy.

14. Discussion on a possible policy regarding department input into Extension courses, including the review of hiring, coursework and programs

Norton introduced the topic. She believes that important conversations and approvals are not happening between departments and Extended Education. Kelly shared the current process and handed out an example of the paperwork involved. Proposals are sent to the chair of the area and to the college curriculum committee for approval. Kelly doesn’t question the names of instructors that the Dean and Chair send. For non-credit courses it is less formal. Fleming stated that it was important to have a good articulation process; one that is collaborative. The domain of the courses should be understood, for example and a working partnership needs to evolve. Salary differences are negotiated individually, or an unflattering payscale is used. The caliber of the instructor, earnings, domain, how many students per class, the impact on the department, are all issues that need to be addressed. The University is behind the times when it comes to working effectively with Extended Education. Kelly replied that the academic classes are owned by the department and hiring is done by the Chairs. There is now a MOU with the Deans. He inherited a big mess and it has taken a couple of years to get everyone on the pay schedules. It was stated that there are 3 types of courses: 1) identical to catalog courses, 2) not for credit, may not be in the catalog (unclear what “say” CSUH should have), 3) courses no in the catalog but having credit. There is not much review of courses in the last category. No action was taken, but ExCom advised Kelly to increase consultation, especially if courses “sound like” catalog courses and make it clear to individuals taking courses what the units are used for. Make statements clearer on the coversheet. The discussion ended with Norton expressing appreciation for the work Kelly has been doing.

15. Elsevier discussion reopened
Postponed.

16. Adjournment
MSP (Langan/Reichman)

Respectfully submitted,

Hank Reichman, Acting Secretary