CALIFORNIA STATE UNIVERSITY, HAYWARD

EXECUTIVE COMMITTEE of the
ACADEMIC SENATE

Approved as presented

Minutes of the Executive Committee Meeting, April 27, 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:

Guests: Carl Bellone, Joy Bhadury, Stanley Clark, Susan Correia, Michael Leung, Mack Lovett, Emily Stoper

1. Annual Review of Administrative Officers (2:00-3:00) in Closed Session

2. Appointment of an Acting Secretary, if needed (TIME CERTAIN 3:00)

3. Approval of the agenda
   M/S/P (Langan/Warriner) to approve revised agenda (distributed), which detailed the CIC documents to be discussed.

4. Approval of the minutes of the meeting on March 30, 2004
   M/S (Wort/Caplan) to approve. Norton changed date to May 15th (item 3 Advancement Office call for funding…) Approved as corrected

5. Reports
   A. Report of the Chair
      -Faculty Handbook modifications – Norton brought up the question of whether we need one and what method to use to update it. Reichman suggested that it become a charge to FAC next year; Rees added that the efforts of a WASC COT would have a bearing on this topic. Another suggestion was to have a collection of references to documents, web addresses, etc, rather than a Handbook which could get outdated quickly
      -June 1st We are planning a Forum on the Budget, 1-5pm, Senate meeting included. The timing is important- after the May revise and the 1st of two scheduled BAC meetings. The Forum will be centered around the COBRA report. Rees remarked that this is to help filter down all that COBRA, Committee on Layoffs, and ExCom have learned to Senators and interested faculty, as well as provide a forum to gather feedback;
      -please reply to the lecturer survey; Wort noted that some lecturer’s are concerned about responding to the survey as they feel it might reflect against them; resend with the note that their privacy will be protected;
      -Academic Renewal and History Code issues were referred to CIC Both are on the next CIC agenda.
   B. Report of the President
      -Executive Council met last week and the Governor’s office may be asking for an additional 3% cut from CSU; Departments are responding to the Deans regarding planning scenarios. It’s difficult, but we need to remember that participating in the planning stages may provide an unnecessarily negative perspective on the status of individual departments, but that this is still only planning; Langan remarked that uncertainty is the reality and difficult choices need to be made
now; Reichman noted that it was very effective for the department to work together to plan the cuts. In response to a question regarding the Golden Handshake, Clark stated that we haven’t yet heard the language regarding faculty employed in summer. Reichman added that PERS has several amortization choices, which is important in determining whether it's affordable. The CSU will choose the window, likely ending 7/31. Garbesi asked if any faculty were teaching Extra Qtr for Pay now. Clark replied that it is on a college by college basis. There is no Academic Affairs policy on it.

C. Report of the Statewide Academic Senators
-Caplan noted that they meet next week for their final meetings of the year
-Reichman asked folks to check the Statewide Senate website (http://www.calstate.edu/AcadSen/) to see the agendas.

D. Report of the ExCom representative to ASI
-Ugbah said they meet tomorrow.

6. Appointments
Don Sawyer to the CPPC, one year appt
Herb Eder, emeriti rep to CCAC, one year appt
Nicole Howard to replace Robert Phelps on CCAC as ALSS representative (two year appt)
Kevin Horan, Student Affairs, to CCAC, two year appt

M/S/P (Langan/Warriner) to approve all appointments.

7. 03-04 CIC 19, Approval of Freshman Clusters in 2004-09 General Education Program (proposals can be found on the CIC documents page at: http://imctwo.csuhayward.edu/senate/cic_docs.shtm)

M/S/P (Caplan/Ugbah) to send to Senate.

Stoper reported that CIC had 2 meetings, as did the GE Subcommittee, to work through all freshman cluster proposals. Of the 12 proposals, only 10 could be approved due to the projected enrollment for Fall quarter. Future meetings will review and hopefully approve other proposals and current sophomore clusters so that the clusters can be rotated through every 2 or 3 years. CIC will devise a rotation policy soon. In reply to a suggestion, Stoper remarked that departments were invited to attend the meeting to speak with CIC, but that she will take it under advisement about an appeals process for proposals not approved. Seitz requested that merits and shortfalls of cluster proposals be specified so that faculty could learn from that.

8. 03-04 CIC 20, Retention of Infrequently Offered Courses

M/S/P (Ugbah/Caplan) to send to Senate.

The asterisk (*) refers to courses that will be banked. Norton will announce that explanation at the Senate meeting.

9. 03-04 CIC 21, Request for Approval of Prelicensure Nursing Option and Advanced Placement Option, both in the B.S. in Nursing

M/S/P (Ginno/Ugbah) to send to Senate. Caplan noted that currently “options” appear as “concentrations” in DegreeWorks and we should clarify what is what. Reichman commented that History has several concentrations, not options.

M/S/P (Wort/Ugbah) to send to Senate. Garbesi remarked that the revised documentation addressed ExCom’s main concerns and provided more information. Bhadury mentioned that 5300 is being added to the major.

11. Academic Dishonesty/Plagiarism the web addresses for these documents:
http://www.csuhayward.edu/OAA/acdis.pdf
http://imctwo.csuhayward.edu/senate/minutes/00-01%20minutes/Plagiarism.PDF

Lovett noted that there were two issues he would like discussed: 1) related to students who have been charged with academic dishonesty. When a student is charged with academic dishonesty, they cannot take the course over again. Stoper remarked that students need a C GPA average, not a C in every course. Reichman noted that he was against changing the policy, as to do so would be an encouragement to students to cheat. If they get caught, they will just retake the class. This ties into the systemwide discussion of plagiarism/cheating and how it is shortchanging other students who do not cheat. Norton remarked that this has been referred to CIC. Lovett remarked that this issue was brought to his attention by Associated Students. 2) The case in which a student is enrolled in a certificate program and is enrolled in one course for Fall, Winter, Spring; when charged with cheating the student is not allowed to enroll in any certificate courses while the investigation is pending. Should a student be allowed to continue in a particular program while their innocent/guilt is being decided? Caplan remarked that in one particular case, the student was allowed to go to the class while under investigation (which was held during the add period) and was allowed to “add”, when found innocent. Langan asked how many students were in this situation; Lovett replied that there were 4 this quarter. Reichman responded that perhaps we ought to allow the student to enroll on the condition that they may not receive credit until they are proven innocent of plagiarism. Clark noted that we ought to recommend procedures versus policies regarding how to deal with any issue of academic dishonesty/plagiarism. Fleming noted that in some instances we could be held liable for letting a student to continue (if accused of improper conduct, etc) when they are in contact with others (i.e. student teaching) – we need to protect folks in the field.

M/S/P (Langan/Caplan) to send this issue to next year’s CIC and recommend that they engage the Deputy Provost as well as others in the discussion. Reichman suggested that CIC work closely with Clark, the deans, Deputy Provost, and University Council. Garbesi suggested that department chairs/college deans be invited to attend or make suggestions, so that the discussion is wide-based and no particular situation is the focus. Clark advised to engage as many as possible and be specific in their advice to University Council. Look at everything related to this topic in the past.

12. Elsevier discussion. Proposed Resolution sent by email

M/S/P (Ginno/Ugbah) to send to Senate. Ginno gave some background. Norton praised the Resolution. Reichman requested that the format be clearer and that perhaps the Resolution should be first.

13. Adjournment
(MSP) (Langan/Garbesi) to adjourn

Respectfully Submitted,

Liz Ginno, Secretary