Minutes of the Meeting of January 4, 2005

Members Present: Calvin Caplan, Denise Fleming, Liz Ginno, Susan Gubernat, Nan Maxwell, Julie Norton, Susan Opp, Barbara Paige, Norma Rees, Henry Reichman, Donald Sawyer, Eric Soares

Members absent: None


1. Approval of the agenda
   M/S/P (Maxwell/Opp).

2. Approval of the minutes of the meeting on November 23, 2004
   M/S/P (Maxwell/Soares) as amended. Maxwell noted that under item 4 that the CAPR replacement is for Asha Rao. Gubernat noted that under item 11, line 4, it should be “there are enough.”

3. Reports
   A. Report of the Chair
      -Thanked Susan for hand-carrying the packets to members during the holidays;
      -Noted that the President sent a communiqué re: the SE tsunami disaster and has requested that anybody who has any concerns or questions please direct them to her office; Pres. Rees added that she has learned that Ray Wallace, Interim AVP for Enrollment Services, has been in touch with students who may have been affected; she also noted that Dr. Redmond will be sending out a message to students on the topic;
      -A team from the Chancellor’s office will be on campus to talk about ‘through-put’ and if you have any issues that you want to have them address please send these comments to Sawyer; Clark noted that Sawyer could share with ExCom his email regarding the visit; Rees mentioned that this is part of the Board of Trustee’s concerns regarding student access and student success and reported that CSUH is not a major sinner in terms of this issue (probably due to our large number of transfer students); As we cut back on classes, we could be creating a bottleneck for students and their ability to get the classes they need to graduate; the Board needs to hear about those kinds of issues.
      -The term of the Honors Director is ending this year. A call letter will go out to faculty later this month;
      -Tentative dates to note for future meetings: 2/8 (ExCom), 2/15 (Senate).

   B. Report of the President
      -Mack Lovett has retired as of December 21st; Gale Young will take over the Fairness Committee duties for Winter & Spring quarters; there will be a retirement party for Mack, but the date is not set yet;
      -Robert Strobel has resigned as AVP for Enrollment Services, effective 4/5/05 and will be on administrative leave until then. Dr. Ray Wallace will serve as Interim, beginning tomorrow, a search for a replacement will depend upon Dr. Wallace’s recommendation after one month’s study period. Information on this will be shared with ExCom.

   C. Report of the Statewide Academic Senators
      -No report – Senate meets in 2 weeks.

4. Appointments:
   Reichman nominated Allison Varzally, History, and Norton nominated Mitchell Craig, Geological Sciences, to the Bookstore Advisory Committee for the term 04-06
   M/S/P (Reichman/Norton) to approve the above.
5. **Approval of the Winter Quarter, 2005 University-wide Election Schedule**

M/S/P (Caplan/Maxwell) to approve.

Reichman noted that terms ran through the end of the last meeting on the calendar. Correia noted that she found the wording in an official document. A friendly amendment was made to change the wording to “The term of Calvin Caplan is expiring at the end of Spring ‘05.” Caplan also noted that the “Action Required” ought to follow after “Subject”.

6. **04-05 CIC 4/CAPR 4, Proposed M.S. in Engineering Management**

M/S/ (Norton/Soares) to forward to the Senate.

Reichman noted that he had no problem with the proposal but was uncomfortable with the phrase “with little or no remuneration” in the first paragraph in the Background information. This is something that ought not to be stated. Stoper noted that it was put in the Background Information as it was a concern for CIC. Reichman noted that perhaps someone could offer a friendly amendment on the floor of the Senate to substitute “on a voluntary basis.” Opp asked about stacked courses; Motavalli responded that the upper division course number requires additional work; other more detailed questions about courses were discussed.

Motion passed.

7. **04-05 CIC 5/CAPR 3, Proposed B.A. in Physics**

M/S/ (Soares/Ginno) to forward to the Senate.

Caplan asked will there be enough clientele for this degree; Good responded yes, that other campuses have 20, and that the idea is to attract more students.

Motion passed.

8. **04-05 CIC 11, Academic Review**

Sawyer thanked the CIC Chair for the excellent background information on this topic.

M/S/ (Fleming/Maxwell) to forward to the Senate.

Soares noted that we are making policy that seems too harsh in regard to item 2. Opp noted that in their program there are students who are retaking courses 6 times and are occupying space that could be better used for other students and then asked if there is a way to really communicate the new policy to students? Bellone noted that if this is formally approved it will be in the next catalog; and they will also advertise it to all student-related offices and communication lines. Caplan asked if this kind of policy is different for the individual CSU campuses; Bellone responded yes, and the committee studied campuses most like us such as SF, SJ, Sonoma, LA, DH, SB and later SLO & SDSU, and that we were the most liberal of all campuses; all had some limit, most 20, units available to repeat. This new policy is more in line with the others. Stoper added that it has been found very hard to deny a petition.

Motion passed.
9. Academic Dishonesty/Plagiarism response from CIC
Sawyer thanked CIC for its deliberation and work on this topic. This response brings closure to this referral. No action was recommended by CIC.

10. Further discussion and finalization of draft 04-05 BAS 1, University Name Change
Sawyer noted that he was asked to create a packet of background information for Senate members; he thanked the President for her generous cooperation in providing him with information for the packet; there are 3 large sections; letters/editorials from newspapers, materials submitted to the Board of Trustees, and consultation information. In discussions of meeting guidelines and procedures, Maxwell asked if there would be a limit to the number of times a person could speak. Stoper offered that, for a similar kind of issue, she simply went up and down the seats to see who wanted to talk to the issue, and announced that there would be an opportunity to speak again on the topic after others had spoken once. Soares suggested that we start the meeting as soon as a quorum is made, and that we get to the vote before 4:00; Rees noted that there is a parliamentarian way to do this by agreeing to an end time or time certain; Maxwell offered to assist the chair with the speakers list and timing the speakers; Rees mentioned that she is willing to answer questions that come up in the Senate discussion; Sawyer noted on the agenda that the discussion will begin at “no later than 3pm”. Sawyer asked for feedback on the written ballots and there were no objections to the proposed wording.

11. COBRA Report to ExCom
Sawyer introduced José Lopéz, chair of COBRA. Refer to the handout entitled “COBRA Objectives for 2004-2005.” COBRA has identified 5 goals: 1) Develop a standard budget report system for COBRA; 2) Promote faculty involvement in the budget development process at the college, departmental and program levels; 3) Develop a recovery plan; 4) Continue to develop knowledge of the budget development and allocation processes; and 5) Align processes for faculty consultation with University President and faculty consultation with COBRA.

Implementation plan and timelines for Goal Area 2 handout. Lopéz distributed a more detailed list of objectives and a timeline for goal 2 above. COBRA will be meeting with faculty and the deans of the individual colleges and the Library throughout winter quarter and plans on producing a report analyzing the information with recommendations for the Academic Senate to review around April 15, 2005.

Opp asked how the resultant information will be brought back to the faculty; Lopéz replied that they would gather and then analyze the information and create a cohesive set of recommendations to present to the Senate. The report would be placed online as is done with other committee communications. Opp noted that there is a lot of interest in the budget development processes of other colleges and that this is useful to continue as a dialog. Sawyer remarked that faculty participation is a large concern and that COBRA is getting into a good position to make effective recommendations. Sawyer thanked Dr. Lopéz for the committee’s report.

12a. WASC Report
Bellone distributed (to ExCom) the final WASC report which was filed on time; the appendices are all available on the web.

12. Adjournment
M/S/P (Maxwell/Paige) to adjourn at 3:25pm.

Respectfully submitted,
Liz Ginno, secretary